

EAST ORANGE BOARD OF EDUCATION
199 4th AVENUE
EAST ORANGE, NEW JERSEY 07017

REGULAR PUBLIC MEETING

East Orange Board of Education
199 4th Avenue, East Orange, NJ 07017

Tuesday, October 8, 2019 – 6:00 P.M.

AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. BOARD OF EDUCATION

- A. APPROVAL OF MINUTES

BE IT RESOLVED, the East Orange Board of Education approves the minutes of the following meeting:

- August 7, 2019
 - September 10, 2019

- V. REPORT OF THE SUPERINTENDENT OF SCHOOLS

- A. PRESENTATIONS

- 1. Award Presentation to the Students Who Achieved a Perfect Score on the NJSLA presented by Dr. Kevin West, Superintendent

Last/Surname	First Name	Sex	Grade Level When Assessed	Test Code	School Name	Test Score
MATTHEW	JASMINE	F	7	ELA07	STEM ACADEMY	850
TCHIKOUNZI	JOYCE	F	7	ELA07	STEM ACADEMY	850
IZRAAEL	ANGEL	F	7	ELA07	STEM ACADEMY	850
TALL	SHEIKH	M	7	ELA07	STEM ACADEMY	850
LASSITER	SHELBY	F	7	ELA07	STEM ACADEMY	850
MARTIN	JOSHUA	M	10	ELA10	STEM ACADEMY	850
POWELL	AJADAYJAH	F	10	ELA10	STEM ACADEMY	850
WHITE	GAVIN	M	5	MAT05	BANNEKER ACADEMY	850
SINGH	SARAH	F	7	ELA07	HEALY MIDDLE	850
YEBOAH	JOHNAVAN	M	3	ELA03	WARWICK	850
ELLIS	ANIYAH	F	4	ELA04	WARWICK INSTITUTE	850
ALFRED	GERNECIA	F	8	ELA08	TYSON M/H SCHOOL	850
LITTLE	GREGORY	M	3	ELA03	COCHRAN ACADEMY	850
MICHEL	ROBERTO	M	3	ELA03	COCHRAN ACADEMY	850
RUFINO	CAMILA	F	3	ELA03	COCHRAN ACADEMY	850

V. REPORT OF THE SUPERINTENDENT OF SCHOOLS continued..

A. PRESENTATIONS continued...

2. **NJ Student Learning Assessment (NJSLA) Results- Spring 2019
English Language Arts/ Literacy and Mathematics - Presented by Mr. James Leutz,
Supervisor**

B. POLICIES READING

1. **BE IT RESOLVED:** that the East Orange Board of Education present as first reading the following policies.

Policy No.	Description	New/Revised
P 3159	TSM – School District Reporting Responsibilities	Revised Policy
P&R 3218	Use, Possession or Distribution of Substances (TSM)	Revised Policy & Regulation
P&R 4218	Use, Possession or Distribution of Substances (SSM)	Revised Policy & Regulation
P4219	Commercial Driver’s License Controlled Substance and Alcohol Use Testing	Revised Policy
P&R 5120	Assignment of Students and Grade Placement	Revised Policy & Regulation
P&R 5511	Dress & Grooming	Revised Policy & Regulation
P 5517	School District Issued Student Identification Cards	Revised Policy
P&R 6112	Reimbursement of Federal and Other Grant Expenditures	Revised Policy & Regulation
P 6513	Biometric Time Keeping	New Policy
P&R 8600	Student Transportation	Revised Policy
P 8630	Bus Driver/Bus Aide Responsibility	Revised Policy
R 8630	Emergency School Bus Procedures	Revised Regulation
P 8670	Transportation of Special Need Students	Revised Policy
P 9210	Parent Organizations	Revised Policy
P 9400	Media Relations	Revised Policy

VI. COMMITTEE REPORTS AND COMMENTS FROM THE MEMBERS OF THE BOARD OF EDUCATION

VII. COMMENTS AND PRESENTATIONS FROM THE PRESIDENT

VIII. COMMENTS FROM THE PUBLIC

IX. RETIRE TO EXECUTIVE SESSION

X. RECOMMENCE PUBLIC MEETING

XI. ROLL CALL

XII. CONSIDERATION OF RESOLUTIONS

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

- a. The Arts Career Model
- b. HIB – Youth Empowerment Assemblies
- c. Family Harvest Parade and Trunk or Treat Activities
- d. Zeta Phi Beta Sorority, Inc. Archonette Youth Auxiliary Club
- e. Consultant – Nichelle Bowes
- f. After School Detention Programs
- g. Chuck E. Cheese Respect Week HIB Prevention Program
- h. Using Assessments in Instruction with Fidelity
- i. Sylvan Learning Tutoring Center
- j. Student Centered Instruction
- k. PBSIS: Community Engagement Fair
- l. EOHF Future Hall of Famers Basketball Game
- m. First Tee Golf Program
- n. After School Program – Revised Dates
- o. Delta Academy Girls Mentoring Program
- p. Twilight Rams Program
- q. NJSLA Parent Workshop
- r. Field Day
- s. Girls Who Code Club
- t. Dental Van Visit
- u. 5th Grade Parent Application Night
- v. Girls & Boys Mentoring Program
- w. Professional Development
- x. After School Program Grades 1 & 3
- y. Girls Who Code Club
- z. Family Connection’s Day
- aa. Super Science and Technology Night
- bb. PTO School Carnival
- cc. Mobile Dentist (Orange Dental Group)
- dd. Health Fair
- ee. OmegaMan Anti-Bullying Presentation
- ff. After School Detention
- gg. Verizon Street Law Legal Diversity Pipeline Program
- hh. Saturday Detention
- ii. After School Instrumental Band/MS Ensemble
- jj. Guest Speaker and Legal Studies Events
- kk. Project Pride
- ll. Scholars Choose Incentive Program
- mm. First in Math Program Adoption
- nn. After School Program with a SEL Component for Grades 6-12
- oo. Continuing the Staggered Day Schedule for Arts Instruction @ Houston Academy and Tyson Elementary
- pp. Teaching Strategies GOLD Online Training for Preschool Teachers & Teacher Assistants
- qq. Safe and Healthy Schools – Drug and Violence Prevention
- rr. Mental Health First Aid Training
- ss. Law Enforcement Against Drugs (LEAD)
- tt. Alcohol & Drug Abuse Prevention Team (ADAPT) Conducting a Survey
- uu. Special Education Home Instruction Students
- vv. Special Education Home Instruction Students

XII. CONSIDERATION OF RESOLUTIONS

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

- ww. Special Education Out of District Placements
- xx. Commission for the Blind & Visually Impaired 2019-2020
- yy. EOSD - School Health/Nursing Service Plan School Year 2019-2020
- zz. Epic Healthcare (One to One Nursing Services)
- aaa. Teacher Assistant Program (TAP)
- bbb. Helen Keller International - ChildSight New Jersey
- ccc. Cerebral Palsy of New Jersey: Workshop for Speech Language Specialists
- ddd. Sigma Beta Club (Male Mentoring Program)
- eee. Memorandum of Understanding for Health Science Careers
- fff. Inspired Instruction Professional Development
- ggg. School Community Book Club (Grades 6-12)
- hhh. 2019 District In-Service Day
- iii. CPR Training
- jjj. Family STEM Night
- kkk. NJPSAFEA
- lll. 2019 District In-Service Day
- mmm. Hurricane Dorian Relief Project
- nnn. EOAA Workshops and Meetings
- ooo. Special Education Home Instruction Students
- ppp. East Orange Campus HOSA Chapter Registration
- qqq. NBA Cares
- rrr. Rutgers Institute for Improving Student Achievement
- sss. Field Trips

XII. CONSIDERATION OF RESOLUTIONS

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

- a. Retirements
- b. Resignations
- c. Rescission of Appointments
- d. Rescission of Leave of Absence
- e. Leave of Absence
- f. Transfers
- g. Salary Adjustments
- h. Staff Appointments 2019-2020 School Year
- i. Approval of Extra-curricular and Co-curricular Activities - Various Locations - 2019-2020 SY
- j. Extra-curricular and Co-curricular Staff Appointments - Various Locations - 2019-2020 SY
- k. Miscellaneous Teaching Supply Payments - Various Locations - 2019-2020 SY
- l. Abolishment of Positions
- m. Creation of Positions
- n. Revision of Job Descriptions
- o. Doctorate Attainment Bonuses
- p. Agenda Changes/Corrections
- q. Appointments
- r. Termination
- s. Professional Conferences

XII. CONSIDERATION OF RESOLUTIONS

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- a. List of Bills (Ratify)
- b. List of Bills
- c. Appropriation Transfers
- d. T-1 Request for Taxes from the City of East Orange
- e. Recommendation to Approve Fund Raising Requests
- f. A-148 Secretary's Report
- g. A-149 Treasurer's Report
- h. Budgetary Major Account/Fund Status Certificate
- i. Accept a Donation
- j. Preschool Revised Contract and Budget for the East Orange Early Childhood Collaborative Agency, Zadie's of the Oranges 2019-2020 School Year Revision to Board Approved Resolution on 9/10/19
- k. Acceptance of Book Bags and School Supplies Donations - Cochran Academy
- l. Donation of a Music Stand Cart for STEM Academy
- m. Cooperative Purchasing Services Agreement - Essex Regional Education Services Commission
- n. Grant Application & Acceptance Memorandum of Understanding - Pets in the Classroom/PETSMART
- o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020
- p. Request for Authorization to participate in the Hunterdon County Educational Services Commission for 2019-2020
- q. Request for Authorization to participate in the Educational Services Commission of Morris County for NJ Classroom Supplies SY 2019-2020
- r. New Jersey Schools Insurance Group Indemnity and Trust Agreement Resolution to Join/Renew Membership
- s. Recommendation for Award of Contract, RFP No. 3113 - Financial Management System for the East Orange School District 2019-2020 SY
- t. A Resolution of the Board of Education of the City of East Orange Accepting the Bid of TD Equipment Finance for the Acquisition of its upgrade, Authorizing the Execution and Delivery of a Lease Purchase Agreement with Respect to the Acquisition, Purchase, Financing and Leasing of such Equipment; Authorizing the Execution and Delivery of Financing Document Required in Connection therewith; and Authorizing All Other Actions Necessary to the Consummation of the Transactions Contemplated by this Resolution - Revised
- u. Shared Services Agreement between the City of East Orange and the East Orange Board of Education
- v. Acceptance of Kids' Games and Arts & Crafts Supplies Donation - Cochran Academy

4. MAINTENANCE

- a. Recommendation for the Use of Facility

XIII. CLOSING STATEMENT/ADJOURNMENT

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

a. The Arts Career Model (Mr. John English)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the implementation of the Arts Career Model Program of Study at Tyson M/H School as an extension of the financial literacy program with Ms. Felicia Lewis as the program instructor. Students will develop portfolios and marketing plans and have diversified career options in the arts. The program is designed to instruct 22 students on a part-time basis, one day per week, for 45 minute sessions, for a total of 20 weeks. The cost will include a minimum session cost, material fees and instructor cost for the 2019-2020 school year at a total cost to the district not to exceed \$5,175.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.190.100.500.203.003.0000)

b. HIB - Youth Empowerment Assemblies - (Dr. Walker/Dr. Burton/Dr. Richardson/Ms. Toles)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Mr. Carl Michel and multiple speakers, educators, organizers and community activists to provide motivational speeches related to anti-bullying prevention, five major keys to success presentation (bullying, academic excellence, achieving goals) youth empowerment show (celebrity guest panel) during the week of respect during the 2019-2020 school year at the Hart Complex at a cost of \$5,000 to the district.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

(Account code: 20.15.190.100.320.217.017.0000/20.15.000.240.500.216.016.0000/
20.15.000.240.500.015.0000/20.11.403.200.500.047.047.0000)

c. Family Harvest Parade and Trunk or Treat Activities - (Mrs. Jackson)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Wahlstrom Academy's students and staff, in partnership with Campus HS, to participate in the Family Harvest Parade and Halloween Trunk or Treat activities on October 31, 2019, at 1:00pm in the school parking lot, at no cost to the district.

d. Zeta Phi Beta Sorority, Inc. Archonette Youth Auxiliary Club - (Dr. Estrick)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the attendance of Campus HS, STEM Academy and Fresh Start Academy, young ladies to participate in the Zeta Phi Beta Sorority, Inc. Youth Auxiliary Club, which will be called the Archonettes' Club at Campus HS from December 2019 to June 30, 2020 at no cost to the district.

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

e. Consultant - Nichelle Bowes - (Ms. Lovett)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve consultant Nichelle Bowes to provide job embedded coaching and data driven planning at a cost to the district of \$5,000.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.000.221.320.309.009.0000)

f. After School Detention Programs - (Ms. Lovett)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve a Before/After School Detention Program at Warwick Institute (5 days per week, 7:35am to 8:20am and 2:50pm - 3:30pm) for the entire 2019-2020 school year at no cost to the district.

g. Chuck E. Cheese Respect Week HIB Prevention Program- (Ms. Peeples)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the Chuck E. Cheese Respect Week HIB Prevention Program on October 11, 2019 at Garvin School at no cost to the district.

h. Using Assessments in Instruction with Fidelity - (Dr. Burton)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Dr. Crystal Belle to provide professional development at Truth Middle School on using implementation of assessments in instruction with fidelity on 10/22/19, 10/29/19, 11/5/19, 11/19/19, 12/3/19 and 12/17/19 at a total cost of \$6,300.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.236.200.300.216.016.0000)

i. Sylvan Learning Tutoring Center - (Dr. Burton)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Sylvan learning tutoring center to work with select groups of students at Truth Middle School to increase their basic skills knowledge from October 2019 to January 2020 at a cost not to exceed \$46,022.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.236.100.300.216.016.0000)

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

j. Student Centered Instruction – (Dr. Burton)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Deirdre Paul from MSUNER to provide professional development on student centered instruction on 10/21/19, 11/4/19, 11/18/19, 11/25/19, 12/2/19, and 12/9/19 at a cost of \$3,500.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.236.100.300.216.016.0000)

k. PBSIS: Community Engagement Fair – (Dr. Burton)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the Community Engagement Fair for the 6th grade students, parents and community members of Truth Middle School on 11/21/19 at 5:00pm in the gymnasium at a cost of \$975.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.236.200.500.216.016.0000/20.15.000.240.500.216.016.0000)

l. EOHF Future Hall of Famers Basketball Game – (Ms. Ramsey/Dr. Estrick)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the East Orange Hall of Fame in cooperation with Campus HS to host the Annual Alumni Basketball Scholarship Fundraiser on 11/30/19 from 9:00am-4:00pm at no cost to the district.

m. First Tee Golf Program – (Ms. Ramsey)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Langston Hughes Elementary School to host and participate in the First Tee Golf Program weekly beginning in November 2019 during PE periods and afterschool from 3:15pm-4:15pm, two (2) days per week at no cost to the district.

n. After School Program - Revised Dates – (Ms. Ramsey)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Langston Hughes STEM Gems After School program to begin 10/29/19 thru 1/30/20 (session 1) and February 4, 2020 thru April 30, 2020 (session 2). The program will be from 3:15pm to 4:30pm 3 days per week (Tuesday, Wednesday and Thursday), at a cost to be determined.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.120.100.101.306.006.9727)

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

- o. Delta Academy Girls Mentoring Program - (Ms. Ramsey)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Langston Hughes Elementary School to host and participate in the Delta Academy Mentoring Program for the 2019-2020 school year at no cost to the district. The dates involved will be: 10/19/19, 11/16/19, 12/21/19, 1/18/20, 2/15/20, 3/21/20, 4/18/20, 5/16/20 and 6/6/20

- p. Twilight Rams Program - (Dr. Moss-Hasan)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the Twilight Rams Program at a cost to the district of \$32,411.25.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.120.100.101.312.012.9718/20.15.190.100.106.312.012.9729/20.15.000.266.100.312.012.9730)

- q. NJSLA Parent Workshop - (Dr. Moss-Hasan)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve a NJSLA Parent Workshop presented by Dr. Moss-Hasan, Tyson Elementary, Mr. Heaphy, Bowser Elementary and Ms. Ramsey, Langston Hughes School on 3/19/20 at 5:00pm at Tyson Elementary School at the cost of \$250 per school for refreshments and supplies.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.231.200.800.312.012.9626/20.20.231.200.500.304.004.9626/20.20.231.500.306.006.9626)

- r. Field Day - (Dr. Moss-Hasan)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve our annual field day event on the day of June 5, 2020 and a rain date of June 8, 2020 at no cost to the district.

- s. Girls Who Code Club - (Dr. Moss-Hasan)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Tyson Elementary School to host a Girls Who Code Club program and volunteer a facilitator to run the program from October 15, 2019 to April 30, 2020 at no cost to the district. The club will run bi-weekly every Friday from 3:15pm to 4:15pm.

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

- t. Dental Van Visit - (Dr. Moss-Hasan)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve a partnership with Essex County New Jersey Chapter Links Organization. The Links Organization will provide a Dental Van Visit on 10/18/19 at no cost to the district. The Links Organization will fund the event.

- u. 5th Grade Parent Application Night - (Dr. Moss-Hasan)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve a 5th grade Parent Application Night for students and their parents at Tyson Elementary School. The meeting will be held on 12/12/19 and there will be no cost to the district.

- v. Girls & Boys Mentoring Program - (Dr. Moss-Hasan)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve mentoring programs from 4th and 5th grade girls and boys from Tyson Elementary School. Meetings will be held bi-weekly from 10/4/19 thru 6/1/20 at no cost to the district.

- w. Professional Development - (Dr. Moss-Hasan)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the professional development for English language arts and mathematics (PARCC) workshops, presented by Mrs. Coulthurst from Engaged Instruction LLC on 11/18/19 (full day), 11/25/19 (full day), 1/13/20 (full day) 2/26/20 (full day), 3/9/20 (full day), 3/16/20 at a cost of \$7,200 to the district.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.190.100.320.312.012.0000)

- x. After School Program Grades 1 & 3 - (Mr. Jacob, Jr.)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve an after school program to be held at Louverture School beginning 11/5/19 and ending 5/28/20. The program will run every Tuesday, Wednesday and Thursday when school is in session at a cost not to exceed \$5,957.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.120.100.101.310.010.9727)

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

y. Girls Who Code Club- (Mr. Jacob, Jr.)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Louverture School to host a Girls Who Code Club Program and hire a facilitator to run the program from 10/15/19 to 5/26/20 on Tuesdays and Wednesdays from 12:00pm to 12:45pm at a cost not to exceed \$2,079.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.401.100.100.310.010.0000)

z. Family Connection's Day - (Ms. Davis)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve permission for Gibson Academy staff and students to host the Annual Family Connection's Day on 4/2/20 with guest speaker Baruti K. Kafele presenting a workshop entitled "Critical Questions for Effective Parental Engagement" at a cost not to exceed \$500.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.231.200.500.337.037.9626)

aa. Super Science and Technology Night - (Ms. Davis)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve permission for Gibson Academy staff and students to host the Annual Super Science & Technology Night on 5/14/20 from 6:00pm to 8:30pm at no cost to the district.

bb. PTO School Carnival - (Ms. Davis)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve permission for Gibson Academy staff and students to attend the PTO Sponsored Carnival on 6/5/20 (rain date TBD), at no cost to the district.

cc. Mobile Dentist (Orange Dental Group) - (Ms. Davis)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve permission for Gibson Academy staff and students to host and participate in the Mobile Dentist program (Orange Dental Group) on 3/12/20 (rain date 3/19/20) at no cost to the district.

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

dd. Health Fair - (Ms. Davis)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve permission for Gibson Academy staff and students to host and participate in the Health Fair on 4/24/20 at no cost to the district.

ee. OmegaMan Anti-Bullying Presentation - (Ms. Davis)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the presentation of OmegaMan Anti-Bullying Presentation to the students at Gibson Academy on 10/22/19 at a cost to the district not to exceed \$650.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.231.200.500.337.037.9626)

ff. After School Detention - (Dr. Stallings)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the implementation of a school-wide after school detention program at STEM Academy from 10/15/19 thru 6/20/20 at a total cost to the district of \$3,850.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.140.100.101.102.002.9727)

gg. Verizon Street Law Legal Diversity Pipeline Program - (Dr. Stallings)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the attendance of various speakers from Verizon's Street Law Legal Diversity Pipeline Program to speak to 8th grade STEM students once a week starting in October thru June in the 2019-2020 school year with no cost to the district.

hh. Saturday Detention - (Dr. Stallings)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the implementation of a school-wide after school detention program at STEM Academy from 10/15/19 thru 6/20/20 at a total cost to the district of \$3,675.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.15.140.100.101.102.002.9727)

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

ii. After School Instrumental Band/MS Ensemble - (Dr. Stallings)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the after school instrumental band/MS ensemble on Tuesday, Wednesdays, Thursdays and Fridays from 2:25pm - 3:30pm throughout the 2019-2020 school year with no cost to the district.

jj. Guest Speaker and Legal Studies Events - (Dr. Adam)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the following speakers and events related to the legal studies curriculum at Cochran Academy during the 2019-2020 school year at a date and time to be determined at no cost to the district.

kk. Project Pride - (Dr. Adam)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Project Pride to speak at Cochran Academy to the 3rd, 4th and 5th grade students regarding alcohol and drug abuse on 2/20/20 at no cost to the district.

ll. Scholars Choose Incentive Program - (Dr. Adam)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the formation of the Scholars Choose Incentive Program. On a monthly basis, the program will showcase students who are diligent in closing the achievement gap and demonstrates this by going above and beyond their classroom requirements. Others who are performing below grade level and show marked improvement will also receive a reward. The students will have the opportunity to choose from both educational and non-educational toys and board games. Corporate donors will subsidize the program. This program will be administered at no cost to the district.

mm. First in Math Program Adoption - (Ms. Shults)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Parks Academy to adopt the First in Math Program for the 2019-2020 school year at a cost not to exceed \$1,699.58.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.236.100.300.311.011.0000)

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

- nn. After School Program with an SEL Component for Grades 6-12 - (Dr. Webb)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the after school program at Fresh Start Academy - Monday-Thursday starting 12/2/19 thru 5/30/20 from 3:10pm-4:10/4:40pm during music/art therapy days at a cost to the district not to exceed \$10,349.96.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: Title IV Grant)

- oo. Continuing the Staggered Day Schedule for Arts Instruction @ Houston Academy and Tyson Elementary - (Mr. Hamilton/Dr. Moss-Hasan/Mrs. Colson)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Houston Academy and Tyson Elementary continuing their school schedules consisting of a staggered day for the Visual and Performing Arts staff in order to continue implementation of the Board approved curriculum. There is no cost to the district.

- pp. Teaching Strategies GOLD Online Training for Preschool Teachers & TA's - (Ms. Aquil/Ms. Lofton-Simpson)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the proposal from Teaching Strategies (TS) for the Professional Development and Training of New Preschool Teachers and Early Childhood Staff for TS GOLD online, a performance-based assessment tool for Preschool Classrooms for the 2019-2020 school year for one session on 10/15/19 at a total cost that will not exceed \$3,300.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.218.200.329.028.026.9032)

- qq. Safe and Healthy Schools-Drug and Violence Prevention - (Dr. Harvest/Dr. Watson)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Clinical Psychologist Dr. Michael Fowlin to facilitate the Safe and Healthy Schools - Drug and Violence Prevention Program according to the outlined schedule, at a cost not to exceed \$7,000.

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

- rr. Mental Health First Aid Training - (Dr. Harvest/Dr. Watson)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve trained representatives from the Mental Health Association of Essex and Morris, Inc. to provide mental health first aid training for school counselors and social workers on 10/23/19 and an additional date to be determined at a cost not to exceed \$2,000.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.000.221.390.028.046.0000)

- ss. Law Enforcement Against Drugs (LEAD) - (Dr. Harvest/Dr. Watson)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the Law Enforcement Against Drugs Program (LEAD) at Warwick Institute for the entire 4th grade at a date to be determined this school year, at no cost to the district.

- tt. Alcohol & Drug Abuse Prevention Team (ADAPT) Conducting a Survey - (Dr. Harvest/Dr. Watson)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the attendance of the ADAPT Alcohol & Drug Prevention Team to conduct a survey (dates to be determined), involving the following grade levels, at the following locations at no cost to the district. Costley 8th, Truth 6th, STEM 6th, 8th and 10th, Houston 6th and 8th, FRP 6th, FSA M/H 6th, 8th, and 10th and Tyson M/H 6th, 8th and 10th.

- uu. Special Education Home Instruction Students - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the attached 2019-2020 contract for Bedside Instruction Services from LearnWell (formerly Education, Inc.).

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.150.100.500.028.031.0000)

- vv. Special Education Home Instruction Students - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the attached 2019-2020 contract for Bedside Instruction Services from Union County Educational Services Commission.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.150.100.500.028.031.0000)

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

ww. Special Education Out of District Placements - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the attached list of out-of-district special education placements (total placements = 5) at a total cost of \$410,102 to the district.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.000.100.562.028.031.0000/20.11.000.100.564.028.031.0000/20.000.100.565.028.031.0000/20.11.000.100.566.028.031.0000)

xx. Commission for the Blind & Visually Impaired 2019-2020 - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the contract between the EOSD and the NJ Commission for the Blind and Visually Impaired. Two (2) students will receive Level I services at a cost of \$1,900 per student. One (1) student will receive Level II services at a cost of \$4,500 per student. One (1) student will receive Level IV services at a cost of \$14,300. The grand total for all services provided will be \$22,600.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.206.100.320.000.028.031.0000)

yy. EOSD - School Health/Nursing Service Plan School Year 2019-2020 - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the EOSD School Health Services Plan at no cost to the district.

zz. Epic Healthcare (One to One Nursing Services) - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the attached contract with Epic Healthcare and the district to provide home to school nursing services for an identified special needs student who attends a school for the disabled. Services will be provided by a certified nurse (LPN). The daily rate for the specialized service will be \$315, the cost to the district will be approximately \$60,000 for the 2019-2020 school year.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.000.213.300.028.031.0000)

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

aaa. Teacher Assistant Program (TAP) - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the reinstatement of the vocational program entitled, Teacher Assistant Program (TAP). A maximum of ten (10) special needs students currently enrolled at Campus HS can participate in the program. The program will be provided at no cost to the district.

bbb. Helen Keller International - ChildSight New Jersey - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the contractual agreement between Helen Keller International (HKI) - ChildSight NJ and EOSD for provision of free vision screenings and free prescription eyeglasses to students that meet the identified criteria. The service will be provided at no cost to the district.

ccc. Cerebral Palsy of New Jersey: Workshop for Speech Language Specialists - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Cerebral Palsy of New Jersey to conduct a full day training on 10/23/19 to speech therapists. The training will provide interventions and strategies for students with communication deficits. The training will be provided at a cost not to exceed \$1,200.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.
(Account code: 20.20.255.200.320.028.031.0000)

ddd. Sigma Beta Club (Male Mentoring Program) - (Dr. West)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the establishment of the 2019-2020 Male Mentoring Program (Sigma Beta Club, sponsored by Phi Beta Sigma Fraternity, Inc.), geared towards providing high school young men opportunities to interact with positive male role models and learn leadership and life skills development training at no cost to the district.

eee. Memorandum of Understanding For Health Science Careers - (Ms. Champagne/Ms. Tyler/Dr. Mwangi)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the Memorandum of Understanding with Rutgers School of Health Professions for Health Science Careers at no cost to the district.

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

fff. Inspired Instruction Professional Development - (Ms. Champagne)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Inspired Instruction to provide a series of professional development on mathematics, ELA, technology, instructional coaching strategies, at a cost not to exceed \$12,000.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.000.221.500.028.025.0000)

ggg. School Community Book Club (Grades 6-12) - (Ms. Champagne/Ms. Vannoy/Mr. Adisa)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the participation, implementation, and hiring of 5 teachers to lead the 2019-2020 school community book club sessions from October 2019 - April 2020 at Tyson M/H, STEM, Hart Complex, Houston & Campus to focus on the effects of climate change and global warming at a cost not to exceed \$6,000.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.000.221.104.028.025.9730)

hhh. 2019 District In-Service Day - (Ms. Champagne/Ms. Tyler)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Principal EL as the keynote speaker for the 2019 District Professional Development Day on 10/23/19 at a cost not to exceed \$4,500.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.000.223.320.028.057.4336)

iii. CPR Training - (Ms. Champagne/Ms. Tyler)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Aja Carter, Carolyn Walters, Christopher Miller, and Derek Strong to receive training to become CPR Instructors for the EOSD at the cost not to exceed \$2,500.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.000.223.500.028.057.6686)

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

jjj. Family STEM Night - (Ms. Champagne)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Ms. Anita Champagne, Mr. Akeem Adisa, Ms. Jaliyla Fraser, Mr. Kenya Moncur, Ms. Paulette Salomon, and Ms. Yukima Vannoy to host Family STEM Night on 11/14/19 at STEM Academy from 6:00pm-7:30pm at a cost not to exceed \$2,000.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.11.000.221.500.028.025.0000/20.11.000.221.600.028.025.0000)

kkk. NJPSAFE A - (Ms. Champagne/Ms. Tyler)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve NJPSAFE A to present at the Administrator's Academy on 1/8/20 at a cost not to exceed \$2,500.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: 20.20.271.200.230.028.057.0000)

lll. 2019 District In-Service Day - (Ms. Champagne/Ms. Tyler)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve transportation for district teachers to Campus HS for the 2019 District Professional Development Day on 10/23/19 at a cost not to exceed \$6,240.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account code: To be determined)

mmm. Hurricane Dorian Relief Project - (Ms. Champagne/Mr. Moncur)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the Hurricane Dorian Bahamian Relief Project to be supported by the EOSD for the 2019-2020 school year at no cost to the district, this collection will begin 10/3/19 thru 11/15/19 at no cost to the district.

nnn. EOAA Workshops and Meetings - (Ms. Champagne/Ms. Tyler)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve Dawn Tyler, Paulette Salomon, Bridgett Green and Patrice Coleman to attend EOAA workshops and meetings during the 2019-2020 school year at no cost to the district.

XII. CONSIDERATION OF RESOLUTIONS

OCTOBER 8, 2019

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

ooo. Special Education Home Instruction Students - (Dr. Harvest/Mrs. Santos)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the attached list of home instruction services (student total = 12).

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.
(Account code: 20.11.150.100.500.028.031.0000)

ppp. East Orange Campus HOSA Chapter Registration - (Dr. Estrick)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the 2019-2020 registration of the HOSA Chapter at Campus HS, which is a requirement for the Allied Health Program offered through Rutgers University at a cost to the district not to exceed \$486.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.
(Account code: 20.15.190.100.800.101.001.0000)

qqq. NBA Cares - (Ms. Peeples)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the acceptance of a day of service, beautification, team building activities, and student centered interactions at Garvin School at no cost to the district.

rrr. Rutgers Institute for Improving Student Achievement - (Ms. Shults)

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve training and support from Rutgers Institute for Improving Student Achievement (RIISA) in the areas of ELA and Mathematics: content area strategies, pedagogy and interventions on 10/25/19, 1/29/20, 2/26/20 and one additional date to be determined at a cost to the district not to exceed \$10,000.

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.
(Account code: ASP/Title I: 19.231.200.100.311.011.9727)

XII. CONSIDERATION OF RESOLUTIONS

OCTOBER 8, 2019

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

sss. Field Trips

BE IT RESOLVED: “that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following field trips.”

No.	Names(s)	Destination	Reason (include incentive & benefit)	Date(s)	Cost/Budgets SB - School Based/GB - Grant Based/ AB - Arts Based Budget/ BO - Bus. Ofc.
1	Mr. J. English Mr. C. Forte 8 students 2 staff members Tyson M/H School	East Orange, NJ	To visit the YMCA Community Garden (Educational)	10/2019 Thru 6/2020	No cost to the district
2	Mr. J. English Mrs. P. Thompson 10 students 2 staff members Tyson M/H School	East Orange, NJ	To visit the YMCA Community Garden (Educational)	10/2019 Thru 6/2020	No cost to the district
3	Dr. S. Davis 2 students 5 staff members Carver Institute	New York, NY	To visit the Harlem Children's Zone (Educational & Enrichment)	10/11/19	<u>\$728.00</u> Transportation \$728.00 Total 20.15.000.270.512.305.005.5523 (SB)
4	Dr. V. Stallings Mr. P. Santoro 220 students 22 staff members STEM Academy	Newark, NJ	To visit the Branch Brook Park Skating Rink (Incentive & Rewards)	10/15/19 10/16/19	\$2,080.00 Transportation \$2,415.00 Admissions <u>\$ 780.00</u> Substitute Salary \$5,275.00 Total
5	Dr. T. Adam Ms. P. Hurt 13 students 3 staff members Cochran Academy	New Brunswick, NJ	To attend the Mock Trial Competition Exercises at the NJ State Bar Foundation (Educational)	10/17/19	<u>\$546.00</u> Transportation \$546.00 Total 20.15.000.270.512.338.038.5523 (SB)
6	Mrs. A. Jackson Ms. S. Bolden 102 students 14 staff members 7 parent chaperones Wahlstrom Academy	Chester, NJ	To visit the Alstede Farm (Educational)	10/17/19	\$1,320.80 Transportation <u>\$1,465.79</u> Admissions \$2,786.59 Total 20.15.000.270.512.339.039.5523 (SB) 20.15.190.100.800.339.039.0000 (SB) 20.20.218.100.500.339.026.9019 (GB) 20.20.218.200.516.339.026.9019 (GB)
					F/T Board Agenda 10/8/19

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

sss. Field Trips

No.	Names(s)	Destination	Reason (include incentive & benefit)	Date(s)	Cost/Budgets SB - School Based/GB - Grant Based/ AB - Arts Based Budget/ BO - Bus. Ofc.
7	Ms. Y. Joseph Ms. E. Brown 50 students 6 staff members Jackson Academy	Hillsdale, NJ	To visit the Demarest Farms (Educational)	10/18/19	\$ 416.00 Transportation \$ 670.00 Admissions \$1,086.00 Total 20.15.000.270.512.314.014.5523 (SB) 20.15.204.100.800.314.014.0000 (SB) 20.15.190.100.800.314.014.0000 (SB)
8	Ms. T. Ramsey Ms. E. Peri 84 students 8 staff members Hughes School	South Orange, NJ	To visit Seton Hall University (Educational)	10/18/19	\$836.00 Transportation \$836.00 Total 20.15.000.270.512.306.006.5523 (SB)
9	Ms. C. Davis Ms. I. Gorbunoff 150 students 27 staff members 30 parent chaperones Gibson Academy	Morristown, NJ	To visit Wightman Farms (Educational)	10/18/19	\$2,236.00 Transportation \$1,600.00 Admissions \$3,836.00 Total 20.15.190.100.500.337.037.0000 (SB) 20.15.000.270.512.337.037.5523 (SB)
10	Dr. R. Estrict Mr. R. Thomas 30 students 3 staff members 1 parent chaperone Campus High School	Summit, NJ	To attend the JA of NJ College & Career Readiness Mentoring Day at the Grand Summit Hotel (Educational & Enrichment)	10/18/19	\$494.00 Transportation \$150.00 Substitute Salary \$644.00 Total 20.15.000.270.512.101.001.5523 (SB)
11	Mrs. A. Jackson Ms. J. Leszczynski 80 students 8 staff members 8 parent chaperones Wahlstrom Academy	Chester, NJ	To visit the Alstede Farm (Educational)	10/18/19	\$1,248.00 Transportation \$1,578.08 Admissions \$2,826.08 Total 20.15.000.270.512.339.039.5523 (SB) 20.15.190.100.800.339.039.0000 (SB)
12	Dr. V. Stallings Ms. S. Loucka 40 students 4 staff members STEM Academy	Hamilton, NJ	To visit the Grounds for Sculpture (Educational)	10/18/19	\$ 655.20 Transportation \$ 200.00 Admissions \$ 260.00 Substitute Salary \$1,115.20 Total 20.15.000.270.512.102.002.5523 (SB) 20.15.190.100.800.102.002.0000 (SB) 20.15.130.100.101.102.002.9729 (SB)
13	Ms. T. Ramsey Ms. E. Peri 84 students 8 staff members Hughes School	South Orange, NJ	To visit Seton Hall University (Educational)	10/18/19	\$836.00 Transportation \$836.00 Total 20.15.000.270.512.306.006.5523 (SB)
					F/T Board Agenda 10/8/19

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

sss. Field Trips

No.	Names(s)	Destination	Reason (include incentive & benefit)	Date(s)	Cost/Budgets SB - School Based/GB - Grant Based/ AB - Arts Based Budget/ BO - Bus. Ofc.
14	Dr. R. Estrict TSgt Thomas 40 students 3 staff members 2 parent chaperones Campus High School	Flushing, NY	To attend a drill competition at John Bowne High School (Educational)	10/19/19	\$ 794.84 Transportation <u>\$ 450.00</u> Substitute Salary \$1,244.84 Total 20.15.000.270.512.101.001.5523 (SB) 20.15.211.140.101.000.000.0000 (SB)
15	Ms. I. Peeples Ms. L. Craighead 105 students 17 staff members 9 parent chaperones Garvin School	Long Valley, NJ	To visit the Ort Farms, LLC (Educational)	10/24/19	\$1,872.00 Transportation <u>\$ 780.00</u> Admissions \$2,652.00 Total 20.20.218.100.500.308.026.9019 (SB) 20.20.218.200.516.308.026.9019 (SB) 20.15.190.100.800.308.008.0000 (SB) 20.15.000.270.512.408.008.5523 (SB)
16	Dr. S. Davis Ms. Williams 57 students 10 staff members 12 parent chaperones Carver Institute	Chester, NJ	To visit the Riamede Farm (Educational)	10/25/19	\$ 936.00 Transportation <u>\$1,181.00</u> Admissions \$2,117.00 Total 20.20.218.200.516.305.026.9019 (GB) 20.20.218.100.500.305.9019 (GB)
17	Dr. R. Estrict Mr. P. Wambugu 10 students 2 staff members Campus High School	Lincroft, NJ	To attend the Fall 2019 HOSA Leadership Conference at Brookdale Community College (Educational)	10/25/19	\$ 728.00 Transportation \$ 360.00 Admissions <u>\$ 450.00</u> Substitute Salary \$1,538.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.101.000.000.001.0000 (SB) 20.15.190.100.800.101.001.0000 (SB)
18	Dr. R. Estrict Mr. R. Thomas 12 students 1 staff member 1 parent chaperone Campus High School	Union, NJ	To attend the FBLA State Fall Leadership Conference at Kean University (Educational)	10/28/19	\$442.00 Transportation <u>\$150.00</u> Substitute Salary \$592.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.101.000.000.001.0000 (SB)
19	Dr. R. Estrict Mr. A. Menzel 45 students 4 staff members Campus High School	Upton, NY	To visit the Brookhaven National Laboratory Science Learning Center (Educational)	10/29/19	\$1,352.00 Transportation \$ 350.00 Substitute Salary <u>\$1,120.00</u> Registration \$2,822.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.000.000.101.001.0000 (SB) 20.15.000.240.800.101.001.0000 (SB)
20	Ms. T. Ramsey Ms. Hutchins 87 students 14 staff members 14 parent chaperones Hughes School	Chester, NJ	To visit the Alstede Farm (Educational)	10/29/19	\$1,560.00 Transportation <u>\$1,318.90</u> Admissions \$2,878.90 Total 20.20.218.100.500.306.026.9019 (GB) 20.20.218.200.516.306.026.9019 (GB)
					F/T Board Agenda 10/8/19

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

sss. Field Trips

No.	Names(s)	Destination	Reason (include incentive & benefit)	Date(s)	Cost/Budgets SB - School Based/GB - Grant Based/ AB - Arts Based Budget/ BO - Bus. Ofc.
21	Ms. I. Peeples Ms. L. Beaumont 363 students 26 staff members 10 parent chaperones Garvin School	East Orange, NJ	To attend the Trunk or Treat Event at Oval Park (Educational)	10/31/19	No cost to the district
22	Dr. V. Stallings Ms. E. Lesko-Eckert 10 students 1 staff member STEM Academy	Newark, NJ	To visit Saint John's Soup Kitchen (Educational)	10/31/19	\$390.00 Transportation <u>\$130.00</u> Substitute Salary \$520.00 Total 20.15.000.270.512.102.002.5523 (SB) 20.15.130.100.101.102.002.9729 (SB)
23	Mr. H. Hamilton Ms. D. Dangler 30 students 3 staff members Houston Academy	East Orange, NJ	To attend the NJACDA Voices United Choral Festival held at Campus HS (Educational & Enrichment)	11/1/19	<u>\$312.00</u> Transportation \$312.00 Total 20.15.000.270.512.307.007.5523 (SB)
24	Dr. R. Estrict Mr. M. Barone 50 students 5 staff members Campus High School	Washington, DC	To visit the National Museum of African American History and Culture/ Smithsonian (Educational)	11/1/19	\$2,392.00 Transportation <u>\$ 750.00</u> Substitute Salary \$3,142.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.101.000.000.001.0000 (SB)
25	Ms. T. Ramsey Ms. D. Polidor 25 students 2 staff members Hughes School	Short Hills, NJ	To attend the Apple Store Multimedia Workshop (Educational & Enrichment)	11/5/19	<u>\$416.00</u> Transportation \$416.00 Total 20.15.000.270.512.306.006.5523 (SB)
26	Ms. I. Peeples Ms. E. Barber 160 students 16 staff members 3 parent chaperones Garvin School	Philadelphia, PA	To visit the Franklin Institute (Educational)	11/5/19	<u>\$4,992.00</u> Transportation \$4,992.00 Total 20.15.000.270.512.308.008.5523 (SB)
27	Dr. R. Estrict Mr. A. Menzel 24 students 3 staff members Campus High School	Newark, NJ	To visit the Rutgers University Department of Chemistry (Educational)	11/14/19	\$300.00 Transportation <u>\$450.00</u> Substitute Salary \$750.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.15.140.000.000.101.001.0000 (SB)
					F/T Board Agenda 10/8/19

XII. CONSIDERATION OF RESOLUTIONS

OCTOBER 8, 2019

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

sss. Field Trips

No.	Names(s)	Destination	Reason (include incentive & benefit)	Date(s)	Cost/Budgets SB - School Based/GB - Grant Based/ AB - Arts Based Budget/ BO - Bus. Ofc.
28	Mr. J. English Ms. D. Evans 30 students 3 staff members Tyson M/H School	Montclair, NJ	To visit the College of Montclair State University (Educational)	11/15/19	\$486.72 Transportation \$486.72 Total 20.15.000.270.512.203.003.5523 (SB)
29	Dr. R. Estrick Mr. T. Muhammad 40 students 4 staff members Campus High School	Montclair, NJ	To attend the Montclair State University EOF Program College Enrollment Seminar (Educational)	11/15/19	\$468.00 Transportation \$468.00 Total 20.15.000.270.512.101.001.5523 (SB)
30	Dr. R. Estrick Mrs. Cabrera 41 students 3 staff members 1 parent chaperone Campus High School	Jersey City, NJ Union, NJ	To attend performance of the Hispanic Flamenco Ballet (Educational)	11/15/19	\$ 416.00 Transportation \$ 714.00 Admissions \$ 450.00 Substitute Salary \$1,580.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.15.190.100.800.101.001.0000 (SB) 20.15.140.000.000.101.001.0000 (SB)
31	Dr. V. Stallings Ms. B. Froehlich 12 students 2 staff members STEM Academy	Clifton, NJ	To attend the FLL Robotics Competition at Clifton HS (Educational)	11/16/19	\$572.00 Transportation \$572.00 Total 20.15.000.270.512.102.002.5523 (SB)
32	Mr. J. English Ms. D. Evans 25 students 3 staff members Tyson M/H School	Newark, NJ	To visit the College of New Jersey Institute of Technology (Educational)	11/21/19	\$405.60 Transportation \$405.60 Total 20.15.000.270.512.203.003.5523 (SB)
33	Dr. V. Stallings Ms. L. Woods 45 students 4 staff members STEM Academy	Newark, NJ	To attend the HBCU College Fair at New Jersey Institute of Technology (Educational)	11/21/19	\$390.00 Transportation \$390.00 Total 20.15.000.270.512.102.002.5523 (SB)
34	Dr. V. Stallings Ms. B. Froehlich 12 students 2 staff members STEM Academy	Clifton, NJ	To attend the FLL Robotics Competition at Clifton HS (Educational)	11/23/19	\$572.00 Transportation \$572.00 Total 20.15.000.270.512.102.002.5523 (SB)
35	Dr. V. Stallings Ms. S. Loucka-Netel 30 students 3 staff members STEM Academy	Morristown, NJ	To visit the Glassworks Studio (Educational)	12/3/19	\$ 520.00 Transportation \$ 600.00 Admissions \$ 260.00 Substitute Salary 20.15.000.270.512.102.002.5523 (SB) 20.15.190.100.800.102.002.0000 (SB) 20.15.130.100.101.102.002.9729 (SB)
					F/T Board Agenda 10/8/19

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

sss. Field Trips

No.	Names(s)	Destination	Reason (include incentive & benefit)	Date(s)	Cost/Budgets SB - School Based/GB - Grant Based/ AB - Arts Based Budget/ BO - Bus. Ofc.
36	Dr. R. Estrict Mr. Jean-Baptiste 50 students 5 staff members Campus High School	New York, NY	To visit the Tenement House Museum (Educational)	12/6/19	\$ 988.00 Transportation \$ 825.00 Admissions <u>\$ 750.00</u> Substitute Salary \$2,563.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.15.190.100.800.101.001.0000 (SB) 20.15.140.000.000.101.001.0000 (SB)
37	Dr. V. Stallings Ms. T. Maughan 50 students 4 staff members 5 parent chaperones STEM Academy	New York, NY	To attend the Gilder Lehrman Hamilton Education Program and Hamilton Student Matinee at the Richard Rogers Theater (Educational)	12/11/19	\$1,560.00 Transportation \$ 550.00 Admissions <u>\$ 390.00</u> Substitute Salary \$2,500.00 Total 20.15.000.270.512.102.002.5523 (SB) 20.15.190.100.800.102.002.0000 (SB) 20.15.130.100.101.102.002.9729 (SB)
38	Dr. R. Estrict Dr. V. Stallings Mrs. I. Colson Ms. S. Richardson Ms. T. Maughan 80 students (CHS) 50 students (STEM) Campus High School STEM Academy	New York City, NY	To attend performance of Hamilton on Broadway (Educational)	12/11/19	No cost to the district
39	Dr. R. Estrict MSgt Rivera 100 students 6 staff members 4 parent chaperones Campus High School	Fort Dix, NJ	To visit the Bowling Alley at Fort Dix (Enrichment)	12/13/19	\$1,872.00 Transportation <u>\$ 750.00</u> Substitute Salary \$2,622.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.15.140.000.000.101.001.0000 (SB)
40	Dr. R. Estrict Mrs. C. Mayers 40 students 4 staff members Campus High School	New York, NY	To visit the Hall of Biodiversity at the American Museum of Natural History (Educational)	12/13/19	\$ 728.00 Transportation \$ 858.00 Admissions <u>\$ 600.00</u> Substitute Salary \$2,186.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.15.190.100.800.101.001.0000 (SB) 20.15.140.000.000.101.001.0000 (SB)
41	Dr. D. Harvest Dr. G. Watson 90 students 9 staff members Future Ready Prep Houston Academy	Caldwell, NJ	To attend the World Against Violence (WAV) Youth Conference, "What's It All About?" (Educational)	12/19/19	<u>\$941.20</u> Transportation \$941.20 Total 20.15.000.270.512.307.007.5523 (SB) 20.11.403.270.512.047.047.5523 (SB)
					F/T Board Agenda 10/8/19

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

sss. Field Trips

No.	Names(s)	Destination	Reason (include incentive & benefit)	Date(s)	Cost/Budgets SB - School Based/GB - Grant Based/ AB - Arts Based Budget/ BO - Bus. Ofc.
42	Dr. R. Estrick Ms. L. Gopal 10 students 2 staff members Campus High School	Paramus, NJ	To attend the Regional Choir Auditions 2020 (Enrichment)	1/4/20	\$416.00 Transportation <u>\$150.00</u> Substitute Salary \$566.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.000.000.101.001.0000 (SB)
43	Dr. V. Stallings Ms. S. Loucka 50 students 5 staff members Campus High School	Highland, NY	To visit the Rocking Horse Ranch Resort for the Senior Class trip (Incentive)	1/8/20 Thru 1/10/20	\$2,496.00 Transportation <u>\$ 390.00</u> Substitute Salary \$2,886.00 Total 20.15.000.270.512.102.002.5523 (SB) 20.15.190.100.800.102.002.0000 (SB) 20.15.130.100.101.102.002.9729 (SB)
44	Dr. R. Estrick Ms. L. Gopal 39 students 4 staff members Campus High School	East Orange, NJ	To attend the Campus Choir Recruitment Tour 2020 (Educational)	1/22/20	\$ 572.00 Transportation <u>\$ 600.00</u> Substitute Salary \$1,172.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.000.000.101.001.0000 (SB)
45	Mr. J. English Mr. J. Day 89 students 9 staff members Tyson M/H School	Washington, DC	To visit the National Museum of African History & Culture (Educational)	2/13/20	<u>\$5,189.60</u> Transportation \$5,189.60 Total 20.15.000.270.512.203.003.5523 (SB)
46	Dr. R. Estrick Mr. Jean-Baptiste 50 students 4 teachers 1 staff member Campus High School	Union, NJ	To visit the Liberty Hall Museum and Kean University Tour (Educational)	2/28/20	\$ 790.40 Transportation \$ 440.00 Admissions <u>\$ 750.00</u> Substitute Salary \$1,980.40 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.000.000.101.001.0000 (SB) 20.15.190.100.800.101.001.0000 (SB)
47	Mr. J. English Ms. D. Evans 30 students 3 staff members Tyson M/H School	Montclair, NJ	To visit the College of Montclair State University (Educational)	3/6/20	<u>\$416.00</u> Transportation \$416.00 Total 20.15.000.270.512.203.003.5523 (SB)
48	Ms. C. Davis Ms. I. Gorbunoff 75 students 16 staff members 30 parent chaperones Gibson Academy	Morristown, NJ	To visit the Morristown Performing Arts Center (MPAC) (Educational)	3/16/20	\$ 800.00 Transportation <u>\$ 885.00</u> Admissions \$1,685.00 Total 20.20.218.100.500.337.026.9019 (GB) 20.20.218.200.516.337.026.9019 (GB)
49	Dr. R. Estrick Mr. Jean-Baptiste 50 students 4 teachers 1 staff member Campus High School	Washington, DC	To attend the United States Holocaust Memorial Museum and Tour (Educational)	5/22/20	\$2,756.00 Transportation <u>\$ 750.00</u> Substitute Salary \$3,506.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.000.000.101.001.0000 (SB)
					F/T Board Agenda 10/8/19

A. SUPERINTENDENT OF SCHOOLS

1. EDUCATIONAL SUPPORT & STUDENT SERVICES

sss. Field Trips

No.	Names(s)	Destination	Reason (include incentive & benefit)	Date(s)	Cost/Budgets SB - School Based/GB - Grant Based/ AB - Arts Based Budget/ BO - Bus. Ofc.
50	Dr. R. Estrict Mr. Jean-Baptiste 50 students 4 teachers 1 staff member Campus High School	Holmdel, NJ	To visit the Vietnam Memorial Museum (Educational)	3/27/20	\$1,014.00 Transportation \$ 275.00 Admissions <u>\$ 750.00</u> Substitute Salary \$2,039.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.000.000.101.001.0000 (SB) 20.15.190.100.800.101.001.0000 (SB)
51	Dr. R. Estrict Mr. Jean-Baptiste 50 students 4 teachers 1 staff member Campus High School	New York, NY	To visit Wall Street (Educational)	4/24/20	\$1,014.00 Transportation \$ 750.00 Substitute Salary <u>\$ 725.00</u> Admissions \$2,489.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.000.000.101.001.0000 (SB) 20.15.190.100.800.101.001.0000 (SB)
52	Dr. R. Estrict Mrs. C. Mayers 30 students 3 staff members Campus High School	Bronx, NY	To visit the NY Botanical Gardens for research and conservation (Educational)	5/1/20	\$ 676.00 Transportation \$ 591.00 Admissions <u>\$ 600.00</u> Substitute Salary \$1,867.00 Total 20.15.000.270.512.101.001.5523 (SB) 20.11.140.000.000.101.001.0000 (SB) 20.15.190.100.800.101.001.0000 (SB)
53	Dr. S. Webb 40 students 5 staff members Fresh Start Academy	Bronx, NY	To visit the Bronx Zoo (Educational)	5/20/20	<u>\$1,014.00</u> Transportation \$1,014.00 Total 20.11.423.240.500.029.029.5523 (SB)
CHANGES TO ADMINISTRATIVE/FIELD TRIP RESOLUTIONS					
1	Dr. R. Estrict Mrs. I. Colson 60 students 3 staff members 6 parent chaperones Campus High School	Orange, NJ	The marching band to participate in the Pink Out for Cancer Event (Educational)	10/19/19	This resolution was Board approved at the 9/10/19 meeting. The original date for the trip was 10/12/19 and due to scheduling conflicts, the date of the trip had to be changed.
					F/T Board Agenda 10/8/19

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

a) Retirements

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the following retirements."

1. Ms. Eugene Callender – School Nurse – Wahlstrom Academy
Effective January 1, 2020 (10 years, 3 months of service)
(15.000.213.0100.000.339.039.0000 – 70%)
(20.218.200.0104.000.028.026.9027 – 30%)
2. Ms. Carla Hinds – Teacher of English – Fresh Start Academy High School
Effective January 1, 2020 (31 years, 4 months of service)
(11.423.100.0101.000.029.029.0000)
3. Ms. Marie Louis – Bookkeeper – Department of Special Education
Effective January 1, 2020 (32 years of service)
(11.000.219.0105.000.000.000.0000)
4. Ms. Cleta McLeod – CST Social Worker – Healy Middle School
Effective July 1, 2020 (25 years of service)
(11.000.219.0104.000.000.000.0000)
5. Ms. Janet Murphy – Custodian (Night) – Ecole Toussaint Louverture
Effective January 1, 2020 (29 years, 5 months of service)
(11.000.262.0100.000.000.000.0000)
6. Mr. Luis Ramirez – Teacher of Spanish – Bowser Elementary School
Effective July 1, 2020 (25 years of service)
(15.120.100.0101.000.304.004.0000)
7. Ms. Robyn Sorbino – Speech Therapist – Department of Special Education
Effective January 1, 2020 (31 years, 4 months of service)
(11.000.219.0104.000.000.000.0000)

b) Resignations

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resignations."

1. Ms. Elizabeth Brizan – Teacher Assistant for Special Ed (BD) – Warwick Institute
Effective October 1, 2019 (no reason) (2 years, 1 month of service)
(15.209.100.0106.000.309.009.0000)
2. Ms. Kawania Durand – Teacher Trainer (Data) – Division of Curriculum Services
Effective November 15, 2019 (home duties) (1 year, 1 month of service)
(20.271.200.0100.000.028.057.0000)
3. Mr. DeShawn Hare – Custodian (Hourly) – Division of Maintenance Services
Effective October 11, 2019 (another position) (7 months of service)
(11.000.262.0100.000.000.000.0000)
4. Ms. Shanette Jennings – Lunch Period Supervisory Aide – Jackson Academy
Effective June 30, 2019 (no reason) (4 years of service)
(11.000.262.0100.000.000.000.0000)

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

b) Resignations (cont'd)

5. Ms. Brandi Jones - Teacher of the Handicapped (ICS) - Parks Academy
Effective November 29, 2019 (no reason) (7 years, 3 months of service)
(15.213.100.0101.000.311.011.0000)
6. Ms. Monique Kirkland - Secretary (Assistant) - Campus High
Effective October 1, 2019 (personal reasons) (17 years, 6 months of service)
(15.000.240.0105.000.101.001.0000)
7. Mr. Lewis Louissaint - Security Guard - Tyson 6-12
Effective October 1, 2019 (no reason) (15 years, 7 months of service)
(15.000.266.0100.000.203.003.0000)
8. Mr. Daniel Lucas - Building Based Substitute Teacher - Campus High
Effective September 9, 2019 (another position) (5 years, 5 months of service)
(11.140.100.0101.000.000.000.0000)

c) Rescission of Appointments

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, rescinds the following appointments."

1. Mr. Stanley Allen - Teacher Assistant (ESL) - Truth Middle School
Appointment was approved at the September 10, 2019 Board Meeting
(15.240.100.0106.000.216.016.0000)
2. Mr. David Anderson - Teacher of English - East Orange Campus High School
Appointment was approved at the September 10, 2019 Board Meeting
(15.140.100.0101.000.101.001.0000)
3. Ms. Patricia Anthony - Teacher of English - East Orange Campus High School
Appointment was approved at the September 10, 2019 Board Meeting
(15.140.100.0101.000.101.001.0000)
4. Ms. Miette Brown - Per Diem Substitute Teacher - Substitute Department
Appointment was approved at the September 10, 2019 Board Meeting
(11.120.100.0101.000.000.000.0000)
5. Mr. Robert Dilworth - Teacher of Health/Physical Education - Parks Academy
Appointment was approved at the September 10, 2019 Board Meeting
(15.120.100.0101.000.311.011.0000 - 83%)
(20.218.100.0101.000.028.026.9011 - 17%)
6. Mr. Cary Edwards - Building Based Substitute Teacher - Costley Middle School
Appointment was approved at the August 13, 2019 Board Meeting
(11.120.100.0101.000.000.000.0000)
7. Ms. Jamie Hastings - Teacher of Grades 6-8 (LAL) - Future Ready Prep
Appointment was approved at the September 10, 2019 Board Meeting
(11.403.100.0100.000.047.047.0000)

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

d) Rescission of Leave of Absence

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, rescinds the following leave of absence."

1. Ms. Jasmine Hanks – Teacher Assistant for Special Ed (BD) – Warwick Institute
Family Act LOA was approved at the June 27, 2019 Board Meeting
(15.209.100.0106.000.309.009.0000)

e) Leaves of Absence

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the following leaves of absence."

1. Ms. Sharonda Allen – Teacher of Grades 6-8 (SSd) – Healy Middle School
Administrative LOA Effective October 10, 2019 to a date TBD
(15.130.100.0101.000.217.017.0000)
2. Mr. Rodney Beaver – Teacher of Grades 6-8 (Mth) – Healy Middle School
Administrative LOA Effective September 17, 2019 to a date TBD
(15.130.100.0101.000.217.017.0000)
3. Ms. Mylene Brown – CST Social Worker – Houston Academy
Family Act LOA (Intermittent) Effective September 10, 2019 to June 30, 2020 (NTE 15 days)NJFLA
(11.000.219.0104.000.000.000.0000)
4. Ms. Dena Clark – In-School Suspension Teacher – East Orange Campus High School
Family Act LOA (Intermittent) Effective September 17, 2019 to June 30, 2020 (NTE 30 days)
(15.140.100.0101.000.101.001.0000)
5. Mr. Kevin Cox – Teacher Assistant for Special Ed (BD) – Tyson Elementary
Family Act LOA Effective September 3, 2019 to September 13, 2019
(15.209.100.0106.000.312.012.0000)
6. Ms. Alice Cutliff – Secretary (Assistant) – Wahlstrom Academy
Family Act LOA (Intermittent) Effective September 3, 2019 to November 30, 2019 (NTE 15 days)
(15.000.240.0105.000.339.039.0000)
7. Ms. Khabirah Edouard – Secretary – Educational Support Services
Family Act LOA Effective September 6, 2019 to October 4, 2019
Family Act LOA (Intermittent) Effective October 7, 2019 to June 30, 2020 (NTE 39 days)
(11.000.218.0105.000.000.000.0000)
8. Ms. Laurie Esparolini – Teacher of Grades 6-8 (LAL) – Truth Middle School
Family Act LOA Effective October 2, 2019 to December 31, 2019
(15.130.100.0101.000.216.016.0000)
9. Ms. Millicent Godfrey – Speech Therapist – Wahlstrom Academy
Family Act LOA (Intermittent) Effective September 9, 2019 to June 30, 2020 (NTE 30 days)
(11.000.216.0100.000.000.000.0000)
10. Dr. Patricia Hurt – Teacher (Theme) – Cochran Academy
Family Act LOA (Intermittent) Effective September 3, 2019 to June 30, 2020 (NTE 20 days)
(15.120.100.0101.000.338.038.0000)

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICESe) Leaves of Absence (cont'd)

11. Ms. Grace Igbinoba – Teacher Assistant for Special Ed (AUT) – Banneker Academy
Health LOA Effective September 3, 2019 to September 27, 2019
(15.214.100.0106.000.336.036.0000)
12. Ms. Donelda Iyizoba – School Nurse – Tyson 6-12
Family Act LOA (Intermittent) Effective September 3, 2019 to June 30, 2020 (NTE 20 days)
(15.000.213.0100.000.203.003.0000)
13. Ms. Natasha Lawrence – Teacher of Grades 6-8 (Sci) – Future Ready Prep
Family Act and Bonding LOA Effective November 18, 2019 to November 22, 2019
(11.403.100.0100.000.047.047.0000)
14. Ms. Rebecca Linn – School Psychologist – Gibson Academy
Family Welfare LOA (without pay) Effective September 30, 2019 to October 5, 2019
(11.000.219.0104.000.000.000.0000)
15. Mr. Wylendy Long – Custodian (Head) – Parks Academy
Family Act LOA Effective August 1, 2019 to September 6, 2019
(11.000.262.0100.000.000.000.0000)
16. Mr. Lionel Louissaint – Custodian (Head) – Ecolè Toussaint Louverture
Family Act and Bonding LOA Effective September 3, 2019 to October 15, 2019
(11.000.262.0100.000.000.000.0000)
17. Ms. Debra Lynch – Teacher Assistant for Special Ed (PSD) – Carver Institute
Family Act LOA Effective September 3, 2019 to December 3, 2019
Health LOA (without pay) Effective December 4, 2019 to January 31, 2020
(15.216.100.0106.000.305.005.0000)
18. Ms. Kenya Matthews-Liggins – Teacher of the Handicapped (PSD) – Gibson Academy
Health LOA Effective September 19, 2019 to October 10, 2019
(15.216.100.0101.000.337.037.0000)
19. Ms. Fostyne Mitchell – CST Social Worker – Costley Middle School
Family Act LOA (Intermittent) Effective October 1, 2019 to June 30, 2020 (NTE 30 days)
(11.000.219.0104.000.000.000.0000)
20. Ms. Valentine Motley – School Counselor – Warwick Institute
Child Rearing LOA (without pay) Effective September 3, 2019 to March 2, 2020
(15.000.218.0104.000.309.009.0000)
21. Ms. Veronica Nicholson – Teacher of Elementary – Tyson Elementary
Family Act LOA Effective October 30, 2019 to January 1, 2020
(15.120.100.0101.000.312.012.0000)
22. Ms. Shernett Ossai – Teacher of English – Tyson 6-12
Health LOA Effective September 3, 2019 to October 21, 2019
(15.140.100.0101.000.203.003.0000)
23. Ms. Gitanjali Pai – Teacher of Elementary – Houston Academy
Family Act LOA (Intermittent) Effective October 9, 2019 to November 1, 2019 (NTE 4 days)
(15.120.100.0101.000.307.007.0000)

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICESe) Leaves of Absence (cont'd)

24. Ms. Tierra Perez – Building Based Substitute Teachers – Cochran Academy
Pregnancy LOA Effective September 18, 2019 to October 16, 2019
Family Act and Bonding LOA (without pay) Effective October 17, 2019 to February 3, 2020
(11.120.100.0101.000.000.000.0000)
25. Mr. Steven Rivera – ROTC – East Orange Campus High School
Family Act LOA Effective September 23, 2019 to September 27, 2019
(15.140.100.0101.000.101.001.0000)
26. Ms. Rosemary Rosa – Custodian (Night) – Cochran Academy
Family Act LOA Effective August 19, 2019 to November 8, 2019
(11.000.262.0100.000.000.000.0000)
27. Ms. Meran Senior – Teacher Assistant for Special Ed (ICS) – Tyson 6-12
Family Act LOA Effective September 3, 2019 to September 20, 2019
(15.213.100.0106.000.203.003.0000)
28. Ms. Thaili Torres – Teacher Assistant for Pre-Kindergarten – Garvin School
Family Welfare LOA (without pay) Effective October 3, 2019 to June 30, 2020
(20.218.100.0106.000.028.026.9013)
29. Ms. Bonnie Triolo – School Social Worker – Cochran Academy
Family Act LOA Effective September 3, 2019 to October 3, 2019
(15.000.211.0100.000.338.038.0000)
30. Ms. Marlene Valverde – Teacher of Elementary – Warwick Institute
Family Act LOA Effective May 20, 2019 to June 30, 2019
(15.120.100.0101.000.309.009.0000)
31. Ms. Maria Velez-Mitchell – Teacher of the Handicapped (AUT) – Garvin School
Family Act LOA (Intermittent) Effective September 23, 2019 to June 30, 2020 (NTE 20 days)
(15.214.100.0101.000.308.008.0000)

f) Transfers

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the transfers listed in DIVISION OF LABOR RELATIONS & EMPLOYMENT SERVICES Schedule 2.f.”

g) Salary Adjustments

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the following salary adjustments.”

1. Ms. Karly Bohri – Teacher Assistant for Special Education (CSM) – Healy Middle School
(Original Hire Date: September 16, 2019)
From: Step 1 \$28,677 p/a
To: Step 3 \$29,227 p/a
Effective September 16, 2019 to June 30, 2020
(higher training level)
(15.213.100.0106.000.217.017.0000)

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICESg) Salary Adjustments (cont'd)

2. Ms. Shari Clarke – Teacher of Art – Bowser Elementary School
(Original Hire Date: January 2, 2008)
From: Level 5½/MA+15 Step 9½ \$68,379 p/a
To: Level 6/MA+32 Step 9½ \$74,979 p/a
Effective September 1, 2019 to June 30, 2020
(higher training level)
(15.120.100.0101.000.304.004.0000 – 88%)
(20.218.100.0101.000.028.026.9011 – 12%)
3. Ms. Sade Criss – Assistant Secretary (12-Mth) – STEM Academy
(Original Hire Date: November 26, 2018)
From: Group 2 Step 1 \$34,366 p/a + \$1,000 Stipend
To: Group 2 Step 1 \$34,366 p/a + \$2,000 Stipend
Effective July 1, 2019 to June 30, 2020
(higher training level)
(15.000.218.0105.000.102.002.0000)
4. Dr. Robert DeVeaux – Dropout Prevention Officer – Tyson 6-12
(Original Hire Date: September 13, 2004)
From: Level 6/MA+32 Step 16 \$107,413 p/a + \$1,250 Stipend
To: Level 6/MA+32 Step 16 \$107,413 p/a + \$1,250 Stipend + \$750 Longevity
Effective September 13, 2019 to June 30, 2020
(15 years longevity stipend)
(15.000.218.0104.000.203.003.0000)
5. Mr. Steve Gayles – Teacher of Elementary (leave replacement) – Garvin School
(Original Hire Date: October 1, 2019)
From: Level 4/BA Step 1 \$54,179 p/a
To: Level 4/BA Step 7½ \$57,779 p/a
Effective October 1, 2019 to June 30, 2020
(verified prior experience)
(15.120.100.0101.000.308.008.0000)
6. Mr. DaVon Harper – Teacher Assistant for Kindergarten – Banneker Academy
(Original Hire Date: September 17, 2019)
From: Step 1 \$28,677 p/a
To: Step 3 \$29,227 p/a
Effective September 17, 2019 to June 30, 2020
(higher training level)
(15.190.100.0106.000.336.036.9704)
7. Ms. LaShawn Johnson – Behavior Specialist – Department of Early Childhood
(Original Hire Date: September 28, 1999)
From: Level 6/MA+32 Step 16 \$107,413 p/a + \$750 Longevity
To: Level 6/MA+32 Step 16 \$107,413 p/a + \$1,250 Longevity
Effective September 30, 2019 to June 30, 2020
(20 years longevity stipend)
(20.218.200.0104.000.028.026.9029)

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICESg) Salary Adjustments (cont'd)

8. Ms. Stacey Jones-Manley – Teacher of Elementary – Parks Academy
(Original Hire Date: September 1, 2019)
From: Level 4/BA Step 7 \$57,479 p/a
To: Level 4/BA Step 8 \$58,029 p/a
Effective September 1, 2019 to June 30, 2020
(verified prior experience)
(15.120.100.0101.000.311.011.0000)
9. Ms. Melissa Lansiquot – Teacher of Elementary – Bowser Elementary School
(Original Hire Date: September 14, 2004)
From: Level 4/BA Step 16 \$92,854 p/a
To: Level 4/BA Step 16 \$92,854 p/a + \$750 Longevity
Effective September 16, 2019 to June 30, 2020
(15 years longevity stipend)
(15.120.100.0101.000.304.004.0000)
10. Ms. Tamra Leveridge – Teacher of Grades 6-8 (LAL) – Truth Middle School
(Original Hire Date: September 1, 2019)
From: Level 4/BA Step 1 \$54,179 p/a
To: Level 5/MA Step 12 \$76,379 p/a
Effective September 1, 2019 to June 30, 2020
(higher training level & verified prior experience)
(15.130.100.0101.000.216.016.0000)
11. Mr. Shaheed Lewis – Teacher of Grades 6-8 (SSd) – Truth Middle School
(Original Hire Date: October 1, 2019)
From: Level 4/BA Step 1 \$54,179 p/a
To: Level 5/MA Step 11½ \$73,379 p/a
Effective October 1, 2019 to June 30, 2020
(higher training level & verified prior experience)
(15.130.100.0101.000.216.016.0000)
12. Ms. Natosha London – Teacher of Health/Physical Education – Costley Middle School
(Original Hire Date: April 30, 2015)
From: Level 4/BA Step 4 \$56,179 p/a
To: Level 5½/MA+15 Step 4 \$63,079 p/a
Effective September 1, 2019 to June 30, 2020
(higher training level)
(15.130.100.0101.000.215.015.0000 – 40%)
(15.130.100.0101.000.216.016.0000 – 30%)
(15.130.100.0101.000.217.017.0000 – 30%)
13. Dr. Passion Moss-Hasan – Principal (10-Mth) – Tyson Elementary
(Original Hire Date: September 1, 1997)
From: Step 7 \$141,657 p/a + \$1,250 Longevity
To: Step 7 \$141,657 p/a + \$1,500 Stipend + \$1,250 Longevity
Effective September 1, 2019 to June 30, 2020
(higher training level & doctorate stipend)
(15.000.240.0103.000.312.012.0000)

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICESg) Salary Adjustments (cont'd)

14. Dr. Renee Richardson - Assistant Principal (10-Mth) - Future Ready Prep
(Original Hire Date: September 1, 1998)
From: Step 5 \$121,782 p/a + \$1,250 Longevity
To: Step 5 \$121,782 p/a + \$1,500 Stipend + \$1,250 Longevity
Effective September 1, 2019 to June 30, 2020
(higher training level & doctorate stipend)
(11.403.240.0103.000.047.047.0000)
15. Ms. Susan Sciacchitano - Teacher of Art - Tyson Elementary
(Original Hire Date: September 1, 2019)
From: Level 5½/MA+15 Step 1 \$61,379 p/a
To: Level 5½/MA+15 Step 4 \$63,079 p/a
Effective September 1, 2019 to June 30, 2020
(verified prior experience)
(15.120.100.0101.000.312.012.0000 - 79%)
(20.218.100.0101.000.028.026.9011 - 21%)
16. Mr. Lymon Smith - Media Specialist - Langston Hughes School
(Original Hire Date: September 11, 2019)
From: Level 5/MA Step 1 \$59,879 p/a
To: Level 5/MA Step 12½ \$78,146 p/a
Effective September 11, 2019 to June 30, 2020
(higher training level & verified prior experience)
(15.000.222.0100.000.306.006.0000)
17. Ms. Valerie Sterzel - School Counselor - Banneker Academy
(Original Hire Date: September 13, 2004)
From: Level 6/MA+32 Step 16 \$107,413 p/a
To: Level 6/MA+32 Step 16 \$107,413 p/a + \$750 Longevity
Effective September 13, 2019 to June 30, 2020
(15 years longevity stipend)
(15.000.218.0104.000.336.036.0000)
18. Mr. David Yura - Teacher of Health/Physical Education - Costley Middle School
(Original Hire Date: September 12, 2019)
From: Level 4/BA Step 1 \$54,179 p/a
To: Level 4/BA Step 9 \$60,029 p/a
Effective September 12, 2019 to June 30, 2020
(verified prior experience)
(15.130.100.0101.000.215.015.0000 - 40%)
(15.130.100.0101.000.216.016.0000 - 30%)
(15.130.100.0101.000.217.017.0000 - 30%)

h) Staff Appointments- 2019-2020 School Year

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2019-20 school year staff appointments listed in DIVISION OF LABOR RELATIONS & EMPLOYMENT SERVICES 2.h."

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

i) Approval of Extra-curricular and Co-curricular Activities – Various Locations – 2019-2020 S/Y

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the extra-curricular and co-curricular activities for the various locations listed in DIVISION OF LABOR RELATIONS & EMPLOYMENT SERVICES Schedule 2.i for the 2019-2020 school year.”

j) Extra-curricular and Co-curricular Staff Appointments – Various Locations – 2019-2020 School Year

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the extra-curricular and co-curricular staff appointments for the various locations listed in DIVISION OF LABOR RELATIONS & EMPLOYMENT SERVICES Schedule 2.j for the 2019-2020 school year.”

k) Miscellaneous Teaching Supply Payments – Various Locations – 2019-2020 S/Y

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2019-2020 school year miscellaneous teaching supply payments (\$60.00) for teachers at the various locations listed in DIVISION OF LABOR RELATIONS & EMPLOYMENT SERVICES Schedule 2.k.”

l) Abolishment of Positions

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, abolishes the following positions, effective October 8, 2019.”

- (1) Custodial Supervisor
- (1) Maintenance Supervisor
- (1) Parent/Community Liaison

m) Creation of Positions

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the creation of the following positions, effective October 8, 2019.”

- (20) Hourly Security Monitor
- (1) Secretary (Assistant)(floater)
- (2) Supervisor of Maintenance and Custodial Services

n) Revision of Job Descriptions

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the revision of job descriptions listed in DIVISION OF LABOR RELATIONS & EMPLOYMENT SERVICES Schedule 2.n, effective October 8, 2019.”

- Supervisor of Educational Support Services and Parent Relations
- Supervisor of Maintenance and Custodial Services

o) Doctorate Attainment Bonuses

BE IT RESOLVED: “that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the one-time doctorate attainment bonus payment of \$1,000 to Dr. Passion Moss-Hasan, Principal and Dr. Renee N. Richardson, Assistant Principal.”

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICESp) Agenda Changes/Corrections

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the following agenda changes/corrections."

1. Ms. Karen Akutekha – Teacher of Science – East Orange Campus High School
Change in Health LOA Effective Dates
From: September 1, 2019 to September 9, 2019
To: September 3, 2019 to February 2, 2020
2. Ms. Yvonne Wilson-Jones – School Nurse – Department of Special Education
Change in Health LOA Effective Dates
From: September 10, 2019 to October 4, 2019
To: September 10, 2019 to November 10, 2019

q) Appointments

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments."

1. Ms. Ngozi Adibe – Teacher Assistant for Special Education (CSM) – Ecolè Toussaint Louverture
Salary \$29,227 p/a Step 3 Effective October 9, 2019 to June 30, 2020
(15.213.100.0106.000.310.010.0000) (replacement)
2. Ms. Tyneida Alanos – Hourly Security Monitor – Department of Security
Salary \$17.45 p/h Step 1 Effective October 9, 2019 to June 30, 2020
(11.000.266.0100.000.000.0000) (new)
3. Ms. Gail Ausby – Per Diem Substitute Teacher – Substitute Department
Salary \$130 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)
4. Ms. Michelle Bailey-Brown – Teacher Assistant for Special Education (BD) – Tyson Elementary
Salary \$28,677 p/a Step 1 Effective October 9, 2019 to June 30, 2020
(15.209.100.0106.000.312.012.0000) (replacement)
5. Ms. Ebony Baskin – Per Diem Substitute Teacher – Substitute Department
Salary \$130 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)
6. Mr. Daniel Bazelais – Teacher Assistant (ESL) – Truth Middle School
Salary \$29,227 p/a Step 3 Effective October 9, 2019 to June 30, 2020
(15.240.100.0106.000.216.016.0000) (replacement)
7. Ms. Ruqaiyyah Beatty – Teacher Assistant for Special Education (CSM) – Tyson Elementary
Salary \$29,227 p/a Step 3 Effective October 9, 2019 to June 30, 2020
(15.213.100.0101.000.312.012.0000) (replacement)
8. Ms. Megan Carr – Teacher of Grades 6-8 (LAL) – Future Ready Prep
Salary \$54,179 p/a Level 4/BA Step 1 Effective October 9, 2019 to June 30, 2020
(11.403.100.0100.000.047.047.0000) (new)
9. Ms. Gena Carter – Head Secretary (10-Mth) – Costley Middle School
Salary \$30,418 p/a Group 3 Step 1 Effective October 9, 2019 to June 30, 2020
(15.000.240.0105.000.215.015.0000) (replacement)

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICESq) Appointments (cont'd)

10. Ms. Chinwe Chukwuma – Teacher Assistant for Special Education (PSD) – Tyson Elementary
Salary \$29,227 p/a Step 3 Effective October 9, 2019 to June 30, 2020
(15.216.100.0106.000.312.012.0000) (replacement)
11. Ms. Candice Cummings – Teacher of Health/Physical Education – East Orange Campus High School
Salary \$54,179 p/a Level 4/BA Step 1 Effective October 9, 2019 to June 30, 2020
(15.140.100.0101.000.101.001.0000) (replacement)
12. Ms. Tianna David – Teacher Assistant for Special Education (PSD) – Tyson Elementary
Salary \$28,677 p/a Step 1 Effective October 9, 2019 to June 30, 2020
(15.216.100.0106.000.312.012.0000) (replacement)
13. Mr. Bruce Davis, Jr. – Per Diem Substitute Teacher – Substitute Department
Salary \$130 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)
14. Ms. Jennifer Davis – Hourly Security Monitor – Department of Security
Salary \$17.45 p/h Step 1 Effective October 9, 2019 to June 30, 2020
(11.000.266.0100.000.000.000.0000) (new)
15. Ms. Jacquell Dominguez – Assistant Secretary (12-Mth)(floater) – Tyson 6-12
Salary \$34,366 p/a Group 2 Step 1 Effective October 9, 2019 to June 30, 2020
(15.000.240.0105.000.203.003.0000) (new)
16. Mr. Faheem Donaldson – Custodian (hourly) – Division of Maintenance Services
Salary \$15.59 p/h Effective October 9, 2019 to June 30, 2020
(11.000.262.0100.000.000.000.0000) (new)
17. Ms. Nicole Dupree – Teacher of English – East Orange Campus High School
Salary \$81,879 p/a Level 6/MA+32 Step 11½ Effective October 9, 2019 to June 30, 2020
(15.140.100.0101.000.101.001.0000) (replacement)
18. Ms. Tracy Edwards – Hourly Security Monitor – Department of Security
Salary \$17.45 p/h Step 1 Effective October 9, 2019 to June 30, 2020
(11.000.266.0100.000.000.000.0000) (replacement)
19. Ms. Chikanele Egbutu – School Nurse – Ecolè Toussaint Louverture
Salary \$68,879 p/a Level 5/MA Step 10 Effective October 9, 2019 to June 30, 2020
(15.000.213.0100.000.310.010.0000 – 87.50%) (replacement)
(20.218.200.0104.000.028.026.9027 – 12.50%)
20. Mr. Nick Flores – Per Diem Substitute Teacher – Substitute Department
Salary \$77 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)
21. Ms. Shevonda Franklin – Custodian (hourly) – Division of Maintenance Services
Salary \$15.59 p/h Effective October 9, 2019 to June 30, 2020
(11.000.262.0100.000.000.000.0000) (new)
22. Ms. Malinda Gillespie – Per Diem Substitute Teacher – Substitute Department
Salary \$130 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICESq) Appointments (cont'd)

23. Mr. Cory Hardy – Hourly Security Monitor – Department of Security
Salary \$17.45 p/h Step 1 Effective October 9, 2019 to June 30, 2020
(11.000.266.0100.000.000.000.0000) (new)
24. Ms. Kimberly Haskins – Custodian (hourly) – Division of Maintenance Services
Salary \$15.59 p/h Effective October 9, 2019 to June 30, 2020
(11.000.262.0100.000.000.000.0000) (new)
25. Mr. Riccadi Henriquez – Custodian (hourly) – Division of Maintenance Services
Salary \$15.59 p/h Effective October 9, 2019 to June 30, 2020
(11.000.262.0100.000.000.000.0000) (new)
26. Ms. Shakirah Hinton – CTE Teacher (Business) – East Orange Campus High School
Salary \$54,179 p/a Level 4/BA Step 1 Effective October 9, 2019 to June 30, 2020
(15.140.100.0101.000.101.001.0000) (replacement)
27. Ms. Dazhae Hyman – Hourly Security Monitor – Department of Security
Salary \$17.45 p/h Step 1 Effective October 9, 2019 to June 30, 2020
(11.000.266.0100.000.000.000.0000) (new)
28. Ms. Rose Ibeh – Teacher Assistant for Special Education (CSM) – Tyson Elementary
Salary \$28,677 p/a Step 1 Effective October 9, 2019 to June 30, 2020
(15.213.100.0106.000.312.012.0000) (new)
29. Ms. Shyla Jackson – Hourly Security Monitor – Department of Security
Salary \$17.45 p/h Step 1 Effective October 9, 2019 to June 30, 2020
(11.000.266.0100.000.000.000.0000) (replacement)
30. Ms. Rakiah Jessie – Lifeguard – Healy Middle School
Salary \$15 p/h Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)
31. Ms. Maxine Johnston – Teacher of the Handicapped (BD) – Tyson Elementary
Salary \$54,179 p/a Level 4/BA Step 1 Effective October 9, 2019 to June 30, 2020
(15.209.100.0101.000.312.012.0000) (replacement)
32. Ms. Norma Jones – Per Diem Substitute Teacher – Substitute Department
Salary \$77 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)
33. Ms. Imani Jordan – Hourly Security Monitor – Department of Security
Salary \$17.45 p/h Step 1 Effective October 9, 2019 to June 30, 2020
(11.000.266.0100.000.000.000.0000) (replacement)
34. Ms. Shunda Koon – Building Based Substitute Teacher – Langston Hughes School
Salary \$143 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (replacement)
35. Ms. Brandi Luck – Teacher Assistant for Special Education (CSM) – Tyson Elementary
Salary \$28,677 p/a Step 1 Effective October 9, 2019 to June 30, 2020
(15.213.100.0101.000.312.012.0000) (replacement)

A. SUPERINTENDENT OF SCHOOLS2. LABOR RELATIONS & EMPLOYMENT SERVICES

- q) Appointments (cont'd)
36. Ms. Kadine Maye-Senior - Building Based Substitute Teacher - East Orange Campus High School
Salary \$143 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (replacement)
37. Ms. Jeana Nalavany-Kane - Teacher of Elementary - Cochran Academy
Salary \$59,879 p/a Level 5/MA Step 1 Effective October 9, 2019 to June 30, 2020
(15.120.100.0101.000.338.038.0000) (replacement)
38. Ms. Clarissa Newby-Phillips - Teacher of Dance - Houston Academy
Salary \$59,879 p/a Level 5/MA Step 1 Effective October 9, 2019 to June 30, 2020
(15.120.100.0101.000.307.007.0000) (replacement)
39. Ms. Annette Norvell - Teacher of Industrial Arts (CIT) - East Orange Campus High School
Salary \$54,179 p/a Level 4/BA Step 1 Effective October 9, 2019 to June 30, 2020
(15.140.100.0101.000.101.001.0000) (replacement)
40. Mr. Benjamin Nowell - Custodian (hourly) - Division of Maintenance Services
Salary \$15.59 p/h Effective October 9, 2019 to June 30, 2020
(11.000.262.0100.000.000.000.0000) (new)
41. Ms. Nkechi Odih - Per Diem Substitute Teacher - Substitute Department
Salary \$130 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)
42. Ms. Melissa Phillips - Teacher of Theater - Houston Academy
Salary \$69,679 p/a Level 6/MA+32 Step 3½ Effective October 9, 2019 to June 30, 2020
(15.120.100.0101.000.307.007.0000) (replacement)
43. Ms. Marie Plaisimond - Per Diem Substitute Teacher - Substitute Department
Salary \$130 p/d Effective October 9, 2019 to June 30, 2020
(11.120.100.0101.000.000.000.0000) (new)
44. Ms. Shadia Robinson - Hourly Security Monitor - Department of Security
Salary \$17.45 p/h Step 1 Effective October 9, 2019 to June 30, 2020
(11.000.266.0100.000.000.000.0000) (new)
45. Mr. Kenneth Simon - Teacher of the Handicapped (LD)/Science - East Orange Campus High School
Salary \$69,529 p/a Level 4/BA Step 12 Effective October 9, 2019 to June 30, 2020
(15.204.100.0101.000.101.001.0000) (replacement)
46. Ms. Simone Stinson - Assistant Secretary (10-Mth) - Tyson Elementary
Salary \$28,128 p/a Group 2 Step 1 Effective October 9, 2019 to June 30, 2020
(15.000.240.0105.000.312.012.0000) (replacement)
47. Ms. Valerin Ubri - Teacher Assistant (ESL) - Costley Middle School
Salary \$28,677 p/a Step 1 Effective October 9, 2019 to June 30, 2020
(15.240.100.0106.000.215.015.0000) (replacement)
48. Mr. Keion Wade - Building Based Substitute Teacher - Truth Middle School
Salary \$143 p/d Effective October 9, 2019 to June 30, 2020
(11.130.100.0101.000.000.000.0000) (replacement)

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

q) Appointments (cont'd)

- 49. Mr. William Warden, III. - Custodian (hourly) - Division of Maintenance Services
Salary \$15.59 p/h Effective October 9, 2019 to June 30, 2020
(11.000.262.0100.000.000.000.0000) (new)
- 50. Ms. Amber Washington - Teacher Assistant for Kindergarten - Tyson Elementary
Salary \$29,227 p/a Step 3 Effective October 9, 2019 to June 30, 2020
(15.190.100.0106.000.312.012.9704) (replacement)
- 51. Mr. Richard Watts - Custodian (hourly) - Division of Maintenance Services
Salary \$15.59 p/h Effective October 9, 2019 to June 30, 2020
(11.000.262.0100.000.000.000.0000) (new)

r) Termination

BE IT RESOLVED: "that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the termination of the employee listed in DIVISION OF LABOR RELATIONS & EMPLOYMENT SERVICES Schedule 2.r (Resolution #4.A)"

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

s. Professional Conferences

BE IT RESOLVED: "That the Board of Education, upon the recommendation of the Superintendent of Schools, approves staff attendance/participation in the following professional conferences, workshops, seminars or trainings with the requirements, that staff turn-key as required by administration those issues addressed at the approved professional development events which have relevance to improving instruction and/or the operation of the school district."

Division of Business Services					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Dario Lambkin	Paterson, NJ	Public Employees Occupational Safety Health (PEOSH)/New Jersey Association of Designated Persons (NJDAP) Indoor Air Quality Training	10/4/2019	NO COST TO THE DISTRICT
2.	Charles Mitchell	Metuchen, NJ	Public Employees Occupational Safety Health (PEOSH)/New Jersey Association of Designated Persons (NJDAP) Indoor Air Quality Training	11/15/2019	NO COST TO THE DISTRICT
3.	Dario Lambkin	Mahwah, NJ	School Integrated Pest Management (IPM) Coordinators 2019 - 2020 Training	2/7/2020	NO COST TO THE DISTRICT
4.	Franklin Santos	Bridgewater, NJ	Public Employees Occupational Safety Health (PEOSH)/New Jersey Association of Designated Persons (NJDAP) Indoor Air Quality Training	4/3/2020	NO COST TO THE DISTRICT
5.	Franklin Santos	Bridgewater, NJ	School Integrated Pest Management (IPM) Coordinators 2019 - 2020 Training	4/17/2020	NO COST TO THE DISTRICT
6.	Charles Mitchell	Paterson, NJ	School Integrated Pest Management (IPM) Coordinators 2019 - 2020 Training	5/8/2020	NO COST TO THE DISTRICT

XII. CONSIDERATION OF RESOLUTIONS

October 8, 2019

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

s. Professional Conferences

Campus High School					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Shea Richardson Thomas Tamburin	Montclair, NJ	Creating Inclusive Classrooms, Teaching LBGTQ History: A Workshop for Educators	10/11/2019	NO COST TO THE DISTRICT
2.	Juanita Wallace	Clark, NJ	Certified Health Education Specialist Exam, (CHES)	10/11/2019	\$ 130.00 Substitute Salary \$ 130.00 Total Est. Cost 20.15.000.240.580.101.001.0000
3.	Paul Wambugu	East Brunswick, NJ	Health Occupations Students of America (HOSA) – Future Health Professionals Advisory Meeting	10/11/2019	\$130.00 Substitute Salary \$130.00 Total Est. Cost 20.15.000.240.580.101.001.0000
4.	Michael Baldwin	Cranford, NJ	Monthly Athletic Director’s Meetings	10/15/2019 12/10/2019 2/10/2020 4/14/2020 6/2/2020	NO COST TO THE DISTRICT
5.	John Boylan Ijeoma Ezekwe Thomas Famularo Luther-King Jean-Baptiste Shea Richardson Kecia Smith	Piscataway, NJ	New Jersey Council for the Social Studies Annual Fall Conference	10/21/2020	\$ 780.00 Substitute Salary \$ 540.00 Registration Fee \$1,320.00 Total Est. Cost 20.15.000.240.580.101.001.0000
6.	Paula Blanton	Newark, NJ	7 th Annual Conference: Urban Mental Health	11/1/2019	NO COST TO THE DISTRICT
7.	Foshee Adanou Monique Herring-Drummond Christina Jacquez James Lansing David Mwangi Esobe Ogemudia Damien Phoenix Kelly Powers Vishnu Ragnunadan Shea Richardson	Colts Neck, NJ	Advance Proficiency Professional Development	11/8/2019	\$2,565.00 Registration Fee \$540.00 Substitute Salary \$3,105.00 Total Est. Cost 20.15.000.240.580.101.001.0000

XII. CONSIDERATION OF RESOLUTIONS

October 8, 2019

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

s. Professional Conferences

8.	Michael Baldwin	National Harbor, MD	National Athletic Director's Conference	12/13/2019 - 12/16/2019	\$ 350.00 Transportation Cost \$ 600.00 Lodging Cost \$ 120.00 Meals & Gratuities \$ 255.00 Registration Fee \$1,325.00 Total Est. Cost 20.15.000.240.580.101.001.0000
9.	Libby Gopal	Rochester, NY	2020 American Choral Directors Association (ACDA) Eastern Region Conference	3/4/2020 - 3/6/2020	NO COST TO THE DISTRICT

Division of Curriculum Services					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Anita Champagne	Various Locations throughout NJ	NJASA/AASA/NJL2L /NJDOE Sponsored Professional Workshops	10/1/2019-6/30/2020	NO COST TO THE DISTRICT
2.	Erika Cooke Kawania Durand Jacqueline Nisenon Dawn Tyler Kori Washington	Wayne, NJ	2 nd Annual New Jersey Convening on Diversifying the Teacher Workforce: Growing and Sustaining Culturally Responsive Educators	11/1/2019	NO COST TO THE DISTRICT
3.	Bridgett Green Ivy Peeples (<i>Garvin</i>) Pamela Smith (<i>Carver</i>)	Baltimore, MD	2019 Houghton Mifflin Harcourt Literacy & Intervention Executive Summit	11/6/2019 - 11/8/2019	NO COST TO THE DISTRICT
4.	Deidra Chatman Lori Clerkin John Cook Margaret Cunningham Elaine Evans Ann-Marie Frissell Ilia Kirstein Paulette R. Salomon Thomas Tamburin	East Brunswick, NJ	New Jersey Association for School Librarians Conference	12/9/2019 - 12/10/2019	\$2,000.00 Registration Fee \$2,000.00 Total Est. Cost 20.11.000.223.580.028.057.0000
5.	Iqua Colson	Los Angeles, CA	ASCD Empower 20 National Conference	3/11/2020 - 3/15/2020	\$720.00 Transportation Costs \$1,384.40 Lodging Costs \$363.00 Taxes & Fees \$799.00 Registration Fee \$3,266.40 Total Est. Cost 20.11.000.221.580.000.000.9706

XII. CONSIDERATION OF RESOLUTIONS

October 8, 2019

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

s. Professional Conferences

Department of Early Childhood					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Angelique Iriarte Mecca Lewis	N/A – Online Webinar	ASHA - Working with Children with Social & Emotional Issues Professional Online Webinar	10/14/2019 & 2/1/2020	\$ 228.00 Registration Fee \$ 228.00 Total Est. Cost 20.20.218.200.329.028.026.9033
2.	Jamilia Aquil Cynthia Brooks-Copeland Elisa Castillo Carolyn Lofton-Simpson Shannon Roman Darlene Schultz Sherri Taylor	Hamilton, NJ	Tools of the Mind Training: Year 3 Endorsement Workshop	12/5/2019 & 3/31/2020	NO COST TO THE DISTRICT
3.	Angelique Iriarte Mecca Lewis	Fairfield, NJ	Bureau of Education & Research (BER) Conference for School- Based Speech- Language Pathologists	12/6/2019	\$ 578.00 Registration Fee \$ 578.00 Total Est. Cost 20.20.218.200.329.028.026.9033

Educational Support Services and Parent Relations

	Name(s)	Destination	Reason	Date(s)	Cost
1.	Carla Bell-Gayle Hawa Koroma	Various Locations throughout NJ	NJDOE Sponsored Meetings, Trainings & Workshops	10/1/2019- 6/30/2020	NO COST TO THE DISTRICT
2.	Linda Blanks	Lyndhurst, NJ	Employment Certificates & Working Papers Training for Issuing Officers	10/29/2019	\$16.50 Transportation Cost \$16.50 Total Est. Cost 20.11.000.218.580.028.046.0000

Gibson Academy

	Name(s)	Destination	Reason	Date(s)	Cost
1.	Janet Pedrazzi Mary Wevodau	Trenton, NJ	New Jersey Department of Education (NJDOE) Kindergarten Seminar	10/28/2019	\$ 260.00 Substitute Salary \$ 260.00 Total Est. Cost 20.15.000.240.500.337.037.0000

XII. CONSIDERATION OF RESOLUTIONS

October 8, 2019

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

s. Professional Conferences

Houston Academy					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Zaheda Dinesh	Trenton, NJ	NJDOE Workshop – Kindergarten Seminar Session 1 & 2	10/9/2019 & 1/10/2020	\$ 130.00 Substitute Salary \$ 130.00 Total Est. Cost 20.15.000.223.580.307.007.0000

Division of Labor Relations & Employment Services					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Hakim Sims	Newark, NJ	Reducing Youth Involvement with the Criminal Justice System	10/10/2019	\$15.00 Transportation Cost \$ 15.00 Total Est. Cost 20.11.000.230.580.028.021.0000
2.	Debbie Hoges	Freehold, NJ	PERS & TPAF Fall Retirement Seminar	10/24/2019	\$110.00 Transportation Cost \$110.00 Total Est. Cost 20.11.000.230.580.028.021.0000
3.	Marissa McKenzie Jennifer Parrish	Tinton Falls, NJ	The Americans with Disabilities Act: What Public Employers Need to Know Seminar	12/5/2019	\$ 68.09 Transportation Cost \$200.00 Registration Fee \$268.09 Total Est. Cost 20.11.000.230.580.028.021.0000

XII. CONSIDERATION OF RESOLUTIONS

October 8, 2019

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

s. Professional Conferences

Louverture School					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Belinda Boone Keicha Byrd April Hendricks	Wayne, NJ	Understanding Trauma, Student Responses to Adverse Experiences, and How Educators Can Help	10/25/2019	NO COST TO THE DISTRICT
2.	Ryan Tol	Edison, NJ	The Health Education Conference (K-12)	12/9/2019	\$ 10.00 Transportation Fee \$ 65.00 Registration Fee \$ 75.00 Total Est. Cost 20.15.000.223.580.310.010.0000
3.	Ryan Tol	Long Branch, NJ	NJAHPERD Annual Convention	2/24/2020 - 2/26/2020	\$ 20.00 Transportation Fess \$265.00 Registration Fee \$285.00 Total Est. Cost 20.15.000.223.580.310.010.0000

Special Education Services Department					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Ivy Hutchins-Best (<i>Parks</i>) Patrice Coleman Netesha Jones (<i>Campus High</i>) Alexandra Pujols (<i>Tyson M/H</i>) Esther Stolberg (<i>Bowser</i>) Kelinda Young	Somerset, NJ	NJ Association of Learning Consultants Fall Symposium 2019: Before, During, After Assessment, Intervention & Transition	10/18/2019	NO COST TO THE DISTRICT
2.	Michelle Tiller	Wayne, NJ	Understanding Trauma, Student Responses to Adverse Experiences, and How Educators Can Help Conference	10/25/2019	NO COST TO THE DISTRICT
3.	LaKisha Miles	Bordertown Township, NJ	Suicide Prevention with Trans Youth Workshop	11/4/2019	NO COST TO THE DISTRICT
4.	LaKisha Miles	New Brunswick, NJ	Legal and Ethical Issues in Developmental Disabilities Workshop	11/14/2019	NO COST TO THE DISTRICT

XII. CONSIDERATION OF RESOLUTIONS

October 8, 2019

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

s. Professional Conferences

STEM Academy					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Joseph Refinski	New Brunswick, NJ	Annual Mock Trial Workshop	10/24/2019	\$ 130.00 Substitute Salary \$ 130.00 Total Est. Cost 20.15.130.100.101.102.002.9729
2.	Joseph Refinski	Princeton, NJ	NJCHE Annual History Conference at Princeton University	12/6/2019	\$ 130.00 Substitute Salary \$ 130.00 Total Est. Cost 20.15.130.100.101.102.002.9729

Tyson Middle/High School					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Margaret O'Conner Sabrina Williams	Florham Park, NJ	Fairleigh Dickenson University College /Career Readiness Professional Development Day: "Transitioning from Backpacks to Briefcases"	10/25/2019	NO COST TO THE DISTRICT
2.	Jacob Paduano	Newark, NJ	15 th Annual New Jersey Association for Jazz Education (NJAJE) State Jazz Conference	11/15/2019	NO COST TO THE DISTRICT

XII. CONSIDERATION OF RESOLUTIONS

October 8, 2019

A. SUPERINTENDENT OF SCHOOLS

2. LABOR RELATIONS & EMPLOYMENT SERVICES

s. Professional Conferences

Warwick Institute					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Teresa Nwaneri	Somerset, NJ	28 th Annual NJ AAP School Health Conference	10/16/2019	\$195.00 Registration Fee \$195.00 Total Est. Cost 20.15.000.240.580.309.009.0000

Wahlstrom Academy					
	Name(s)	Destination	Reason	Date(s)	Cost
1.	Julie Leszcynski Sharon LeDeoux - Arlett	Trenton, NJ	NJDOE Division of Early Childhood Education Kindergarten Seminar 2019-2020	10/30/2019 & 1/16/2020	\$ 520.00 Substitute Salary \$ 120.00 Transportation Cost \$ 60.00 Meals & Gratuities \$ 700.00 Total Est. Cost 20.15.000.240.580.339.039.0000

Date Change / Correction: Previously Board Approved on 9/10/2019					
	Name(s)	Destination	Reason	Date(s)	Cost
	Eugene Callender	Somerset, NJ	NJAAP 28 th Annual School Health Conference 2019: Epilepsy	From: 5/10/2019	\$700.00 Registration Fee \$700.00 Total Est. Cost 20.15.000.240.580.339.0000
	Eugene Callender	Somerset, NJ	NJAAP 28 th Annual School Health Conference 2019: Epilepsy	To: 10/16/2019	\$700.00 Registration Fee \$700.00 Total Est. Cost 20.15.000.240.580.339.0000

Rescission of Board Approved Conference Attendance: Previously Board Approved on 9/10/2019					
	Name(s)	Destination	Reason	Date(s)	Cost
	Racquel Ferguson	Atlantic City, NJ	NJ State League of Municipalities 104 th Annual Conference	11/19/2019 - 11/21/2019	\$ 55.00 Registration Fees \$ 77.00 Transportation Cost \$112.00 Meals and Gratuities \$311.00 Lodging and Gratuities \$ 20.00 Other Expenses \$575.00 Total Est. Cost 20.11.000.251.580.028.020.0000

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

a. List of Bills (Ratify)

WHEREAS, N.J.S.A. 18A:19.3 and N.J.S.A. 18A:19-4 authorizes the School Business Administrator/Board Secretary to make payments between board meetings for all claims that have been duly audited; and

WHEREAS, the School Business Administrator/Board Secretary has reviewed the documentation supporting the attached list of bills;

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, ratifies the payment of bills on the attached lists totaling \$698,311.95. (Attachment 3-a)

b. List of Bills

WHEREAS, N.J.S.A. 18A:19.1 and N.J.S.A. 18:6-31 provides for the Board of Education to authorize the payment of bills; and

WHEREAS, the School Business Administrator/Board Secretary has reviewed the documentation supporting the attached list of bills;

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, authorizes and approves the payment of bills on the attached lists for the Tuesday, October 8, 2019 board meeting in the amount of \$6,455,431.53 (Attachment 3-b)

c. Appropriation Transfers

WHEREAS, N.J.S.A. 18A requires that the Board of Education approve appropriation transfers; and

WHEREAS, Board of Education Policy #6422 delineates the process for transfer of funds between line items; and

WHEREAS, the Superintendent has authorized the budget adjusted to reflect the appropriation transfers;

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, does ratify the transfers approved by the Superintendent of Schools. (Attachment 3-c)

d. T-1 Request for Taxes from the City of East Orange

WHEREAS, N.J.S.A. Title 40 provides for a board of education in a Type I School District to requisition Tax-Levy monies from the municipality in an amount estimated to represent the balance of its projected cash flow needs; and

WHEREAS, the Secretary of the Board has determined this amount to be \$1,862,022.83 for the month of October 2019;

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

d. T-1 Request for Taxes from the City of East Orange –Cont’d

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, authorize and direct the Board Secretary to execute and serve the T-1 Request for Tax-Levy monies from the City of East Orange. (Attachment 3-d)

e. Recommendation to Approve Fund Raising Requests

WHEREAS, in accordance with Policy #2430 - Extracurricular Activities, fund-raising activities of extracurricular groups must be approved by the Board upon review by the Superintendent; and

WHEREAS, the Superintendent of Schools has reviewed and supported the attached requests for Fund Raising Activities;

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approve the Fund Raising Requests on the attached list. (Attachment 3-e)

f. A-148 Secretary’s Report

WHEREAS, pursuant to N.J.S.A. 18A-17-9, the Secretary of the Board of Education shall report to the Board at each regular meeting but no more than once each month, the amount of total appropriations and the cash receipts of each account, and the amount for which warrants have been drawn against each account and the amount of orders and contractual obligations incurred and chargeable against each account since the date of the last report; and

WHEREAS, the Commissioner has prescribed that such reporting take place on Form A-148;

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, accept and adopt the A-148 and for it to become part of the official minutes of this meeting: (Attachment 3-f)

Period Ending	Cash Balance
August 31, 2019	\$29,868,604.16

g. A-149 Treasurer’s Report

WHEREAS, pursuant to N.J.S.A. 18-A:17-31 et seq. boards of education are required to have the appointed position of Treasurer of School Monies; and

WHEREAS, the Treasurer shall serve in trust to receive and hold all school monies belonging to the district; and

WHEREAS, the Treasurer shall report to the Board of Education on a monthly basis on the Form A-149, which is prescribed by the Commissioner of Education;

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

g. A-149 Treasurer’s Report – (cont’d)

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, for the period ending August 31, 2019 upon the recommendation of the Superintendent of Schools, adopt the A-149 and cause it to become a part of the official minutes of this meeting: (Attachment 3-g)

Period Ending	Cash Balance
August 31, 2019	\$29,868,604.16

h. Budgetary Major Account/Fund Status Certificate

BE IT RESOLVED: that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, and pursuant to N.J.A.C. 6A:23-2.12(c)4, certify that, after a review of the Secretary’s Reports, and the A-149 Treasurer’s Reports, and upon consultation with appropriate district officials, to the best of the Board of Education’s knowledge, no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.12(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (NO ATTACHMENT REQUIRED)

i. Accept a Donation – Warwick

BE IT RESOLVED: That the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the acceptance of \$1500.00 donation to Dionne Warwick Institute of Economics and Entrepreneurship from Stamford Center for the Arts, Inc. for our school Auditorium. (Attachment 3-i)

j. Preschool Revised Contract and Budget for the East Orange Early Childhood Collaborative Agency Zadié’s of the Oranges 2019-2020 School Year Revision to Board Approved Resolution on 9/10/2019

BE IT RESOLVED: “the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, **APPROVES**” the **Preschool Education Program Budget (Revision) and Contract (Revision)** for the 2019-2020 school year, in an amount not to exceed \$1,117,012.00.

Resolution	# of Classes	# of Students	Current Budgets	Modified Budgets	Total Budget Increase
Revised	5	75	\$1,100,503	\$1,117,012	\$ 16,509
Approved 9/10/19	5	75	\$1,105,503	\$1,117,012	\$ 11,509

BE IT FURTHER RESOLVED: that the East Orange Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Attachment 3-j)

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

k. Acceptance of Book Bags and School Supplies Donation – Cochran Academy

BE IT RESOLVED: the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the donation of book bags and school supplies from the East Orange High School Panthers Alumni Association, Inc. to Johnnie L. Cochran Jr. Academy at no cost to the district. (Attachment 3-k)

l. Donation of a Music Stand Cart for STEM Academy

BE IT RESOLVED: the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the donation of a Music Stand Cart for STEM Academy with no cost to the District.

m. Cooperative Purchasing Services Agreement – Essex Regional Education Services Commission

NOW, THEREFORE BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, approves the participation of the East Orange Board of Education in Cooperative Purchasing Services for Bids conducted during the 2019-2020 school year provided by the Essex Regional Education Services Commission at a fee of \$39,900.00. (Acct Code: 20.11.000.251.330.028.020.4340)

n. Grant Application & Acceptance Memorandum of Understanding – Pets in the Classroom/PETSMART

BE IT RESOLVED: the East Orange Board of Education, upon recommendation of the Superintendent of Schools, approves the application and acceptance of a coupon in the amount of \$300 from Pets in the Classroom. (Attachment 3-n)

o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020 SY

WHEREAS, the Educational Services Commission of New Jersey is the sponsoring Lead Educational Agency (“LEA”) responsible for the management of the Pricing Cooperative pursuant to NJSA 18A:18A-11 et seq. and NJAC 5:34-7.1 et seq; and

WHEREAS, the Educational Services Commission of New Jersey advertises for bids for various goods and services on an annual basis on behalf of the Pricing Cooperative, reviews the bids and makes recommendations for contract awards to the LEA; and

WHEREAS, upon recommendation by the Educational Services Commission of New Jersey adopts a resolution awarding the contracts to the various vendors; and

WHEREAS, the East Orange Board of Education has participated and seeks to continue its participation in the cooperative pursuant to NJSA 18A: 18A-11 et seq. and NJAC 5:34-7.1 et seq; and

WHEREAS, the bid package was developed and completed by the Educational Services Commission of New Jersey under Cooperative Purchasing and included in the package were specifications for the bid and

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020 SY - (cont' d)

WHEREAS, all bids received were opened and publicly read aloud by the Educational Services Commission of New Jersey on various contracts and awards were made by resolution.

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorizes participation in the Educational Services Commission of New Jersey as registered and approved by the Director of the Division of Local Government Services in the Department of Community Affairs.

BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Classroom Supplies* awarded to School Specialty, Inc. (Bid #2260), has been extended to June 30, 2021;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Apple Educational Products* awarded to Apple, Inc. (Bid #2702), has been extended to May 12, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Copy Paper - White & Color* awarded to W.B. Mason. (Bid #2489), has been extended to January 31, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Custodial Supplies-Plastic Liners* awarded to Supply Works (Bid #2733), has been extended to December 31, 2019;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Energy Saving Device for Commercial Refrigeration* awarded to eTemp (Bid #2850), has been extended to August 30, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Gaggle Software Services* awarded to Gaggle (Bid #2622), has been extended to June 25, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Gym Floors - Repair/Refinishing/T&M* awarded to Classic Floor Finishing, Inc. (Bid #2255) has been extended to May 13, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Hybrid Phone System* awarded to RFP Solutions, Inc. (Bid #2524), has been extended to March 21, 2021;

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020 SY - (cont' d)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Integrated Cloud Based Building Access/Video, Critical Emergency Communications and Mobile Application Solutions* awarded to Open Systems Integrators, Inc. (Bid #2589) has been extended to June 25, 2020

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Maintenance, Repair & Operation* awarded to various vendors listed below (Bid #3022), has been extended to October 23, 2020

Craftsmaster Hardware, LLC
Franklin-Griffith
LLC Electric
Mainline Commercial Pools, Inc.
Oak Security Group
Supply Works (Now Home Depot Pro)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Pest Control Services with IPM Management* awarded to Alliance Pest Services (Bid #3023) has been extended to September 15, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Playground Equipment, Site Furnishings, Outdoor Circuit Training & related services* awarded to various vendors listed below. (Bid #2852) has been extended to June 30, 2020

Ben Shaffer Recreation, Inc.
Core Element Gym, LLC
Maturano Recreation Co., Inc.

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Playground Surfacing services* awarded to various vendors listed below. (Bid #2443) has been extended to June 30, 2020

Downes Tree Service
Rubbercycle
Whirl Inc.

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020 SY - (cont' d)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Plumbing - Time & Material* awarded to Magic Touch Construction Co. Inc. (Bid #2990) has been extended to June 30, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorizes participation in the contract for *School Bus Surveillance Cameras* awarded to Seon Systems Sales, Inc. (Bid #2470) has been extended to August 11, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Toner and Ink Cartridges - OEM only services* awarded to various vendors listed below. (Bid #2995) has been extended to June 30, 2020;

The Treehouse Co., Inc.
W.B. Mason

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Tracks and Courts - Athletic Surfacing* awarded to various vendors listed below. (Bid #2856) has been extended to June 1, 2020;

Field Turf
Hellas

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorizes participation in the contract for *Trip Hazard Removal Services* awarded to Always Safe Sidewalks. (Bid #2627) has been extended to October 23, 2020;

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorizes participation in the contract for *Carpet* awarded to various vendors listed below (Bid #3115),

Commercial Interiors Direct, Inc.
Direct Flooring
Hannon Floor Covering Corp.
The Gillespie Group
West Carpets, Inc.

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020 SY - (cont'd)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Digital Learning and Professional Development* awarded to various vendors listed below (Bid #3116),

Apex Learning, Inc.
Fuerza Strategy Group
Gaggle
Learn Platform, Inc.
Learning Mate Solutions, Inc.
Metiri Group LLC.
Odysseyware
Public Consulting Group, Inc.
Renaissance Learning, Inc.
Schoology
Small Factory Innovations, Inc.

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Electrical Services - Time & Material* awarded to various vendors listed below (Bid #3117),

MTB Electric, LLC.
Northeast Electrical Services, LLC
Troller Electric, LLC

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Furniture & Accessories* to various vendors listed below (Bid #3118),

Academy Furniture and Supplies
Ackerson Furniture
Adelphia Steel Equip
Allied Equip Co
Artco-Bell/ BaiLar
Commercial Interiors Direct
Columbia Manf. Inc.
Creative Office Concepts
Erectomatic
Global Industries Group

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020 SY - (cont'd)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Furniture & Accessories* to various vendors listed below (Bid #3118),

Group Lacasse
Haskell
Hertz
Humanscale
Indiana Furniture Industries
Interior Concepts Corp
Johnson Business Products
Jonti-Craft
Krueger International (KI)
Lee Distributors
LIAT, LLC,
Longo Associates, Inc.
Mitchell
National Public Seating
Nickerson Corp.
Nickerson New Jersey
Oklahoma Sound
Palmer Furniture
Palmieri Furniture
Paper Clips, Inc.
Paragon Furniture
ProAcademy Furniture
PS Furniture
RFS Commercial, Inc.
Sauder Education
School Specialty, Inc.
Shuttle Systems
Silver Street, Inc.
Smith Systems Manufacturing
Soyka Smith Design Studios
Tanner
Tenjam
Toledo
Tri Furniture Design, LLC
Troxell Communications
Virco, Inc.
VS America
WB Mason
Wenger Corp.

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020 SY - (cont'd)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *H.V.A.C. Repair & Maintenance Services* awarded to various vendors listed below (Bid #3119),

Lighton Industries
McCloskey Mechanical Contractors

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Interior and Exterior LED Scoreboards, Marquees, Equipment & Installation* awarded to various vendors listed below (Bid #3120),

Daktronics Inc.
Nickerson Corp.

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Lockers - Purchase/ Installation & Repair* awarded to Nickerson Corp. (Bid #3121)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Locking Hardware & Keying Systems* awarded to Oak Security Group, LLC (Bid #3122)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Occupational Therapy & Physical Therapy Services* awarded to Cumberland Therapy Services, LLC. (Bid #3123)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Paving - Job Order Contracting* awarded to various vendors listed below (Bid #3124),

Murray Paving
Garden State Paving

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Printing Services* awarded to Allegra. (Bid #3125)

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- o. Request for Authorization to participate in the Educational Services Commission of New Jersey for 2019-2020 SY - (cont' d)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Printing Services - Business cards, NCR forms & envelopes* awarded to various vendors listed below (Bid #3126),

Apex Services
Atlantic Envelope
Deans Graphics
Ridgewood Express

- p. Request for Authorization to Participate in the Hunterdon County Educational Services Commission for 2019-2020

WHEREAS, the Hunterdon County Educational Services Committee is the sponsoring Lead Educational Agency ("LEA") responsible for the management of the Pricing Cooperative pursuant to NJSA 18A:18A-11 et seq. and NJAC 5:34-7.1 et seq; and

WHEREAS, Hunterdon County Educational Services Committee advertises for bids for various goods and services on an annual basis on behalf of the Pricing Cooperative, reviews the bids and makes recommendations for contract awards to the LEA; and

WHEREAS, upon recommendation by Hunterdon County Educational Services Commission adopts a resolution awarding the contracts to the various vendors; and

WHEREAS, the East Orange Board of Education has participated and seeks to continue its participation in the cooperative pursuant to NJSA 18A: 18A-11 et seq. and NJAC 5:34-7.1 et seq; and

WHEREAS, the bid package was developed and completed by Hunterdon County Educational Services Commission under Cooperative Purchasing and included in the package were specifications for the bid and

WHEREAS, all bids received were opened and publicly read aloud by the Hunterdon County Educational Services Commission on various contracts and awards were made by resolution;

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the Hunterdon County Educational Services Commission as registered and approved by the Director of the Division of Local Government Services in the Department of Community Affairs;

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- p. Request for Authorization to participate in the Hunterdon County Educational Services Commission for 2019-2020 – (cont’d)

BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Commercial Floor Covering & Related Services* awarded to various vendors listed below has been extended to September 30, 2021 (Bid #2864)

Commercial Interiors Direct Inc.
Direct Flooring Inc.
The Gillespie Group

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Comprehensive Safety & Security Systems Evaluations* awarded to various vendors listed below has been extended to July 20, 2020 (Bid #2860)

Advantage Security
Sonitrol Security

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Copy, Specialty Paper* awarded to various vendors listed below (Bid #3077) has been extended to February 24, 2020

W.B. Mason
Paper Mart

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Mechanical & Electronic Door Locking System & Products* to Hogan Security Group, LLC has been extended to June 18, 2020 (Bid #2859)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Office Supplies* has been extended to June 18, 2020 (Bid #2859)

W.B. Mason
Paper Mart

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Technology Installation & Integration Service* has been extended to May 12, 2020 (Bid #2709)

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- p. Request for Authorization to participate in the Hunterdon County Educational Services Commission for 2019-2020 - (cont' d)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Chromebook Refurbishment Parts & Accessories* (Bid #3127)

AssetGenie
Mobile Defenders
Garden State Mirco, Inc. dba Educate-me-.net

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Industrial Supplies & Equipment* (Bid #3128)

Ferguson Enterprises
Hilti, Inc.
F.W. Webb

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Multi-Purpose Transportation Vehicles* has been awarded to H.A. DeHart & Son (Bid #3129)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Safety & Security Window Film* has been awarded to Energy Solutions Window Tinting LLC (Bid #3132)

FURTHER RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *Water Testing Services* has been awarded to Eurofins QC, LLC (Bid #3133)

- q. Request for Authorization to Participate in the Educational Services Commission of Morris County for NJ Classroom Supplies SY 2019-2020

WHEREAS, the Educational Services Commission of Morris County is the sponsoring Lead Educational Agency ("LEA") responsible for the management of Educational Data Pricing Cooperative pursuant to NJSA 18A:18A-11 et seq. and NJAC 5:34-7.1 et seq; and

WHEREAS, Educational Data Services, Inc. advertises for bids for various goods and services on an annual basis on behalf of the Pricing Cooperative, reviews the bids and makes recommendations for contract awards to the LEA; and

WHEREAS, upon recommendation by Educational Data Services, Inc., the Educational Services Commission of Morris County adopts a resolution awarding the contracts to the various vendors; and

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- q. Request for Authorization to Participate in the Educational Services Commission of Morris County for NJ Classroom Supplies SY 2019-2020 – (cont’d)

WHEREAS, the East Orange Board of Education has participated and seeks to continue its participation in the cooperative pursuant to NJSA 18A: 18A-11 ET seq and NJAC 5:34-7.1 et seq; and

WHEREAS, the bid package was completed by Educational Data Services, Inc. under Cooperative Purchasing and included in the package were specifications for the bid that were developed by the Educational Data Services, Inc.; and

WHEREAS, all bids received were opened and publicly read aloud by the Educational Data Services, Inc. on various contracts and awards were made by resolution of the Educational Services Commission of Morris County;

NOW, THEREFORE, BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the Educational Services Commission of Morris County as registered and approved by the Director of the Division of Local Government Services in the Department of Community Affairs; effective December 1, 2018 thru November 30, 2019

BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, hereby authorize participation in the contract for *3M Scotchshield Security Film (Installation of)* awarded to various vendors listed below (Bid #3134),

Glassenergy, Inc.
Energy Solutions Window Tinting & Security

- r. New Jersey Schools Insurance Group Indemnity and Trust Agreement Resolution to Join/Renew Membership

WHEREAS, N.J.S.A 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the East Orange Board of Education, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

A. SUPERINTENDENT OF SCHOOLS3. BUSINESS SERVICESr. New Jersey Schools Insurance Group Indemnity and Trust Agreement Resolution to Join/Renew Membership – (cont'd)

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of one year, beginning on July 1, 2019 and ending July 1, 2020 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join/Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;

A. SUPERINTENDENT OF SCHOOLS3. BUSINESS SERVICES

- r. New Jersey Schools Insurance Group Indemnity and Trust Agreement Resolution to Join/Renew Membership - (cont'd)
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
 - 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court cost, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and cost on demand;
 - 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
 - 12) The Business Administrator is directed to send certified copy of this Indemnity and Trust Agreement and Resolution to Join/Renew Membership to NJSIG.
- s. Recommendation for Award of Contract, RFP No. 3113 - Financial Management System for the East Orange School District 2019-2020 SY

WHEREAS, pursuant to the Public School Contract Law and New Jersey Statutes, Title 18A-18A-37, the request for proposals for a Financial Management System for the East Orange School District (RFP No. 3113) was advertised and posted to our website on July 22, 2019; and

WHEREAS, all proposals received in response were opened and publicly read aloud by the Purchasing Agent on August 13, 2019; and

WHEREAS, the Board received responses from the following:

- 1) Computer Solutions Inc. - 6 Commerce Street, Suite 2, Branchburg, NJ 08876
- 2) Scubel, LLC. 190 Route 18 No. Suite 101, East Brunswick, NJ 08816
- 3) Infolob Solutions, Inc. 909 Lake Carolyn Pkwy, Suite 300, Irving TX 75039
- 4) Weidenhammer Systems Corp. 935 Berkshire Blvd. Wyomissing PA 19610
- 5) Systems 3000 - 615 Hope Road, Eatontown, NJ 07724
- 6) Focus School Software, LLC 475 Central Ave, Suite 400 St. Petersburg, FL 33701
- 7) Keystone Info System 1000 S. Lenola Road, Suite 101, Maple Shade NJ 08052

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- s. Recommendation for Award of Contract, RFP No. 3113 – Financial Management System for the East Orange School District 2019-2020 SY – (cont’d)

WHEREAS, the responses were reviewed by an evaluation committee of the following persons:

- 1) Mr. Vaughn Miller - Senior Network Manager
- 2) Mr. Curtis Frazier - Network Manager
- 3) Bernice McCray - Help Desk Specialist
- 4) Dion Bailey - Senior Technician
- 5) Loren Blackwell - Lead Stock Clerk
- 6) Lisa Casey - Comptroller
- 7) Eric Heckstall - Accountant
- 8) Mary Williams - Accounts Payable Clerk
- 9) Deborah Head - AP Supervisor
- 10) Mesha Wickliffe - Payroll Clerk
- 11) Tyisha Arrington - Payroll Clerk
- 12) Perry Gibbs - HR Computer Specialist

WHEREAS, a thorough review by the committee of evaluators resulted in a recommendation to award a contract to Computer Solutions Inc. in an amount not to exceed \$199,495.00 for the initial implementation/start-up cost to provide services as per the specifications in relation to RFP No. 3113 for a Financial Management System for the East Orange School District, in accordance with their response; and;

WHEREAS, funds will be made available through XXX Funds, and;

NOW, THEREFORE BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract to Computer Solutions Inc. in relation to RFP No. 3113 for a Financial Management System to begin implementation in the 2019-2020 SY, in accordance with their submitted proposal.

- t. A Resolution of the Board of Education of the City of East Orange Accepting the Bid of TD Equipment Finance for the Acquisition of it upgrades, Authorizing The Execution And Delivery Of A Lease Purchase Agreement with Respect To The Acquisition, Purchase, Financing and Leasing of such Equipment; Authorizing The Execution And Delivery Of Financing Documents Required In Connection Therewith; And Authorizing All Other Actions Necessary To The Consummation Of The Transactions Contemplated By This Resolution - REVISED

WHEREAS, The Board of Education of the City of East Orange, in the County of Essex, a body politic and corporate duly organized and existing as a political subdivision of the State of New Jersey (“Lessee” or “Board”), is authorized by the laws of the State of New Jersey to purchase, acquire and lease personal property for the benefit of Lessee and to enter into contracts with respect thereto; and

WHEREAS, Lessee desires to purchase, acquire, finance and lease certain equipment with a cost not to exceed \$7,306,500 constituting personal property necessary for Lessee to perform essential governmental functions (the “Equipment”); and

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- t. A Resolution of the Board of Education of the City of East Orange Accepting the Bid of TD Equipment Finance for the Acquisition of it upgrades, Authorizing The Execution And Delivery Of A Lease Purchase Agreement with Respect To The Acquisition, Purchase, Financing and Leasing of such Equipment; Authorizing The Execution And Delivery Of Financing Documents Required In Connection Therewith; And Authorizing All Other Actions Necessary To The Consummation Of The Transactions Contemplated By This Resolution – REVISED (cont'd)

WHEREAS, pursuant to a resolution adopted by the Board on September 10, 2019, the Board utilized the Middlesex County Educational Services Commission (“ESC”) to serve as bid coordinator to solicit bids for the lease purchase of Information Technology upgrades; and

WHEREAS, TD Equipment Finance (“TD”) submitted a bid on August 27, 2019 (the “TD Bid”); and

WHEREAS, the ESC recommended that the Board accept the TD Bid; and

WHEREAS the Board desires to accept the TD bid for the lease purchase of the Equipment in the amount of \$7,306,500 for a five (5) year term at the interest rate of 1.7696% on a non-callable basis; and

WHEREAS, Lessee proposes to enter into that certain Lease Purchase Agreement (the “Agreement”), with TD Equipment Finance, Inc. (“Lessor”), the form of which has been available for review by the governing body of Lessee prior to this meeting; and

WHEREAS, the funds made available by Lessor under the Agreement will be deposited pursuant to the terms of that certain Escrow Agreement, among Lessee, the Lessor and TD Bank, N.A. (the “Escrow Agreement”; and together with the Agreement, the “Financing Documents”) and will be applied to the acquisition of the Equipment in accordance with said Escrow Agreement; and

WHEREAS, the Equipment is essential for Lessee to perform its governmental functions; and

WHEREAS, Lessee has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment; and

WHEREAS, the governing body of Lessee deems it for the benefit of Lessee and for the efficient and effective administration thereof to enter into the Financing Documents and any other documentation necessary, convenient or appropriate for the purpose of the financing the Equipment on the terms and conditions described therein;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE, that the Board hereby accepts the TD Bid and the authorized officers of the Board are hereby authorized and directed to execute and deliver the Agreement with principal components of rental payments in an aggregate amount not to exceed \$7,306,500 at an interest rate of 1.7696% for a term not to exceed five (5) years. The rental payments reflected in the Agreement are not subject to prepayment prior to maturity.

A. SUPERINTENDENT OF SCHOOLS3. BUSINESS SERVICES

- t. A Resolution of the Board of Education of the City of East Orange Accepting the Bid of TD Equipment Finance for the Acquisition of it upgrades, Authorizing The Execution And Delivery Of A Lease Purchase Agreement with Respect To The Acquisition, Purchase, Financing and Leasing of such Equipment; Authorizing The Execution And Delivery Of Financing Documents Required In Connection Therewith; And Authorizing All Other Actions Necessary To The Consummation Of The Transactions Contemplated By This Resolution - REVISED (cont'd)

BE IT FURTHER RESOLVED, that the Financing Documents and the acquisition and financing of the Equipment under the terms and conditions as described in the Financing Documents are hereby approved. The Board President and Board Secretary of Lessee and any other authorized officer of Lessee with the power to execute contracts on behalf of Lessee be, and each of them hereby is, authorized to execute, acknowledge and deliver the Financing Documents and any and all instruments, documents and certificates which may be required by or provided for in the Financing Documents or as may otherwise be required for or necessary, convenient or appropriate to the financing described in this resolution together with any changes, insertions and omissions therein as may be approved by the officer(s) who execute the Financing Documents, such approval to be conclusively evidenced by such execution and delivery of the Financing Documents. The Board President and Board Secretary of Lessee and any other officer of Lessee with the power to do so be, and each of them hereby is, authorized to affix the official seal of Lessee to the Financing Documents and attest the same.

BE IT FURTHER RESOLVED, that the authorized officers of Lessee be, and each of them hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Financing Documents.

BE IT FURTHER RESOLVED, that pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code"), Lessee hereby specifically designates the Agreement as a "qualified tax-exempt obligation" for purposes of Section 265(b) (3) of the Code.

BE IT FURTHER RESOLVED, that nothing contained in this resolution, the Agreement nor any other instrument shall be construed with respect to Lessee as incurring a pecuniary liability or charge upon the general credit of Lessee or against its taxing power, nor shall the breach of any agreement contained in this resolution, the Agreement or any other instrument or document executed in connection therewith impose any pecuniary liability upon Lessee or any charge upon its general credit or against its taxing power, except to the extent that the rental payments payable under the Agreement are special limited obligations of Lessee as provided in the Agreement.

BE IT FURTHER RESOLVED, that if any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

- u. Shared Services Agreement between the City of East Orange and the East Orange Board of Education

THIS SHARED SERVICE AGREEMENT is effective September 1, 2019 until August 31, 2020 between the CITY OF EAST ORANGE, a body corporate and politic of the State of New Jersey, having offices at 44 City Hall Plaza, East Orange, New Jersey 07018, hereinafter referred to as "City" and the EAST ORANGE BOARD OF EDUCATION, a body corporate and politic of the State of New Jersey, having offices at 199 4th Avenue, East Orange, New Jersey 07017, hereinafter referred to as "BOE." City and BOE are hereinafter referred to individually as a "Party" and collectively as the "Parties."

WITNESSETH:

WHEREAS, the BOE desires to contract with the City for the provision of a School Resource Officer(s); and

WHEREAS, the City is agreeable to providing a School Resource Officer(s) to the BOE for a fee and certain specified conditions; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. permits local units of this State to enter into a contract with any other local unity for the joint provisions within their combined jurisdictions of any service which any party to the agreement is empowered to render within its jurisdiction; and

WHEREAS, the City and the BOE have authorized and approved of this Agreement by resolution duly adopted pursuant to N.J.S.A. 40A:65-5 of the Uniform Shared Services Consolidation Act

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained herein, the parties hereto agree as follows:

1. **Term/Termination.** This agreement shall take effect September 1, 2019 and expire August 31, 2020. Either party shall have the right to immediately terminate this Agreement upon Breach by the other party.
2. **Scope of Service.** The City agrees to provide the BOE with the services of (8) Police Officers and (1) Sergeant for the period September 1, 2019 to August 31, 2020. Said police officer(s) shall act as the (SRO) School Resource Officer (SRO) and perform such duties and have those obligations consistent with the SRO position as established by the Chief of Police of the City of East Orange. Although assigned to the BOE on a full-time basis, the SRO so assigned remains an employee of the municipality and its police department. Those officers shall remain subject to all rules and regulations of the police department and shall not be considered an employee of the BOE. The SRO position will be in accordance with any applicable requirements set forth by the City Police Department and/or the PBA contract, and/or any amendments or successor contracts thereto, in accordance with the City's Laws and policies.
3. **Fees.** The City shall charge the BOE an amount not to exceed \$780,000.00 which is for (8) SRO's and (1) Sergeant. The BOE shall not be responsible to pay for any of the benefits the Police Officers are entitled to receive under the PBA Contract or any other City law or policy.

A. SUPERINTENDENT OF SCHOOLS

3. BUSINESS SERVICES

u. Shared Services Agreement between the City of East Orange and the East Orange Board of Education – (cont'd)

4. **Billing and Payments.** The City will bill the BOE for said amount not to exceed \$780,000.00. Monthly payment shall be due from the BOE within 30 days of the date of the billing.
5. **Status of Employee.** The SRO's shall remain employees of the City division of Police throughout the term of this Agreement.
6. **Liability.** The BOE agrees to hold the City, its officers, employees and agents harmless from any and all claims of whatever nature or type arising from the provision of services under this Agreement. The BOE shall name the City as an additional insured on its liability insurance. A Certificate of Insurance naming the City as an additional insured shall be provided to the City's Business Administrator within thirty (30) days of the execution of this agreement by all parties.
7. **Modification.** This Agreement may not be changed orally, and may be modified or amended only by a written agreement signed by both Parties.
8. **Renewal.** Each party shall notify the other in writing sixty (60) days before expiration of this agreement if it desires to continue services and negotiate a new contract for the succeeding year.

v. Acceptance of Kids' Games and Arts & Crafts Supplies Donation – Cochran Academy

BE IT RESOLVED: the East Orange Board of Education upon the recommendation of the Superintendent of Schools, approves the donation of Kids' Games and Arts & Crafts Supplies from Glenn Gardner, CEO of Gardner Industries Inc. – Spectrum, to Johnnie L. Cochran Jr. Academy at no cost to the district. (Attachment 3-v)

XII. CONSIDERATION OF RESOLUTIONS

A. SUPERINTENDENT OF SCHOOLS

4. MAINTENANCE

a. Recommendation for the Use of Facility

WHEREAS, N.J.S.A. 18A:20-20; 34 permits the use of school property for various purposes; and

WHEREAS, District Policy/Regulation #7510 states that all requests for the Use of Facility need board approval; and

WHEREAS, the following organizations have submitted their requests and have been supported by administration and the maintenance committee

No.	Organization	Schedule Title	School/Location	Event Date
1	GREG THE BARBER & NEW BEGINNING MINISTRY	UPTOWN GHETTO COMEDY SHOW	EO CAMPUS - AUDITORIUM	DECEMBER 1, 2019 (SUN)
2	SAVE THE KIDS VILLAGE	F.R.E.E. (FAMILIES REUNITED & EMPOWERING EVERYONE)	ROBESON STADIUM	NOVEMBER 9, 2019 (SAT) RAIN DATE: 11/23/19
3	JEWISH COMMUNITY	USE OF PARKING LOT ONLY	TYSON HIGH - PARKING LOT	OCTOBER 24, 2019 - NOVEMBER 19, 2019 (M-F)
4	ROBESON CLASSIC	ROBESON ALL-STAR FOOTBALL GAME	ROBESON STADIUM	JUNE 11 - 12, 2020 (THURS & FRI)

NOW THEREFORE BE IT RESOLVED, that the East Orange Board of Education, upon the recommendation of the Superintendent of Schools, grant permission for the Use of Facilities to the organizations listed above as long as each organization submit all documents required in accordance to the District's Policy and Regulation#7510.

XIII. ADJOURNMENT

POLICY COVER PAGE

POLICY

1st Reading



Policy/Regulations

East Orange Board of Education

TEACHING STAFF MEMBERS - POLICY
3159/page 1 of 2
Teaching Staff Member/School District
Reporting Responsibilities

3159 TEACHING STAFF MEMBER/SCHOOL DISTRICT REPORTING RESPONSIBILITIES

The Board of Education and all certificate holders shall adhere to the reporting requirements outlined in N.J.A.C. 6A:9B-4.3 and N.J.S.A. 18A:16-1.3. For the purposes of this Policy, “certificate holders” shall include all individuals who hold certificates, credentials, certificates of eligibility (CEs), and certificates of eligibility with advance standing (CEASs) issued by the **New Jersey** State Board of Examiners. For purposes of this Policy, the term “certificate” shall include all standard, emergency and provisional certificates, all credentials, and all CE and CEASs issued by the **New Jersey** State Board of Examiners.

All certificate holders shall report an arrest or indictment for any crime or offense to the Superintendent within fourteen calendar days of their arrest or indictment in accordance with the provisions of N.J.A.C. 6A:9B-4.3. The report submitted to the Superintendent shall include the date of arrest or indictment and charge(s) lodged against the certificate holder. Such certificate holders shall also report to the Superintendent the disposition of any charges within seven calendar days of the disposition. Failure to comply with these reporting requirements may be deemed “just cause” for revocation or suspension of certification pursuant to N.J.A.C. 6A:9B-4.4. The school district shall make these reporting requirements known to all new employees upon initial employment and to all employees on an annual basis.

The Superintendent shall notify the New Jersey State Board of Examiners when:

1. Tenured teaching staff members who are accused of criminal offenses or unbecoming conduct resign or retire from their positions;
2. Nontenured teaching staff members, including substitute teachers, who are accused of criminal offenses or unbecoming conduct resign, retire, or are removed from their positions;
3. A certificate holder fails to maintain any license, certificate, or authorization that is mandated pursuant to N.J.A.C. 6A:9B for the holder to serve in a position;
4. The Superintendent becomes aware that a certificate holder has been convicted of a crime or criminal offense while in the district’s employ; or
5. The Superintendent has received a report from the Department of Children and Families substantiating allegations of abuse or neglect, or establishing “concerns” regarding a certificated teaching staff member.



Policy/Regulations

East Orange Board of Education

TEACHING STAFF MEMBERS - POLICY
3159/page 2 of 2
Teaching Staff Member/School District
Reporting Responsibilities

The school district shall cooperate with the New Jersey State Board of Examiners in any proceeding arising from an order to show cause issued by the New Jersey State Board of Examiners and based on information about the certificate holder that the school district provided.

The Superintendent shall also notify the New Jersey State Board of Examiners, in accordance with the provisions of N.J.S.A. 18A:16-1.3, whenever a nontenured, certificated employee is dismissed prior to the end of the school year for just cause as a result of misconduct in office. This notification requirement shall not apply in instances where the employee's contract is not renewed. The Superintendent will comply with the additional notice requirements to the New Jersey State Board of Examiners in the event it is subsequently determined by a disciplinary grievance arbitration, a court, or an administrative tribunal of competent jurisdiction that the basis for the dismissal did not constitute misconduct in office. In addition, whenever the Superintendent notifies the New Jersey State Board of Examiners of an employee's dismissal for reasons of misconduct in accordance with the provisions of N.J.S.A. 18A:16-1.3, the employee shall receive a simultaneous copy of the notifying correspondence.

In the event the Board of Education determines, pursuant to a tenure charge finding under N.J.S.A. 18A:6-10 or a disorderly person conviction under N.J.S.A. 9:6-8.14, that a teaching staff member has failed to report an allegation of child abuse in accordance with State law or regulations, the Board shall submit a report to the New Jersey State Board of Examiners that outlines its findings. The New Jersey State Board of Examiners shall review the certification of the teaching staff member to determine if the teaching staff member's failure to report warrants the revocation or suspension of his/her certificate. In accordance with N.J.S.A. 9:6-8.14, any person failing to report an act of child abuse, having reasonable cause to believe that an act of child abuse has been committed, may be deemed a disorderly person.

N.J.S.A. 9:6-8.14; 18A:6-10; 18A:6-38.5; 18A:16-1.3
N.J.A.C. 6A:9B-4.3; 6A:9B-4.4

Adopted: 20 September 2016
Adopted:



3218 **USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES**

The Board of Education recognizes a teaching staff member who reports to work under the influence of **a substance** poses a significant threat to their health, safety, and welfare and the health, safety, and welfare of others, including students and other staff members. The Board strongly advises any teaching staff member that has a dependency on a substance as defined in this Policy to seek appropriate treatment. The Board has an obligation and the right to maintain a safe and healthy work environment and adopts this Policy as an important component toward maintaining a safe environment in the school district.

For the purposes of this Policy, “substance” or “substances” **as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a)** means alcoholic beverages, any controlled dangerous substances, including anabolic steroids as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, or any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2C:35-10.4, and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

A teaching staff member shall be required to submit to an immediate medical examination to include a substance test if the Principal or designee has reasonable suspicion to believe a teaching staff member is under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member has been assigned job responsibilities. Refusal **by** a teaching staff member to consent to the medical examination **including a substance test will be deemed to be a positive test result for substances. In the event the results of the medical examination and substance test are not provided to the Superintendent, within twenty-four hours or as soon as the test results are available, it will be deemed a positive test result for substances and the teaching staff member shall be subject to appropriate discipline. Appropriate discipline may include, but not limited to, withholding an increment, terminating a non-tenured teaching staff member, and/or filing tenure charges for a tenured teaching staff member in accordance with law. Any required medical examination and testing shall be paid for by the Board.**

In the event the Board physician determines the teaching staff member was under the influence of a substance, the determination shall be reported to the Superintendent and the teaching staff member will be subject to appropriate discipline. Appropriate discipline may include, but not be limited to, withholding an increment, terminating a non-tenured teaching staff member, and/or filing tenure charges for a tenured



teaching staff member in accordance with law. The teaching staff member will be afforded the opportunity to have positive test results confirmed using acceptable confirmation test practices. This confirmation test shall be paid for by the teaching staff member.

In the event a teaching staff member's medical examination and substance test results are negative for a substance or if the Board physician determines the teaching staff member was not under the influence of a substance, the results or determination shall be reported to the Superintendent and the teaching staff member shall be returned to their position unless the Superintendent has a reason the teaching staff member should not be returned to their position.

In accordance with the requirements of N.J.A.C. 6A:16-6.3(a), any staff member who, in the course of their employment, has reason to believe a school staff member has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall report the matter as soon as possible to the Principal, or in the absence of the Principal, **the Principal's designee** responsible at the time of the alleged violation. Either the Principal or **designee** shall notify the Superintendent who shall notify, as soon as possible, the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information. The Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter, including the identity of the staff member involved.

In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)3, the Superintendent or designee shall not disclose the identity of a staff member who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or drug abuse problem, provided the staff member is not reasonably believed to be involved or implicated in drug-distribution activities. An admission by a staff member in response to questioning initiated by the Principal or designee or following the discovery by the Principal or designee of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall not constitute a voluntary, self-initiated request for counseling and treatment.

A staff member who unlawfully possessed or in any way has been involved in the distribution of a controlled dangerous substance, including anabolic steroids or drug paraphernalia, pursuant to N.J.A.C. 6A:16-6.3, shall be subject to appropriate discipline which may include, but not be limited to, termination of a non-tenured teaching staff member or the filing of tenure charges for a tenured teaching staff member in accordance with law.



Policy/Regulations

East Orange Board of Education

TEACHING STAFF MEMBERS - POLICY

3218/page 3 of 3

Use, Possession, or Distribution of Substances

42 CFR Part 2

N.J.S.A. 18A:16-3; 18A:40A-9

N.J.A.C. **6A:16-4.1**; 6A:16-6.3; **6A:16-6.5** 6A:32-6.3

Adopted: 3 December 2008

Adopted: 12 May 2015

Adopted:



Policy/Regulations

East Orange Board of Education

TEACHING STAFF MEMBERS - REGULATION

R 3218/page 1 of 6

Use, Possession, or Distribution of Substances

M

R 3218 **USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES**

A. Definition

1. **“Board physician” means a physician currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy and appointed by the Board of Education.**
2. “Principal or designee” means the teaching staff member’s Principal or a staff member designated by the Principal to be responsible at the time of the alleged violation or the teaching staff member’s supervisor or a staff member designated by the teaching staff member’s supervisor to be responsible at the time of the alleged violation.
3. “Substance” or “substances” **as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a)** means alcoholic beverages, any controlled dangerous substances, including anabolic steroids as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, or any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2C:35-10.4, and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.
4. “Substance test” means a test conducted by a **Board-approved** laboratory using accepted substance use practices, accepted chain of custody procedures, and testing methodology recommended by the laboratory instrument’s manufacturer.
5. “Under the influence” means the presence of a substance as defined in Policy 3218 and this Regulation as confirmed in a medical examination and substance test.

B. Procedures to be Followed When a Staff Member **has Unlawfully Possessed or has been Involved in the Distribution of a Controlled Dangerous Substance**

1. **Subject to N.J.A.C. 6A:16-6.5, any staff member who, in the course of their employment, has reason to believe a staff member has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall report the matter as soon as possible to the**



Policy/Regulations

East Orange Board of Education

TEACHING STAFF MEMBERS - REGULATION

R 3218/page 2 of 6

Use, Possession, or Distribution of Substances

Principal or designee in accordance with the provisions of Policy 3218 and N.J.A.C. 6A:16-6.3(a).

- a. **In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)1, upon receiving a report, the Principal or designee shall notify the Superintendent who shall notify, as soon as possible, the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.**
- b. **In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)2, the Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter including the identity of the staff member involved.**
- c. **A staff member who unlawfully possessed or in any way has been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall be subject to appropriate discipline, which may include, but not be limited to, termination of a non-tenured teaching staff member or the filing of tenure charges for a tenured teaching staff member in accordance with law.**

C. Procedures to be Followed When a Teaching Staff Member is Suspected to be Under the Influence of a Substance

1. The following procedures shall be used when a teaching staff member is suspected of being under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member has been assigned job responsibilities.
 - a. The Principal or designee, upon receiving a report or information a teaching staff member may be under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member has been assigned job responsibilities will:
 - (1) Immediately notify the Superintendent;
 - (2) Immediately meet with the teaching staff member;
 - (a) The Principal or designee may include another staff member in this meeting; and



TEACHING STAFF MEMBERS - REGULATION

R 3218/page 3 of 6

Use, Possession, or Distribution of Substances

- (b) The teaching staff member suspected of being under the influence may include another staff member or a representative of their choice in this meeting.
 - b. The Principal or designee shall present to the teaching staff member the report or information supporting the suspicion the teaching staff member may be under the influence of a substance.
 - c. The teaching staff member shall be provided an opportunity to respond to the report or information presented by the Principal or designee.
 - d. In the event the Principal or designee believes the teaching staff member may be under the influence of a substance after meeting with the teaching staff member, the Principal or designee will arrange for an immediate medical examination **by the Board physician. The medical examination shall** include a substance test **administered by the Board physician or a Board-approved laboratory.**
 - e. The teaching staff member shall be transported to the examination and testing location by means of transportation approved by the Superintendent or designee and shall be accompanied by the Principal or designee.
 - f. The teaching staff member, prior to the medical examination and substance test, will be informed by the physician or designee on the type of testing to be completed and the substances that will be tested.
 - g. The teaching staff member may, prior to being examined **or** tested, disclose to the **Board** physician **or designee** any prescription medicine, over-the-counter medicine or supplements, or any other reason why the teaching staff member's test results may be positive.
 - h. **Refusal by a** teaching staff member to **consent to the medical examination which includes a substance test** will be deemed a positive **test result** for substances.
2. The **results of the** medical examination and substance test shall be used by the **Board** physician to determine if the teaching staff member is under the influence of any substance as defined in Policy 3218 and this Regulation. The substance test procedures will provide for a **confirmation** test using acceptable confirmation test procedures.



Policy/Regulations

East Orange Board of Education

TEACHING STAFF MEMBERS - REGULATION

R 3218/page 4 of 6

Use, Possession, or Distribution of Substances

- a. **In the event the results of the medical examination and substance test are not provided to the Superintendent, it will be deemed a positive test result for substances.**
3. The results of the substance test **shall be provided to the Superintendent and Board physician** within twenty-four hours of the test being administered **or** as soon as the test results are available. **The Superintendent shall provide the teaching staff member with these results.**
 - a. **In the event the results of the medical examination and substance test are not provided to the Superintendent, it will be deemed a positive test result for substances.**
4. If the **Board** physician determines, based upon the medical examination and the results of the substance test, that the teaching staff member was not under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities, teaching staff member shall return to their position in the school district **unless the Superintendent has a reason the teaching staff member should not be returned to their position.**
5. If the **Board** physician determines, based upon the medical examination and the results of the substance test, that the teaching staff member was under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities, the **Board** physician will:
 - a. Discuss the results of the examination and substance test with the teaching staff member and provide the teaching staff member an opportunity to present any medical or other reasons for the **Board** physician's determination.
 - b. Provide the teaching staff member an opportunity to have the substance test results confirmed by a laboratory selected by the **teaching** staff member and approved by the **Board** physician **and Superintendent.**
 - (1) The **Board** physician will schedule and coordinate the **confirmation** test procedures, including the acceptable time period for the **confirmation** test to be conducted based on the existing test results, and the time in which a **confirmation** test result would be valid. **This confirmation test shall be paid for by the teaching staff member.**



Policy/Regulations

East Orange Board of Education

TEACHING STAFF MEMBERS - REGULATION

R 3218/page 5 of 6

Use, Possession, or Distribution of Substances

- (2) The **confirmation** test results must be provided to the **Board physician and Superintendent** within the time period required by the **Board** physician.
 - (3) Any **confirmation** test results provided to the **Board physician and Superintendent** not within the time period required by the **Board** physician shall not be accepted and the teaching staff member shall be determined to have waived their right to have **the results of a confirmation** test considered.
- c. After completing the requirements in **5 a.** and **b.** above the **Board** physician shall make a final determination whether the teaching staff member was under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities.
- (1) If the **Board** physician makes a final determination the teaching staff member was not under the influence during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities, the **Board** physician will report **a final determination** to the Superintendent and the teaching staff member shall return to their position in the school district **unless the Superintendent has a reason the teaching staff member should not be returned to their position.** Any records or documentation **regarding a negative medical examination or substance test** shall not be included in the teaching staff member's personnel file.
 - (2) If the **Board** physician makes a final determination the teaching staff member was under the influence during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities, the **Board** physician will report **a final determination** to the Superintendent.
- D.** Procedures to be Followed When a Teaching Staff Member is Determined to be Under the Influence of a Substance



TEACHING STAFF MEMBERS - REGULATION

R 3218/page 6 of 6

Use, Possession, or Distribution of Substances

1. Any teaching staff member determined by the **Board** physician to be under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities shall be required to meet with the Superintendent.
 - a. The teaching staff member may include a staff member or a representative of their choice in this meeting.
2. The Superintendent will provide the teaching staff member an opportunity to respond to the **Board** physician's determination.
3. A teaching staff member determined to **be** under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities will be subject to appropriate discipline which may include, **but not be limited to:**
 - a. **Withholding an increment;**
 - b. **Terminating** a non-tenured teaching staff member; **and/or**
 - c. **Filing** tenure charges for a tenured teaching staff member.

Issued: 3 December 2008

Issued: 12 May 2015

Issued:



4218 **USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES**

The Board of Education recognizes a support staff member who reports to work under the influence of **a substance** poses a significant threat to their health, safety, and welfare and the health, safety, and welfare of others, including students and other staff members. The Board strongly advises any support staff member that has a dependency on a substance as defined in this Policy to seek appropriate treatment. The Board has an obligation and the right to maintain a safe and healthy work environment and adopts this Policy as an important component toward maintaining a safe environment in the school district.

For the purposes of this Policy, “substance” or “substances” **as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a)** means alcoholic beverages, any controlled dangerous substances, including anabolic steroids as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, or any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2C:35-10.4, and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

A support staff member shall be required to submit to an immediate medical examination to include a substance test if the Principal or designee has reasonable suspicion to believe a support staff member is under the influence of a substance during work hours **or at a school-sponsored function where the support staff member has been assigned job responsibilities**. Refusal **by** a support staff member to consent to the medical examination **including a substance test will be deemed a positive test result for substances. In the event the results of the medical examination and substance test are not provided to the Superintendent, within twenty-four hours or as soon as the test results are available, it will be deemed a positive test result for substances and the support staff member shall be subject to appropriate discipline. Appropriate discipline may include, but not limited to, withholding an increment, terminating a non-tenured support staff member, and/or filing tenured charges for a support staff member in accordance with law. Any required medical examination and testing shall be paid for by the Board.**

In the event the Board physician determines the support staff member was under the influence of a substance, the determination shall be reported to the Superintendent and the support staff member will be subject to appropriate discipline. Appropriate discipline may include, but not be limited to, withholding an increment, terminating a non-tenured support staff member, and/or filing tenure charges for a tenured support staff member in accordance with law. The support staff member will be afforded the



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4218/page 2 of 3

Use, Possession, or Distribution of Substances

opportunity to have positive test results confirmed using acceptable confirmation test practices. This confirmation test shall be paid for by the support staff member.

In the event a support staff member's medical examination and substance test results are negative for a substance or if the Board physician determines the support staff member was not under the influence of a substance, the results or determination shall be reported to the Superintendent and the support staff member shall be returned to their position unless the Superintendent has a reason the support staff member should not be returned to their position.

In accordance with the requirements of N.J.A.C. 6A:16-6.3(a), any staff member who, in the course of their employment, has reason to believe a school staff member has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall report the matter as soon as possible to the Principal, **to the staff member's supervisor** responsible at the time of the alleged violation. Either the Principal or **designee** shall notify the Superintendent who shall notify, as soon as possible, the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information. The Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter, including the identity of the staff member involved.

In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)3, the Superintendent or designee shall not disclose the identity of a staff member who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or drug abuse problem, provided the staff member is not reasonably believed to be involved or implicated in drug-distribution activities. An admission by a staff member in response to questioning initiated by the Principal or **Superintendent's designee** or following the discovery by the Principal or **Superintendent's** designee of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall not constitute a voluntary, self-initiated request for counseling and treatment.

A staff member who unlawfully possessed or in any way has been involved in the distribution of a controlled dangerous substance, including anabolic steroids or drug paraphernalia, pursuant to N.J.A.C. 6A:16-6.3, shall be subject to appropriate discipline which may include, but not be limited to, termination of a non-tenured support staff member or the filing of tenure charges for a tenured support staff member in accordance with law.



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4218/page 3 of 3

Use, Possession, or Distribution of Substances

42 CFR Part 2

N.J.S.A. 18A:16-3; 18A:40A-9

N.J.A.C. **6A:16-4.1**; 6A:16-6.3; **6A:16-6.5** 6A:32-6.3

Adopted: 3 December 2008

Adopted: 12 May 2015

Adopted:



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - REGULATION

R 4218/page 1 of 6

Use, Possession, or Distribution of Substances

M

R 4218 **USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES**

A. Definition

- 1. “Board physician” means a physician currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy and appointed by the Board of Education.**
- 2. “Substance” or “substances” as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a)** means alcoholic beverages, any controlled dangerous substances, including anabolic steroids as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, or any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2C:35-10.4, and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.
- 3. “Substance test” means a test conducted by a Board approved laboratory using accepted substance use practices, accepted chain of custody procedures, and testing methodology recommended by the laboratory instrument’s manufacturer.**
- 4. “Support staff member’s supervisor” or “supervisor” means the building or district administrative staff member who is responsible for supervising the support staff member. For the purposes of this Policy and Regulation, the support staff member’s supervisor shall be the support staff member’s Principal, or any other administrative staff member responsible at the time of the alleged violation or as designated by the Superintendent.**
- 5. “Under the influence” means the presence of a substance as defined in Policy 4218 and this Regulation as confirmed in a medical examination and substance test.**

B. Procedures to be Followed When a Staff Member **has Unlawfully Possessed or has been Involved in the Distribution of a Controlled Dangerous Substance**

- 1. Subject to N.J.A.C. 6A:16-6.5, any staff member who, in the course of their employment, has reason to believe a staff member has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall report the matter as soon as possible to the staff member’s**



SUPPORT STAFF MEMBERS - REGULATION

R 4218/page 2 of 6

Use, Possession, or Distribution of Substances

supervisor in accordance with the provisions of Policy 4218 and N.J.A.C. 6A:16-6.3(a).

- a. **In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)1, upon receiving a report, the supervisor shall notify the Superintendent who shall notify, as soon as possible, the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.**
- b. **In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)2, the Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter including the identity of the staff member involved.**
- c. **A staff member who unlawfully possessed or in any way has been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall be subject to appropriate discipline, which may include, but not be limited to, termination of a non-tenured support staff member or the filing of tenure charges for a tenured support staff member in accordance with law.**

C. Procedures to be Followed When a Support Staff Member is Suspected to be Under the Influence of a Substance

1. The following procedures shall be used when a support staff member is suspected of being under the influence of a substance during work hours **or at a school-sponsored function where the support staff member has been assigned job responsibilities.**
 - a. The support staff member's supervisor, upon receiving a report or information a support staff member may be under the influence of a substance during work hours **or at a school-sponsored function where the support staff member has been assigned job responsibilities** will:
 - (1) Immediately notify the Superintendent;
 - (2) Immediately meet with the support staff member;



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - REGULATION

R 4218/page 3 of 6

Use, Possession, or Distribution of Substances

- (a) The support staff member's supervisor may include another staff member in this meeting; and
 - (b) The support staff member suspected of being under the influence may include another staff member or a representative of their choice in this meeting.
 - b. The support staff member's supervisor shall present to the support staff member the report or information supporting the suspicion the support staff member may be under the influence of a substance.
 - c. The support staff member shall be provided an opportunity to respond to the report or information presented by the supervisor.
 - d. In the event the supervisor or designee believes the support staff member may be under the influence of a substance after meeting with the support staff member, the supervisor will arrange for an immediate medical examination **by the Board physician. The medical examination shall** include a substance test **administered by the Board physician or Board-approved laboratory.**
 - e. The support staff member shall be transported to the examination and testing location by means of transportation approved by the Superintendent or designee and shall be accompanied by the support staff member's supervisor or designee.
 - f. The support staff member, prior to the medical examination and substance test, will be informed by the **Board** physician or designee on the type of testing to be completed and the substances that will be tested.
 - g. The support staff member may, prior to being examined and tested, disclose to the **Board** physician **or designee** any prescription medicine, over-the-counter medicine or supplements, or any other reason why the support staff member's test results may be positive.
 - h. **Refusal by a** support staff member **to consent to the medical examination which includes a substance test** will be deemed a positive **result** for substances.
2. The **results of the** medical examination and substance test shall be used by the **Board** physician to determine if the support staff member is under the influence of any substance as defined in Policy 4218 and this Regulation. The substance



SUPPORT STAFF MEMBERS - REGULATION

R 4218/page 4 of 6

Use, Possession, or Distribution of Substances

test procedures will provide for a **confirmation** test using acceptable confirmation test procedures.

a. **Any specimen determined by the Board physician or Board-approved laboratory to have been adulterated by the support staff member will be deemed a positive result for substances.**

3. The results of the substance test **shall be provided to the Superintendent and Board physician** within twenty-four hours of the test being administered **or** as soon as the test results are available. **The Superintendent shall provide the support staff member with results.**

a. **In the event the results of the medical examination and substance test are not provided to the Superintendent, it will be deemed a positive result for substances.**

4. If the **Board** physician determines, based upon the medical examination and the results of the substance test, that the support staff member was not under the influence of a substance during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities**, the support staff member shall return to their position in the school district **unless the Superintendent has a reason the support staff member should not be returned to their position.**

5. If the **Board** physician determines, based upon the medical examination and the results of the substance test, that the support staff member was under the influence of a substance during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities**, the **Board** physician will:

a. Discuss the results of the examination and substance test with the support staff member and provide the support staff member an opportunity to present any medical or other reasons for the **Board** physician's determination.

b. Provide the support staff member an opportunity to have the substance test results confirmed by a laboratory selected by the **support** staff member and approved by the **Board** physician.

(1) The **Board** physician will schedule and coordinate the **confirmation** test procedures, including the acceptable time period for the **confirmation** test to be conducted based on the existing test results, and the time in which a **confirmation** test



SUPPORT STAFF MEMBERS - REGULATION

R 4218/page 5 of 6

Use, Possession, or Distribution of Substances

result would be valid. **This confirmation test shall be paid for by the support staff member.**

- (2) The **confirmation** test results must be provided to the **Board physician and Superintendent** within the time period required by the **Board** physician.
- (3) Any **confirmation** test results provided to the **Board physician and Superintendent** not within the time period required by the **Board** physician shall not be accepted and the support staff member shall be determined to have waived their right to have a **confirmation** test considered.

c. After completing the requirements in **5 a. and b.** above the **Board** physician shall make a final determination whether the support staff member was under the influence of a substance during the work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities.**

- (1) If the **Board** physician makes a final determination the support staff member was not under the influence during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities,** the **Board** physician will report **a final determination** to the Superintendent and the support staff member shall return to their position in the school district **unless the Superintendent has a reason the support staff member should not be returned to their position.** Any records or documentation **regarding a negative medical examination or substance test** shall not be included in the support staff member's personnel file.
- (2) If the **Board** physician makes a final determination the support staff member was under the influence during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities,** the **Board** physician will report **a final determination** to the Superintendent.

D. Procedures to be Followed When a Support Staff Member is Determined to be Under the Influence of a Substance



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - REGULATION

R 4218/page 6 of 6

Use, Possession, or Distribution of Substances

1. Any support staff member determined by the **Board** physician to be under the influence of a substance during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities** shall be required to meet with the Superintendent.
 - a. The support staff member may include a staff member or a representative of their choice in this meeting.
2. The Superintendent will provide the support staff member an opportunity to respond to the **Board** physician's determination.
3. A support staff member determined to **be** under the influence of a substance during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities** will be subject to appropriate discipline which may include, **but not limited to:**
 - a. **Withholding an increment;**
 - b. **Terminating a non-tenured support staff member; and/or**
 - c. **Filing** of tenure charges for a tenured support staff member.

Issued: 3 December 2008

Issued: 12 May 2015

Issued:



4219 **COMMERCIAL DRIVER'S LICENSE CONTROLLED SUBSTANCE AND
ALCOHOL USE TESTING**

The Board of Education is committed to a safe, efficient alcohol and drug-free workplace, that protect the district's pupils -- as well as the health and safety of its employees and the general public.

The Board requires all employees of the Board performing any safety-sensitive function to be free of drugs and alcohol and will test those employees who operate a commercial motor vehicle in accordance with 49 CFR 382 et seq. and 49 CFR 40 et seq. For the purpose of this Policy "employee" means a person required to have a Commercial Driver's License (CDL) in the performance of their job responsibilities. Safety-sensitive functions means any on duty function as defined by 49 CFR 382.107 means any time from the time an employee begins work or is required to be in readiness to work until the time the employee is relieved from work and all responsibility for performing work. Safety-sensitive function shall include:

1. All time at the terminal facility, other property, or on any public property waiting to be dispatched unless relieved from duty;
2. All time inspecting equipment as required by Federal law or otherwise inspecting, servicing, or conditioning any commercial motor vehicle, at any time;
3. All time spent at the driving controls of a commercial motor vehicle in operation;
4. All time other than driving time in or upon the commercial vehicle except time spent resting in an area defined as a sleeping berth;
5. All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle or in giving or receiving receipts for shipments loaded and unloaded; and
6. All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

The Omnibus Transportation Employee Testing Act of 1991 requires all operators of commercial motor vehicles subject to the CDL requirements to be tested for controlled substances and alcohol. Federal regulations of the U. S. Department of Transportation require that any employee using a CDL be required to submit to alcohol and controlled substance testing in accordance with 49 CFR.



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 2 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

The Board designates the Assistant Superintendent for Operations as the Designated Employer Representative (DER) of the Board of Education. The Board may contract with a service agent to provide the testing services as required by Federal law. In the event the Board contracts with a service provider for transportation, the Board designee will ensure all transportation contractors comply with the drug and alcohol testing requirements of Policy 4219 pursuant to 49 CFR 382 et seq. and 49 CFR 40 et seq.

In the event the Board contracts with a service provider for transportation, the Assistant Superintendent for Operations (designated official) will ensure all transportation contractors comply with the drug and alcohol testing requirements of Policy 4219 pursuant to 49 CFR 382 et seq. and 49 CFR 40 et seq.

No employee at any work site will possess, manufacture, use, sell, or distribute any quantity of any controlled substance, lawful or unlawful, which in sufficient quantity could result in impaired performance, with the exception of substances administered by or under the instructions of a physician. No employee shall perform safety-sensitive functions within four hours after using alcohol and the district will not permit an employee that used alcohol within four hours of performing safety-sensitive functions to perform such functions if the district has actual knowledge of the use in accordance with 40 CFR 392.5.

Violations

Any violation of this Policy may result in discipline, up to and including termination.

Prohibited Substances

The presence of any of the controlled substances, listed in 49 CFR 40.87, in the body, as evidenced by the results of the initial screening and subsequent confirmatory analysis provided in this Policy, is prohibited for any employee assigned to a classification covered by this Policy. All cutoff concentrations shall be in accordance with 49 CFR 40.87. All test results shall be measured against the cutoff concentrations outlined in 49 CFR 40.87.

Testing Procedures

All testing for controlled substances will be conducted in accordance with 49 CFR Part 40, Subparts A, B, C, D, E, F, G, H and I. The district will only test for the above stated five drugs or classes of drugs in accordance with 49 CFR 40.85. Testing for alcohol will be conducted in accordance with as 49 CFR 40, Subparts J, K, L, M and N.



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 3 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

Definitions

"Alcohol use" means the drinking or swallowing of any beverage, liquid mixture or preparation (including medication) containing alcohol.

"Aliquot" means a fractional part of a specimen used for testing. It is taken as a sample representing the whole specimen.

"Confirmatory drug test" means a second analytical procedure performed on an aliquot of the original specimen to identify and quantify the presence of a specific drug or drug metabolite.

"Confirmed drug test" means a confirmation test result received by a Medical Review Officer (MRO) from a laboratory.

"Controlled substances" means those substances identified in 49 CFR 40.85.

"CCF" means the Federal Drug Testing Custody and Control Form.

"Designated Employer Representative (DER)" is an employee of the district authorized to take immediate action (s) to remove employees from safety-sensitive duties, or cause employees to be removed from these covered duties, and to make required decisions in the testing and evaluation processes. The DER shall receive test results and other communications for the employer, consistent with the requirements of this Policy and 49 CFR 40. Service agents cannot act as a DER.

"FMCSA" means Federal Motor Carrier Safety Administration.

"Initial drug test (also known as a "Screening drug test") means the test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

"Initial specimen validity test" means the first test used to determine if a urine specimen is adulterated, diluted, substituted, or invalid.

"Medical Review Officer (MRO)" is a licensed physician responsible for receiving and reviewing laboratory results generated by the district's drug testing program and evaluating medical explanations for certain drug test results.

"Possess" includes, but is not limited to, either in or on the driver's person, personal effects, motor vehicle or areas substantially entrusted to the control of the driver.

"Service agent" is any person or entity, other than an employee of the Board, who provides services specified under 49 CFR 40 to the Board.



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 4 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

"Substance Abuse Professional (SAP)" is a person who evaluates employees who have violated a Federal or State drug and alcohol regulation and makes recommendations concerning education, treatment, follow-up testing and aftercare. An individual permitted to act as a SAP must possess the credentials as outlined in 49 CFR 40.281.

"Work Site" means any motor vehicle, office, building, yard or other location at which the driver is to perform work or any other school district property or at any school district event.

Categories of Testing

For the purpose of this Policy, the occurrence of the following circumstances/instances shall require an employee to submit to a controlled substance and alcohol screening:

1. Pre-Employment Testing

An individual who has applied for and has been selected to operate a Board vehicle shall, before beginning employment with the Board, submit to a controlled substance screening in conjunction with any required physical examination as per Policy No. 4160. Such screening shall be conducted in accordance with the procedures set forth in this Policy and 49 CFR 40. No individual receiving a positive confirmed test result will be employed by the Board.

An employer is not required to administer a controlled substances test required by 49 CFR 382.301(a) if:

- a. The employee has participated in a controlled substance testing program that met the requirements of 49 CFR 382 et seq. within the previous thirty days; and
- b. The employee while participating in that programs either:
 - (1) Was tested for controlled substances within the past six months (from the date of application with the employer).
 - (2) Participated in the random controlled substances testing program for the previous twelve months (from the date of application with the employer).
- c. The DER must ensure that no prior employer, to the DER's knowledge, has records of a violation of a controlled substance testing program within the previous six months.



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 5 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

If an individual is so exempted, the DER shall contact the controlled substances testing programs in which the individual participated and shall obtain and retain from the testing programs the following information in accordance with 49 CFR 382.301(c):

- a. Name and address of the program;
- b. Verification of the individual's participation;
- c. Verification that the program conforms to federal guidelines;
- d. Verification the individual qualified under the law and did not refuse to be tested for controlled substances;
- e. The date the individual was last tested for controlled substances; and
- f. The results of any tests taken within the previous last six months and any other violations.

An employee who has applied for and has been selected to operate a Board vehicle or any existing employee transferring into a new position requiring the employee to operate a Board vehicle, shall submit a written consent authorizing the Board to obtain the following information from other employers who have employed the employee during any period during the two years before the date of the employee's application or transfer into the new position. The written consent from the employee will permit the DER to obtain the following information from previous Division of Transportation (DOT) - regulated employers:

- a. Alcohol tests with a result of 0.04 or higher alcohol concentration;
- b. Verified positive drug tests;
- c. Refusals to be tested (including verified adulterated or substituted drug test results);
- d. Other violations of DOT agency drug and alcohol testing regulations; and
- e. With respect to any employee who violated a DOT drug and alcohol regulation, documentation of the employee's successful completion of DOT return-to-duty requirements (including follow-up tests). If this information is not available from the previous employer, the DER must seek to obtain this information from the employee.



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 6 of 17

Commercial Driver's License Controlled Substance and Alcohol Use Testing

The DER will obtain and review this information before the employee first performs safety-sensitive functions. If this is not feasible, the DER will not permit the employee to perform safety-sensitive functions after thirty days from the date unless the DER has obtained or made and documented a good faith effort to obtain this information.

2. Random Testing

Every employee shall to submit to random alcohol and controlled substance testing on an unannounced and random basis resulting from the selection by a random generation methodology in accordance with 49 CFR 383.305(i). Random testing will be spread reasonable throughout any given calendar year.

The minimum annual percentage rate for random alcohol testing shall be ten percent of the average number of driver positions. The minimum annual percentage rate for random controlled substances testing shall be twenty-five percent of the average number of driver positions. The minimum annual percentage rates may be adjusted as determined by the FMCSA Administrator in accordance with 49 CFR 382.305.

Employees shall only be random tested when performing safety-sensitive functions or immediately prior to or immediately following the performance of safety-sensitive functions.

3. Post-Accident Testing

The involvement by an employee in a motor vehicle collision while operating a Board vehicle when such accident results in property damage or personal injury, may trigger a post-accident drug and alcohol test.

As soon as practical following an occurrence, the DER will require post-accident alcohol screening for each of the surviving drivers:

- a. Who was performing safety-sensitive functions with respect to a vehicle, if the accident involves the loss of human life; or
- b. Who receives a citation within eight hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved:



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 7 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

- (1) Bodily injury to any person, who, as a result of the injury immediately receives medical treatment away from the scene of the accident; or
 - (2) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.
- c. If the alcohol test is not administered within two hours following the accident, the DER will prepare and maintain on file a record stating the reasons the test was not promptly administered. If the alcohol test is not administered within eight hours following the accident, the DER shall cease attempts to administer the alcohol test and shall prepare and maintain the same record. Records shall be submitted to the FMCSA upon request.

As soon as possible following an occurrence, the district will require post-accident controlled substance screening for each of the surviving drivers:

- a. Who was performing safety-sensitive functions with respect to a vehicle, if the accident involves the loss of human life; or
- b. Who receives a citation with thirty-two hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved;
 - (1) Bodily injury to any person, who, as a result of the injury immediately receives medical treatment away from the scene of the accident; or
 - (2) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.
- c. If the controlled substance test is not administered within thirty-two hours following the accident, the DER shall cease attempts to administer the controlled substance test and shall prepare and maintain on file a record stating the reasons the test was not promptly administered. Records shall be submitted to the FMCSA upon request.



An employee who is subject to post-accident testing shall remain readily available for such testing or may be deemed by the employer to have refused to submit for testing. An employee who is injured in an accident and requires medical care, shall submit to post-accident drug and controlled substance testing by the medical care facility providing the treatment or a designee of the Board if the facility is unable to provide the testing. Nothing herein shall be construed to prevent the employee from leaving the scene of the accident for the period required to obtain necessary assistance or to obtain emergency medical care.

4. Reasonable Suspicion Testing

The DER shall require an employee to submit to an alcohol and/or controlled substance test when the employee is observed by a supervisor or school official who is trained in accordance with 49 CFR 382.603 and causes the observer to have reasonable suspicion to believe the employee has violated 49 CFR 382 et seq. Reasonable suspicion must exist to require the driver to undergo a test and must be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the employee. The observations may include indications of the chronic and withdrawal effects of controlled substances.

Reasonable suspicion alcohol testing is authorized only if the required observations are made during, just preceding, or just after the period of the work day the employee is required to be in compliance with the testing requirements of 49 CFR 382 et seq.

Reasonable suspicion testing may be required of an employee while the employee is performing, just before the employee will perform or just after the employee has ceased performing safety-sensitive functions. If the alcohol test is not administered within two hours following the determination a reasonable suspicion test is required, the DER will prepare and maintain on file a record stating the reasons the test was not promptly administered. If the alcohol test is not administered within eight hours following the determination, the DER shall cease attempts to administer the alcohol test and shall state in the record the reasons for not administering the test.

No employee shall report for duty or remain on duty requiring the performance of safety-sensitive functions while the employee is under the influence of or impaired by alcohol, as shown by the behavioral, speech and performance indicators of alcohol misuse. The employee will also not be able to perform or continue to perform safety-sensitive functions until an alcohol test is



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 9 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

administered and the employee's concentration measures less than 0.02 or twenty-four hours have elapsed following the determination that reasonable suspicion existed to require an alcohol test.

A written record of the observations leading to a reasonable suspicion test shall be made and signed by the supervisor and/or school official that made the observations. This record shall be made within twenty-four hours of the observed behavior or before the results of the test are released, whichever is earlier.

5. Return to Duty Testing

The district is not required to return an employee to a safety-sensitive position upon receipt of a confirmed drug and/or alcohol test.

The DER may recommend to the Superintendent of Schools the employee's employment be terminated depending on the circumstances.

The DER shall ensure that before an employee returns to duty requiring the performance of a safety-sensitive function, the employee shall undergo a return to duty alcohol test indicating a breath alcohol concentration of less than 0.02 and a controlled-substances test with a result indicating a verified negative result for controlled-substances use as required in 49 CFR 40.305.

Employees permitted to return to duty are required to take return-to-duty tests and shall be evaluated by a SAP. These employees must participate in an assistance program prescribed by the SAP and as required in 49 CFR 40 Subpart O.

The SAP will determine a written follow-up testing plan for any employee who has been permitted to return to work and has successfully complied with the SAP's recommendations for education and/or treatment. Such employees are subject to a minimum of six (6) unannounced, follow-up drug screening and alcohol tests over the following twelve (12) months. The testing shall not exceed forty-eight additional months. Alcohol follow-up testing shall be performed only when the employee is performing safety-sensitive functions or immediately prior to performing or immediately after performing safety-sensitive functions. All follow-up testing will be completed in accordance with 49 CFR 40.311. The SAP will comply with all reporting requirements of 49 CFR 40.311.

The Board shall make the ultimate determination to return or not return an employee to a safety-sensitive position subject to any collective bargaining agreements, if any, or other legal requirements.



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 10 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

Medical Review Officer (MRO) Notifications

The Board shall employ or contract with a MRO who is a licensed physician (M.D. or D.O.) and shall designate the MRO as the individual responsible for receiving laboratory results generated by the testing program. The MRO shall have knowledge of controlled substance abuse disorders and have appropriate medical training to interpret and evaluate the employee's confirmed drug test results together with his/her medical history and other biomedical data. The MRO will perform all functions and responsibilities as required in 49 CFR 40.121.

Employer Notification

The MRO may report controlled substances test results to the DER by any means of communication; however, a signed, written notification must be forwarded within three business days of the completion of the MRO's evaluation. The MRO must report all drug test results to the employer. The MRO may use a signed or stamped and dated legible photocopy of Copy 2 of the CCF t report test results or a written report that must include, at a minimum, the information required in 49 CFR 40.163.

Split Specimen Tests

Split specimen testing will be conducted in accordance with 49 CFR 40 Subpart H. The MRO will notify the Superintendent of Schools or designee if split specimen testing is requested by the employee.

Designated Collection Facility

The Board shall designate the facility to be used for the collection of the specimen; provided, however, that the designated facility shall possess all required licenses and permits. The collection site will take place in a facility meeting the requirements of 49 CFR 40 Subpart D. The DER will ensure the collection site meets the security requirements of 49 CFR 40.43.

Designated Screening Laboratory

The Board shall designate the laboratory to which collected fluid samples will be forwarded for drug/alcohol screening. Drug testing laboratories must be certified by the Department of Health and Human Services (HHS) under the National Laboratory Certification Program (NLCP) for all testing required under 49 CFR 40. The laboratory will perform all responsibilities as required in accordance with 49 CFR 40 Subpart F.



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 11 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

Specimens

The normal screening methodology for controlled substances shall be urinalysis, collected by a trained representative of the Board with appropriate documentation at a site designated and approved by the Board designated site. The presence of alcohol will be determined by an Alcohol Screening Device (ASD) or an Evidential Breath Testing Device administered by an individual certified in accordance with 49 CFR 40.211 and 49 CFR 40.213.

Refusal to Submit

A driver will be deemed as refusing to take a drug test as described in with 49 CFR 40.191. As per 49 CFR 40.191, an employee refuses to take a drug tests if he/she:

1. Fails to appear for any test (except a pre-employment test) within a reasonable time, as determined by the DER, consistent with applicable DOT agency regulations, after being directed to do so by the DER;
2. Fails to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test is not deemed to have refused to test;
3. Fails to provide a urine specimen for any drug test required by this Policy. An employee who does not provide a urine specimen because he or she has left the testing site before the testing process commences for a pre-employment test is not deemed to have refused to test;
4. Fails to permit the observation or monitoring of providing a specimen. In the case of a directly observed or monitored collection in a drug test;
5. Fails to provide a sufficient amount of urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure;
6. Fails or declines to take an additional drug test the DER or collector has directed the employee to take;
7. Fails to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by the DER under 49 CFR 40.193(d). In the case of a pre-employment drug test, the employee is deemed to have refused to test on this basis only if the pre-employment test is conducted following a contingent offer of employment;



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 12 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

8. Fails to cooperate with any part of the testing process (e.g., refuses to empty pockets when so directed by the collector, behaves in a confrontational way that disrupts the collection process, fails to wash hands after being directed to do so by the collector); or
9. Fails to follow the collection observer(s) instructions of which could be used to interfere with the collection process;
10. Possesses or wears a prosthetic or other device that could be used to interfere with the collection process; or
11. Admits to the collector or MRO he/she has adulterated or substituted the specimen.

If the MRO reports the employee had a verified adulterated or substituted test result, the result will be deemed refusal to take a drug test.

If an employee refuses to participate in a part of the testing process, the collector or MRO, must terminate the portion of the testing process, document the refusal on the CCF (including in the case of the collector, printing the employee's name on Copy 2 of the CCF), immediately notify the DER by any means (e.g., telephone or secure fax machine) that ensures that the refusal notification is immediately received. A referral physician (e.g., physician evaluating a "shy bladder" condition or a claim of a legitimate medical explanation in a validity testing situation), must notify the MRO, who in turn will notify the DER. In addition, the collector must note the refusal in the "Remarks" line (Step 2), and sign and date the CCF. The MRO must note the refusal by checking the "Refusal to Test" box (Step 6) on Copy 2 of the CCF, and add the reason on the "Remarks" line. The MRO must then sign and date the CCF. When the employee refuses to take a non-DOT test or to sign a non-DOT form, the employee has not refused to take a DOT test. There are no consequences under DOT agency regulations for refusing to take a non-DOT test.

Record of Negative Screening

An employee required submitting to an alcohol and/or controlled substance screening as provided in this Policy and whose screening results are negative may, at their option, have their personnel file documented to reflect the negative result.

Prescription Drugs

All bus drivers shall notify the DER of the use of any prescription drugs. The Board may require certification from the prescribing physician that the use of the prescription drug will not have an adverse effect on the driver's ability to properly perform safety-sensitive functions.



Consequences to Employees Engaging in Prohibited Conduct

An employee whose screening produces a positive result for a prohibited substance who is permitted to return to work:

1. Shall not be permitted to perform safety-sensitive functions;
2. Shall be advised by the DER of resources available to them in evaluating and resolving problems associated with the misuse of alcohol or the use of controlled substances;
3. Shall be evaluated by a SAP who shall determine what assistance, if any, is needed to resolve problems with alcohol or controlled substance use;
4. Undergo, before returning to duty, a return to duty alcohol test indicating a breath level of less than 0.02 if the conduct involved alcohol or a controlled substance test with a verified negative result;
5. If assistance was required, the employee must be evaluated by a SAP to determine that the employee has followed the rehabilitation program prescribed;
6. Be subject to unannounced follow up alcohol and/or controlled substance abuse testing;
7. Be subject to the disciplinary Policy and Regulations of the Board.

Return-to-Work Agreement

An employee who has been permitted to return to work and who fails to comply with any of the terms of the Return to Work Agreement, if provided at the employer's discretion, shall be subject to disciplinary action which may include termination.

Maintenance and Retention of Records

The DER shall maintain and retain all records as required by federal regulation. Records shall include at least the following:

1. Records Related to the Collection Process:
 - a. Collection logbooks (if used);



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 14 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

- b. Documents related to the random selection process;
 - c. Calibration documentation for Evidential Breath Testing Devices (EBT's);
 - d. Documentation of Breath Alcohol Technician (BAT) training;
 - e. Documentation of reasoning for reasonable suspicion testing;
 - f. Documentation of reasoning for post-accident testing;
 - g. Documents verifying a medical explanation for the inability to provide adequate breath or urine for testing; and
 - h. Consolidated annual calendar year summaries.
2. Records related to the Employee's test results:
 - a. Employer's copy of the alcohol test form, including results;
 - b. Employer's copy of the controlled substance test chain of custody and control form;
 - c. Documents sent to the employer by the MRO;
 - d. Documentation of any employee's refusal to submit to a required alcohol or controlled substance test; and
 - e. Documents provided by an employee to dispute results of test.
 3. Documentation of any other Violations of Controlled Substance Use or Alcohol Misuse Policies Rules
 4. Records Related to Evaluations and Training:
 - a. Records pertaining to the SAP's determination of an employee's need for assistance;
 - b. Records concerning an employee's compliance with SAP's recommendations, and records related to education and training;



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 15 of 17

Commercial Driver's License Controlled Substance and Alcohol Use Testing

- c. Materials on drug and alcohol awareness, including a copy of the employer's policy on drug use and alcohol misuse;
 - d. Documentation of compliance with the requirement to provide employees with educational material, including an employee's signed receipt of materials;
 - e. Documentation of supervisor training; and
 - f. Certification that training conducted under this Policy complies with all requirements of the Policy.
5. Records Related to Drug Testing
- a. Agreements with collection site facilities, laboratories, MROs and consortia;
 - b. Names and positions of officials and their role in the employer's alcohol and controlled substance testing program;
 - c. Monthly statistical summaries of urinalysis; and
 - d. The employer's drug testing policy and procedures.
6. Required Period of Retention:

Document to be maintained	Period required to be maintained
Alcohol test results indicating a breath alcohol concentration of 0.02 or greater	5 Years
Verified positive controlled substance test results	5 Years
Documentation of refusals to submit to required alcohol or controlled substance tests	5 Years
Calibration documentation	5 Years
Records related to the administration of the alcohol and controlled substances testing program, including records of all driver violations	5 Years
Driver evaluations and referrals	5 Years
A copy of each annual calendar year summary	5 Years
Records obtained from previous employers concerning alcohol and drug testing	3 Years



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 16 of 17

Commercial Driver's License Controlled Substance and Alcohol Use Testing

Records related to the alcohol and controlled substances collection process (except calibration of evidential breath testing devices)	2 Years
Records related to negative and canceled controlled substance test results	1 Year
Alcohol test results indicating a breath alcohol concentration less than 0.02	1 Year
Records related to the education and training of breath alcohol technicians, screening test technicians, supervisors, and drivers shall be maintained by the employer while the individual performs the functions which require the training and for two years after ceasing to perform those functions	Indefinite time period

Other specific types of records shall be maintained in accordance with 49 CFR 382.401.

7. Location of Records

All required records shall be maintained in accordance with Policy 8320. Records shall be made available for inspection at the Board Offices within two business days after a request has been made by an authorized representative of the FMCSA.

8. Annual Calendar Year Summary

The DER shall prepare and maintain an annual calendar year summary of the results of its alcohol and substance abuse testing programs. The summary shall be completed no later than March 15 of each year covering the previous calendar year. The DER upon request of the FMCSA will provide the annual summary to that agency in the required format.

9. Employee Information Program

The Board will provide an employee information program. The DER will be responsible for implementing the program and shall insure that each employee receives information in the manner specified below:

- a. By receiving a copy of this Policy and any subsequent revisions.
- b. The DER will provide written notice to employees of the following information:
 - (1) The identity of the person designated by the employer to answer employee questions about the materials;



Policy/Regulations

East Orange Board of Education

SUPPORT STAFF MEMBERS - POLICY

4219/page 17 of 17

Commercial Driver's License Controlled Substance and
Alcohol Use Testing

- (2) Which employees are subject to the alcohol misuse and controlled substance requirements;
- (3) Explanation of what constitutes a safety-sensitive function, so as to make clear what period of the work day the employee is required to be in compliance;
- (4) Specific information concerning employee conduct that is prohibited;
- (5) The circumstances under which an employee will be tested for alcohol and/or controlled substances;
- (6) The procedures that will be used to test for the presence of alcohol and controlled substances;
- (7) The requirement that an employee submit to alcohol and controlled substance tests;
- (8) An explanation of what constitutes a refusal to submit to an alcohol or controlled substance test;
- (9) The consequences for employees found to have violated the prohibitions of this Policy, including the immediate removal of the employee from safety-sensitive functions;
- (10) The consequences for employees found to have an alcohol concentration level of 0.02 or greater but less than 0.04;
- (11) Information concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life. Signs and symptoms of an alcohol or controlled substances problem, and available methods of intervening when an alcohol or a control substances problem is suspected, including confrontation, referral to any employee assistance program and or referral to management.

Omnibus Transportation Employee Testing Act of 1991

49 CFR 40 et seq.; 49 CFR 382 et seq.; 49 CFR 395.2

Adopted: 3 December 2008

Adopted: 12 June 2018

Adopted: 12 March 2019

Adopted:



Policy/Regulations

East Orange Board of Education

STUDENTS - POLICY
5120/page 1 of 2
Assignment of Students
and Grade Placement

5120 ASSIGNMENT OF STUDENTS AND GRADE PLACEMENT

The East Orange School District implements a plan placing all students in Grades pre-K – 5 in their neighborhood school based on attendance areas. Students in Grades 6 – 12 are placed in one of the comprehensive middle schools or Campus High School unless they are selected to attend Houston, STEM (application), **Future Ready Prep (application)** or Tyson Middle/High via the audition or application process.

The following regulations apply to the school assignment of students residing within the East Orange School District:

1. All students (current and new) in grades pre-K -5 will be assigned to their neighborhood school or partner school as designated below:

Banneker → Hughes
Bowser → Jackson
Cochran → Houston

Garvin → Parks
Louverture → Warwick
Gibson

Wahlstrom
Carver
Tyson Elementary

2. Parents of pre-K students will be provided with a choice of placement with a collaborating daycare provider or the neighborhood school.
3. Assignments to Gibson or Wahlstrom are based on reaching full capacity at the neighborhood school.
4. Students will not be accepted in the following schools unless they have met all requirements of the auditioning/application process:
 - a. Grades 6 – 8 Houston Academy
 - b. **Grades 6 – 8 Future Ready Prep**
 - c. Grades 6 – 12 STEM Academy (application)
 - d. Grades 6 – 12 Tyson Middle/High School

Grade Placement upon Entrance to the School District

The following regulations apply to the grade placement of students residing within the East Orange School District:



Policy/Regulations

East Orange Board of Education

STUDENTS - POLICY
5120/page 2 of 2
Assignment of Students
and Grade Placement

1. Grades two through eight: Any student who transfers to an East Orange school with a recommended promotion to the next succeeding grade will be placed in such grade. In case the child comes with no such recommendation or if there are reasons to doubt the child's ability, the placement shall be made by the Principal in the best interests of the child based upon proper assessment of student and status.
2. Transfers from private and parochial schools: Students entering the ninth grade in September from a private or parochial schools shall be admitted. Those who have not taken tests prior to admission shall take them and then be properly placed.
3. Transferals of special education students: When a child is transferred to East Orange from a special education class in another district, he/she should be referred to the Director of Special Education who will assign him/her to an appropriate program.
4. Students registering who were previously home schooled will be placed in an age appropriate placement. If there are reasons to doubt the child's ability, the placement shall be made by the Principal in the best interests of the child based upon proper assessment of student and status.

In the case of other transferring students for whom special education appears desirable, the child shall be admitted to school and the same procedures shall be followed as for in-district transfers to special education programs.

N.J.S.A. 18A:36-38

Adopted: 12 January 2010

Adopted: 10 September 2013

Adopted: 26 June 2014

Adopted:



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION
R 5120/page 1 of 7
Assignment of Students
and Grade Placement

R 5120 **ASSIGNMENT OF STUDENTS AND GRADE PLACEMENT**

The enrollment of East Orange students into the East Orange School District will be accomplished using the procedures described below.

Students shall generally attend the school located in the attendance area of their residence. The Superintendent may assign a student to a school other than that designated by the attendance area when such an exception is justified by circumstances and/or is in the best interest of the student.

- The Division of Operations will send out placement letters to all students advancing to kindergarten – Grade 1 informing them of their upcoming placement by May 15 of each school year. By August 31 of each school year, a letter will be mailed home to the parent of every child in the EOSD informing them of the child's September placement.
- New students to the District will be assigned to their neighborhood or partner school.
- **Students in grades 3-5 who relocate to another attendance area may remain in their current school. However, transportation will not be provided.**

Hardship/Appeals

Hardships/Appeals will only be accepted for students who wish to be assigned to their neighborhood school, a PreK provider, Wahlstrom or Gibson. Hardship requests cannot be made for Houston (grades 6-8), Future Ready Prep (grades 6-8), STEM Academy (grades 6-12) or Tyson Middle/High (grades 6-12).

Process

Parents will receive written documentation that the hardship form was received by the Division of Operations. Unless the hardship has been approved there will not be any additional correspondence from the office.

Procedures

1. Hardship requests to attend the neighborhood school will be reviewed on a weekly basis. Students will be placed based on availability.
2. Sibling request for the **neighborhood school** will be a priority.



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION

R 5120/page 2 of 7

Assignment of Students
and Grade Placement

Pre-K Registration Requirements

- Child must be at least 3 or 4 years old by October 1st of the current school year
- Birth certificates are mandatory
- Immunization (shot records) are mandatory
- Age appropriate vaccinations for children entering Preschool are as follows: (without exception)
- 18 months-4 years
 - 4 doses DTaP
 - 3 doses Polio
 - 1 dose MMR
 - 1 dose HIB (minimum of 1 dose after the 1st birthday)
 - 1 dose Varicella
 - 1 dose PCV7 (minimum of 1 dose after the 1st birthday)
 - 1 dose Influenza (annually between September 1st to December 31st each year)
 - 3 doses of Hepatitis B
- *Lead Testing*

The state of New Jersey requires all PreK students get lead tested. Please have your child tested prior to registering. Lead Poisoning can cause learning and behavior problems in children. Lead can also cause slowed growth, anemia and hearing problems. A child might have lead in his or her blood, but still look healthy. Prevent lead poisoning. Know your child's lead number by talking with your physician or your local health department. (East Orange Health Department Lead Program 973-266-5489).

Kindergarten Registration Requirements

- Child must be 5 years old by October 1st of the current school year
- Birth certificates are mandatory
- Immunization (shot records) are mandatory
- Age appropriate vaccinations for children entering Kindergarten are as follows: (without exception)



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION
R 5120/page 3 of 7
Assignment of Students
and Grade Placement

- 4 doses DTaP with one dose given on or after the 4th birthday or any 5 doses
- 3 doses Polio with one dose given on or after the 4th birthday or any 4 doses
- 2 doses of MMR
- 1 dose HIB (age 12-59 months) minimum 1 dose given after the 1st birthday
- 3 doses of Hepatitis B
- 1 dose Varicella
- 1 dose of PCV 7 (age 12-59 months) minimum of 1 dose after the 1st birthday
- 1 dose Influenza (age 6-59 months) annually between September 1st to December 31st each year

Grades 1st thru 5th

- A transfer from another school district
- Current report card
- Standardized test scores
- Birth certificates are mandatory
- Immunization (shot records) are mandatory (see Immunization Requirements)*

Immunization Quick Reference Guide

Students Entering Grades K Through 5:

- DPT series (Diphtheria, Tetanus, and Pertussis): A minimum of four (4) doses is required provided one dose is given on or after the 4th birthday.
- Polio series: A minimum of three (3) doses is required provided one dose is given on or after the 4th birthday.
- MMR series (Measles, Mumps, Rubella): Two (2) doses of Measles, One (1) dose of Mumps and Rubella or two (2) MMR series.
- Hepatitis B series: Three (3) doses appropriately spaced.
- Varicella (Chicken Pox): One (1) dose
- TB TESTING: Required for foreign-born students from select countries. See TB regulations explained below.



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION
R 5120/page 4 of 7
Assignment of Students
and Grade Placement

Grades 6th thru 8th

- A transfer from another school district
- Current report card
- Standardized test scores
- Birth certificates are mandatory
- Immunization (shot records) are mandatory (see Immunization Requirements)*
- DPT series (Diphtheria, Tetanus, and Pertussis): A minimum of four (4) doses is required provided one dose is given on or after the 4th birthday.
- Polio series: A minimum of three (3) doses is required provided one dose is given on or after the 4th birthday.
- MMR series (Measles, Mumps, Rubella): Two (2) doses of Measles, One (1) dose of Mumps and Rubella or two (2) MMR series.
- Hepatitis B series: Three (3) doses appropriately spaced.
- Varicella (Chicken Pox): One (1) dose
- TB TESTING: Required for foreign-born students from select countries. See TB regulations explained below.

All of the above PLUS: Tdap Booster and Meningococcal Vaccination

Grade 9th

- 8th grade diploma *
- Current report card
- Standardized test scores
- Birth certificates are mandatory
- Immunization (shot records) are mandatory (see Immunization Requirements)*
- DPT series (Diphtheria, Tetanus, and Pertussis): A minimum of four (4) doses is required provided one dose is given on or after the 4th birthday.
- Polio series: A minimum of three (3) doses is required provided one dose is given on or after the 4th birthday.



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION
R 5120/page 5 of 7
Assignment of Students
and Grade Placement

- MMR series (Measles, Mumps, Rubella): Two (2) doses of Measles, One (1) dose of Mumps and Rubella or two (2) MMR series.
- Hepatitis B series: Three (3) doses appropriately spaced.
- Varicella (Chicken Pox): One (1) dose
- TB TESTING: Required for foreign-born students from select countries. See TB regulations explained below.

All of the above PLUS: Tdap Booster and Meningococcal Vaccination

Grades 10th thru 12th

- An unofficial transcript
- Transfer from another school district
- Current report card
- Standardized test scores
- Birth certificates are mandatory
- Immunization (shot records) are mandatory (see Immunization Requirements)*
- DPT series (Diphtheria, Tetanus, and Pertussis): A minimum of four (4) doses is required provided one dose is given on or after the 4th birthday.
- Polio series: A minimum of three (3) doses is required provided one dose is given on or after the 4th birthday.
- MMR series (Measles, Mumps, Rubella): Two (2) doses of Measles, One (1) dose of Mumps and Rubella or two (2) MMR series.
- Hepatitis B series: Three (3) doses appropriately spaced.
- Varicella (Chicken Pox): One (1) dose
- TB TESTING: Required for foreign-born students from select countries. See TB regulations explained below.

All of the above PLUS: Tdap Booster and Meningococcal Vaccination



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION

R 5120/page 6 of 7

Assignment of Students and Grade Placement

- Children must be present at the time of registration
- Registration must be done by the parent or a legal guardian (guardianship papers must be presented at the time of registration)
- Proof of residency in East Orange is mandatory (see Residency Requirements)*

All persons coming to register children must bring three proofs of residency. Verification of a child's residency requires the presentation of:

- A. One of the following documents with an East Orange address:
- ◆ Homeowner – East Orange property tax bill, mortgage statement, or signed Contract of Purchase.
 - ◆ Tenant – Lease; if residing as a tenant without a lease, a signed, notarized Sworn Statement of Tenancy (Affidavit) completed by the landlord.
 - ◆ Child is Domiciled with an East Orange Resident Other than Parent – Affidavit Form A executed by East Orange resident and Affidavit Form B executed by parent or guardian. **
 - ◆ Child and Parent Living with an East Orange Resident – Signed, notarized Sworn Statement of Residency (Affidavit) completed by the East Orange resident and parent or guardian. **
 - ◆ Child Placed in East Orange by Court – Court order placing child in home of East Orange resident.
- B. In addition, any two of the following documents containing an East Orange address:
- ◆ Driver's license plus vehicle registration plus auto insurance card;
 - ◆ Current utility bill;
 - ◆ Current cable television bill;
 - ◆ Current credit card bill;
 - ◆ Written statement from realtor stating parent/guardian has signed a contract to purchase or rent in East Orange;
 - ◆ Official mail (bank statement, government correspondence: Internal Revenue, Division of Taxation, Social Security Administration);
 - ◆ Public assistance documents A.F.D.C. (Aid For Dependent Children) and W.I.C. (Women, Infants and Children);
 - ◆ Income tax return (current year sent thru the mail)



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION
R 5120/page 7 of 7
Assignment of Students
and Grade Placement

- ◆ Voter registration card/records;
- ◆ Unemployment benefit verification;
- ◆ Recent paycheck/stub

***Must be picked up from the Enrollment Center located at 74 Halsted Street*

- *If your child has been accepted to a Charter school in addition to the required documents you must bring the Charter acceptance letter with you*
- *If your child has auditioned and was accepted into one of the Performing Arts Schools **the Principal of the school must submit a document approving the acceptance.***
- *If your child has been accepted to STEM Academy **the Principal of the school must submit a document approving the acceptance.***
- *If your child has been accepted to Future Ready Prep **the Principal of the school must submit a document approving the acceptance.***
- *If your child has an active/current IEP you must contact the Special Education Dept. at (973)266-5785 for registration requirements*

Issued: 12 January 2010
Issued: 10 September 2013
Issued: 26 June 2014
Issued:



5511 DRESS AND GROOMING

The Board of Education recognizes each student's mode of dress and grooming is a manifestation of the student's personal style and individual preferences. The Board will impose its judgment on students and parent(s) only when a student's dress and grooming affect the educational program of the schools.

Students may not wear clothing or engage in grooming practices that present a health or safety hazard to the individual student or to others; materially interfere with school work, create disorder, or disrupt the educational program; cause excessive wear or damage to school property; or prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

The Board of Education prohibits students from wearing, while on school property, any type of clothing, apparel or accessory which indicates that the student has membership in, or affiliation with, any gang associated with criminal activities. The local law enforcement agency will advise the Board, upon request, of gangs which are associated with criminal activities.

The Building Principal shall determine whether the dress or grooming of students comes within these prohibitions.

Staff members shall demonstrate by example and precept wholesome attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance.

The Superintendent shall, on consultation with staff members, students, and parent(s) prepare a dress code that imposes only minimum and necessary limitations on a student's taste and individuality.

School Uniform Provision

The Board believes school dress can influence student behavior and enhance a school's learning environment. Therefore, the Board adopts a School Uniform Provision of this Dress and Grooming Policy to require students at all District schools to wear a school uniform.

The School Uniform Provision of this Policy shall be implemented in accordance with N.J.S.A. 18A:11-7 and 18A:11-8.

N.J.S.A. 18A:11-1, 18A:11-7, 18A:11-8, 18A:11-9

Adopted:



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION
5511/page 1 of 6
Dress and Grooming

R5511 DRESS AND GROOMING

The purpose of these guidelines are to provide a healthy environment in the schools conducive to academic purposes; to help foster the goals and objectives of the educational system; to help implement a thorough and efficient system of public education; to assist in promoting self-discipline in the classroom; to maintain order; to help secure the safety of the students in the system, and to promote respect for authority and self.

A. General Rules

1. Personal grooming should be done at home or in the appropriate areas.
2. Students should maintain a clean and well-groomed appearance at all times in school and at school sponsored events.
3. Students are expected to avoid dress and grooming that is likely to create a material and substantial disruption to the school environment.
4. Dress or grooming that jeopardizes the health or safety of a student or of other students or is injurious to school property will not be tolerated.
5. Students who publicly represent the school, district, or any school related organization at an activity away from the school district are required to dress in full accordance with the reasonable expectations of the school district or its representative. Students unwilling to comply with this requirement will disqualify themselves from participation.
6. Students will not be permitted to attend a school-related function, such as a field trip, after-school activity, etc., unless they are attired and groomed in accordance with the school district dress code and the reasonable expectation of the school district or its representative.

B. Prohibited Clothing and Articles

1. Attire must not be tight fitting, sheer, brief, low cut, or revealing, above or below the waist as to be embarrassing or indecent. Clothing must not be distracting or provocative (lack of undergarments, see through clothing, bare midriffs, clothing designed as undergarments, tank tops, halters, miniskirts, and sleeveless undershirts, etc.).
2. Clothing which is soiled, torn, defaced or ripped.
3. All dresses, shorts and skirts must be no shorter than two inches above the knee.



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION

5511/page 2 of 6

Dress and Grooming

4. Facial jewelry or excessive piercing that may be dangerous to the student or cause disruption to the educational program is prohibited.
5. Graphics that are suggestively obscene or offensive on any garments or patches are prohibited (i.e., alcohol, drugs, obscenities or words with double meanings).
6. Attire must not be destructive to school property.
7. Student's dress must not present a threat, implied or expressed, to the safety or physical well-being of the student or others.
8. Student must wear safe and proper footwear on school property.
9. Outdoor jackets, coats, or hats are not to be worn in the school building except when entering or leaving the building. (With teacher/building administrator approval, jackets may be worn in the classroom; if the room is cold, etc.)
10. Sunglasses, glazed, or tinted glasses are not to be worn during school hours, unless a medical note indicating the need to wear such glasses indoors has been accepted by the school nurse or school physician.
11. Headwear or hair rollers must not be worn in the building (exceptions regarding the headwear prohibition may be made for religious or medical reasons by the building administrator).
12. See-through blouses, halters, bare midriffs and sleeveless undershirts are not acceptable for wear as outer garments.
13. Tight and/or revealing clothing (Spandex, bike pants), are not acceptable.
14. Students shall not have in their possession in school articles which are distracting, inappropriate, indecent, unhealthy, or hazardous, i.e., personal pagers (beepers), portable audio or video devices or radios. (An exception may be made by the Principal or administrator of the school on an individual basis.)
15. Clothing, apparel, hairstyles, tattoos, and/or accessories which indicate affiliation with any gang associated with criminal activity are prohibited.
16. Clothing, tattoos, or accessories containing profanity, sexual references, or innuendoes, or expressing racial, religious, or ethnic bias are prohibited.



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION

5511/page 3 of 6

Dress and Grooming

C. School Uniform Provision of Dress Code Policy

1. The Board of Education believes school dress can influence student behavior and a school uniform policy will enhance a school's learning environment. In accordance with N.J.S.A. 18A:11-7 and N.J.S.A. 18A:11-8, the Board adopts a school uniform provision of this Dress Code Policy to require students at **all** school(s) to wear a school uniform:
2. **A school uniform policy has been requested by the school Principal, staff, and parent(s) of students in all schools.**
3. **The Board held a public hearing prior to the adoption and implementation of this Policy for all schools.**
4. **This Policy shall not be implemented in an individual school for at least three months after Board approval and after providing notice to the parent(s) of the students in the school.**
5. **The school uniform to be worn in all schools shall be selected by the Principal and a representative committee of staff and parent(s) of the students attending the school. The school uniform to be worn shall be presented to the Board by the Principal for Board approval.**
6. **Footwear may be included as part of the school uniform.**
7. **A description of the required school uniform shall be maintained in the Principal's office at each school.**
8. **The school uniform to be worn to school shall be purchased by the parent(s) directly from the vendors who have been determined to provide the approved uniform clothing.**
9. **The Board believes the cost of school uniforms will result in less expense for each student than not wearing school uniforms. However, each school, working with the school's parent organization, will develop fundraising opportunities, community donation programs, and corporate sponsorships to defray the cost of the school uniforms for economically disadvantaged students.**



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION

5511/page 4 of 6

Dress and Grooming

- 10. This School Uniform Policy does not prohibit students who participate in nationally recognized youth organizations (Girl Scouts, Boy Scouts, etc.) that are approved and/or recognized by the Board, from wearing organization uniforms to school on days the organization has a scheduled meeting or for a scheduled and specific purpose for wearing such organization uniform approved in advance by the Principal.**
- 11. A parent(s) may request an exemption for their child wearing the school uniform by completing the Application for School Uniform Policy Exemption stating a bona fide religious or philosophical objection to wearing the school uniform.**

 - a. The Application requires the applicant to indicate the objection with specificity and to provide the alternative dress the student will wear to school to be in compliance with the bona fide objection.**
 - b. The Principal will designate a committee of school staff members to consider all exemption requests and the committee will grant exemptions upon a finding that the objection is based in a deeply held religious or philosophical belief.**
- 12. A student shall not be determined non-compliant with this Policy in the event the student is determined by the Principal or designee, to be exercising his/her First Amendment rights, and has permission to be excused from the school uniform requirement from the Principal, or designee, or is granted an exemption pursuant to Policy 5111.**
- 13. A student will not be penalized academically or otherwise discriminated against nor denied admittance to school if the student is granted permission to be excused from the school uniform requirement by the Principal, or designee, or is granted an exemption.**
- 14. In the event a Principal, the school's staff, and parent(s) of students in a school that is not listed above in this Policy desire to have this Policy implemented in their school building, the Principal must request approval from the Superintendent to implement the public hearing requirements of N.J.S.A. 18A:11-8. The Superintendent will coordinate the scheduling of a public hearing with the Board President.**



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION
5511/page 5 of 6
Dress and Grooming

15. **The Board of Education will evaluate the effectiveness of this Policy on an annual basis before the end of each school year. The Principal of each building with a school uniform provision will compile a report to the Superintendent to be presented to the Board. The report shall indicate the influence school uniforms had on the school's learning environment. This report shall be presented to the Board by June 30. The Board will consider the report for each school and may revise this Policy, if applicable.**
16. **The Building Principal of all schools will distribute a copy of this Policy:**
 - a. **To all parent(s) of all students in the school;**
 - b. **To parent(s) of all students entering the school from another school in the district; and/or**
 - c. **To parent(s) of all students entering the school during the school year from another school district.**

D. Enforcement

1. **Teaching staff members will report perceived violations of the dress code to the Building Principal or designee, who will interpret and apply the code.**
2. **Students who publicly represent the school or a school organization at an activity away from the school district are required to dress in full accordance with the reasonable expectations of the staff member in charge of the activity. Students unwilling to comply with this requirement will disqualify themselves from participation.**
3. **Students will not be permitted to attend a school-related function, such as a field trip, after-school activity unless they are attired and groomed in accordance with this dress code and the reasonable expectations of the staff member in charge.**
4. **The Principal may waive application of the dress code for special school activity days.**
5. **A student whose dress or grooming has been found by the Principal or designee to violate this Regulation may appeal the determination to the Superintendent.**



Policy/Regulations

East Orange Board of Education

STUDENTS - REGULATION
5511/page 6 of 6
Dress and Grooming

N.J.S.A. 18A:11-1; 18A:11-7; 18A:11-8; 18A:11-9

Adopted: 12 January 2010
Adopted: 13 December 2016
Issued:



5517 **SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS**

The Board of Education recognizes school building security measures are important for the safety and welfare of all students, staff, parents and community members in school buildings. In recognizing this important responsibility, the **Principal or designee may** require all high school students to carry school district issued identification cards (**Identification Card**).

An Identification Card will be issued to all students in all high school buildings.

The Principal or designee may require a student to present their Identification Card at any time during the school day or at any time a school-sponsored activity on school grounds.

Notwithstanding any provision of this Policy, the Principal or designee may also require students carry an Identification Card at any school-sponsored, off-campus activity, including but not limited to, field trips or interscholastic sports programs pursuant to N.J.S.A. 18A:36-43a. The provisions of this Policy shall not be construed to require a student to carry the Identification Card while participating in an athletic contest or competition, an activity involving fine arts or performing arts, or any other activity that the Commissioner of Education determines does not require the physical possession of an Identification Card. An Identification Card used in accordance with N.J.S.A. 18A:36-43a shall include, but need not be limited to, the following information: the student's name; an up-to-date photograph; and the current school year.

Any student who fails to have the Identification Card in their possession or fails to present it when required may be denied access to an event or activity and may be subject to appropriate discipline.

An Identification Card issued in accordance with this Policy shall not be considered a government record pursuant to P.L. 1963, c.73 (N.J.S.A. 47:1A-1 et seq.), P.L. 2001, c.404 (N.J.S.A. 47:1A-5), or the common law concerning access to government records.

N.J.S.A. 18A:36-43

Adopted: 12 January 2010

Adopted: 13 December 2016

Adopted:



6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES

The Cash Management Improvement Act (CMIA) and related Federal regulations require a State to minimize the time elapsing between the transfer of funds from the United States Treasury and the expenditure of funds for program purposes. This requirement applies to grantees such as the State of New Jersey and their sub grantees, such as a school district. The State of New Jersey and school districts must assure funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government.

In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment. The procedures as outlined in the New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures shall be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under **the Every Student Succeeds Act (ESSA)**, the Individuals with Disabilities Education Act (IDEA), the Carl D. Perkins Career and Technical Education Improvement Act of 2006 **and any other program designated by the NJDOE** shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

Reimbursement requests by the School Business Administrator/Board Secretary or designee shall be made for individual titles and awards using the payment functionality of the EWEG system. **Only one reimbursement request per month may be submitted for an individual title, award or subgrant.** Reimbursement requests may only be for expenditures that have already occurred or will occur **within three business days of receipt of funds.**

The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures **within three business days of receipt of funds** and that the expenditures are allowable and appropriate to the cost objective(s) of the sub grant.

The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created. The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award. **The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.**



Policy/Regulations

East Orange Board of Education

FINANCES - POLICY

6112/page 2 of 2

Reimbursement of Federal and Other
Grant Expenditures

Reimbursement requests must be in accordance with approved grant applications. A reimbursement request may be submitted at any time after the subgrant has received final NJDOE approval. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in EWEG through the payments link of the grant application.

Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed. Expenditures must be supported by documentation at the school district level but should not be submitted to the NJDOE with a reimbursement request. The Superintendent of Schools or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or -their authorized representatives upon request. Documentation for salary expenditures is subject to the requirements of the **Federal Uniform Grant Guidance**. Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of the expenditure to the subgrant's cost objectives.

The NJDOE staff will review reimbursement requests to determine **that** they meet the subgrant's criteria. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the subgrant's cost objectives as the approval of expenditures will continue to be processed through the final report. The School Business Administrator/Board Secretary or designee assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended **within three business days of receipt of funds**.

New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures — **March 2014**

Adopted: 11 January 2011

Adopted: 13 February 2018

Adopted:



Policy/Regulations

East Orange Board of Education

FINANCES - REGULATION

R 6112/page 1 of 5

Reimbursement of Federal and Other
Grant Expenditures

Aug 10

R 6112 **REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES**

The State of New Jersey and school districts must assure certain Federal and other grant funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government. In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment **for grant awards**. The procedures outlined in this Regulation are to be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under **the Every Student Succeeds Act (ESSA)**, the Individuals with Disabilities Education Act (IDEA), the Carl D. Perkins Career and Technical Education Improvement Act of 2006 **and any other program designated by the NJDOE** shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

A. Definitions

1. "Cost objective" means a function, organizational subdivision, contract, grant, or other activity for which cost data are needed and for which costs are incurred.
2. "Grant" means an award of financial assistance by the Federal government to the State of New Jersey, Department of Education or funds NJDOE receives from the State legislature to be awarded to eligible subgrantees.
3. "Grantee" means the State of New Jersey, Department of Education, to which a grant is awarded by the Federal government.
4. "Subgrant" means an award of financial assistance to an eligible subgrantee, in this case, awards by the State of New Jersey, Department of Education to local education agencies or other eligible entities.
5. "Subgrantee" means the local education agency, school district, or other legal entity to which a subgrant is awarded and which is accountable to the State of New Jersey, Department of Education for the use of funds provided.

B. Procedures

1. Functionality
 - a. The School Business Administrator/Board Secretary or designee will submit reimbursement requests using the payment functionality of the EWEG system.



Policy/Regulations

East Orange Board of Education

FINANCES - REGULATION

R 6112/page 2 of 5

Reimbursement of Federal and Other Grant Expenditures

- b. The payment functionality **is** enabled upon final NJDOE approval of the subgrant application through the EWEG system.
2. Submission of Reimbursement Requests
 - a. The School Business Administrator/Board Secretary or designee will make reimbursement requests for individual titles and awards. Therefore, reimbursement requests for **ESSA** will be made for each individual title. Reimbursement requests for IDEA must be made separately for Basic and Preschool as well as for the Perkins Secondary and Perkins Post-Secondary grant funds. Only one reimbursement request per month may be submitted for an individual title, award **or subgrant**.
 - b. Reimbursement requests may only be for expenditures that have already occurred or will occur **within three business days of receipt of funds**. The following examples are based upon the schedule in Section C. below.
 - (1) The school district has ordered and received supplies and has paid the vendor. The school district may request reimbursement.
 - (2) The school district has ordered and received equipment but has not yet paid the vendor. The school district expects payment to be made on the **seventh** of the **following** month, following the monthly Board meeting. The school district may request reimbursement **since the district will make payment within three business days of receipt of funds**.
 - (3) The school district makes salary payments on the **first and fifteenth and last day** of each month. In a given month, the school district may request reimbursement for payroll expenditures actually made during the month and for the payroll scheduled for the **first** day of the **following** month **because the school district will make payroll expenditure within three business days of receiving funds**. The school district may not request reimbursement in anticipation of subsequent pay dates, **that is, those occurring more than three business days after receiving funds**.



FINANCES - REGULATION

R 6112/page 3 of 5

Reimbursement of Federal and Other Grant Expenditures

- (4) The school district is responsible for payment of health benefits to its provider on a quarterly basis. The subgrantee may request reimbursement prospectively if payment to the provider will be made **within three business days of receipt of funds. If payment to the provider is made at the end of the month; however, the school district must request reimbursement during the month following payment.**
 - (5) The school district is responsible for reimbursing the State of New Jersey for pension and social security payments made on behalf of employees paid with Federal funds. For members of the Teachers' Pension and Annuity *Fund (TPAF)*, school districts shall reimburse the State no later than November. The request for reimbursement for pension and social security contributions for members of TPAF should be made at the time the school district will make payment to the State. For members of the Public Employees Retirement System or other State pension systems, the school district should request reimbursement at the time payments are due to the State for pension contributions and to the Internal Revenue Service for Social Security contributions. The school district should not include fringe benefit calculations in their regular salary reimbursement requests.
- c. The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures **within three business days of receipt of funds.** The submission of a reimbursement request also constitutes a certification that the expenditures are allowable and appropriate to the cost objective(s) of the subgrant.
 - d. Reimbursement requests must be in accordance with approved grant applications.
- (1) The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created.



Policy/Regulations

East Orange Board of Education

FINANCES - REGULATION

R 6112/page 4 of 5

Reimbursement of Federal and Other Grant Expenditures

- (2) The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award. The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.

C. Processing Timelines

1. Reimbursement requests may be submitted at any time after the subgrant has received final NJDOE approval. No more than one reimbursement request may be submitted per month for any one subgrant.
2. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in *EWEG* through the payments link of the grant application.

D. Content of Reimbursement Requests

1. Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed.
 - a. Example -- \$8,750 is being requested in the 100 function code. The description is "salaries and instructional supplies."
2. Expenditures must be supported by documentation at the school district level. This documentation should not be submitted to the NJZDOE with a reimbursement request. The Superintendent of Schools or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or their authorized representatives upon request.
3. Documentation for salary expenditures is subject to the requirements of the **Federal Uniform Grant Guidance**. Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of *the* expenditure to the subgrant's cost objectives.



Policy/Regulations

East Orange Board of Education

FINANCES - REGULATION

R 6112/page 5 of 5

Reimbursement of Federal and Other
Grant Expenditures

- E. Review and Approval of Reimbursement Requests
1. NJDOE staff will review reimbursement requests to determine that they meet the subgrant's criteria, including but not limited to the following:
 - a. Adequate description of the expenditures is provided;
 - b. No new budget category has been created; and
 - c. The reimbursement request does not exceed the allowable threshold for an amendment as a result of cumulative transfers among expenditure categories.
 2. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system.
 3. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the subgrant's cost objectives. Approval of expenditures will continue to be processed through the final report. The School Business Administrator/Board Secretary **or designee** assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended **within three business days of receipt of funds**.

Issued: 9 November 2010

Issued: 13 February 2018

Issued:



Biometric Time Keeping

Introduction

The electronic time tracking system allows employees to accurately monitor and keep track of their time in and time out to efficiently process employee time worked and leave taken for monthly payroll purposes. The following guidelines have been created to ensure accurate record keeping and compliance with the District.

Locations of Time Clocks

Biometric time clocks have been mounted at designated locations throughout the District for the ease of use by employees. Depending on the school size, there may be multiple time clocks available.

Daily Clock in & Clock out Requirements

Employees are expected to clock in and out at their regularly scheduled times as well as for lunch and breaks.

The process of punching in /out is described below:

- a. Step 1 - Place finger on scanner/time clock
- b. Step 2 - The time clock will notify you if your scan was successful
- c. If you are unsuccessful, you will have to repeat step 1 or try an alternative finger which has been registered with the identiMetrics system.

All employees are required to be present and prepared to work at the start time of their shift. Any late employee is ***subject to a loss of time as per the below time period:***

- a. Any staff member who arrives 11 minutes late for the start of their shift will be charged for a quarter of an hour (*15 minutes*);
- b. Any staff member who arrives 16 minutes late for the start of their shift will be charged for a half an hour (*30 minutes*);
- c. Any staff member who arrives 31 minutes late for the start of their shift will be charged for three quarters of an hour (*45 minutes*);
- d. Any staff member who arrives 46 minutes late for the start of their shift will be charged for a full hour (*60 minutes*).
- e. The above deductions will repeat for each hour block of time.

Late arrivals will continue to accrue until the half-day mark is reached at which time applicable leave allotments will be charged accordingly.



Biometric Time Keeping

No staff member is allowed to work through their lunch. No staff member is allowed to combine his/her lunch and/or breaks (as applicable) to leave work prior to the scheduled end of their respective shift. All staff are required to work their full day, unless he/she utilizes their applicable leave accruals to depart early, with the approval of their immediate supervisor.

The time clocks record time automatically and administrators are prohibited from altering staff time.

If there is any work-related assignment which will prevent a staff member from punching in/out during their assigned work hours, such an issue is to be made known via written correspondence to the applicable Administrator **BEFORE** the failure to clock in/out occurs.

Excessive lateness will result in disciplinary action as per the Staff Attendance Improvement Plan.

Biometric Punch in/Punch out Problems

If an employee is unable to punch in or out because of biometric malfunction, networking issues, accidental oversight, human error, skin problems or any other reasons, then it is the employee's responsibility to sign-in at their location with the secretary as well as follow up with an email notification to the IT team to check and rectify the issues within 24 hours from his/her punch in/punch out time.

Falsification, Tampering and Unauthorized Viewing/Accessing

The following infractions are strictly prohibited and will be considered severe for strict disciplinary action including immediate termination:

- a. Any attempt to tamper with time keeping biometric hardware or software
- b. Punching in or out for an absent or late employee
- c. Interference with another employee's use of the biometric system
- d. Unauthorized viewing/access of another employee's biometric record

Adding and removing employees from the biometric system

New employees will be added to the biometric system as soon as the Division of Labor Relations & Employment Services (LRES) clears them to start working. The employee will receive his/her Employee ID number, photo ID and have his/her finger scanned during their clearance meeting with the Division of LRES.

Similarly, when there is a separation from the District, the biometric ID of the applicable employee will be deactivated from the system. Attendance records will remain available on the system.



Policy/Regulations

East Orange Board of Education

FINANCES - POLICY
6513/page 3 of 3
Biometric Time Keeping

Policy Amendment/Declaration

The regulations and procedures in this policy are subject to change without prior notice, if necessary.

Approved:



8600 **STUDENT** TRANSPORTATION

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

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

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

Students in grades **K-12** shall not be required to walk more than **2** miles to the bus stop to which they have been assigned.

The Board will transport students certified by a physician as temporarily disabled regardless of the distance between their home and school.

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

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

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

N.J.S.A. **18A:18A-1 et seq.**; 18A:39-1 et seq.; **18A:39-11.1 et seq.**
N.J.S.A. 27:15-16



Policy/Regulations

East Orange Board of Education

OPERATIONS - POLICY
8600/page 2 of 2
Student Transportation

N.J.S.A. 39:3B-1 et seq.; **39:3B-2.1; 39:3B-10; 39:3B-27**
N.J.A.C. 6A:27-1.1 et seq.; 6A:27-2.1 et seq.; 6A:27-3.1 **et seq.**
6A:27-4.1 et seq.; 6A:27-5.1; 6A:27-6.2 through 6.5
6A:27-7.1 et seq.; 6A:27-9.1 et seq.; 6A:27-10.1 et seq.;
6A:27-11.1 et seq.; 6A:27-12.1 et seq.

Adopted: 12 January 2010

Adopted: 29 June 2017

Adopted:



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8600/page 1 of 6

Student Transportation

Aug 19

R 8600 STUDENT TRANSPORTATION

General Requirements - Students Remote From School

- A. The Board will transport:
1. Students who reside remote, as defined in N.J.S.A. 18A:39-1. and N.J.A.C. 6A:27-1.2 (a)1. and (a)2., from their assigned district school of attendance;
 2. Nonpublic school students who reside remote from their school of attendance and meet the eligibility criteria of N.J.A.C. 6A:27-2.1 **et seq.**2;
 3. Charter school **or renaissance school** students pursuant to N.J.A.C. 6A:27-3.1 et seq.;
 4. **Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq. and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1;**
 5. School choice students pursuant to N.J.A.C. 6A:27-4.1 **et seq.; and**
 6. **Special population students pursuant to N.J.A.C. 6A:27-6.2 through 6.5.**
- B. Students in grades **K-12** shall not be required to walk more than **2** miles to the bus stop to which they have been assigned.
- C. Transportation services will be provided in accordance with this N.J.A.C. 6A:27-2.2(c)**1.** to a nonpublic school located outside the State not more than twenty miles from the student's home.

The Assistant Superintendent of Operations shall have overall responsibility for the management of student transportation. It is the current policy of the Board to contract for school bus service.

- A. The Board shall provide transportation for the following students:
1. Those who live two miles or more from school - Kindergarten - eight and two and one-half miles for grades nine - twelve.
 2. Students who are physically handicapped. Monitoring of these services shall be the responsibility of the Director of Special Education.



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8600/page 2 of 6

Student Transportation

Arrangements shall also be made for public school students to travel to and from school on public transportation at reduced cost when practical. Reduced fare tickets shall be issued to students at their schools.

When possible, all special class or school trips will be made by school bus, with insurance provided in keeping with state guidelines.

With authorization, certain secondary school personnel may transport students in connection with school activities. Insurance covering such authorized transportation shall be provided by the district.

The use of parent(s)' cars for providing official transportation for school activities is not covered by the district's insurance. Requesting parent(s) to provide such transportation is forbidden. Every effort shall be made by the school administration to assure young children's safety as they walk to and from school.

Hazardous Routes

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

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



10. Busy roads or highways that must be crossed to reach the school.

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

Courtesy Transportation Along Hazardous Routes

East Orange School District is concerned with the safety of students who walk to and from school along roadways determined to be hazardous routes. The Superintendent shall work in conjunction with municipal officials to determine the criteria necessary for the classification of a hazardous route and shall maintain list of all hazardous routes in the district. The Superintendent shall develop rules and regulations to supply courtesy transportation for students who must walk to and from school and along routes designated by the East Orange School District to be hazardous routes.

1. Safety Criteria Used To Determine Hazardous Routes
 - a. Mass population densities;
 - b. Posted and actual speeds on roadways;
 - c. Traffic volume on given highways;
 - d. Recommendations of the East Orange City Planning and Engineering Departments;
 - e. Safe walking routes;
 - f. Walking conditions during hours of pre-sunrise or post-sunset darkness;
 - g. The need to cross eight overpasses and six major arterial roads over Interstate 280 running east and west;
 - h. The need to cross the Garden State Parkway running north and south with four major arterial roads and five overpasses;
 - i. Thirteen overpasses have concrete protective walls that create blind intersections at each corner;
 - j. The need to cross ten truck routes;
 - k. Traffic congestion;



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8600/page 4 of 6

Student Transportation

- l. The age of the student as it relates to the actual walking distance and the need to carry school-related materials; and
 - m. Possible harm imposed on those walking.
 2. Designation of Hazardous Routes
 - a. At the elementary and middle schools all routes are deemed hazardous;
 - b. At the middle school level:
 - (1) No student will walk across a highway on which the posted speed is 35 mph or greater unless there is a crossing guard or controlled intersection; and
 - (2) No student will walk across Route 280, Garden State Parkway, and major arterial roads.

Cooperative/**Coordinated** Transportation Services

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

School Bus Use and Standards

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



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

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

- D.** The Board requires every school bus bid or purchased that is used to transport public, non-public, and/or charter, **and/or renaissance** school students will be equipped with a crossing control arm at the right front corner of the bus. The arm must open and extend out from the bus at least five feet each time the bus door is opened.
- E.** School bus purchase, use, and standards must meet Federal and State standards and must be in accordance with N.J.A.C. 6A:27-7.1 et seq. **and N.J.S.A. 18A:18A-1 et seq. - Public School Contracts Law.**

Operation and Management of Transportation System

- A.** The **Assistant Superintendent of Operations** shall
 - 1. Prepare a map of the district on which each bus stop and bus route is indicated or, alternatively, prepare an itinerary of bus routes that may be used in conjunction with a map of the school district;
 - 2. Prepare and promulgate procedures to be followed in the event of a bus emergency, bus safety, bus driver training and rules governing the conduct of all students transported by the Board in accordance with N.J.A.C. 6A:27-11.1 **et seq.** and 6A:27-12.1 et seq.;
 - 3. Maintain such records and make such reports regarding school transportation as are required by the State Board of Education; and



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8600/page 6 of 6

Student Transportation

4. Prepare the specifications for each bus route or contract for which proposals will be sought by the Board in accordance with N.J.A.C. 6A:27-9.1 et seq.
- B. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the State Board of Education and the **NJDOE** Department of Education Policy and Procedures Manual for Pupil Transportation.

Issued: 12 January 2010

Issued: 29 June 2017

Issued:



8630 **BUS DRIVER/BUS AIDE RESPONSIBILITY**

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

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

School bus drivers and bus aides shall meet criminal history background check requirements pursuant to N.J.S.A. 18A:6-7.1(c) and tuberculin testing requirements pursuant to applicable State statutes and administrative codes. School bus drivers and bus aides shall be considered under the Federal Family Educational Rights and Privacy Act (FERPA) to be school officials who have a legitimate educational interest to parts of a student’s record relating to transportation, without parental consent, as outlined in N.J.A.C. 6A:27-12.1(j)1. School bus drivers and bus aides shall receive training in the use of a student’s educational records and in their responsibility to ensure the privacy of the student and his or her records. In addition, permanent and substitute school bus drivers and bus aides shall be trained for the functions of their positions and in a safety education program as outlined in N.J.A.C. 6A:27-11.2(b) and (c).

In addition to the medical examination required of every holder of a special license issued for the transporting of children to and from schools pursuant to N.J.S.A. 39:3-10.1 et seq., any school bus driver who is seventy years of age or older shall annually furnish, to the employer for review by the NJMVC at the NJMVC’s biannual inspection, satisfactory evidence of continuing physical fitness in the form of a medical examination by a licensed medical doctor or licensed osteopathic physician. In addition, any school bus driver who is seventy-five years of age or older shall every six months furnish, to the employer for review by the NJMVC at the NJMVC’s biannual inspection, satisfactory evidence of continuing physical fitness in the form of a medical examination by a licensed medical doctor or licensed osteopathic physician. In addition, any person applying for a special license and any person who is the holder of a special license for the transporting of children to and from schools, pursuant to N.J.S.A. 18A:39-1 et seq., shall comply with the



Policy/Regulations

East Orange Board of Education

OPERATIONS - POLICY

8630/page 2 of 4

Bus Driver /Bus Aide Responsibility

provisions of Section 2 of N.J.S.A. 39:3-10.1a and Section 6 of N.J.S.A. 18A:39-19.1. The Chief Administrator of the NJMVC may suspend or revoke a license pursuant to N.J.S.A. 39:3-10.1.

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

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

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

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

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

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

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



Policy/Regulations

East Orange Board of Education

OPERATIONS - POLICY

8630/page 3 of 4

Bus Driver /Bus Aide Responsibility

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

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

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

The school bus driver will immediately inform the Principal of the receiving school and the School Business Administrator or designee of the district providing the transportation following an accident that involves injury, death, or property damage. The school bus driver must also complete and file within ten days of the accident the Preliminary School Bus Accident Report prescribed by the Commissioner of Education. In addition to the Preliminary School Bus Accident Report, the driver of a school bus involved in an accident resulting in injury or death of any person, or damage to property of any one person in excess of \$500, shall complete and file within ten days after such accident a motor vehicle accident report in accordance with N.J.S.A. 39:4-130.

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



Policy/Regulations

East Orange Board of Education

OPERATIONS - POLICY

8630/page 4 of 4

Bus Driver /Bus Aide Responsibility

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

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

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

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

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

Adopted: 12 January 2010

Adopted: 12 May 2015

Adopted: 20 September 2016

Adopted: 13 March 2018

Adopted:



R 8630 **EMERGENCY SCHOOL BUS PROCEDURES**

A. Staff Training

1. The **employer shall** administer a safety education program for all permanent and substitute school bus drivers and **school** bus aides. At a minimum, the training shall include:
 - a. Student management and discipline;
 - b. School bus accident and emergency procedures;
 - c. Conducting school bus emergency exit drills;
 - d. Loading and unloading procedures;
 - e. School bus stop loading zone safety;
 - f. Inspecting the school vehicle for students left on board the bus at the end of a route; and
 - g. The use of student's educational records, including the **employee's** responsibility to ensure the privacy of the student and his or her records, if applicable.
2. The **employer shall** administer a safety education program to school bus drivers that includes defensive driving techniques and railroad crossing procedures.
3. **The employer shall administer the safety education program, as set forth in A.1. and 2. above, twice per calendar year to all permanent and substitute school bus drivers and school bus aides it employs in accordance with N.J.S.A. 18A:39-19.1a.**
4. The employer shall be responsible to administer a Commissioner of Education-developed training program on proper procedures for interacting with students with special needs in accordance with the provisions of N.J.S.A. 18A:39-19.2 and 18A:39-19.3 for all school bus drivers and school bus aides:
 - a. In the case of a school bus driver or aide who is employed prior to the development and availability of the training program, the employer shall administer the training program to the individual no later than one hundred and eighty days after the training program is made available by the Commissioner;



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION
R 8630/page 2 of 10
Emergency School Bus Procedures

- b. In the case of a school bus driver or aide who is employed after the development and availability of the training program, the employer shall administer the training program to the individual prior to that individual operating a school bus or serving as an aide on a school bus;
 - c. In accordance with the provisions of N.J.S.A. 18A:39-19.3b., the employer shall require a school bus driver or school bus aide employed by the Board to file a certification with the employer that the individual has completed the training program required as per N.J.S.A. 18A:39-19.2 within five business days of its completion. The employer shall retain a copy of the certification for the duration of the individual's employment, and shall forward a copy of the certification to the **New Jersey** Department of Education (**NJDOE**); and/or
 - d. Contractors that provide student transportation services under a contract with the Board of Education shall comply with the requirements of N.J.S.A. 18A:39-19.2 and 19.3 and N.J.A.C.:27-11.1 et seq.
- B. Emergency Bus Evacuation Drills
1. The Principal or designee of each school shall organize and conduct emergency bus exit drills at least twice **within the** school year for students who are transported to and from school and all other students shall receive school bus evacuation instruction at least once within the school year
 2. School bus drivers and bus aides shall participate in the emergency exit drills.
 3. Bus exit drills will be conducted on school property and shall be supervised by the Principal or by a person assigned to act in a supervisory capacity. The drills will be conducted when weather is conducive to safety and preferably when the bus arrives at school with a full complement of students.
 4. The portion of the drill involving the use of the rear emergency door, which requires students to jump from the bus to the ground does need not to be performed by every student and may be demonstrated by others.
 5. The school bus driver or supervisor of the drill shall:
 - a. Describe and demonstrate the use of kick-out windows and split-sash windows;
 - b. Describe the location and use of flares, flags, fire ax, and other emergency equipment;



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8630/page 3 of 10

Emergency School Bus Procedures

- c. Give instruction in the opening and closing of front and rear doors, turning off the ignition switch, and setting and releasing the emergency brake;
 - d. Explain that the bus will be evacuated by the front door when the bus is damaged in the rear and by the rear door when the front door is blocked;
 - e. Demonstrate the use of the emergency exit door;
 - f. Instruct students that lunches and books should be left on the bus in the evacuation procedure;
 - g. Encourage older, bigger students to assist younger, smaller students in their exit from the bus;
 - h. Have students leave the bus one row at a time, left and right sides alternating, in a prompt and orderly fashion;
 - i. Instruct students to group a safe distance away from the bus and to wait in that place until directed by the driver, a police officer, or other adult in authority;
 - j. Tolerate no student misbehavior in the conduct of the drill; the failure of any student to follow directions must be reported to the Principal; and
 - k. Provide any other training **required by Federal and State law or as deemed appropriate by the Board** that will protect the safety of the students in the event the bus needs to be exited due to an emergency.
6. In accordance with the provisions of N.J.A.C. 6A:27-11.2(d), emergency bus evacuation drills shall be documented in the minutes of the Board at the first meeting following completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
- a. The date of the drill;
 - b. The time the drill was conducted;
 - c. The school name;
 - d. The location of the drill;
 - e. The route number(s) included in the drill; and
 - f. The name of the Principal or assigned person(s) who supervised the drill.



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION
R 8630/page 4 of 10
Emergency School Bus Procedures

C. Additional Precautions

1. School bus drivers may, depending on the age of the students on a bus route, discuss with the students additional safety precautions that may be taken in the event of a bus emergency. The safety precautions to be discussed shall be approved by the Transportation Supervisor.
2. In accordance with the provisions of N.J.S.A. 18A:39-19.4, the Commissioner of Education shall develop a student information card that includes information that should be readily available to a school bus driver and school bus aide for the purpose of promoting proper interaction with a student with special needs. The parent of a student with an Individualized Education Plan (IEP) shall complete the student information card when the IEP is developed or amended for a student who receives transportation services.
 - a. Upon receiving consent from a student's parent, the school district shall provide a copy of the completed student information card to a school bus driver and school bus aide for each student on the bus route to which the school bus driver or school bus aide is assigned **for whom a student information card has been completed by the parent.**
3. School bus drivers shall attend training workshops offered by the **NJDOE** and this school district and shall be trained in first aid.
4. Each school bus shall be equipped with:
 - a. A list of the students assigned to that bus;
 - b. A basic first aid kit;
 - c. Several emergency notice cards on which are printed the telephone numbers of the appropriate police department, the receiving school, and an emergency medical service and on which is provided a space for writing the location of a disabled school bus and the name of the bus driver;
 - d. Flags or flares or other warning devices; and
 - e. Any other equipment or supplies determined to be included on the school bus by the administration.
5. Each school bus driver shall:



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8630/page 5 of 10

Emergency School Bus Procedures

- a. Inspect his/her bus for possible hazards or safety concerns before driving the bus each day;
- b. Keep aisles and passageways clear at all times;
- c. Maintain student discipline on the bus;
- d. Prohibit the presence of any non-service animal, firearm, ammunition, weapon, explosive, or any other dangerous or illegal material or object on the school bus;
- e. Report promptly to the Transportation Supervisor any potential driving hazard on his/her route, such as construction, road work, etc.;
- f. Report promptly to the Transportation Supervisor and School District any deviation in the bus route or schedule;
- g. Drive at safe speeds at all times and exercise extraordinary care in inclement weather;
- h. Know and obey all motor vehicle laws and regulations and State Board of Education regulations;
- i. Not smoke, eat, or drink while in or operating the bus at any time or perform any act or behave in any manner that may impair the safe operation of the school bus;
- j. **Inspect the school vehicle for students left on board the bus at the end of a route;** and
- k. Not allow a student on board a school bus unless the bus driver or other employee of the Board or school bus contractor is also on board the bus. This shall not apply when a school bus driver leaves the bus to assist in the boarding or exiting of a disabled student or in the case of an emergency.

D. General Emergency Rules

1. School bus drivers are responsible for the safety of the students on their bus. In the event of an emergency, school bus drivers must exercise responsible leadership. The safety and well-being of students must be the drivers' paramount consideration. School bus drivers shall stay with their students until another school staff member, law enforcement officer, or a first responder can assume responsibility for the safety of the students.



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8630/page 6 of 10

Emergency School Bus Procedures

2. School bus drivers may not leave the school bus when children are aboard except in an emergency and, then, only after they have turned off the engine, removed the ignition key, and safely secured the school bus.
3. A school bus must be evacuated when:
 - a. There is a fire in the engine or any other portion of the bus;
 - b. There is a danger of fire because the bus is near an existing fire or a quantity of gasoline or other highly combustible material and is unable to move away;
 - c. The bus is disabled for any reason and
 - (1) Its stopping point is in the path of a train or is adjacent to a railroad track;
 - (2) A potential exists for the position of the bus to shift thus endangering students; or
 - (3) The stopping point (e.g., on a hill, curve, or near an obstruction) fails to provide oncoming traffic with at least 300 feet visibility of the bus, thus creating the danger of a collision.
 - d. The risk of remaining in the bus poses a greater safety risk than evacuating the bus.
4. When a school bus is evacuated, students shall leave the bus by the exit(s) and in the manner that affords maximum safety in the circumstances.
5. Students who have been evacuated from a school bus shall be moved to a safe place and distance from the bus and remain there until the driver or, if the driver is incapacitated, another person in authority has determined that no danger remains or until other alternative safety provisions can be made.
6. No student shall be allowed to request a ride with a passerby or proceed to walk home or leave the scene without the specific approval of the bus driver, a police officer, or other person in authority.
7. In the event a school bus is disabled in the course of providing student transportation, the driver, or a responsible person designated by the driver, will notify the Transportation Supervisor and School District of the number and location of the bus and the circumstances of the disability. The Principal will make arrangements for the safety of the students.



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION
R 8630/page 7 of 10
Emergency School Bus Procedures

E. Specific Emergency Situations

1. In the event of an accident or vehicle failure the following procedures will be implemented.
 - a. The school bus driver shall, in person or through a responsible designee, summon the police and emergency medical services, if necessary, and notify the Principal of the receiving school and the School Business Administrator, or designee, of the district providing the transportation.
 - b. The school bus driver will attempt to make all students as safe and comfortable as possible. If possible and necessary, the driver will administer emergency first aid to injured students.
 - c. In the event of an accident with no apparent or actual injuries and when law enforcement officials permit the bus to continue on its route after investigating the accident the school nurse will:
 - (1) If the accident occurred on the way to school or during school hours, examine any student who is feeling or displaying any symptoms of any injuries from the accident when the bus arrives at school; or
 - (2) If the accident occurred on the way home from school, examine any student who is feeling or displaying any symptoms of any injuries from the accident the next school day or if the parent of a student requests the school nurse examine their child the next school day.
 - d. In the event of an accident where students are injured, a student(s) may be transported to a hospital if it is determined by law enforcement, medical, and/or first aid staff at the accident scene additional medical treatment is required.
 - (1) If the accident occurred on the way to school or during school hours, the school nurse will examine any student not transported to the hospital who is feeling or displaying any symptoms of any injuries from the accident when the bus arrives at school.



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8630/page 8 of 10

Emergency School Bus Procedures

- (2) If the accident occurred on the way home from school, the nurse will examine any student feeling or displaying any symptoms of any injuries from the accident the next school day or if the parent of a student requests the school nurse examine their child the next school day.
 - e. If another vehicle(s) is involved, the bus driver will obtain the following information from the driver(s) of that vehicle(s) or from law enforcement officers at the accident scene: driver's name, driver's license number, vehicle owner's name and address, vehicle registration number, owner's insurance company and policy number, and a description of the vehicle (color, make, year, body type).
 - f. The following notifications must be provided:
 - (1) The school bus driver must report immediately to the Principal of the receiving school and the School Business Administrator/Board Secretary or designee of the district providing the transportation, any accident that involves an injury, death, or property damage. In addition, the bus driver must complete and file the Preliminary School Bus Accident Report prescribed by the Commissioner of Education.
 - (2) The Principal of the receiving school shall retain a copy of the Report and forward other copies of the Report as prescribed by the **NJDOE**.
 - (3) In addition, a school bus driver involved in an accident resulting in injury or death of any person, or damage to property of any one person in excess of \$500 shall complete and file, within ten days after such accident a Motor Vehicle Accident Report in accordance with N.J.S.A. 39:4-130.
 - (4) The parent of students involved in a school bus accident shall be notified as quickly as possible commensurate with the severity of the accident and injuries, if any, and hospital placement of their child if transported to a hospital by ambulance or by other emergency personnel.
2. In the event the school bus driver is incapacitated, the following procedures will be implemented:



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8630/page 9 of 10

Emergency School Bus Procedures

- a. A school bus driver is incapacitated when he/she is unable to operate the school bus safely or when his/her driving ability is significantly impaired by the driver's physical or mental condition.
 - b. If there is a bus aide on the bus, the bus aide will take steps necessary to have the bus pulled off the road to a safe location and shall contact school officials or emergency services for assistance. If a bus aide is not on the bus, the bus driver shall pull the bus off the road to a safe location and contact school officials or emergency services for assistance.
 - c. The bus shall be stopped, with due consideration for the safety of its passengers, the motor turned off, the ignition key removed, and safely secure the bus.
 - d. The Transportation Supervisor shall immediately arrange for the transportation of the students by substitute driver, substitute bus, or other means.
3. In the event of an injury to a student on the bus, at a bus stop, or along a transportation route, not incurred as the result of a school bus accident, the following procedures will be implemented.
- a. In the absence of another responsible adult in authority, the school bus driver will take charge of a student who has been injured or disabled on a school bus, at a school bus stop, or along the transportation route traveled by the school bus.
 - b. If necessary, first aid will be administered.
 - a. If the student's injury is serious, emergency medical services will be summoned; the school bus driver or a responsible adult appointed by the bus driver will remain with the student until emergency medical help arrives.
 - d. If the student's injury
 - (1) Occurs on the way to the school, the school bus driver will deliver the injured student to the school nurse for examination and such treatment or referral as may be required. The school nurse will notify the student's parent.



Policy/Regulations

East Orange Board of Education

OPERATIONS - REGULATION

R 8630/page 10 of 10

Emergency School Bus Procedures

- (2) Occurs on the way to the student's home, the school bus driver or another school district staff member will deliver the injured student to his/her parent or to a responsible adult at the student's home or if no one is home the injured student will be transported back to a school district location until a parent or another responsible adult can be contacted. If it is determined the student may need medical treatment and a parent or responsible adult cannot be contacted, the child may be transported to the school physician's office or to the nearest hospital emergency room.
 - (3) Occurs on the way to or from an extracurricular event, the school bus driver will notify a professional staff member assigned to the activity, who will take charge of the student and notify the student's parent.
- e. The school bus driver will immediately report the incident and any injuries to the Principal or designee of the school in which the student is enrolled.

Issued: 12 January 2010

Issued: 12 May 2015

Issued: 20 September 2016

Issued: 13 March 2018

Issued:



Policy/Regulations

East Orange Board of Education

OPERATIONS - POLICY

8670/page 1 of 1

Transportation of **Special Needs** Students

M

8670 TRANSPORTATION OF SPECIAL NEEDS STUDENTS

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

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

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

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

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

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

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

Adopted: 12 January 2010

Adopted: 12 December 2017

Adopted:



9210 PARENT ORGANIZATIONS

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

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

A parent organization **may not** including, but not limited to PTA/PTOs, Booster Clubs or other parental support organization may organize students, sponsor school activities or solicit money in the name of this school district, any school in the district, or on behalf of any school function or activity without the prior approval of the **Superintendent or designee**. Such approval must be sought by written application to the **Superintendent or designee**.

Any PTOs, Booster Clubs or parental support organization that engages in fundraising is required to register with the New Jersey Office of Consumer Affairs.

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

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

Adopted: 14 January 2009

Adopted: 13 December 2012

Adopted: 9 April 2013

Adopted: 10 September 2013

Adopted: 12 December 2017

Adopted:



9400 MEDIA RELATIONS

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

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

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

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

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

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

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

The Superintendent or designee must authorize the release of **any** images of district subjects, personnel, or students.



Policy/Regulations

East Orange Board of Education

COMMUNITY - POLICY
9400/page 1 of 2
Media Relations

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

Adopted: 14 January 2009

Adopted: 23 January 2018

Adopted:

BUSINESS SERVICES

RESOLUTIONS

EAST ORANGE BOARD OF EDUCATION

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031104	1,235.78	09/11/19	3869 JOSTENS, INC.	C
10	12031105	3,021.24	09/11/19	4872 MONICA MORGAN	C
10	12031106	599.00	09/11/19	5382 NEW JERSEY SCHOOL BOARDS ASSN.	C
10	12031107	235.00	09/11/19	5905 POSTMASTER - NEWARK	C
10	12031108	400.00	09/11/19	3662 STEPHEN WEBB - PETTY CASH	C
10	12031109	6,413.13	09/11/19	17701 STEWART BUSINESS SYSTEMS, LLC	C

Total Bank No 10 11,904.15

Total Manual Checks	.00
Total Computer Checks	11,904.15
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 11,904.15

Number of Checks 6

Batch Yr	Batch No	Amount
20	000328	7,492.91
20	000329	4,411.24

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031110	384.00	09/12/19	41785 HARD ROCK HOTEL	C
10	12031111	1,950.00	09/12/19	30899 SHERATON ATLANTIC CITY	C
Total Bank No 10		2,334.00			

Total Manual Checks	.00
Total Computer Checks	2,334.00
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 2,334.00

Number of Checks 2

Batch Yr	Batch No	Amount
20	000341	2,334.00

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031112	143,045.75	09/13/19	1546 COMMUNITY DAY NURSERY	C
10	12031113	134,941.17	09/13/19	2332 EAST ORANGE CHILD DEVELOPMENT CORP.	C
10	12031114	101,190.75	09/13/19	3182 HARAMBEE FAMILY ACADEMY	C
10	12031115	68,408.83	09/13/19	4499 METRO YMCA OF THE ORANGES-E.O.BRANCH	C
10	12031116	143,455.67	09/13/19	3166 THREE STAGES LEARNING CENTER	C
10	12031117	91,708.58	09/13/19	10669 ZADIE'S OF THE ORANGES	C
Total Bank No 10		682,750.75			

Total Manual Checks	.00
Total Computer Checks	682,750.75
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total	682,750.75
Number of Checks	6

Batch Yr	Batch No	Amount
20	000342	682,750.75

EAST ORANGE BOARD OF EDUCATION

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031118	242.05	09/20/19	1587 COMCAST CABLE OF NEW JERSEY	C
Total Bank No 10		242.05			

Total Manual Checks	.00
Total Computer Checks	242.05
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total	242.05
Number of Checks	1

Batch Yr	Batch No	Amount
20	000369	242.05

EAST ORANGE BOARD OF EDUCATION

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
	10	1,080.00	09/27/19	41491 BOUNDLESS ADVENTURE	C
Total Bank No 10		1,080.00			

Total Manual Checks	.00
Total Computer Checks	1,080.00
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 1,080.00
 Number of Checks 1

Batch Yr	Batch No	Amount
20	000423	1,080.00

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031120	8,000.00	10/08/19	7009 532 HOLDING CO. LLC	C
10	12031121	460.00	10/08/19	9 AASA	C
10	12031122	25,995.00	10/08/19	4077 ACHIEVE 3000 INC	C
10	12031123	29,593.57	10/08/19	3543 ACTION CARTING ENVIRONMENTAL GROUP	C
10	12031124	255.95	10/08/19	257 ALINI MAGAZINE SERVICE	C
10	12031125	1,551.48	10/08/19	30805 AMANDA SENANAYAKE	C
10	12031126	1,125.00	10/08/19	443 ANDERSON AQUARIUMS	C
10	12031127	14,100.00	10/08/19	30368 APEX LEARNING INC.	C
10	12031128	55,412.00	10/08/19	452 APPLE COMPUTER, INC	C
10	12031129	6,070.00	10/08/19	451 APPLE FINANCIAL SERVICES C/O APPLE EDUCA	C
10	12031130	717.00	10/08/19	11320 ASCD	C
10	12031131	19.42	10/08/19	55 AT&T	C
10	12031132	291.32	10/08/19	138 ATC SERVICES, INC	C
10	12031133	4,252.50	10/08/19	525 ATRA JANITORIAL SUPPLY CO., INC	C
10	12031134	2,825.00	10/08/19	8576 AUTOMATED LOGIC CONTRACTING SERVICE	C
10	12031135	1,822.24	10/08/19	621 B&H PHOTO-VIDEO	C
10	12031136	5,577.47	10/08/19	650 BARNES & NOBLE INC.	C
10	12031137	3,010.01	10/08/19	39551 BAYADA HOME HEALTH CARE	C
10	12031138	6,147.86	10/08/19	12246 BAYADA HOME HEALTH CARE, INC.	C
10	12031139	3,922.75	10/08/19	659 BEAR COM	C
10	12031140	2,658.66	10/08/19	29084 BETH ROBINSON	C
10	12031141	474.00	10/08/19	759 BEVERLY A. BUDGESS	C
10	12031142	175.00	10/08/19	901 BRAINPOP.COM, LLC	C
10	12031143	1,335.00	10/08/19	41335 BREAKDOWN PRODUCTS	C
10	12031144	54,848.00	10/08/19	9822 BROAD U.S.A. INC.	C
10	12031145	1,973.33	10/08/19	998 BURLINGTON COUNTY SPECIAL	C
10	12031146	13,405.83	10/08/19	41360 CARE FINDERS TOTAL CARE, LLC	C
10	12031147	119.08	10/08/19	1187 CAROLINA BIOLOGICAL SUPPLY CO.	C
10	12031148	1,685.72	10/08/19	1209 CARSON DELLOSA PUBLISHING LLC	C
10	12031149	248.97	10/08/19	1203 CARTRIDGE WORLD OF MAHWAH	C
10	12031150	1,503.00	10/08/19	41092 CASAS COMPREHENSIVE ADULT STUDENT ASSESS	C
10	12031151	6,198.34	10/08/19	1211 CASCADE SCHOOL SUPPLIES INC.	C
10	12031152	3,137.94	10/08/19	8591 CASSIE N. WEST	C
10	12031153	20,605.00	10/08/19	32093 CDI MANAGED SERVICES	C
10	12031154	22,850.64	10/08/19	1012 CDW GOVERNMENT, INC.	C
10	12031155	6,640.00	10/08/19	1232 CENGAGE LEARNING, INC.	C
10	12031156	100.00	10/08/19	1848 CENTRAL JERSEY PIANO & ORGAN RENTAL/DBA	C
10	12031157	14,025.00	10/08/19	1637 CEREBRAL PALSY OF NORTH JERSEY	C
10	12031158	1,158.15	10/08/19	40142 CHERYL L. JACKSON	C
10	12031159	1,343.91	10/08/19	40266 CHRISTINA ROBINSON	C
10	12031160	222.38	10/08/19	38040 COMCAST BUSINESS	C
10	12031161	486.06	10/08/19	38040 COMCAST BUSINESS	C
10	12031162	254.05	10/08/19	1587 COMCAST CABLE OF NEW JERSEY	C
10	12031163	100.00	10/08/19	41696 COMMISSO ATTILIO	C
10	12031164	199.00	10/08/19	10308 COMMITTEE FOR CHILDREN	C
10	12031165	38,000.00	10/08/19	35971 COMPUTER DESIGN & INTERGRATION LLC	C
10	12031166	12,500.01	10/08/19	507 CONNECTIONS PERSONNEL INC.	C
10	12031167	792.50	10/08/19	8400 COOLE SCHOOL, INC.	C
10	12031168	37,694.43	10/08/19	1822 CROSSTOWN PLUMBING SUPPLY	C
10	12031169	625.00	10/08/19	15903 CRYSTAL CLEAR GLASS, LLC	C
10	12031170	1,548.72	10/08/19	340 CYNTHIA VASQUEZ	C
10	12031171	2,025.00	10/08/19	5017 DAVID N. MWANGI	C
10	12031172	2,335.40	10/08/19	2066 DEMCO INC	C
10	12031173	327.78	10/08/19	8042 DEVON D. REED	C
10	12031174	1,674.00	10/08/19	4470 DATA RECOGNITION CORPORATION	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031175	16,134.97	10/08/19	4503 DUDE SOLUTIONS, INC.	C
10	12031176	83,346.32	10/08/19	37974 DYNTEK SERVICES, INC.	C
10	12031177	3,333.34	10/08/19	11436 E & G EXTERMINATORS, INC.	C
10	12031178	240.62	10/08/19	2235 EAI EDUCATION ERIC ARMIN INCORPORATED	C
10	12031179	90.00	10/08/19	2259 EAST TRADING WEST INVESTMENTS LLC AMER.T	C
10	12031180	7,000.00	10/08/19	14265 EDUCATIONAL DEVELOPMENT SOFTWARE,LLC	C
10	12031181	1,836.00	10/08/19	41394 EDUCATIONAL SERVICES COMMISSION OF NJ	C
10	12031182	2,660.00	10/08/19	24554 ELEVATOR MAINTENANCE CORP,	C
10	12031183	205.33	10/08/19	3292 ELIZABETH MAKHANDA	C
10	12031184	1,058.52	10/08/19	2315 EMBASSY SUITES HOTEL CENTER CITY	C
10	12031185	200.00	10/08/19	2505 ESSEX COUNTY ASBO	C
10	12031186	1,304,567.89	10/08/19	2516 ESSEX REGIONAL SERVICE COMMISSION	C
10	12031187	279.90	10/08/19	2280 ETA/HAND2MIND	C
10	12031188	2,915.00	10/08/19	5649 EXCEPTIONAL SECURITY SOLUTIONS, LLC	C
10	12031189	4,612.90	10/08/19	12211 FILEBANK, INC.	C
10	12031190	3,250.79	10/08/19	34940 FINUCANE & REDA PRINTING CORP	C
10	12031191	3,335.22	10/08/19	2688 FLINN SCIENTIFIC, INC.	C
10	12031192	48,379.30	10/08/19	2692 FOCUS SCHOOL SOFTWARE	C
10	12031193	2,910.98	10/08/19	2698 FOLLETT SCHOOL SOLUTIONS, INC.	C
10	12031194	10,467.45	10/08/19	20974 FRANKLIN COVEY CLIENT SALES INC.	C
10	12031195	1,390.00	10/08/19	2767 FRONTLINE TECHNOLOGIES GROUP, LLC	C
10	12031196	12,301.50	10/08/19	2879 FULL COMPASS SYSTEMS	C
10	12031197	274.00	10/08/19	2830 GANN LAW BOOKS, INC.	C
10	12031198	2,880.00	10/08/19	2860 GATEWAY SCHOOL	C
10	12031199	100.00	10/08/19	41734 GERARD VICTOR	C
10	12031200	4,305.00	10/08/19	2919 GLENVIEW ACADEMY	C
10	12031201	1,330.21	10/08/19	3000 GRAINGER	C
10	12031202	1,374.30	10/08/19	3063 GRAND RENTAL STATION	C
10	12031203	3,300.00	10/08/19	26492 HANS LUNDY	C
10	12031204	4,000.00	10/08/19	40258 HAPPY TREES BY MGM TREE SERVICE & LANDSC	C
10	12031205	331.66	10/08/19	4774 HENRY SCHEIN, INC.	C
10	12031206	14,707.24	10/08/19	3479 HOUGHTON MIFFLIN CO.	C
10	12031207	18,750.39	10/08/19	787 HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	C
10	12031208	2,559.68	10/08/19	34169 HR DIRECT	C
10	12031209	75.00	10/08/19	31011 IN THE NEWS	C
10	12031210	38,872.00	10/08/19	3521 INSERVCO INSURANCE SERVICES, INC.	C
10	12031211	125.00	10/08/19	3576 INSTITUTE FOR PROFESSIONAL DEVELOPMENT	C
10	12031212	1,270.00	10/08/19	29386 ISTE	C
10	12031213	1,096.41	10/08/19	5783 J.W. PEPPER & SON, INC.	C
10	12031214	395.00	10/08/19	12173 JALIYLA FRASER	C
10	12031215	2,150.00	10/08/19	868 SPORT CARE	C
10	12031216	1,548.72	10/08/19	26778 JENNIFER ORELLANA-GIRON	C
10	12031217	9,749.07	10/08/19	3807 JEWEL ELECTRIC SUPPLY	C
10	12031218	34,700.00	10/08/19	37834 JMTC LLC	C
10	12031219	1,158.15	10/08/19	38997 JOSEPH DAY	C
10	12031220	47.96	10/08/19	3929 KEISHA MARSH	C
10	12031221	1,027.02	10/08/19	41033 KENNETH REILLY	C
10	12031222	12,493.11	10/08/19	4042 KEYBOARD CONSULTANTS	C
10	12031223	35.05	10/08/19	41416 KIMMER HUTCHINSON	C
10	12031224	575.00	10/08/19	26573 LADY A. EVENTS	C
10	12031225	6,053.05	10/08/19	4185 LAKESHORE LEARNING MATERIALS	C
10	12031226	5,951.20	10/08/19	4289 LERRO ENTERPRISES, INC.	C
10	12031227	1,475.01	10/08/19	39527 LIBBY GOPAL	C
10	12031228	1,337.34	10/08/19	4989 LINDA J. GILES	C
10	12031229	1,158.15	10/08/19	3896 LORRAINE KHAN-YAUSUFZAI	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031230	518.99	10/08/19	38741 LYNX UNIFIED COMMUNICATIONS, LLC	C
10	12031231	1,568.97	10/08/19	9555 MARY DRAKE	C
10	12031232	9,375.00	10/08/19	4528 MARY ELLEN LAUGHLIN	C
10	12031233	84,980.00	10/08/19	11401 MATHUSEK, INCORPORATED	C
10	12031234	513.56	10/08/19	2981 MEDCO SUPPLY COMPANY	C
10	12031235	2,196.00	10/08/19	27162 MEN MAKE A DIFFERENCE	C
10	12031236	579.90	10/08/19	41432 SOUTHERN DESIGNS	C
10	12031237	1,181.00	10/08/19	4539 MGL FORMS - SYSTEMS	C
10	12031238	2,103.75	10/08/19	4872 MONICA MORGAN	C
10	12031239	2,000.00	10/08/19	4900 MONTCLAIR ART MUSEUM	C
10	12031240	22,095.80	10/08/19	36919 MRA INTERNATIONAL, INC.	C
10	12031241	6,800.00	10/08/19	4957 MT.CARMEL GUILD/CATH.COMM.SERV	C
10	12031242	385.00	10/08/19	5033 NASSP	C
10	12031243	1,000.00	10/08/19	5135 NATIONAL ALLIANCE OF BLACK SCHOOL EDUCAT	C
10	12031244	85.00	10/08/19	35750 NCSM	C
10	12031245	139.00	10/08/19	5202 NATIONAL COUNCIL OF TEACHERS OF MATHEMAT	C
10	12031246	1,948.76	10/08/19	33936 NATIONAL DRUG SCREENING	C
10	12031247	14,850.00	10/08/19	9695 NAVIANCE, INC	C
10	12031248	20,000.00	10/08/19	5983 NEW ERA	C
10	12031249	65.00	10/08/19	5410 NEW JERSEY ASSOCIATION OF	C
10	12031250	880.00	10/08/19	27944 NEW JERSEY EDUCATIONAL COOPERATIVE INC.	C
10	12031251	1,158.15	10/08/19	12432 NICHOLAS JOANOW	C
10	12031252	40,128.00	10/08/19	1619 NORTHWEST ESSEX COMMUNITY HEALTHCARE NET	C
10	12031253	1,057.41	10/08/19	5556 OFFICE IMAGES, INC DBA TRAINER'S WAREHOU	C
10	12031254	250.00	10/08/19	5589 ORANGE GARDEN SUPPLY, INC.	C
10	12031255	191.85	10/08/19	5595 ORIENTAL TRADING	C
10	12031256	45,980.42	10/08/19	41254 PINE HILL SCHOOL DISTRICT	C
10	12031257	16,000.00	10/08/19	5901 PITNEY BOWES	C
10	12031258	3,960.44	10/08/19	5863 PITNEY BOWES INC.	C
10	12031259	1,464.17	10/08/19	2042 READYREFRESH	C
10	12031260	1,157.82	10/08/19	5899 POSITIVE PROMOTIONS, INC	C
10	12031261	1,000.00	10/08/19	5905 POSTMASTER - NEWARK	C
10	12031262	1,230.53	10/08/19	5903 POWER PLACE	C
10	12031263	4,157.83	10/08/19	5949 PRESTWICK HOUSE INC.	C
10	12031264	158.02	10/08/19	5989 PRUDENT PUBLISHING CO. DBA THE	C
10	12031265	639.50	10/08/19	26360 R.D. SALES DOOR AND HARDWARE LLC	C
10	12031266	3,476.03	10/08/19	6168 REALLY GOOD STUFF LLC	C
10	12031267	2,200.00	10/08/19	14788 RENAISSANCE LEARNING, INC.	C
10	12031268	1,568.97	10/08/19	30228 RENEA DUVAL	C
10	12031269	606.90	10/08/19	7136 RENEE C. TUCKER-EISAPE	C
10	12031270	44,000.00	10/08/19	10839 RETHINK AUTISM, INC.	C
10	12031271	4,782.32	10/08/19	6244 RICCIARDI BROTHERS HOME DECORATING STORE	C
10	12031272	151,076.40	10/08/19	26557 RIS CONSTRUCTION CORP.	C
10	12031273	1,367.07	10/08/19	41408 ROSA ALEGRIA	C
10	12031274	2,864.50	10/08/19	6453 SANDWICHES UNLIMITED	C
10	12031275	5,285.07	10/08/19	6510 SCHOOL HEALTH CORP.	C
10	12031276	1,055.25	10/08/19	6511 SCHOOL MATE	C
10	12031277	1,640.00	10/08/19	6511 SCHOOL MATE	C
10	12031278	11,071.96	10/08/19	6512 SCHOOL NURSE SUPPLY INC.	C
10	12031279	38,983.26	10/08/19	6539 SCHOOL SPECIALTY INC.	C
10	12031280	30,420.00	10/08/19	28550 SD GAMEDAY LLC	C
10	12031281	22,725.00	10/08/19	7324 SHAW'S LOCK SERVICE, INC	C
10	12031282	278.01	10/08/19	4445 SHEILA HARPER-CABBELL	C
10	12031283	2,790.00	10/08/19	13862 SHERWIN WILLIAMS CO.	C
10	12031284	4,713.62	10/08/19	6646 SIMPLEX GRINNELL LP	C

EAST ORANGE BOARD OF EDUCATION

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031285	2,084.36	10/08/19	6429 SODEXO CATERING FOR E.O.B.O.E FOOD SERVI	C
10	12031286	4,855.50	10/08/19	6617 SOMERSET COUNTY EDUCATIONAL SERVICES COM	C
10	12031287	800.00	10/08/19	37966 SPEECH AT PLAY THERAPY CENTER	C
10	12031288	951.52	10/08/19	6749 SPORTIME, LLC	C
10	12031289	19,395.35	10/08/19	1721 STAPLES ADVANTAGE	C
10	12031290	1,899.75	10/08/19	6771 STAPLES BUSINESS ADVANTAGE	C
10	12031291	23,611.00	10/08/19	11460 STARLIGHT HOME CARE AGENCY, INC.	C
10	12031292	740.00	10/08/19	17701 STEWAR A XEROX COMPANY	C
10	12031293	7,053.27	10/08/19	41130 SUNTEX INTERNATIONAL INC.	C
10	12031294	1,913.30	10/08/19	3276 TALX UCExpress	C
10	12031295	2,816.04	10/08/19	41297 TAMEKA JAMES	C
10	12031296	125.00	10/08/19	6919 TAMERLA LAWRENCE	C
10	12031297	1,701.96	10/08/19	6970 TEACHER'S DISCOVERY	C
10	12031298	630.00	10/08/19	6982 TECH 4 LEARNING, INC.	C
10	12031299	985.00	10/08/19	6980 TECH SQUAD	C
10	12031300	32,040.12	10/08/19	33278 THE GILLESPIE GROUP	C
10	12031301	11,950.00	10/08/19	4246 THE LEARNING INTERNET, INC.	C
10	12031302	5,358.28	10/08/19	4999 THE MUSIC SHOP, L.L.C	C
10	12031303	238.70	10/08/19	6785 NJ ADVANCE MEDIA	C
10	12031304	2,980.00	10/08/19	37990 THERAPEUTIC LEARNING CENTER	C
10	12031305	1,162.00	10/08/19	7174 UNION CTY EDUC SERV COMM	C
10	12031306	166.37	10/08/19	7235 UNITED PARCEL SERVICE	C
10	12031307	8,020.57	10/08/19	38296 A.F.A. TEAM SPORTS	C
10	12031308	124.00	10/08/19	7259 VALIANT NATIONAL AV SUPPLY	C
10	12031309	1,027.76	10/08/19	302 VAUGHN MILLER	C
10	12031310	19,418.34	10/08/19	7267 VERIZON	C
10	12031311	10,420.77	10/08/19	7296 VERIZON WIRELESS	C
10	12031312	1,911.02	10/08/19	37451 VERONA INDUSTRIAL & BLDG SUPPLY CO.	C
10	12031313	1,420.38	10/08/19	30694 VICTORIA NNANNA	C
10	12031314	14,560.78	10/08/19	2540 W.B. MASON INC.	C
10	12031315	30,000.00	10/08/19	39942 WEATHERPROOFING TECHNOLOGIES, INC	C
10	12031316	68,231.99	10/08/19	5019 WEIDENHAMMER	C
10	12031317	4,754.20	10/08/19	15237 WEILGUS AND SONS-NJ, INC.	C
10	12031318	1,600.00	10/08/19	41580 WILLIAM D. WESSELLS	C
10	12031319	43,719.00	10/08/19	843 WOODS SERVICES	C
10	12031320	980.00	10/08/19	7517 WORLD BOOK SCHOOL & LIBRARY	C
10	12031321	35.00	10/08/19	7523 WORRALL COMMUNITY NEWSPAPERS	C
10	12031322	21,119.16	10/08/19	7548 XEROX CORP	C
10	12031323	1,485.00	10/08/19	19500 XEROX FINANCIAL SERVICES	C
10	12031324	10,313.22	10/08/19	7570 YOUTH CONSULTATION SERVICE	C
10	12031325	3,893.50	10/08/19	6165 BARNES & NOBLE, INC.	C
10	12031326	360,284.50	10/08/19	1637 CEREBRAL PALSY OF NORTH JERSEY	C
10	12031327	3,624.00	10/08/19	41351 COREY DISHMEN	C
10	12031328	7,912.50	10/08/19	34061 FRONT ROW EDUCATION	C
10	12031329	4,594.00	10/08/19	12041 IXL LEARNING	C
10	12031330	821.75	10/08/19	4185 LAKESHORE LEARNING MATERIALS	C
10	12031331	2,142.00	10/08/19	41475 MRT RENTAL LLC	C
10	12031332	13,510.00	10/08/19	5271 NEUROSCIENCE ASSOC., MD., PA	C
10	12031333	4,245.00	10/08/19	1769 RONALD W. CRAMPTON, M.D.	C
10	12031334	844.34	10/08/19	6539 SCHOOL SPECIALTY INC.	C
10	12031335	15,600.00	10/08/19	34517 TEACHING STRATEGIES, LLC	C
10	12031336	3,000.00	10/08/19	41319 THE DANIELSON GROUP, INC.	C
10	12031337	730.00	10/08/19	41564 THE KINGS PARTY HOUSE	C
10	12031338	11,460.00	10/08/19	40290 ACHIEVE COMMUNITY CHARTER SCHOOL	C
10	12031339	7,825.02	10/08/19	642 BANCROFT, INC.	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031340	3,167.00	10/08/19	32549 BELOVED COMMUNITY CHARTER SCHOOL	C
10	12031341	13,100.00	10/08/19	739 BERGEN COUNTY SPECIAL SERVICES	C
10	12031342	7,049.00	10/08/19	1718 CALAIS SCHOOL	C
10	12031343	21,694.50	10/08/19	1637 CEREBRAL PALSY OF NORTH JERSEY	C
10	12031344	5,173.38	10/08/19	1543 COASTAL LEARNING CENTER MONMOUTH CORP.	C
10	12031345	1,225.80	10/08/19	1998 DAYTOP, NEW JERSEY	C
10	12031346	56,925.65	10/08/19	2105 DERON SCHOOL OF NEW JERSEY	C
10	12031347	544,693.00	10/08/19	2333 EAST ORANGE COMMUNITY CHARTER SCHOOL	C
10	12031348	48,794.40	10/08/19	2524 ESSEX CTY VOCATIONAL TECHNICAL	C
10	12031349	32,600.00	10/08/19	2516 ESSEX REGIONAL EDUCATIONAL SERVICES COMM	C
10	12031350	24,700.00	10/08/19	8131 FEDCAP REHABILITATION SERVICES	C
10	12031351	25,212.06	10/08/19	2640 FELICIAN SCHOOL FOR EXCEPTIONAL CHILDREN	C
10	12031352	87,084.00	10/08/19	1390 FIRST CHILDREN, LLC PAM VENKUS	C
10	12031353	6,431.94	10/08/19	2860 GATEWAY SCHOOL	C
10	12031354	15,032.64	10/08/19	2919 GLENVIEW ACADEMY	C
10	12031355	16,211.58	10/08/19	3001 GRAMON SCHOOL DBA ELO INCORORATED	C
10	12031356	78,316.00	10/08/19	7064 GREAT OAKS LEGACY CHARTER SCHOOL	C
10	12031357	88,580.00	10/08/19	30767 HONOR RIDGE ACADEMY	C
10	12031358	4,271.00	10/08/19	32450 HUDSON ARTS AND SCIENCE CHARTER SCHOOL	C
10	12031359	4,271.00	10/08/19	3677 JERSEY CITY COMMUNITY CHARTER SCHOOL	C
10	12031360	14,634.85	10/08/19	39292 LAKEVIEW SCHOOL	C
10	12031361	12,528.00	10/08/19	37540 LEAD CHARTER SCHOOL	C
10	12031362	75,171.00	10/08/19	24740 LINK COMMUNITY CHARTER SCHOOL	C
10	12031363	109,340.00	10/08/19	6636 LORD STIRLING SCHOOLS	C
10	12031364	6,746.00	10/08/19	7072 M.E.T.S. CHARTER SCHOOL	C
10	12031365	34,007.00	10/08/19	21717 MARION P. THOMAS CHARTER SCHOOL	C
10	12031366	15,419.00	10/08/19	4926 MORRIS-UNION JOINTURE COMM. BOARD OF EDU	C
10	12031367	27,200.00	10/08/19	4972 MOUNTAIN LAKES BOARD OF EDUCATION	C
10	12031368	17,410.00	10/08/19	4957 MT.CARMEL GUILD/CATH.COMM.SERV	C
10	12031369	5,650.00	10/08/19	5329 N.E.I.U. 19	C
10	12031370	8,194.13	10/08/19	22853 NEPTUNE TOWNSHIP BOARD OF EDUCATION	C
10	12031371	8,143.00	10/08/19	5296 NEW HORIZONS COMMUNITY CHARTER SCHOOL	C
10	12031372	11,402.40	10/08/19	3405 NEW ROAD SCHOOLS OF NEW JERSEY DBA HIGH	C
10	12031373	450.00	10/08/19	5285 NEWARK BOARD OF EDUCATION	C
10	12031374	5,149.00	10/08/19	19046 NEWARK EDUCATORS COMMUNITY CHARTER	C
10	12031375	70,216.00	10/08/19	23400 NORTH STAR ACADEMY CHARTER	C
10	12031376	173,731.46	10/08/19	1619 NORTHWEST ESSEX COMMUNITY HEALTHCARE NET	C
10	12031377	15,548.52	10/08/19	5681 P.G. CHAMBERS SCHOOL	C
10	12031378	3,185.00	10/08/19	17973 PEOPLE'S PREPARATORY CHARTER SCHOOL	C
10	12031379	132,224.00	10/08/19	17604 PHILIP'S ACADEMY CHARTER SCHOOL (PACS)	C
10	12031380	71,346.90	10/08/19	5839 PHOENIX CENTER	C
10	12031381	341,438.00	10/08/19	6015 PRIDE ACADEMY CHARTER SCHOOL	C
10	12031382	3,872.00	10/08/19	32700 ROBERT TREAT ACADEMY CHARTER SCHOOL	C
10	12031383	24,451.00	10/08/19	5258 ROSEVILLE COMMUNITY CHARTER SCHOOL	C
10	12031384	5,973.60	10/08/19	3150 SHEPARD PREPARATORY HIGH SCHOOL	C
10	12031385	9,423.90	10/08/19	3154 SHEPARD SCHOOL	C
10	12031386	13,395.10	10/08/19	6617 SOMERSET COUNTY EDUCATIONAL SERVICES COM	C
10	12031387	23,194.62	10/08/19	6437 ST.JOSEPH SCHOOL FOR THE BLIND DBA/ CONC	C
10	12031388	111,643.00	10/08/19	6978 TEAM ACADEMY CHARTER SCHOOL	C
10	12031389	17,839.86	10/08/19	37990 THERAPEUTIC LEARNING CENTER	C
10	12031390	1,758.00	10/08/19	11428 UNITY CHARTER SCHOOL	C
10	12031391	43,376.00	10/08/19	7228 UNIVERSITY HEIGHTS CHARTER SCHOOL	C
10	12031392	17,676.96	10/08/19	1395 WESTBRIDGE ACADEMY, INC.	C
10	12031393	6,070.80	10/08/19	7499 WINDSOR PREP INC	C
10	12031394	10,828.80	10/08/19	843 WOODS SERVICES	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031395	32,730.54	10/08/19	7570 YOUTH CONSULTATION SERVICE	C
Total Bank No 10		6,101,830.16			
30	12000205	6,445.68	10/08/19	12335 DIRECT MAIL DEPOT, INC	C
30	12000206	97,561.47	10/08/19	6428 SODEXO, INC. - BUSINESS OFFICE	C
30	12000207	60.60	10/08/19	41882 VICTORIA WEBB	C
30	12000208	19.60	10/08/19	41874 VIVIAN WILLIAMS-MOORE	C
Total Bank No 30		104,087.35			

Total Manual Checks	.00
Total Computer Checks	6,205,917.51
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total	6,205,917.51
Number of Checks	280

Batch Yr	Batch No	Amount
20	000375	149,905.40
20	000376	194,127.34
20	000378	127,937.19
20	000379	1,406,112.31
20	000381	162,001.33
20	000382	40,901.79
20	000386	151,890.20
20	000387	104,567.63
20	000388	214,410.77
20	000389	23,975.56
20	000392	873,203.37
20	000395	37,426.57
20	000396	68,035.51
20	000398	191,898.04
20	000401	74,099.79
20	000402	1,520,085.00
20	000406	161,873.57
20	000407	32,691.36
20	000411	65,405.92
20	000412	421,201.59
20	000416	104,007.15
20	000426	80,079.92
20	000427	80.20

EAST ORANGE BOARD OF EDUCATION

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	12031396	1,623.90	10/08/19	452 APPLE COMPUTER, INC	C
10	12031397	5,775.00	10/08/19	836 BONNIE BRAE	C
10	12031398	10,928.15	10/08/19	1012 CDW GOVERNMENT, INC.	C
10	12031399	14,850.00	10/08/19	1012 CDW GOVERNMENT, INC.	C
10	12031400	20,929.81	10/08/19	507 CONNECTIONS PERSONNEL INC.	C
10	12031401	4,922.00	10/08/19	20583 DYNAMIC SECURITY, LLC	C
10	12031402	9,134.37	10/08/19	2237 ECLC OF NEW JERSEY	C
10	12031403	8,257.27	10/08/19	2516 ESSEX REGIONAL EDUCATIONAL SERVICES COMM	C
10	12031404	35,750.30	10/08/19	7862 IN-LINE AIR CONDITIONING CO., INC.	C
10	12031405	1,401.57	10/08/19	7852 JACQUELINE NISENSEN	C
10	12031406	960.02	10/08/19	17728 JOHNSTONE SUPPLY	C
10	12031407	5,000.00	10/08/19	35300 LAURUS, LLC	C
10	12031408	8,465.00	10/08/19	28541 LSP SECURITY SYSTEMS	C
10	12031409	54,082.00	10/08/19	36919 MRA INTERNATIONAL, INC.	C
10	12031410	160.00	10/08/19	37982 NJSACC	C
10	12031411	740.40	10/08/19	40193 NUMOTION	C
10	12031412	4,842.50	10/08/19	5775 PEARSON CLINICAL ASSESSMENTS	C
10	12031413	125.76	10/08/19	2042 READYREFRESH	C
10	12031414	25,950.79	10/08/19	6008 PSE & G	C
10	12031415	1,188.50	10/08/19	6087 R.F.I. SMALL ENGINE SERV	C
10	12031416	373.95	10/08/19	6201 RELIABLE LOCK & SAFE	C
10	12031417	7,447.00	10/08/19	38180 REMINGTON & VERNICK ENGINEERS, INC.	C
10	12031418	205.50	10/08/19	6429 SODEXO CATERING FOR E.O.B.O.E FOOD SERVI	C
10	12031419	913.06	10/08/19	1721 STAPLES ADVANTAGE	C
10	12031420	161.19	10/08/19	6771 STAPLES BUSINESS ADVANTAGE	C
10	12031421	13,500.00	10/08/19	22080 TEQUIPMENT, IN.	C
10	12031422	400.00	10/08/19	29769 THE CENTER FOR AUTISM AND EARLY	C
10	12031423	2,173.86	10/08/19	7076 TRANE	C
10	12031424	4,868.00	10/08/19	14796 VERIZON BUSINESS	C
10	12031425	2,322.32	10/08/19	2631 WARSHAUER GENERATORS LLC	C
10	12031426	1,048.10	10/08/19	4516 WILLIAM H. SADLIER, INC.	C

Total Bank No 10 248,500.32

Total Manual Checks	.00
Total Computer Checks	248,500.32
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 248,500.32

Number of Checks 31

Batch Yr	Batch No	Amount
19	002096	233,650.32
19	002098	14,850.00

EAST ORANGE BOARD OF EDUCATION

A/P Summary Check Register

FPREG01A

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>
10	12031429	1,013.70	10/08/19	41122 DARLENE CLOVIS	C

Total Bank No 10 1,013.70

Total Manual Checks	.00
Total Computer Checks	1,013.70
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 1,013.70

Number of Checks 1

Batch Yr	Batch No	Amount
20	000462	1,013.70