

The Somerset Hills School District
May 12, 2021
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. Correspondence

VII. Report of the Superintendent

1. Student Representatives’ Report
2. Governor's Educator of the Year Teacher Recognition Program:

WHEREAS, the Somerset Hills School District subcommittee selected Megan Dooley, Guidance Counselor, Bernards High School, Marcy Craver, Guidance Counselor, Bernardsville Middle School, and Sarah Westfall, Elementary Teacher, Bedwell Elementary School, for

recommendation to the Governor's Educator of the Year Program for the 2020-2021 school year and;

WHEREAS, Megan Dooley, Marcy Craver, and Sarah Westfall have demonstrated their ability to inspire students of all backgrounds and abilities to learn and;

WHEREAS, Megan Dooley, Marcy Craver, and Sarah Westfall have the respect and admiration of students, parents, administrators, and colleagues, and

WHEREAS, Megan Dooley, Marcy Craver and Sarah Westfall are exceptionally dedicated, knowledgeable and skilled professionals,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education and Administration confirm the selection of Megan Dooley, Marcy Craver, and Sarah Westfall for the Governor's Educator of the Year Program for the 2020-2021 school year and

BE IT FURTHER RESOLVED that the Board of Education and the Administration commend Megan Dooley, Marcy Craver, and Sarah Westfall for their outstanding qualities and the high caliber of the services they provide and,

BE IT FURTHER RESOLVED that the Board of Education and the Administration enthusiastically approve and support the selection of Megan Dooley, Marcy Craver and Sarah Westfall for the Governor's Educator of the Year Program.

3. Governor's Educator of the Year Educational Service Provider Recognition Program:

WHEREAS, the Somerset Hills School District subcommittee selected Athena Helriegel, Special Education Paraprofessional, and Fred Tietze, Special Education Paraprofessional, for recommendation to the Governor's Educator of the Year Educational Service Provider Recognition Program for the 2020 – 2021 school year, and

WHEREAS, Athena Helriegel and Fred Tietze have demonstrated the ability to inspire students of all backgrounds and abilities to learn and

WHEREAS, Athena Helriegel and Fred Tietze have the respect and admiration of students, parents, administrators, and colleagues and

WHEREAS, Athena Helriegel and Fred Tietze are exceptionally dedicated, knowledgeable and skilled teacher assistants.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education and Administration confirm the selection of Athena Helriegel and Fred Tietze for the Governor's Educator of the Year Educational Service Provider Recognition Program for the 2020-2021 school year and

BE IT FURTHER RESOLVED that the Board of Education and the Administration commend Athena Helriegel and Fred Tietze for their outstanding qualities and the high caliber of the services they provide and,

BE IT FURTHER RESOLVED that the Board of Education and the Administration enthusiastically approve and support the selection of Athena Helriegel and Fred Tietze for the Governor's Educator of the Year Educational Service Provider Recognition Program.

4. Board Recognition - Retirees

WHEREAS, Susan Fischer has been employed from September 2007 through June 2017 as a Teacher and Reading Specialist and:

WHEREAS, Susan Fischer has been employed from September 2017 through June 2021 as K-12 Supervisor of English Language Arts, Visual and Performing Arts and Medial Specialist and;

WHEREAS, she exemplified expertise, commitment, and professionalism in her duties; and

NOW THEREFORE BE IT RESOLVED, the Somerset Hills School District and Board of Education recognize Susan Fischer's retirement effective June 2021, and extend to her congratulations and best wishes for a happy, healthy, and enjoyable retirement.

WHEREAS, Robin Nickell has been employed from December 2004 through July 2021 as Bernards High School Main Office Secretary and:

WHEREAS, she exemplified expertise, commitment, and professionalism in her duties; and

NOW THEREFORE BE IT RESOLVED, the Somerset Hills School District and Board of Education recognize Robin Nickell's retirement effective July 2021, and extend to her congratulations and best wishes for a happy, healthy, and enjoyable retirement.

WHEREAS, Ed Poandl has been employed from September 2015 through July 2021 as a teacher of Industrial Arts and:

WHEREAS, he exemplified expertise, commitment, and professionalism in his duties; and

NOW THEREFORE BE IT RESOLVED, the Somerset Hills School District and Board of Education recognize Ed Poandl's retirement effective July 2021, and extend to him congratulations and best wishes for a happy, healthy, and enjoyable retirement.

VIII. Public Questions & Comments

We very much welcome input from the public. Public comments are welcome at this time on any 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 Questions and Comments will be limited to 30 minutes. Thank you for your input.

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 2021-2022 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 2021-2022 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	\$21,500
Parette, Somjen Architects LLC	Architect	\$25,000 (\$165/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 2021-2022 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 2021-2022 school year with a management fee of \$15,750 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 2021-2022 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 2021-2022 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 2021-2022 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 2021-2022 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 2021-2022 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 2021-2022 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 2021-2022 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 2021-2022 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 2021-2022 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 2021-2022 school year, and be it further

Resolved, that the "Resolution/Agreement" for participation in coordinated transportation services with the Mendham Township Board of Education be approved for the 2021-2022 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 2021-2022 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 2021-2022 school year.

17. 2021-2022 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 2021-2022 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, 2021 to June 30, 2022.

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 2021-2022 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 2021-2022 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, 2021-June 30, 2022.

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 2021-2022 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 procured by Brown and Brown Insurance, Inc.:

Monthly premium rates will have 0% increase effective July 1, 2021 - June 30, 2022.

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 2021-2022 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 2020-2021 and 2021-2022 school years.

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 2021-2022.

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 2021-2022 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 2021-2022 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 2021-22 budget, through ESCNJ 18/19-03 for an amount not to exceed \$150,000.00 during the 20-21 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 21-22 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 2021-22 budget, through MRESC 15/16-70 for an amount not to exceed \$150,000 for the 21-22 school year.

29. Appoint Affirmative Action Officers for 2021-2022*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Affirmative Action Officers for 2021-2022:

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, 2021 to June 30, 2022:

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 2021-2022 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	<ul style="list-style-type: none"> Home & School Association of Somerset Hills - Bedwell Elementary School
BMS	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 2021-2022 school year and extended school year:

Provider	Service	Location	
Cambridge Behavioral Health	ABA Training	Morristown, NJ	\$80 - \$175/hr
Hunterdon County ESC	All services	Lebanon, NJ	\$26.75- \$95/hr
Educational Services Commission of N.J.	All services	Piscataway, NJ	\$45- \$240/hr
Morris County ESC	All services	Morristown, NJ	\$49- \$156/hr
Morris Union Jointure Commission	All services	New Providence, NJ	\$195/hr
Somerset County ESC	All services	Bridgewater, NJ	\$100 - \$472
INVO Family of Companies	All services	Doylestown, PA	\$81 - \$85/hr
JLM ABA LLC	Behavioral Services	Ocean Twp., NJ	\$125/hr
DATA Group Central	Behavioral Services	Atlantic Highlands, NJ	\$150/hr
Bayada Nursing	Nursing Services	New Brunswick, NJ	\$55/hr
Epic Healthcare/Aveanna Healthcare	Nursing Services	Hackensack, NJ	\$60/hr
Horizon Healthcare Staffing	Nursing Services	Manalapan, NJ	\$55/hr - \$93/hr
Marylou Diamond	Speech Language Pathologist	Little Falls, NJ	\$125- \$200/hr
Kid Therapy	PROMPT Therapy	Chester, NJ	\$125 - \$160/hr
P.G.Chambers	Occupational Therapy	Cedar Knolls, NJ	\$78/hr
Pediatric Workshop	Physical Therapy	Warren, NJ	\$66/hr
Bergen County Special Services	Teacher of the Deaf	Paramus, NJ	\$165/hr
ESS, Inc	Substitutes Teachers/Paraprofessional	Philadelphia, PA	\$85.80/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 2021-2022 school year and extended school year program:

Provider	Service	Location	
Gen Psych/Obanta c/o Silvergate	Home/Bedside Instruction	Bridgewater, NJ	\$50/hr
Education Services	Home Instruction	Piscataway, NJ	\$45/hr

Commission of NJ			
Morris County ESC	Home Instruction	Morristown, NJ	\$49/hr
Professional Education Service	Home/Bedside Instruction	Glassboro, NJ	\$59.11/hr
Somerset County ESC	Home Instruction	Bridgewater, NJ	\$74/hr
Jamie Haftek	Home Instruction	Lakeland Regional High School, Wanaque, NJ	\$55.11/hr
Educere, LLC	Home/Bedside Instruction	Ambler, PA	\$29 - \$599/per course

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 2021-2022 school year and/or extended school year:

Student ID#	Provider	Location
1531668300 5896832951 7712323425	Montgomery Academy	Basking Ridge, NJ
7841323206	Phoenix Center	Nutley, NJ
6674065186 2102757988	Matheny School	Gladstone, NJ
3027945811	Morris School District: Morristown High	Morristown, NJ
3576316201 3919382829	Morris Union Jointure Commission: DLC – Warren	Warren, NJ
3957424154	Reed Academy	Oakland, NJ
3079518242	Shepard Prep. H.S.	Morristown, NJ
7435542741	Shepard Middle School	Kinnelon, NJ
9206219199	Lakeland High School	Wanaque, NJ
3839380106	New Road School	Somerset, NJ
4686992100 4469898470 3325116147 4129254390 8934764490 4980445376	Hunterdon Prep	Annandale, NJ
8026186552 1764996066	Celebrate the Children	Denville, NJ
1079125455	The Center School	Franklin Twp., NJ
4241292465 9533446690 7091185137	Newmark	Scotch Plains, NJ
1353989105	Newmark H.S.	Scotch Plains, NJ
3365687651	Essex Valley	W. Caldwell, NJ
8166393899	Pillar School	Livingston, NJ
8664505632	Stanhope School	Stanhope, 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 2021-2022 school year:

Provider	Service	Location	Cost
Dr. Craig Barth	Audiologist	Morristown, NJ	\$360
Summit Speech School	Audiological Evaluations/Consultations	New Providence, NJ	\$85 - \$950
Behavior Therapy Associates	Behavior Evaluations	Somerset, NJ	\$4,200
Cambridge Behavioral Health	Behavior Evaluations	Morristown, NJ	\$80 - \$175
Learning Tree Multicultural Evaluation and Consulting, Inc.	Bilingual Educational & Psychological Evaluations	Greenbrook, NJ	\$750
Hunterdon County ESC	Evaluations	Lebanon, NJ	\$425
ACES (Assessments Counseling & Ed Supports)	Evaluations	Mountain Lakes, NJ	\$900 - \$1,650
Education Services Commission of N.J.	Evaluations	Piscataway, NJ	\$240
Morris County ESC	Evaluations	Morristown, NJ	\$215/hr
Morris Union Jointure Commission	Evaluations	New Providence, NJ	\$185-\$230
Somerset County ESC	Evaluations	Bridgewater, NJ	\$400
INVO Family of Companies	Evaluations	Doylestown, PA	\$81 - \$98
C.E.A.	Evaluations	Flemington, NJ	\$50 - \$450
Dr. Emily Sy-Te	Neurological Evaluations	Morristown, NJ	\$675
Dr. Fadden	Neurological Evaluations	Morristown, NJ	\$675
Dr. Farrell	Neurological Evaluations	Morristown, NJ	\$675
Dr. Kavita Sinha	Neurological Evaluations	Warren, NJ	\$400
Kid Therapy	Occupational Evaluations	Chester, NJ	\$160
Pediatric Workshop	Physical Therapy Evaluations	Warren, NJ	\$295
Mary Lou Diamond	Speech Language Evaluations	Little Falls, NJ	\$125- \$200
Stephanie Shaeffer	Speech Language Evaluations	Chester, NJ	\$350
Dr. Bryan Fennelly	Psychiatric Evaluations	Madison, NJ	\$700 - \$750
Dr. Haley Cohen	Psychiatric Evaluations	Springfield, NJ	\$750
Jewish Vocational Service	Vocational Evaluations	Basking Ridge, NJ	\$900
Bethel Ridge	Vocational Evaluations	Basking Ridge, NJ	\$1,400
Bridges to Employment	Vocational Evaluations	Raritan, NJ	\$1,500

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 2021-2022 Extended School Year and School Year.

Student ID#	Route #	Cost
3027945811	Morristown High School	\$10,512.72
3027945811	ESY - Morristown High School	\$1,401.60
2102757988	Matheny	\$12,400.20
2102757988	ESY Matheny	\$2,548.93
3576316201	DLC – Warren	\$9,973.44
3576316201	ESY DLC – Warren	\$1,496.01
1764996066	Celebrate the Children	\$14,133.60
1764996066	ESY- Celebrate the Children	\$2,255.60

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 2021-2022 school year:

Provider	Service	Location
Educere, LLC	Virtual Online Courses	Ambler, PA
Proximity Learning	Virtual Online Courses/Instructors	

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 2021-2022 school year (salary may be adjusted):

Credential	Rate
Teacher with Substitute Credential, CEAS or CE	\$95
Teacher with Substitute Credential, CEAS or CE (Bedwell School Only)	\$114
Teacher with Standard Certificate	\$105
Teacher with Standard Certificate (Bedwell School Only)	\$126
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
Paraprofessional	\$13/hour

Custodian	\$16/hour
Maintenance	\$18.50/hour
Technology	\$20/hour
Bus/Van Driver	\$30/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 2021-2022 school year: BHS

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Albanese-Demair	Christine	BHS	MA	9	\$71,110.00	\$0.00	\$71,110.00
b	Babicke	Dennis	BHS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
c	Boyce	Nicole	BHS	BA	10-11	\$68,375.00	\$0.00	\$68,375.00
d	Bracero	Jeannette	BHS	MA	13	\$76,878.00	\$0.00	\$76,878.00
e	Brothers	David	BHS	MA+30	21	\$105,618.00	\$0.00	\$105,618.00
f	Camuto	Lisa	BHS	MA	10-11	\$72,875.00	\$0.00	\$72,875.00
g	Caswell	Jeffrey	BHS	BA	21	\$94,060.00	\$750.00	\$94,810.00
h	Cherng	Jonathan	BHS	MA	10-11	\$72,875.00	\$0.00	\$72,875.00
i	Clark	Kelly	BHS	MA+15	21	\$103,095.00	\$0.00	\$103,095.00
j	Collins	Kay	BHS	MA+15	21	\$103,095.00	\$0.00	\$103,095.00
k	Connor	Anne	BHS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
l	DeAngelo	Stephanie	BHS	MA+45	9	\$77,860.00	\$0.00	\$77,860.00
m	DiGiacomo	Angelina	BHS	MA	6	\$66,885.00	\$0.00	\$66,885.00
n	Dolson	Margaret	BHS	MA+30	10-11	\$77,375.00	\$0.00	\$77,375.00
o	Dooley	Megan	BHS	MA	8	\$69,495.00	\$0.00	\$69,495.00
p	Drew	Lisa	BHS	MA+15	21	\$103,095.00	\$0.00	\$103,095.00
q	Ellis	Amanda	BHS	MA+60/Doc	10-11	\$81,875.00	\$0.00	\$81,875.00
r	Falk	Lisa	BHS	MA	6	\$66,885.00	\$0.00	\$66,885.00
s	Falletta	Luann	BHS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
t	Falzarano	Jeffrey	BHS	MA+15	21	\$103,095.00	\$0.00	\$103,095.00
u	Ferrara	James	BHS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
v	Foglia	Joseph	BHS	BA+15	21	\$96,690.00	\$1,000.00	\$97,690.00
w	Fresco	Angela	BHS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
x	Garay	Janet	BHS	MA+45	14	\$85,820.00	\$0.00	\$85,820.00
y	Hemans	Nicholas	BHS	MA	14	\$79,285.00	\$0.00	\$79,285.00
z	Hogge	John	BHS	MA+60/Doc	21	\$110,492.00	\$750.00	\$111,242.00

aa	Hunkele	Heather	BHS	MA+30	16	\$88,854.00	\$0.00	\$88,854.00
bb	Kaplan	Daniel	BHS	BA	6	\$62,385.00	\$0.00	\$62,385.00
cc	Koch	Kevin	BHS	MA+30	10-11	\$77,375.00	\$0.00	\$77,375.00
dd	La Bruno	Wendi	BHS	MA+60/Doc	19	\$102,990.00	\$0.00	\$102,990.00
ee	La Pine	Matthew	BHS	MA+45	10-11	\$79,625.00	\$0.00	\$79,625.00
ff	Lallis	John	BHS	MA+30	21	\$105,618.00	\$1,000.00	\$106,618.00
gg	Miranda	Jennifer	BHS	MA+60/Doc	7	\$77,030.00	\$0.00	\$77,030.00
hh	Murphy	Theresa	BHS	MA	10-11	\$72,875.00	\$0.00	\$72,875.00
ii	Nelson	Ryan	BHS	MA+30	5	\$70,480.00	\$0.00	\$70,480.00
jj	O'Brien	Janice	BHS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
kk	O'Connor	Leslie	BHS	MA	14	\$79,285.00	\$0.00	\$79,285.00
ll	Pair	Randall	BHS	BA	9	\$66,610.00	\$0.00	\$66,610.00
mm	Pietroluongo	Jade	BHS	MA	10-11	\$72,875.00	\$0.00	\$72,875.00
nn	Reitz	Cameron	BHS	MA	7	\$68,030.00	\$0.00	\$68,030.00
oo	Ryersen	Kathleen	BHS	MA+45	21	\$108,216.00	\$0.00	\$108,216.00
pp	Samson	Alyssa	BHS	MA+15	8	\$71,745.00	\$0.00	\$71,745.00
qq	Silva	Karen	BHS	MA+60/Doc	21	\$110,492.00	\$1,000.00	\$111,492.00
rr	Simoneau	Jon	BHS	MA	17	\$87,495.00	\$0.00	\$87,495.00
ss	Snyder	Allison	BHS	MA+60/Doc	10-11	\$81,875.00	\$0.00	\$81,875.00
tt	Sosely	Anna	BHS	MA+60/Doc	19	\$102,990.00	\$0.00	\$102,990.00
uu	Stolarz	Lizabeth	BHS	MA+45	9	\$77,860.00	\$0.00	\$77,860.00
vv	Szakiel	Mark	BHS	MA	21	\$100,400.00	\$0.00	\$100,400.00
ww	Szostak	David	BHS	MA+60/Doc	20	\$107,392.00	\$750.00	\$108,142.00
xx	Trumpy	Fred	BHS	MA+60/Doc	21	\$110,492.00	\$1,000.00	\$111,492.00
yy	Venezio	Maria	BHS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
zz	Violillo	Maddalena	BHS	MA+60/Doc	19	\$102,990.00	\$750.00	\$103,740.00
aaa	Wagner	Alyssa	BHS	MA+30	6	\$71,385.00	\$0.00	\$71,385.00
bbb	Weltler	Lynn	BHS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
ccc	Whitlock	Christine	BHS	MA+60/Doc	21	\$110,492.00	\$750.00	\$111,242.00
ddd	Young	Joseph	BHS	MA	6	\$66,885.00	\$0.00	\$66,885.00

43. 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 2021-2022 school year: BMS & BES

BMS

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
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a	Calabrese	Eric	BMS	MA+15	13	\$79,105.00	\$0.00	\$79,105.00
b	Craver	Marcella	BMS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
c	Fitzgerald	Marianne	BMS	BA+15	13	\$74,605.00	\$0.00	\$74,605.00
d	Froysland	Megan	BMS	MA+30	7	\$72,530.00	\$0.00	\$72,530.00
e	Furbish	Mary Ellen	BMS	MA	14	\$79,285.00	\$0.00	\$79,285.00
f	Georgiana	Michael	BMS	MA+60/Doc	12	\$83,790.00	\$0.00	\$83,790.00
g	Gilly	Zoltan	BMS	MA+60/Doc	12	\$83,790.00	\$0.00	\$83,790.00
h	Habermas	Christopher	BMS	MA+45	14	\$85,820.00	\$0.00	\$85,820.00
i	Heydt	Jaimie	BMS	MA	10-11	\$72,875.00	\$0.00	\$72,875.00
j	King	Brian	BMS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
k	Lachac	Luke	BMS	BA	6	\$62,385.00	\$0.00	\$62,385.00
l	Laspada	Joseph	BMS	MA+60/Doc	21	\$110,492.00	\$1,000.00	\$111,492.00
m	Malwitz	Carrie	BMS	MA+60/Doc	14	\$88,070.00	\$0.00	\$88,070.00
n	Marashlian	Nicole	BMS	MA+60/Doc	16	\$92,950.00	\$0.00	\$92,950.00
o	McGinn	Jessica	BMS	BA+15	13	\$74,605.00	\$0.00	\$74,605.00
p	McMillan	Patricia	BMS	BA	21	\$94,060.00	\$0.00	\$94,060.00
q	Mongno	Megan	BMS	MA+45	15	\$88,185.00	\$0.00	\$88,185.00
r	O'Halloran	Anne	BMS	BA	8	\$64,995.00	\$0.00	\$64,995.00
s	Obert-Thorn	Karrie	BMS	MA+60/Doc	20	\$107,392.00	\$0.00	\$107,392.00
t	Ogden	Denise	BMS	BA	8	\$64,995.00	\$0.00	\$64,995.00
u	Palek	Timothy	BMS	MA	12	\$74,790.00	\$0.00	\$74,790.00
v	Porter	Shane	BMS	MA	14	\$79,285.00	\$0.00	\$79,285.00
w	Rizzuto	Rosemarie	BMS	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00
x	Russo	Dawn	BMS	MA	14	\$79,285.00	\$0.00	\$79,285.00
y	Ryan	Suzanne	BMS	MA+30	21	\$105,618.00	\$0.00	\$105,618.00
z	Sands	Stephen	BMS	MA+60/Doc	20	\$107,392.00	\$750.00	\$108,142.00
aa	Snyder	Jason	BMS	MA+60/Doc	13	\$85,855.00	\$0.00	\$85,855.00
bb	St Ours	Elizabeth	BMS	MA+45	14	\$85,820.00	\$0.00	\$85,820.00
cc	Szesko	Julie-Ann	BMS	MA	9	\$71,110.00	\$0.00	\$71,110.00
dd	Tchorz	Valerie	BMS	MA+45	17	\$94,129.00	\$0.00	\$94,129.00
ee	Terraciano	Vincent	BMS	MA+30	21	\$105,618.00	\$750.00	\$106,368.00
ff	Tresslar	Kristene	BMS	MA+45	12	\$81,540.00	\$0.00	\$81,540.00
gg	Tynan	Jessica	BMS	MA	12	\$74,790.00	\$0.00	\$74,790.00
hh	Wells	Carolyn	BMS	MA+45	17	\$94,129.00	\$0.00	\$94,129.00

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Bohr	Jennifer	BES	MA+15	10-11	\$75,125.00	\$0.00	\$75,125.00
b	Brooten	Darcey	BES	MA+60/Doc	14	\$88,070.00	\$0.00	\$88,070.00
c	Collins	Jessica	BES	MA	12	\$74,790.00	\$0.00	\$74,790.00
d	d'Anunciacao	Jessica	BES	MA+30	6	\$71,385.00	\$0.00	\$71,385.00
e	Davis	Emma	BES	MA+30	12	\$79,290.00	\$0.00	\$79,290.00
f	De Roberts	Theresa	BES	MA+60/Doc	18	\$99,450.00	\$750.00	\$100,200.00
g	De Stefano	Phyllis	BES	BA	21	\$94,060.00	\$1,000.00	\$95,060.00
h	DeMarco	Monica	BES	MA+45	9	\$ 77,860.00	\$0.00	\$ 77,860.00
i	Falzarano	Sarah	BES	BA+15	12	\$72,540.00	\$0.00	\$72,540.00
j	Fischer	Dana	BES	BA+15	19	\$90,311.00	\$750.00	\$91,061.00
k	Freda	Michele	BES	MA	20	\$97,300.00	\$0.00	\$97,300.00
l	Gelsinger	Allison	BES	MA+15	6	\$69,135.00	\$0.00	\$69,135.00
m	Grau	Jianna	BES	MA	10-11	\$72,875.00	\$0.00	\$72,875.00
n	Hall	Kristine	BES	MA+30	21	\$105,618.00	\$750.00	\$106,368.00
o	Heppes	Laurie	BES	BA+15	21	\$96,690.00	\$1,000.00	\$97,690.00
p	Jablonski	Holly	BES	MA+45	13	\$ 85,820.00	\$0.00	\$ 85,820.00
q	Jaeger	Jamie	BES	MA+30	12	\$79,290.00	\$0.00	\$79,290.00
r	Jastrabek	Linda	BES	BA+15	21	\$96,690.00	\$1,000.00	\$97,690.00
s	Kleinstein	Mary	BES	MA+60/Doc	21	\$110,492.00	\$750.00	\$111,242.00
t	Koletar	Jenny	BES	MA	10-11	\$72,875.00	\$0.00	\$72,875.00
u	Kusnic	Cassandra	BES	BA	5	\$61,480.00	\$0.00	\$61,480.00
v	Leonard	Melissa	BES	MA+15	15	\$83,970.00	\$0.00	\$83,970.00
w	Maddaluna	Patricia	BES	MA+60/Doc	21	\$110,492.00	\$1,000.00	\$111,492.00
x	Mariani	Jessica	BES	BA	16	\$79,450.00	\$0.00	\$79,450.00
y	McCarron	James	BES	MA	21	\$100,400.00	\$1,000.00	\$101,400.00
z	McCloskey	Heather	BES	MA	8	\$69,495.00	\$0.00	\$69,495.00
aa	Noonan	Mark	BES	BA	21	94,060.00	\$0.00	94,060.00
bb	O'Day	Lauren	BES	MA+15	8	\$71,745.00	\$0.00	\$71,745.00
cc	Och	Laurie	BES	MA+30	21	\$105,618.00	\$0.00	\$105,618.00
dd	Palmieri	Jeremy	BES	BA	5	61,480.00	\$0.00	61,480.00
ee	Panik	Meredith	BES	MA+60/Doc	15	\$90,435.00	\$0.00	\$90,435.00
ff	Paterno	Amy	BES	MA+30	18	\$95,143.00	\$ 750.00	\$95,893.00
gg	Pike	Emily	BES	MA+60/Doc	21	\$110,492.00	\$0.00	\$110,492.00

hh	Reed	Patrick	BES	MA+60/Doc	14	\$88,070.00	\$0.00	\$88,070.00
ii	Rokosky	Debbie	BES	MA+45	21	\$108,216.00	\$750.00	\$108,966.00
jj	Roll	Jill	BES	MA	21	\$100,400.00	\$0.00	\$100,400.00
kk	Rudin	Elizabeth	BES	MA+60/Doc	21	\$110,492.00	\$750.00	\$111,242.00
ll	Ryan	Vanessa	BES	BA+15	10-11	\$70,625.00	\$0.00	\$70,625.00
mm	Seelig	Sophia	BES	BA	16	\$79,450.00	\$0.00	\$79,450.00
nn	Smith	Lauren	BES	MA+15	14	\$81,320.00	\$0.00	\$81,320.00
oo	Thurlow	Allen	BES	MA+15	13	\$79,105.00	\$0.00	\$79,105.00
pp	Westfall	Sarah	BES	BA	6	62,385.00	\$0.00	62,385.00
qq	Windisch	Mary Clare	BES	MA	21	\$100,400.00	\$0.00	\$100,400.00
rr	Zaborowski	Donna	BES	MA+45	21	\$108,216.00	\$0.00	\$108,216.00
ss	Ziolkowski	Maureen	BES	BA+15	16	\$81,700.00	\$0.00	\$81,700.00

44. Approve Tenure Contracts*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following tenured certificated staff for the 2021-2022 school year: BHS

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Fallas	Heiner	BHS	BA	5	\$61,480.00	\$0.00	\$61,480.00
b	Stypolkowski	Emily	BHS	MA	4	\$65,075.00	\$0.00	\$65,075.00
c	Teets	Ashley	BHS	MA	4	\$65,075.00	\$0.00	\$65,075.00

45. Approve Tenure Contracts

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following tenured certificated staff for the 2021-2022 school year: BES

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Boudreau	Derek	BMS	MA+30	9	\$75,610.00	\$0.00	\$75,610.00
b	Clark	Michelle	BMS	BA	3-4	\$60,575.00	\$0.00	\$60,575.00
c	Gutkin	Melissa	BMS	MA+30	6	\$71,385.00	\$0.00	\$71,385.00
d	McGovern	Courtney	BMS	MA	6	\$66,885.00	\$0.00	\$66,885.00

46. 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 2021-2022 school year: BHS

	Last Name	First Name	School	Year	Level	Step	\$ Salary
a	Anderson	Richard	BHS	2	BA	9	\$66,610.00

b	Bale-Pena	Matthew	BHS	15	MA	13	\$76,878.00
c	Crisman	Gillian	BHS	4	MA+15	7	\$70,280.00
d	Daben	Jose	BHS	5+	MA+45	19	\$100,900.00
e	Fleming	Kelsie	BHS	2	MA (part-time)	3-4	\$24,403.00
f	Hart	Amy	BHS	4	MA	3-4	\$65,075.00
g	Kaufman	Justin	BHS	3	BA	3-4	\$60,575.00
h	Lavalle	Alexa	BHS	3	MA+30	1-2	\$69,075.00
i	Lehnhoff, Jr.	Robert	BHS	3	MA	7	\$68,030.00
j	O'Brien	Kyle	BHS	3	MA	1-2	\$64,575.00
k	Mase	Arlen	BHS	2	BA	3-4	\$60,575.00
l	Mathus	Peter	BHS	2	MA	1-2	\$64,575.00
m	Pasqua	Jaclyn	BHS	3	MA	12	\$74,790.00
n	Tripp	Amanda	BHS	3	MA	16	\$84,608.00
o	Venezia	David	BHS	3	MA	3-4	\$65,075.00

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 2021-2022 school year: BMS & BES

BMS

	Last Name	First Name	School	Year	Level	Step	\$ Salary
a	Andrews Wright	Rebecca	BMS	2	MA	6	\$66,885.00
b	Azevedo	Melanie	BMS	2	BA	1-2	\$60,075.00
c	Carreiro	Olivia	BMS	3	MA+15	6	\$69,135.00
d	Escobar-Chaffee	Salome	BMS	3	MA	3-4	\$65,075.00
e	Fabregas	Kelly	BMS	3	MA	6	\$66,885.00
f	Gash	Adriane	BMS	2	MA	9	\$71,110.00
g	McGovern	Danielle	BMS	4	BA	7	\$63,530.00
h	Wertman	Suzanne	BMS	3	MA	1-2	\$64,575.00

BES

	Last Name	First Name	School	Year	Level	Step	\$ Salary
a	Carey	Amanda	BES	4	BA	7	\$63,530.00
b	Hayes	Kelly	BES	3	MA	1-2	\$64,575.00
c	Mirando	Stephan	BES	2	MA	3-4	\$60,575.00
d	Pane	Patricia	BES	3	BA	15	\$76,935.00
e	Sakin	Jordan	BES	2	MA	1-2	\$64,575.00

f	Strohman	Elizabeth	BES	2	MA	10-11	\$72,875.00
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48. Approve Appointment Full-Time Special Education Paraprofessionals*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following Full-Time Paraprofessionals for the 2021-2022 school year: District

	Last Name	First Name	Position	Step	Hourly Rate
a	Blocker	Christine	Para-Spec Ed B Hourly	5	\$ 17.83
b	Brown	Lauren	Para-Spec Ed B Hourly	8	\$ 18.46
c	Canny	Emma	Para-Spec Ed B Hourly	5	\$ 17.83
d	Carmon	David	Para-Spec Ed A Hourly	9	\$ 21.87
e	Coheleach	Ilona	Para-Spec Ed A Hourly	10	\$ 23.13
f	Gebbia	Janine	Para-Spec Ed B Hourly	3	\$ 17.42
g	Griggs	Tarik	Para-Spec Ed B Hourly	3	\$ 17.42
h	Guedez	Carol	Para-Spec Ed B Hourly	3	\$ 17.42
i	Habibi	Sama	Para-Spec Ed B Hourly	6	\$ 18.04
j	Helriegel	Athena	Para-Spec Ed B Hourly	8	\$ 18.46
k	Hildebrandt	Patricia	Para-Spec Ed A Hourly	9	\$ 21.87
l	Jacobs Deutsch	Jennifer	Para-Spec Ed B Hourly	3	\$ 17.42
m	Johnson	Kimberly	Para-Spec Ed B Hourly	8	\$ 18.46
n	Landers	Kari	Para-Spec Ed A Hourly	10	\$ 23.13
o	Maqueda	Clare	Para-Spec Ed B Hourly	8	\$ 18.46
p	Mastrobuoni	Teresa	Para-Spec Ed A Hourly	10	\$ 23.13
q	Morin	Jackie	Para-Spec Ed B Hourly	6	\$ 18.04
r	Pernaselli	Marjorie	Para-Spec Ed B Hourly	6	\$ 18.04
s	Riley	Cindy	Para-Spec Ed A Hourly	10	\$ 23.13
t	Rivera	Daren	Para-Spec Ed B Hourly	5	\$ 17.83
u	Rollins	Ronald	Para-Spec Ed B Hourly	5	\$ 17.83
v	Sarullo	Dally	Para-Spec Ed B Hourly	4	\$ 17.62
w	Schaefer	Dianne	Para-Spec Ed B Hourly	8	\$ 18.46
x	Shimko	Maria	Para-Spec Ed B Hourly	3	\$ 17.42
y	Stanek	Cary	Para-Spec Ed B Hourly	6	\$ 18.04
z	Tietze	Fred	Para-Spec Ed B Hourly	2	\$ 17.22
aa	Zuppa	Colleen	Para-Spec Ed A Hourly	10	\$ 23.13

49. Approve 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 2021-2022 school year: District

	Last Name	First Name	Position	Step	Hourly Rate
a	Arthur	Michele	Para-Spec Ed B Hourly	2	\$ 17.22
b	Barbetta	Patricia	Para-Spec Ed B Hourly	5	\$ 17.83
c	DiSabato	Felicia	Para-Spec Ed B Hourly	8	\$ 18.46
d	Gopinath	Geetha	Para-Spec Ed B Hourly	5	\$ 17.83
e	Hennessey	Diana	Para-Spec Ed B Hourly	2	\$ 17.22
f	Hunashimarad	Deepa	Para-Spec Ed B Hourly	2	\$ 17.22
g	Marquez	Leyla	Para-Spec Ed B Hourly	3	\$ 17.42
h	Zavacki	Susan	Para-Spec Ed B Hourly	2	\$ 17.22

50. 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 2021-2022 school year: BHS & District

	Last Name	First Name	Location	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Acuff	Ann	BHS	18	\$66,096.00	\$1,790.00	\$67,886.00
b	Gruters	Annika	BHS	7	\$54,546.00	\$0.00	\$54,546.00
c	Malzone	Amy	BHS	18	\$66,096.00	\$0.00	\$66,096.00
d	Norton	Lisa	BHS (75%)	15	\$46,985.00	\$0.00	\$46,985.00
e	Pedota	Patricia	CENTRAL	18	\$66,096.00	\$1,434.00	\$67,530.00
f	Pottheiser	Dana	BHS	4	\$51,921.00	\$0.00	\$51,921.00
g	Rodenbach	Deborah	CENTRAL	12	\$59,421.00	\$0.00	\$59,421.00

51. 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 2021-2022 school year: BMS & BES

	Last Name	First Name	Location	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Haynes	Rosemary	BMS	3	\$51,096.00	\$0.00	\$51,096.00
b	Kotz	Lisa	BES	3	21,416.00	\$0.00	21,416.00
c	Roehr	Dolores	BES	10	\$57,396.00	\$0.00	\$57,396.00
d	Meyer	Deborah	BMS	18	\$66,096.00	\$1,790.00	\$67,886.00
e	Russoniello	Lucy	BES	18	\$66,096.00	\$2,146.00	\$68,242.00

52. 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 2021-2022 school year: District

	Last Name	First Name	Job Title	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Barron	Maria	Custodial	4	\$34,090.00	\$393.00	\$34,483.00
b	Cardona	Olimpia	Custodial	4	\$34,090.00	\$393.00	\$34,483.00
c	Chandara	Soukan	Custodial	20	\$52,930.00	\$1,049.00	\$53,979.00
d	Conant	Christopher	Custodial	15	\$45,805.00	\$0.00	\$45,805.00
e	Garcia	Paola	Custodial	1	\$16,295.00	\$0.00	\$16,295.00
f	Giraldo	Luz	Custodial	4	\$34,090.00	\$393.00	\$34,483.00
g	Gonzalez	Didier	Custodial	17	\$48,330.00	\$0.00	\$48,330.00
h	Guarneros	Daisy	Custodial	2	\$33,090.00	\$0.00	\$33,090.00
i	Guarneros	Susan	Custodial	4	\$34,090.00	\$0.00	\$34,090.00
j	Jacobs	Dao	Custodial	2	\$33,090.00	\$0.00	\$33,090.00
k	Komsiri	Bhanca	Custodial	19	\$51,275.00	\$787.00	\$52,062.00
l	Morales	Kyle	Custodial	4	\$34,090.00	\$0.00	\$34,090.00
m	Panyanouvong	Hong	Custodial	20	\$52,930.00	\$787.00	\$53,717.00
n	Phetiawang	Suriya	Custodial	3	\$33,590.00	\$0.00	\$33,590.00
o	Price, Jr.	Darryl	Custodial	2	\$33,090.00	\$0.00	\$33,090.00
p	Singsongkham	Khambone	Custodial	20	\$52,930.00	\$1,311.00	\$54,241.00
q	Sysongdeth	Manaswee	Custodial	20	\$52,930.00	\$1,049.00	\$53,979.00
r	Thepnarong	Supanee	Custodial	4	\$34,090.00	\$0.00	\$34,090.00
s	Torromeo	Ronald	Custodial	3	\$33,590.00	\$0.00	\$33,590.00
t	Vongvilay	Bobknuck	Custodial	20	\$52,930.00	\$1,311.00	\$54,241.00
u	Vongvilay	Wannapha	Custodial	20	\$52,930.00	\$787.00	\$53,717.00
v	Zambrano	Gabriela	Custodial	4	\$34,090.00	\$0.00	\$34,090.00

53. 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 2021-2022 school year: District

	Last Name	First Name	Job Title	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Brenner	Kevin	Maintenance Stipend - LockSmith Stipend-plaster Mason	7	\$58,630.00 \$1,206.00 \$1,830.00	\$0.00	\$61,666.00
b	Fulper	James	Maintenance	11	\$64,230.00	\$2,097.00	\$86,779.00

			Stipend-asst Heating Controls		\$2,472.00		
			Stipend-boiler License		\$1,206.00		
			Stipend-system Maintenance		\$16,774.00		
c	Pedrick	David	Maintenance Stipend-system Maintenance	11	\$64,230.00 \$16,774.00	\$0.00	\$81,004.00
d	Rodaligo	Thomas	Maintenance	11	\$64,230.00	\$1,574.00	\$65,804.00

54. Reappointment Technology Employees

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following technology employees for the 2021-2022 school year: BMS & BES

	Last Name	First Name	Location	Job Title	Step	\$ Longevity	\$ Salary
a	Derner	Glen	BES	Technology	16	\$0.00	\$65,625.00
b	Griffith	Christopher	BMS	Technology	7	\$0.00	\$56,625.00

55. 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 2021-2022 school year: BHS

	Last Name	First Name	Location	Job Title	Step	Rate/HR
a	Worstell	Laura	BHS	Registered Nurse PT	3	\$41.32

56. 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 2021-2022 school year: BES

	Last Name	First Name	Location	Job Title	Step	Rate/HR
a	Gomez	Melissa	BES	Registered Nurse PT	3	\$41.32

57. Reappointment Employees*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following employees for the 2021-2022 school year: District

	Last Name	First Name	Location	Title	\$ Salary	\$ Longevity	\$ Total Salary
a	Clark	David	CENTRAL	Custodial Foreman	\$65,776.00	\$ -	\$65,776.00
b	Cotreau	Daniel	CENTRAL	Transportation Manager	\$74,263.00	\$ -	\$74,263.00
c	Duchantier	Cynthia	CENTRAL	Secretary to the Superintendent - Confidential	\$61,500.00	\$ -	\$61,500.00

d	Lucas	Douglas	CENTRAL	Director of Facilities	\$110,000.00	\$ -	\$110,000.00
e	Porter	Jacqueline	CENTRAL	Business Office Assistant / Payroll - Confidential	\$76,491.00	\$ -	\$76,491.00
f	Saez	Rickey	CENTRAL	Technology Assistant Manager	\$85,134.00	\$ -	\$85,134.00
g	Schwarz	Jeremy	CENTRAL	Information Technology Manager	\$126,000.00	\$ -	\$126,000.00
h	Thorp	Deborah	CENTRAL	Accounts Payable - Confidential	\$68,000.00	\$ 2,146.00	\$70,146.00
i	Vought	Rufus	CENTRAL	Maintenance Foreman	\$98,133.00	\$ -	\$98,133.00

58. Approve S.H.A.A. Memorandum of Agreement*

Resolved, that the Somerset Hills Board of Education approves the Memorandum of Agreement with the Somerset Hills Administrators Association (S.H.A.A.) dated May 5, 2021 and corresponding salary guides as ratified by the S.H.A.A. on May 5, 2021.

59. 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 2021-2022 school year: District & BHS

	Last Name	First Name	Location	Job Title	Salary
a	Catelli	Michael	District	Supervisor - Social Studies	\$110,715.00
b	Corbett	Michael	BHS	Assistant Principal - BHS	\$162,357.00
c	Hoppe	Michael	BHS	Assistant Principal - BHS	\$173,128.00
d	Neigel	Scott	BHS	Principal - BHS	\$182,332.00

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 2021-2022 school year: BES & BMS

	Last Name	First Name	Location	Job Title	Salary
a	Friedman	April	BES	Assistant Principal - BES	\$125,726.00
b	Latzke	Brian	BMS	Assistant Principal - BMS	\$109,915.00
c	Phelan	Amy	BES	Principal - BES	\$189,789.00

61. 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 2021-2022 school year: District

	Last Name	First Name	Location	Job Title	Salary
a	Edgerton	Olga	District	Supv-Math/Sc/Tech	\$130,617.00
b	Koransky	Jamie	District	Director Student Services	\$128,875.00

c	Walker	Jaime	District	Director of Guidance	\$124,246.00
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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 2021-2022 school year: BES & BMS

	Last Name	First Name	Location	Job Title	Salary
a	Garofalo	Lisa	BMS	Principal - BMS	\$140,005.00

63. 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 2021-2022 school year:

	Last Name	First Name	Location	Job Title	Salary
a	Dempsey	Gretchen	CENTRAL	Superintendent	\$190,600.00

64. 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 2021-2022 school year:

	Last Name	First Name	Location	Job Title	Salary
a	Butler	Coleen	CENTRAL	Assistant Superintendent	\$165,845.00

65. 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 2021-2022 school year:

	Last Name	First Name	Location	Job Title	Salary
a	DeMarco	Jinnee	CENTRAL	Business Administrator/Board Secretary	\$142,140.00

66. Reappointment Interpreters/Translators*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, reappoint the following Interpreters/Translators for the 2021-2022 school year:

	Name	Position	Rate
a	*All District World Language & Bilingual Certificated Staff*	Translator /Interpreter	\$59.11/Hr
b	Ayala, Frida	Translator/Interpreter	\$59.11/Hr
c	Bautista, Ana	Translator /Interpreter	\$59.11/Hr
d	Chaffee, Salome	Translator /Interpreter	\$59.11/Hr
e	Hart, Amy	Translator /Interpreter	\$59.11/Hr
f	Fallas, Heiner	Translator /Interpreter	\$59.11/Hr
g	Izzo, Michelle	Translator /Interpreter	\$59.11/Hr
h	Maqueda, Clare	Translator /Interpreter	\$59.11/Hr

i	Rivera, Daren	Translator /Interpreter	\$59.11/Hr
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67. Reappointment Home Instructors*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following Home Instructors for the 2021-2022 school year:

	Name	Subject
a	All District Certificated Staff	Various
b	Clendenny, Marilyn	Mathematics
c	Dunker, Jeff	Social Studies
d	Prothero, Ruth	English

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 2021-2022 school year:

	Last Name	First Name	Job Title	\$ Hourly Rate
a	Bartow	Lillian	Transportation Driver	30.00/hr
b	De Angelo	Frances	Transportation Driver	30.00/hr
c	Gamarra	Marianella	Transportation Driver	27.00/hr
d	Godard	Sterne	Transportation Driver	30.00/hr
e	Grasso	Loriann	Transportation Driver	30.00/hr
f	Milford	Marlene	Transportation Driver	30.00/hr
g	Paltan	Monika	Transportation Driver	30.00/hr
h	Bradley	Sandra	Transportation Para	20.47/hr
i	Clarke	Ellen	Transportation Para	19.92/hr

69. Approve Reduction in Force*

Resolved that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reduction in force of Employee No. 9188 for budgetary reasons.

X. Approval of Minutes*

1. Approval of Minutes

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Public Input & Action and Executive meeting minutes for April 28, 2021.

XI. 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 April 2021 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$7,381,143.32	\$7,381,143.32
(20) Special Revenue Fund	\$ 31,751.12	\$31,751.12
(30) Capital Projects Fund	\$371,191.25	\$371,191.25
(40)Debt Service Fund	\$ (0.17)	\$ (0.17)
Total Government Funds	\$7,784,085.52	\$7,784,085.52

(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 April 2021.

3. Payment of Bills*

WHEREAS, the Board Secretary has presented the attached March and April check register 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	March	April
(10) General Fund	\$1,198,385.81	\$1,204,159.05
(20) Special Revenue Fund	\$3,886.48	\$797.99
(30) Capital Projects Fund	--	--
(40) Debt Service Fund	--	--
(60) Cafeteria Fund	--	\$327.50
(90) Payroll Agency Fund	\$365,243.04	\$679,390.48
TOTAL	\$1,567,515.33	\$1,884,675.02

4. Payment of Bills*

WHEREAS, the Board Secretary has presented attached May check register 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	May
(10) General Fund	\$192,001.64
(20) Special Revenue Fund	\$31,305.32
(30) Capital Projects Fund	--
(40) Debt Service Fund	--
(60) Cafeteria Fund	--
(90) Payroll Agency Fund	--
TOTAL	\$223,306.96

5. Approve Board Secretary Tax Request Authorization: Borough of Bernardsville
 Resolved, that the amount of taxes hereby certified as \$25,470,722.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2021-2022 school year from the Borough of Bernardsville and, be it further
 Resolved, that the amount of taxes hereby certified as \$2,391,932.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2021-2022 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	\$199,417.16	\$2,321,977.32
August	\$2,122,560.16	\$199,417.16	\$2,321,977.32
September	\$2,122,560.16	\$199,417.16	\$2,321,977.32
October	\$2,122,560.16	\$199,417.16	\$2,321,977.32
November	\$2,122,560.16	\$199,417.16	\$2,321,977.32
December	\$2,122,560.20	\$199,417.20	\$2,321,977.40
January	\$2,122,560.16	\$199,238.16	\$2,321,798.32
February	\$2,122,560.16	\$199,238.16	\$2,321,798.32
March	\$2,122,560.16	\$199,238.16	\$2,321,798.32
April	\$2,122,560.16	\$199,238.16	\$2,321,798.32
May	\$2,122,560.16	\$199,238.16	\$2,321,798.32
June	\$2,122,560.20	\$199,238.20	\$2,321,798.40
Total	\$25,470,722.00	\$2,391,932.00	\$27,862,654.00

6. Approve Board Secretary Tax Request Authorization: Borough of Far Hills
 Resolved, that the amount of taxes hereby certified as \$1,708,433.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2021-2022 school year from the Borough of Far Hills and, be it further
 Resolved, that the amount of taxes hereby certified as \$160,437.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2021-2022 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
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July	\$142,369.50	\$13,375.83	\$155,745.33
August	\$142,369.50	\$13,375.83	\$155,745.33
September	\$142,369.50	\$13,375.83	\$155,745.33
October	\$142,369.50	\$13,375.83	\$155,745.33
November	\$142,369.50	\$13,375.83	\$155,745.33
December	\$142,369.50	\$13,375.85	\$155,745.35
January	\$142,369.33	\$13,363.66	\$155,732.99
February	\$142,369.33	\$13,363.66	\$155,732.99
March	\$142,369.33	\$13,363.66	\$155,732.99
April	\$142,369.33	\$13,363.66	\$155,732.99
May	\$142,369.33	\$13,363.66	\$155,732.99
June	\$142,369.35	\$13,363.70	\$155,733.05
Total	\$1,708,433.00	\$160,437.00	\$1,868,870.00

7. Approve Board Secretary Tax Request Authorization: Borough of Peapack-Gladstone
 Resolved, that the amount of taxes hereby certified as \$6,097,961.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2021-2022 school year from the Borough of Peapack/Gladstone and, be it further
 Resolved, that the amount of taxes hereby certified as \$572,654.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2021-2022 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	\$508,163.50	\$47,742.66	\$555,906.16
August	\$508,163.50	\$47,742.66	\$555,906.16
September	\$508,163.50	\$47,742.66	\$555,906.16
October	\$508,163.50	\$47,742.66	\$555,906.16
November	\$508,163.50	\$47,742.66	\$555,906.16
December	\$508,163.50	\$47,742.70	\$555,906.20
January	\$508,163.33	\$47,699.66	\$555,862.99
February	\$508,163.33	\$47,699.66	\$555,862.99
March	\$508,163.33	\$47,699.66	\$555,862.99
April	\$508,163.33	\$47,699.66	\$555,862.99
May	\$508,163.33	\$47,699.66	\$555,862.99
June	\$508,163.35	\$47,699.70	\$555,863.05
Total	\$6,097,961.00	\$572,654.00	\$6,670,615.00

XII. FACILITIES & OPERATIONS

A. Committee Report & Discussion:

B. Action Items:

1. 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 2021-2022 school year as follows:

Route	Previous Year Cost	CPI Cost	Total Renewal Cost
SH01A	\$44,460.00	\$752.40	\$45,212.40
SH01B	\$44,460.00	\$752.40	\$45,212.40
SH02A	\$44,460.00	\$752.40	\$45,212.40
SH02B	\$62,460.00	\$752.40	\$63,212.40
SH03A	\$44,460.00	\$752.40	\$45,212.40
SH03B	\$44,460.00	\$752.40	\$45,212.40
SH04A	\$44,460.00	\$752.40	\$45,212.40
SH04B	\$44,460.00	\$752.40	\$45,212.40
SH05A	\$44,460.00	\$752.40	\$45,212.40
SH05B	\$44,460.00	\$752.40	\$45,212.40
SH06A	\$44,460.00	\$752.40	\$45,212.40
SH06B	\$44,460.00	\$752.40	\$45,212.40
SH07A	\$44,460.00	\$752.40	\$45,212.40
SH07B	\$44,460.00	\$752.40	\$45,212.40
SH08A	\$44,460.00	\$752.40	\$45,212.40
SH08B	\$62,460.00	\$752.40	\$63,212.40
TOTAL	\$747,360.00	\$12,038.40	\$759,398.40

XIII. 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 approve the following field trips:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BES	Polo Grounds Nature Walk with Naturalist from Schiff Natural Lands Trust	123	9	0

b	BES	Virtual Class Trip to Enhance Learning Science Unit on Trees	0	0	0
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2. Approve 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	Frenda, S.	NJSBA: Annual School Public Relations Program	June 2	\$50
b	District	Santoro, H.	NJSBA: Annual School Public Relations Program	June 2	\$50
c	District	DeMarco, J.	NJASBO: Annual Conference	June 9-11	\$150

3. Approve 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	BES	Friedman, A.	Legal One: What's New in Student Safety & Student Rights?	May 13	\$40

XIV. PERSONNEL Action Items:

All personnel action is on the recommendation of the Superintendent.

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

1. Accept Retirement*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the retirement of the following Employee:

	Name	School	Position	Effective
a	Fischer, Susan	District	K-12 Supervisor of English Language Arts, Visual & Performing Arts, and Media Specialists	July 1, 2021
b	Nickell, Robin	BHS	Main Office Secretary	August 1, 2021
c	Poandl, Edward	BHS	Teacher MA - Industrial Arts	July 1, 2021

2. Accept Resignation*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accept the resignation of the following Employee:

	Name	School	Position	Effective
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a	Vogel, Richard	BHS	English Teacher MA+60/Doc	June 30, 2021
b	Winch, Jason	District	Data Administrator	June 30, 2021

3. Accept Resignation

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accept the resignation of the following Employee:

	Name	School	Position	Effective
a	Hoblos, Lina	BES	Leave Replacement BCBA	May 7, 2021

4. Approve BHS Co-Curricular Positions*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following co-curricular stipend positions for the 2020-2021 School year.

	Coach	Position	Stipend
b	Maddaluna, John	Open Gym: Spring	\$1,750

5. Approve Appointment Non - Certified Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent approve the appointment of the following non - certified staff for the 2020-2021 & 2021-2022 school years:

	Name	School	Position	Replace	Salary <i>prorated</i>	Effective
a	Kacanski, Jaclyn	District	Business Office Assistant - Confidential Secretary	Brown, Ellen	\$69,000	<i>Pending Clearance</i>
b	Botti, Dianne	District	Confidential Secretary (Part-Time)	Duchantier, Cynthia	\$26,000	<i>Pending Clearance</i>

6. Amend Appointment Full Time Special Education Paraprofessionals

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent approve the appointment of the following Full-Time Special Education Paraprofessional for the 2020-2021 school year:

Name	School	Position	Replace	Step	Hourly	Salary <i>prorated</i>	Effective
Habibi, Sama	BES	Para-Spec Ed B Hourly	Parciak, M.	6	\$18.04	\$23,362	May 1, 2021

XV.

POLICY Action Items:

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

1. First Reading*

Resolved, that the Somerset Hills Board of Education approve the first reading of the following policies and regulations:

	Policy/Regulation #	Title
a	R7511	Use of Athletic Fields

2. Second Reading*

Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of the following policies and regulations:

	Policy/Regulation #	Title
a	P2415.05	Student Surveys, Analysis, &/or Evaluation(s) (M) (Revised)
b	P2415.20 & R 2415.20	Every Student Succeeds Act Complaints (M) (Revised)
c	P4125	Employment of Support Staff Members (M) (Revised)
d	P6360	Political Contributions (M) (Revised)
e	P8330	Student Records (M) (Revised)
f	P9713	Recruitment by Special Interest Groups (M) (Revised)
g	P2468	Independent Educational Evaluations

XVI. Community Relations Committee

A. Committee Report and Discussion

XVII. Supplementary Matters**XVIII. Public Questions & Comments**

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

XIX. Adjournment**Resolutions:**

***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)

REGULATION

SOMERSET HILLS BOARD OF EDUCATION

PROPERTY
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USE OF ATHLETIC FIELDS

R 7511 USE OF ATHLETIC FIELDS

The Somerset Hills Board of Education allows the use of its athletic fields subject to Policy and Regulation 7510 - Use of School Facilities. In addition, the following regulations apply:

The Olcott Turf Field and the Bernards High School Lower Fields will be made available to the towns of the Somerset Hills School District (the District) Recreation and Affiliated Sports Teams, serving the children of the District, only when not in use by the District for its own purposes. The Board of Education reserves the exclusive right to determine the eligibility of an organization and to assign a classification to any application for the use of school facilities. The school district shall reserve the right to cancel non-school related events due to necessary modifications in the schedule of school programs. The fields are not available for rental to any other outside groups.

Hours available are weekdays during daylight hours but no later than 8pm, Saturdays from 8am to 6pm, and Sundays from 12pm to 4pm. BHS' Friday Night Football **and other events approved through the Business Office** may operate outside of these hours. The fields will not be available when in use by the Somerset Hills School District, or when the condition of the field is determined to be non-playable by the athletic director or school business administrator.

Application for use of the field should be made through The Somerset Hills School District's facilities' scheduling software. A certificate of insurance must be provided naming the Somerset Hills School District as additional named insured.

Issued: 9 December 2015

Revised: 7 May 2019



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Student Surveys, Analysis, and/or
Evaluations
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[See POLICY ALERT Nos. 167 and 222]

2415.05 STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS

The Protection of Pupil Rights Amendment (PPRA) (20 U.S.C. §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education.

Consent

PPRA requires written consent from parents/~~legal guardians~~ **of unemancipated minor students** and students who are eighteen years old or emancipated minor students before **such minor** students are required to participate in a survey, analysis, or evaluation funded in whole or in part by a program of the United States Department of Education that concerns one or more of the following ~~nine~~ areas referred to as “protected information surveys”:

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as with lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or parents;
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program); or
9. Social security number.



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Student Surveys, Analysis, and/or
Evaluations

This consent requirement also applies to the collection, disclosure or use of student information for marketing purposes, referred to as “marketing surveys”, and for certain physical examinations and screenings.

“Opt a Student Out” Notice

The parents **of unemancipated minor students** and **eligible students** who are eighteen years old or emancipated minor students will be provided an opportunity to opt ~~a student~~ out of participating in:

1. The collection, disclosure, or use of personal information obtained from students for marketing, to sell, or otherwise distribute information to others;
2. The administration of any other “protected information survey” not funded in whole or in part by the United States Department of Education; and
3. Any non-emergency, invasive physical examination required as a condition of attendance, administered by the school district or its agents, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, scoliosis screenings, or any physical examination or screening permitted or required under State law.

Inspection

The parents **of unemancipated minor students** and **eligible students who are eighteen years old or emancipated minor students**, upon request and before administration or use, have the right to inspect:

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.



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Student Surveys, Analysis, and/or
Evaluations

The **Superintendent or designee** _____ shall be responsible for obtaining the consent, annual direct notification to parents and eligible students at the start of each school year and after any substantive changes of the “opt a student out” rights, and the inspection rights provisions of PPRA and this Policy. The “opt a student out” notice shall include any specific or approximate dates of the activities eligible for a student to “opt out.”

PPRA Consent/Opt Out Violations

Parents or students who believe their rights under PPRA may have been violated may file a complaint with United States Department of Education.

The Protection of Pupil Rights Amendment (PPRA)
(20 U.S.C. §1232h; 34 CFR Part 98)

~~No Child Left Behind Act of 2001, Title X, Part F, §1061~~

Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act.

Adopted:



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Every Student Succeeds Act

~~No Child Left Behind~~ Complaints

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[See POLICY ALERT Nos. 178 and 222]

2415.20 EVERY STUDENT SUCCEEDS ACT NO CHILD LEFT BEHIND COMPLAINTS

~~Pursuant to 20 USC 7844, Sec 9304 (a)(3)(C), of the No Child Left Behind Act of 2001 (NCLB);~~ **The Every Student Succeeds Act (ESSA) reauthorized the Elementary and Secondary Education Act of 1965 (ESEA).** A Board of Education shall adopt a policy and written procedures **for resolving a written complaint presented by an individual or organization that alleges that offer** ~~parent(s) or legal guardian(s), public agencies, other individuals, or organizations~~ a method for receipt and resolution of complaints alleging violations in the administration of the ~~ESSA NCLB~~ programs as identified by the New Jersey Department of Education (NJDOE).

Policy and Regulation 2415.20 set forth the requirements for resolving complaints presented by any individual or organization that:

1. A school, school district, other agency authorized by the school district, or by the NJDOE violated the administration of education programs **authorized required** by the ~~Elementary and Secondary Education Act ESEA~~ as amended by **the ESSA NCLB**; and/or
2. The NJDOE violated the administration of education programs required by the ~~ESEA Elementary and Secondary Education Act~~ as amended by the **ESSA NCLB**.

Complaints regarding nonpublic school officials alleging school district noncompliance must pertain to at least one of the following three specific reasons:

1. **The school district did not engage in consultation that was meaningful and timely;**
2. **The school district did not give due consideration to the views of the nonpublic school officials; or**



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Every Student Succeeds Act
~~No Child Left Behind~~ Complaints

- 3. The school district did not make a decision that treats the nonpublic school or its students equitable and in accordance with ESEA Section 1117 or Section 8501.**

A ~~Complaint~~ shall be a written **and must identify, at a minimum, the alleged ESEA violation; a description of previous steps taken to resolve the matter; allegation that shall identify the alleged NCLB violation, the facts supporting the alleged violation as understood by the complainant at the time of submission;** and any supporting documentation.

A ~~Complaint~~ alleging a school in the district, school district, or other agency authorized by the school district, or the NJDOE violated the administration of a program must be submitted to the **Assistant Superintendent**. The **Assistant Superintendent** shall be responsible to coordinate the investigation of the ~~Complaint~~. The **Assistant Superintendent** shall submit a written report regarding the outcome of the investigation to the complainant.

If the complainant is not satisfied with the outcome of the investigation **by the school district**, the complainant **must submit a written complaint** ~~may initiate a Complaint by submitting a written Complaint to the NJDOE to the attention of the~~ **Executive County Superintendent for the county where the school district is located. This process does not apply to alleged violations concerning participation of nonpublic school children.**

The **Executive County Superintendent** will coordinate the investigation of a ~~Complaint~~. When the investigation is complete, the **Executive County Superintendent** will notify the complainant in writing regarding the outcome of the investigation. If it is determined a violation has occurred, the **Executive County Superintendent will identify and impose the appropriate consequences or corrective action in accordance with statute and/or regulation to resolve the complaint.** ~~Assistant Commissioner assigned to oversee the matter shall identify and impose appropriate consequences or corrective actions as required by regulation to resolve the Complaint.~~ If the complainant **is not satisfied with the determination that is made by the Executive County Superintendent** ~~does not agree with the NJDOE's decision,~~

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Every Student Succeeds Act



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No Child Left Behind Complaints

the complainant may **submit a written request for review of that determination to the Assistant Commissioner** ~~appeal to the United States Department of Education Secretary.~~

A ~~€~~complaint alleging the NJDOE violated the administration of a program must be submitted to the **designated** New Jersey Department of Education **Assistant Commissioner** ~~Chief of Staff or the United States Department of Education Secretary.~~ The NJDOE requests the complainant first contact the New Jersey Department of Education ~~Chief of Staff to resolve the issue.~~ The **appropriate** NJDOE Office **assigned by the Assistant Commissioner** ~~of Strategic Initiatives and Accountability~~ will coordinate the investigation of a ~~€~~complaint. When the investigation is complete, the **Assistant Commissioner** ~~Chief of Staff~~ will notify the complainant in writing regarding the outcome of the investigation. If it is determined a violation has occurred, the **Assistant Commissioner** ~~Chief of Staff~~ **shall will identify and impose the** ~~identify and impose~~ appropriate consequences or corrective actions as required by **statute and/or** regulation to resolve the ~~€~~complaint.

If a complainant does not agree with the NJDOE's decision, the complainant may appeal to the **Secretary of the** United States Department of Education ~~Secretary.~~

To initiate a complaint regarding participation of nonpublic school children, a complainant must submit a written complaint to the NJDOE Nonpublic Ombudsman in accordance with NJDOE procedures.

New Jersey Department of Education ~~1/26/07 Memorandum~~ ~~No Child Left Behind~~ **Elementary and Secondary Education Act (ESEA) Complaint Policy and Procedure**

Adopted:



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Every Student Succeeds Act

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[See POLICY ALERT Nos. 178 and 222]

R 2415.20 EVERY STUDENT SUCCEEDS ACT NO CHILD LEFT BEHIND COMPLAINTS

~~Pursuant to 20 USC 7844, Sec 9304 (a)(3)(C), of the No Child Left Behind Act of 2001 (NCLB),~~ **The Every Student Succeeds Act (ESSA) requires the** a Board of Education ~~to shall~~ adopt a policy and written procedures that offer parent(s) ~~or legal guardian(s)~~, public agencies, other individuals, or organizations a method for receipt and resolution of complaints alleging violations in the administration of the ~~ESSA NCLB~~ programs.

- A. ~~Complaint Procedure Alleging a~~ Violation ~~b~~By ~~a~~A School, School District, ~~o~~Or Other Agency Authorized ~~b~~By ~~t~~The School District ~~o~~Or ~~t~~The New Jersey Department ~~o~~Of Education (NJDOE)
1. A ~~C~~omplaint is an ~~written~~ allegation **submitted in writing (mail or email) by an individual or organization** that a school, school district, **or** other agency authorized by the school district, or the NJDOE has violated the law in the administration of education programs required by the ~~ESSA NCLB~~ Act.
 2. A ~~C~~omplaint ~~shall~~ **must identify at a minimum the following:**
 - a. The alleged ~~ESSA NCLB~~ violation;
 - b. **A description of previous steps taken to resolve the matter;**
 - c. The facts supporting the alleged violation **as understood by the complainant at the time of submission;** and
 - d. Any supporting documentation (e.g., letters, emails, logs, agenda, meeting minutes).
 3. ~~A Complaint may be submitted in writing or electronically. If a Complaint is submitted electronically, a hard copy should also be sent to the NJDOE via regular mail at the address indicated below.~~



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34. A ~~Complaint must~~ shall be submitted to the _____ ~~(district administrator responsible for NCLB compliance)~~ **Executive County Superintendent for the county where the school, school district, or other authorized agency is located**. The ~~Complaint shall be in writing and shall be mailed, hand delivered, or electronically submitted to the~~ _____ ~~(district administrator responsible for NCLB compliance)~~.
5. The _____ ~~(district administrator responsible for NCLB compliance)~~ shall be responsible to coordinate the investigation of the allegations in the Complaint.
- a. The _____ ~~(district administrator responsible for NCLB compliance)~~ shall acknowledge receipt of the Complaint to the complainant within ten business days of receipt of the Complaint.
- b. The _____ ~~(district administrator responsible for NCLB compliance)~~ may meet with building and district administrative staff, teaching staff, support staff, students, and/or the complainant(s) to determine if a violation of the administration of a NCLB program has occurred.
- c. The _____ ~~(district administrator responsible for NCLB compliance)~~ may request additional information from the complainant regarding the Complaint.
- d. The _____ ~~(district administrator responsible for NCLB compliance)~~ shall submit a written report regarding the outcome of the investigation to the complainant.



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Every Student Succeeds Act

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- e. ~~If the outcome of the investigation concludes a violation has occurred, the _____ (district administrator responsible for NCLB compliance) shall identify and impose the appropriate consequences or corrective action to resolve the Complaint.~~
- f. ~~The outcome of the investigation may conclude the Complaint alleges a violation in the administration of a program by the NJDOE and the complainant shall be informed of the NJDOE Complaint Policy and Procedures as outlined in B. below.~~
6. ~~If the complainant is not satisfied with the outcome of the investigation, the complainant may initiate a Complaint by submitting a written Complaint to the NJDOE to the attention of the Executive County Superintendent. A list of the County Offices of Education and Executive County Superintendents can be found at <http://www.state.nj.us/njded/regions/> or by calling (609) 292-4469.~~
47. When a written ~~C~~complaint is received by the Executive County Superintendent, the **Executive County Superintendent** appropriate ~~NJDOE~~ personnel will issue a Letter of Acknowledgement to the complainant within ten ~~business~~ **calendar** days of receipt of the ~~C~~complaint. This letter ~~will~~ **shall** contain the following information:
- a. The date the ~~C~~complaint was received;
 - b. A brief statement of the manner in which the **Executive County Superintendent** ~~NJDOE~~ will investigate the ~~C~~complaint;
 - c. If necessary, a request for additional information regarding the ~~C~~complaint;
 - d. **A resolution date within forty-five calendar days from the date the written complaint was received by the Executive County Superintendent; and**



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- ed. The name and **telephone** ~~phone~~ number of a contact person for status updates; ~~and~~
- e. ~~A tentative resolution date that is sixty days from the date the written Complaint was received by the County Office.~~
- (1) ~~Based on the facts of the alleged violation, an extension of time may be required to resolve the Complaint. If an extension is required, the appropriate NJDOE personnel will issue a follow-up letter prior to the initial resolution date informing the complainant of the revised timeframe.~~
58. The **Executive** County Superintendent will coordinate the investigation of a ~~C~~complaint.
68. When the investigation is complete, the **Executive** County Superintendent will notify the complainant in writing regarding the outcome of the investigation.
- a9. If the **Executive County Superintendent determines** a violation has occurred, the **Executive County Superintendent will** ~~Assistant Commissioner assigned to oversee the matter shall~~ identify and impose the appropriate consequences or corrective actions as required **in accordance with statute and/or regulation** ~~by regulation~~ to resolve the ~~C~~complaint.
- b40. If the complainant **is not satisfied with the determination that is made by the Executive County Superintendent** ~~does not agree with the NJDOE's decision~~, the complainant may **submit a written request for review of that determination to the Assistant Commissioner, Division of Learning Supports and Specialized Services via email at essa@doe.nj.gov with subject line "ESEA Complaint Decision Review" or via hard copy at the following address** ~~appeal to the United States Department of Education Secretary at:~~



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Every Student Succeeds Act
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**New Jersey Department of Education
Assistant Commissioner
Division of Learning Supports and Specialized Services
P.O. Box 500
Trenton, New Jersey 08625-0500**

~~Office of Hearings & Appeals
400 Maryland Avenue, SW
Washington, DC 20202-4611
(202) 619-9700~~

~~or at their website at:~~

~~<http://www.ed-oha.org/index.html>~~

- B. Complaint Procedure Alleging ~~a~~**A** Violation ~~b~~**By t**The New Jersey Department ~~o~~**f** Education (NJDOE)
1. A ~~C~~**complaint** is a written allegation the NJDOE has violated the law in the administration of education programs required by the ~~ESSA NCLB~~.
 2. A ~~C~~**complaint shall** ~~must~~ **identify at a minimum the following:**
 - a. The alleged ~~ESSA NCLB~~ violation;
 - b. A description of previous steps taken to resolve the matter;**
 - ~~cb.~~ **The facts supporting the alleged violation as understood by the complainant at the time of submission;** and
 - ~~de.~~ **Any supporting documentation (e.g., letters, emails, logs, agenda, meeting minutes).**



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3. To initiate a ~~C~~complaint alleging the NJDOE has violated the administration of an ~~ESEA NCLB~~ program, a complainant must submit a written ~~C~~complaint to the New Jersey Department of Education – **Assistant Commissioner, Division of Learning Supports and Specialized Services via email at essa@doe.nj.gov with subject line “ESEA Complaint” or via hard copy sent to the following address:** ~~Chief of Staff or the United States Department of Education Secretary at the address indicated below. The NJDOE requests the complainant first contact the New Jersey Department of Education Chief of Staff to resolve the issue.~~

New Jersey Department of Education
~~Office of the Chief of Staff~~
Assistant Commissioner
Division of Learning Supports and Specialized Services
P.O. Box 500
Trenton, New Jersey 08625-0500
(609) 292-4442

U.S. Department of Education
~~Office of Hearings & Appeals~~
400 Maryland Avenue, SW
Washington, DC 20202-4611
(202) 619-9700
<http://www.ed-oha.org/index.html>

4. When a written ~~C~~complaint is received by the NJDOE, ~~the an Assistant Commissioner Chief of Staff~~ will assign the investigation of this ~~C~~complaint to the **appropriate** ~~Office of Strategic Initiatives and Accountability or other designated office. This Office~~ **The NJDOE** will issue a Letter of Acknowledgement to the complainant within ten **calendar business** days of receipt of the ~~C~~complaint. This letter shall contain the following information:
 - a. The date the ~~C~~complaint was received;
 - b. A brief statement of the manner in which the ~~Department of Education NJDOE~~ will investigate the ~~C~~complaint;



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- c. If necessary, request for additional information regarding the ~~C~~complaint;
 - d. **A resolution date within forty-five calendar days from the date the complaint was received; and**
 - e~~d~~. The name and **telephone** number of a contact person for status updates;~~;~~ and
 - e. ~~A tentative resolution date that is sixty days from the date that the written Complaint was received.~~
 - (1) ~~Based on the facts of the alleged violation, an extension of time may be required to resolve the Complaint. If an extension is required, the appropriate NJDOE personnel will issue a follow-up letter prior to the initial resolution date informing the complainant of the revised timeframe.~~
5. The NJDOE Office **assigned by the Assistant Commissioner of Strategic Initiatives and Accountability will coordinate the investigation of to investigate** a ~~C~~complaint concerning an alleged violation by the NJDOE **will coordinate the investigation of the complaint**. When the investigation is complete, the **Assistant Commissioner Chief of Staff** will notify the complainant in writing regarding the outcome of the investigation.
- a6. **If the NJDOE Office assigned by the Assistant Commissioner of Education determines it is determined** a violation by the NJDOE has occurred **after conducting an investigation, the Assistant Commissioner will identify and impose appropriate consequences or corrective action in accordance with the statute and/or regulation, the Chief of Staff shall identify and impose appropriate consequences or corrective actions as required by regulation** to resolve the ~~C~~complaint.



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Every Student Succeeds Act

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- b7. **If the a complainant is not satisfied with the NJDOE's decision, the complainant may request a review of the NJDOE's decision to the Secretary of the United States Department of Education (USDOE). The complainant may send the request, reasons supporting the request, and a copy of NJDOE's resolution to the following address: does not agree with the NJDOE's decision, the complainant may appeal to the United States Department of Education Secretary at the address above.**

**Secretary, United States Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4611**

New Jersey Department of Education – **Every Student Succeeds Act (ESSA) in New Jersey 1/26/07 Memorandum** – ~~No Child Left Behind ESEA~~ Complaint Policy and Procedures

Adopted:



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SUPPORT STAFF MEMBERS

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Employment of Support Staff Members

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[See POLICY ALERT Nos. 156, 166, 172, 202, and 222]

4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

The Board of Education believes it is vital to the successful operation of the school district that support staff member positions be filled with highly qualified and competent professionals.

In accordance with the provisions of N.J.S.A. 18A:27-4.1, the Board shall appoint, transfer, remove, or renew a certificated or non-certificated officer or employee only upon the recommendation of the Superintendent of Schools and by a recorded roll call majority vote of the full membership of the Board. The Board shall not withhold its approval for arbitrary and capricious reasons. The Board shall approve the employment, fix the compensation, and establish the term of employment for every support staff member employed by this district.

The Board ~~may will~~ employ substitutes **and/or contract for substitutes** for absent support staff members in order to ensure continuity in a program. **The Board and** will annually approve a list of substitutes and rate of pay **and/or the Board will approve a contract for a contracted service provider to provide substitute support staff members.** ~~The Superintendent or designee shall select substitutes from the list approved by the Board to serve in the place of an absent support staff member.~~

~~The Board may use a private contractor to secure a substitute support staff member.~~

The Board of Education shall not employ for pay or contract for the paid services of any support staff member or any other person serving in a position which involves regular contact with students unless the Board has first determined consistent with the requirements and standards of N.J.S.A. 18A:6-7.1 et seq. that no criminal history record information exists on file in the Federal Bureau of Investigation, Identification Division, or the State Bureau of Identification which would disqualify the individual from being employed or utilized in such capacity or position.



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SUPPORT STAFF MEMBERS

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Employment of Support Staff Members

An individual employed by the Board or a school bus contractor holding a contract with the Board, in the capacity of a school bus driver, shall be required to meet the criminal history record requirements as outlined in N.J.S.A. 18A:39-19.1.

The Board will employ paraprofessional school aides and/or classroom aides to assist in the supervision of student activities under the direction of a Principal, teacher, or other designated certified professional personnel. Aides will serve the needs of students by performing nonprofessional duties and may work only under the direct supervision of a teaching staff member(s).

In accordance with the requirements of ~~No Child Left Behind Act of 2001~~, **the Every Student Succeeds Act (ESSA)**, paraprofessionals hired after January 8, 2002, who work in a program supported with Title I, Part A funds, with certain exceptions, must meet one of the following criteria:

1. Completed at least two years of study at an institution of higher education;
2. Obtained an associate's (or higher) degree; or
3. Met a rigorous standard of quality and be able to demonstrate, through a formal State or local academic assessment, knowledge of and the ability to assist in instructing, reading, writing, and mathematics (or, as appropriate, reading readiness, writing readiness, and mathematics readiness).

Paraprofessional staff working in a Title I school, and whose salary is paid for in whole or in part with Title I funds, must ~~meet~~ ~~have met~~ one of the criteria listed above ~~by the end of the 2005-2006 school year~~. The Superintendent **or designee** will ensure paraprofessionals working in a program supported with Title I funds meet the above stated requirements.

An individual employed by the Board in any substitute capacity or position shall be required to undergo a criminal history record check in accordance with the provisions of N.J.S.A. 18A:6-7.1b.

An individual, except as provided in N.J.S.A. 18A:6-7.1g, shall be permanently disqualified from employment or service in the school district if the criminal history record check reveals a record of conviction for any crime or offense as defined in N.J.S.A. 18A:6-7.1 et seq.



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SUPPORT STAFF MEMBERS

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Employment of Support Staff Members

The Board or contracted service provider may employ an applicant on an emergent basis for a period not to exceed three months, pending completion of a criminal history record check if the Board or contracted service provider demonstrates to the Commissioner of Education that special circumstances exist which justify the emergent employment as prescribed in N.J.S.A. 18A:6-7.1c. In the event the criminal history record check is not completed for an emergent hired employee within three months, the Board or contracted service provider may petition the Commissioner for an extension of time, not to exceed two months, in order to retain the employee.

No criminal history record check shall be performed unless the applicant shall have furnished written consent to such a check. The applicant shall bear the cost for the criminal history record check, including all costs for administering and processing the check. The district will deny employment to an applicant if the applicant is required and refuses to submit to a criminal history record check.

The Board of Education prohibits any relative of a Board member or the Superintendent of Schools from being employed in an office or position in the school district in accordance with the provisions of N.J.A.C. 6A:23A-6.2 and Board Policy 0142.1 – Nepotism.

A support staff member's misstatement of fact material to his/her qualifications for employment or the determination of his/her salary will be considered by the Board to constitute grounds for dismissal.

N.J.S.A. 18A:6-5; 18A:6-6; 18A:6-7.1; 18A:6-7.1b; 18A:6-7.1c; 18A:6-7.2;
18A:16-1 et seq.; 18A:26-1 et seq.; 18A:27-1 et seq.; 18A:27-4.1;
18A:27-7; 18A:27-8; 18A:39-19.1

N.J.S.A. 18A:54-20 [**vocational districts**]

Adopted:



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[See POLICY ALERT Nos. 175, 182, 188, 189, 191 and 222]

6360 POLITICAL CONTRIBUTIONS

Political Contribution Disclosure Requirements

In accordance with the requirements of Section 2 of P.L. 2005, Chapter 271 (N.J.S.A. 19:44A-20.26), the Board of Education shall have on file, to be maintained with other documents related to a contract, the following documents to award a contract to any business entity receiving a contract with an anticipated value in excess of \$17,500, regardless of the basis upon which the contract is awarded:

1. A Political Contribution Disclosure (PCD) form submitted by the business entity (at least ten days prior to award); and
2. A Business Registration Certificate (anytime prior to award).

“Business entity” means a **for-profit entity that is a** natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of New Jersey or any other State or foreign jurisdiction.

The \$17,500 contract amount is not related to the Board’s bid threshold and does not exempt the district from the requirements of the Public School Contracts Law or other applicable purchasing statutes.

The \$17,500 contract amount threshold is subject to the principle of aggregation rules in accordance with the Division of Local Government Services guidance. Unlike the Public School Contracts Law, aggregation thresholds for this Policy and Chapter 271 purposes shall be calculated at the vendor level – meaning, when a vendor receives more than \$17,500 in a school district’s fiscal year, a PCD form shall be required.



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The disclosure provisions of N.J.S.A. 19:44A-20.26 do not apply in cases where there is a “public emergency” that requires the immediate delivery of goods or services.

Insurance companies and banks are prohibited under State law from making political contributions. However, because the PCD form reflects contributions made by partners, Boards of Directors, spouses, etc., PCD forms are required ten days prior to the approval of a depository designation resolution or insurance company contract awarded by the Board. A PCD form is also required when a contract in excess of \$17,500 is made to an insurance broker. A PCD form is required from the company receiving the contract, regardless of the entity issuing an insurance policy.

PCD forms are required for Board of Education contracts in excess of \$17,500 with a New Jersey Department of Education “Approved In-State Private School for the Disabled.” Chapter 271 also applies to in-State private special education schools, ~~supplemental~~ educational services under **any Federally funded program NCLB**, early childhood school providers – DHS approved, and other similar programs.

If the school district spends more than \$17,500 in a school year with a newspaper, the selection of the newspaper is subject to the provisions of Chapter 271.

PCD forms are not required for regulated public utility services, as the Board is required by the Board of Public Utilities to use a specific utility. This exception does not apply to non-regulated public utility services, such as generated energy (not tariffed), or long-distance telephone services where other procurement practices are used.

PCD forms are not required for membership to the New Jersey School Boards Association.

A non-profit organization having proper documentation from the Internal Revenue Service (IRS) showing it is registered with the IRS as a 501(c) type corporation is not required to file a PCD form.



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A PCD form is not required for contracts with governmental agencies, including State colleges and universities.

If the original contract provided for the possibility of an extension(s), Chapter 271 compliance is not required if the extension/continuation is based on that original contract.

N.J.S.A. 19:44A-1 et seq.

N.J.A.C. 6A:23A-6.3

New Jersey Department of Community Affairs Local Finance Notices - 6/4/07 & 1/15/10

Adopted:



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[See POLICY ALERT Nos. 163, 171, 175, 210, and 222]

8330 STUDENT RECORDS

The Board of Education believes that information about individual students must be compiled and maintained in the interest of the student's educational welfare and advancement. The Board will strive to balance the student's right to privacy against the district's need to collect, retain, and use information about individual students and groups of students. The Board authorizes the establishment and maintenance of student files that include only those records mandated by law, rules of the State Board of Education, authorized administrative directive, and those records permitted by this Board.

The Superintendent shall prepare, present to the Board for approval, and distribute regulations that implement this Policy and conform to applicable State and Federal law and rules of the State Board of Education.

General Considerations

The Board of Education shall compile and maintain student records and regulate access, disclosure, or communication of information contained in educational records in a manner that assures the security of such records in accordance with the provisions of N.J.A.C. 6A:32-7.1 et seq. Student records shall contain only such information as is relevant to the education of the student and is objectively based on the personal observations or knowledge of the certified school personnel who originate(s) the record. The school district shall provide annual, written notification to parents, adult students, and emancipated minors of their rights in regard to student records and student participation in educational, occupational, and military recruitment programs. Copies of the applicable State and Federal laws and local policies shall be made available upon request. The school district shall make every effort to notify parents and adult students in their dominant language.

A nonadult student may assert rights of access only through his or her parent(s). However, Nothing in this Policy N.J.A.C. 6A:32-7 shall be construed to prohibit certified school personnel from disclosing at their discretion student records to non-adult students or to appropriate persons in connection with an emergency, if such knowledge is necessary to protect the health or safety of the student or other persons.



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No liability shall be attached to any member, officer, or employee of the Board of Education ~~per~~ permitting access or furnishing student records in accordance with N.J.A.C. 6A:32-7.1 et seq.

Student Information Directory

A student information directory is a publication of the Board of Education that includes information relating to a student as defined in N.J.A.C. 6A:32-2.1. This information includes: name; grade level; date and place of birth; dates of school attendance; major field of study; participation in officially recognized activities; weight and height relating to athletic team membership; degrees; awards; the most recent educational agency attended by the student; and other similar information. The student information directory shall be used only by authorized school district personnel and for designated official use by judicial, law enforcement, and medical personnel and not for general public consumption.

In the event the school district publishes a student information directory, the Superintendent or designee will provide a parent or adult student a ten-day period to submit to the Superintendent a written statement prohibiting the school district from including any or all types of information about the student in any student information directory before allowing access to such directory to educational, occupational, and military recruiters pursuant to N.J.S.A. 18A:36-19.1 and ~~P.L. 107-110 sec. 9528, 20 U.S.C. §8528~~ - Armed Forces Recruiter Access to Students and Student Recruiting Information of the **Elementary and Secondary Education Act (ESEA) of 1965** ~~No Child Left Behind Act of 2001~~. **In accordance with N.J.S.A. 18A:36-19.1, military recruiters will be provided the same access to a student information directory that is provided to educational and occupational recruiters.**

School Contact Directory for Official Use

A school contact directory for official use is a compilation by the school district that includes the following information for each student: name; address; telephone number; date of birth; and school enrollment. The district shall compile and maintain a school contact directory for official use that is separate and distinct from the student information directory. The student contact directory may be provided for official use only to judicial and law enforcement personnel, and to medical personnel currently providing services to the student in question. To exclude any information from the school contact directory for official use the parent, adult student, or emancipated minor shall notify the Superintendent or designee in writing.



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Mandated and Permitted Student Records

Mandated student records are those records school districts have been directed to compile by State statute, regulations, or authorized administrative directive in accordance with N.J.A.C. 6A:32-7.3.

Permitted student records are those student records not mandated pursuant to N.J.A.C. 6A:32-7.3, but authorized by the Board to promote the student's educational welfare. The Board shall authorize the permitted records to be collected by adopting Policy and Regulation 8330, which will list such permitted records.

Maintenance and Security of Student Records

The Superintendent or designee shall be responsible for the security of student records maintained in the school district. Policy and Regulation 8330 assure that access to such records is limited to authorized persons.

Records for each individual student may be stored electronically or in paper format. When student records are stored electronically, proper security and back-up procedures shall be administered.

Student health records, whether stored on paper or electronically, shall be maintained separately from other student records, until such time as graduation or termination, whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record. Records shall be accessible during the hours in which the school program is in operation.

Any district internet website shall not disclose any personally identifiable information about a student without receiving prior written consent from the student's parent, in accordance with the provisions of N.J.S.A. 18A:36-35. Personally identifiable information means student names; student photos; student addresses; student e-mail addresses; student phone numbers; and locations and times of class trips.



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Access to Student Records

Only authorized organizations, agencies, or persons as defined in N.J.A.C. 6A:32-7.5 shall have access to student records, including student health records. Access to student records shall be provided to persons authorized such access under N.J.A.C. 6A:32-7.1 et seq. within ten days of a request, but prior to any review or hearing conducted in accordance with N.J.A.C. 6A.

The district shall control access to, disclosure of, and communication regarding information contained in student health records to assure access only to people permitted by Federal and State statute and regulations in accordance with N.J.A.C. 6A:32-7.5.

The district may charge a reasonable fee for reproduction of student records, not to exceed the schedule of costs set forth in N.J.S.A. 47:1A-5, provided that the cost does not effectively prevent the parents or adult students from exercising their rights under N.J.A.C. 6A:32-7 or other Federal and State rules and regulations regarding students with disabilities, including N.J.A.C. 6A:14.

Access to and disclosure of a student's health record shall meet the requirements of the Family Education Rights and Privacy Act, 34 C.F.R. Part 99 (FERPA).

Only authorized organizations, agencies, or persons as defined in N.J.A.C. 6A:32-7.5 shall have access to student records, including student health records.

Nothing in N.J.A.C. 6A:32-7.1 et seq. or in Policy and Regulation 8330 shall be construed to prohibit school personnel from disclosing information contained in the student health record to students or adults in connection with an emergency, if such knowledge is necessary to protect the immediate health or safety of the student or other persons.

In complying with N.J.A.C. 6A:32-7 – Student Records, individuals shall adhere to requirements pursuant to N.J.S.A. 47:1A-10, the Open Public Records Act (OPRA) and 34 CFR Part 99, the Family Educational Rights and Privacy Act (FERPA).



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Conditions for Access to Student Records

All authorized organizations, agencies, and persons defined in N.J.A.C. 6A:32-7.1 et seq. shall have access to the records of a student subject to conditions outlined in N.J.A.C. 6A:32-7.6(a).

Rights of Appeal for Parents and Adult Students

Student records are subject to challenge by parents and adult students on the grounds of inaccuracy, irrelevancy, impermissible disclosure, inclusion of improper information or denial of access to organizations, agencies, and persons in accordance with N.J.A.C. 6A:32-7.7(a).

To request a change in the record or to request a stay of disclosure pending final determination of the challenged procedure, the parent or adult student shall follow the procedures pursuant to N.J.A.C. 6A:32-7.7(b).

Appeals relating to student records for students with disabilities shall be processed in accordance with the requirements of N.J.A.C. 6A:32-7.7(b).

Regardless of the outcome of any appeal, a parent or adult student shall be permitted to place in the student record a statement commenting upon the information in the student record or setting forth any reasons for disagreement with the decision made in the appeal. Such statements shall be maintained as part of the student record as long as the contested portion of the record is maintained. If the contested portion of the record is disclosed to any party, the statement commenting upon the information shall also be disclosed to that party.

Retention and Disposal of Student Records

A student record is considered to be incomplete and not subject to the provisions of the Destruction of Public Records Law, N.J.S.A. 47:3-15 et seq., while the student is enrolled in the school district. The school district shall retain the student health record and the health history and immunization record according to the School District Records Retention Schedule, as determined by the New Jersey State Records Committee.



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Student records of currently enrolled students, other than that described in N.J.A.C. 6A:32-7.8(e), may be disposed of after the information is no longer necessary to provide educational services to a student and in accordance with the provisions of N.J.A.C. 6A:32-7.8(b).

Upon graduation or permanent departure of a student from the school district, the parent or adult student shall be notified in writing that a copy of the entire student record will be provided to them upon request. Information in student records, other than that described in N.J.A.C. 6A:32-7.8(e), may be disposed of, but only in accordance with the Destruction of Public Records Law, N.J.S.A. 47:3-15 et seq. Such disposition shall be in accordance with the provisions of N.J.A.C. 6A:32-7.8(c)2.

No additions shall be made to the record after graduation or permanent departure without the prior written consent of the parent or adult student.

In accordance with N.J.A.C. 6A:32-7.8(e), the New Jersey public school district of last enrollment, graduation, or permanent departure of the student from the school district shall keep for 100 years a mandated record of a student's name, date of birth, name of parents, gender, health history and immunization, standardized assessment results, grades, attendance, classes attended, grade level completed, year completed, and years of attendance.

N.J.S.A. 18A:36-19; 18A:36-19.1; 18A:40-4; 18A:40-19
N.J.A.C. 6A:32-7.1; 6A:32-7.2; 6A:32-7.3; 6A:32-7.4; 6A:32-7.5;
6A:32-7.6; 6A:32-7.7; 6A:32-7.8

20 U.S.C. §8528

Adopted:



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Recruitment by Special Interest Groups

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[See POLICY ALERT Nos. 163 and 222]

9713 RECRUITMENT BY SPECIAL INTEREST GROUPS

Choose only one of the following alternatives:

~~Option 1~~

{The Board of Education prohibits recruitment activities by outside organizations on school premises, regardless of the purpose of the recruitment or the nature of the recruitment agency. Except as required and referenced below no information about individual students will be released for the purpose of approaching students for educational, occupational, military, or any other recruitment purpose.

However, a school district that receives funds under ESEA, on request from a military recruiter or an institution of higher education, must provide access to the names, addresses, and telephone listings **of each** ~~for~~ secondary students **served by the Board of Education**. Parents(s), legal guardian(s) and/or the adult students may **submit a written request to the Superintendent or designee to opt out of the disclosure of such information for the student in which case the information will not be released without the parent's or adult student's written consent** ~~request that such information not be released for the child without the prior written parental, legal guardian and/or adult student approval.~~

Parent(s) ~~or legal guardian(s)~~ **of secondary students** and adult students **shall** ~~will~~ be informed annually in writing of their right to request a **secondary** student's excusal from participation in all recruitment activities and/or from **having their child's name, address, and/or telephone listing provided to a military recruiter, an institution of higher education, or a prospective employer listing in the student information directory distributed for recruitment purposes.**

The district will give military recruiters the same right of access to secondary students as generally provide to post-secondary institutions and prospective employers.}]



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Recruitment by Special Interest Groups

Option 2

~~[The Board of Education will permit access to school students on school premises and access to certain information about individual students for educational, occupational, and military recruitment activities. Access for recruitment purposes will be equally available to all recruitment agencies, in accordance with law.]~~

Representatives of bona fide educational institutions, occupational agencies, and the United States Armed Forces may recruit students on school premises by participation in assembly programs, career day activities, and the like and by distributing literature. Permission to recruit on school premises must be requested in writing **at least forty-five** _____ working days before the planned activity and must be approved in advance by the Superintendent **or designee**. The Superintendent **or designee** shall not favor one recruiter over another, but shall not approve an activity that, in the ~~Superintendent's~~ judgment **of the Superintendent or designee**, carries a substantial likelihood of disrupting the educational program of **the school or school** ~~this~~ district.

~~Each representative of a bona fide educational institution, occupational agency, and the United States Armed Forces will be given, on request, a copy of the student information directory, compiled in accordance with Policy No. 8330.]~~

~~Parent(s) or legal guardian(s) and adult students will be informed annually in writing of their right to request a student's excusal from participation in all recruitment activities and/or from a listing in the student information directory distributed for recruitment purposes.~~

Nothing in this ~~P~~policy shall be construed as requiring the Board to approve or participate in an activity that appears to advance or inhibit any particular religious sect or religion generally.

N.J.S.A. 18A:36-19.1

Elementary and Secondary Education Act of 1965 – §8528

~~No Child Left Behind §9528~~

~~Cross reference: Policy Guide No. 8330~~

Adopted:



2468 INDEPENDENT EDUCATIONAL EVALUATIONS

[See **POLICY ALERT No. 198**]

Special education law permits a parent to request an independent educational evaluation (IEE) for their child if there is disagreement with any evaluation provided by the Board of Education. An “independent educational evaluation” is an evaluation conducted by a qualified examiner who is not an employee of the public school district responsible for the education of the child in question. Such IEEs shall be provided at no cost to the parent unless the school district initiates a due process hearing in accordance with the provisions of N.J.A.C. 6A:14-2.7 et seq. to show that its evaluation is appropriate and a final determination to that effect is made following the hearing. If it is determined the school district’s evaluation is appropriate, the parent still has the right to an IEE, but not at the school district’s expense.

Upon receipt of a parental request for an IEE, the school district shall provide the parent with information about where an IEE may be obtained and the criteria for IEEs according to N.J.A.C. 6A:14-2.5(c)3 and (c)4 and the additional criteria outlined below in this Policy:

1. Any IEE paid for with public funds shall:
 - a. Be conducted according to the provisions of N.J.A.C. 6A:14-3.4; and
 - b. Be obtained from another public school district, educational services commission, jointure commission, a clinic or agency approved under N.J.A.C. 6A:14-5, or private practitioner, who is appropriately certified and/or licensed, where a license is required.
2. An independent medical evaluation may be obtained according to N.J.A.C. 6A:14-5.1(e).

Additional criteria for an IEE shall be as follows:

1. The Board will not pay for an IEE unless it complies with the following criteria unless the parent can show that unique circumstances warrant deviation from same:
 - a. The independent evaluator must be appropriately certified and/or licensed in the State of New Jersey. In instances where no applicable certification/license exists, the evaluator must provide the Board with documentation of extensive and recent training and experience related to the assessment of the known or suspected disability;
 - b. The independent evaluator may only charge fees for educational evaluation services that, in the judgment of the Board, are reasonable in accordance with 2. below;

- c. The independent evaluator must be free from any conflict of interest;
 - d. The independent evaluator and members of the Child Study Team must be permitted to directly communicate and share information with each other. The independent evaluator must also agree to release the assessment information, results, and report(s) to the school district prior to receipt of payment for services;
 - e. For any independent evaluation, whether paid for with public or private funds, the school district shall permit the evaluator to observe the pupil in the classroom or other educational setting, as applicable; and
 - f. The independent evaluator shall make at least one contact with the pupil's case manager for the purpose of determining how the pupil is progressing in his/her current programming.
2. The maximum allowable cost for an independent evaluation will be limited to the reasonable and customary rate, as determined and approved by the Board annually. This rate shall be in the range of what it would cost the Board to provide the same type of assessment through either another public school district, educational services commission, jointure commission, a clinic or agency approved under N.J.A.C. 6A:14-5, or private practitioner, who is appropriately certified and/or licensed, where a license is required. This Board-approved rate shall be provided to the parent upon their request for an IEE. The Board shall not be responsible for any costs beyond the IEE, such as transportation, lodging, food, etc.
- a. The parent may provide documentation to the Board demonstrating unique circumstances to justify an IEE that exceeds the maximum allowable cost established by the Board. If, in the Board's judgment, there is no justification for the excess cost, the Board may agree to fund the IEE up to the school district's maximum allowable cost with the parent responsible for any remaining costs. In the alternative, the Board may request a due process hearing to enforce its established maximum allowable cost.

Upon receipt of a parental request for an IEE, the school district shall take steps to ensure the IEE is provided without undue delay or not later than twenty calendar days after receipt of the parental request, the school district shall request a due process hearing in accordance with the provisions of N.J.A.C. 6A:14-2.7 et seq. to show that its evaluation is appropriate.

If a parent requests an IEE, the school district may ask the parent to explain why he or she objects to the school district's evaluation. However, the school district shall not require such an explanation and shall

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not delay either providing the IEE or initiating a due process hearing to defend the school district's evaluation.

Any IEE submitted to the district, including an IEE obtained by the parent at private expense, shall be considered in making decisions regarding special education and related services.

If an Administrative Law Judge orders that an IEE be conducted, the IEE shall be obtained by the district in accordance with the decision or Order of the Administrative Law Judge, and the Board of Education shall pay the cost of the IEE in accordance with the provisions of this Policy.

A parent is entitled to only one IEE paid for by the Board each time the school district conducts an evaluation with which the parent disagrees.

N.J.A.C. 6A:14-2.5; 6A:14-2.7
CFR Section 300.502

Adopted: