

# THE ENGLEWOOD BOARD OF EDUCATION

## AGENDA – PUBLIC MEETING

May 19, 2016

6:30 p.m.

A Public Meeting of the Board of Education will be held this day opening in Room 311 at Dr. John Grieco Elementary School; immediately moving to closed session and returning to open session at 8:00 p.m. in the Cafeteria. The order of business and agenda for the meeting are:

### I. CALL TO ORDER

### II. OPEN PUBLIC MEETING STATEMENT – Board of Education President

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed and acted upon. In accordance with the provisions of this act, the Board of Education has caused notice of this meeting to be posted in the Board Office, City Clerk's Office, Public Library, and all Englewood public schools and e-mailed or faxed to the Record, Suburbanite, Co-Presidents of the ETA and EAA, Presidents of parent-teacher organizations and any person who has requested individual notice and paid the required fee.

### III. ROLL CALL Stephen Brown, Junius Carter, Molly Craig-Berry, Carol Feinstein, Glenn Garrison, Betty Griffin, Henry Pruitt, George Garrison, III, Devry Pazant

### IV. PLEDGE OF ALLEGIANCE

### V. CLOSED SESSION AS NECESSARY *(Use this resolution to identify the qualified matters to be discussed)*

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-12, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) *a matter rendered confidential by federal or state law*
- 2) *a matter in which release of information would impair the right to receive government funds*
- 3) *material the disclosure of which constitutes an unwarranted invasion of individual privacy*
- 4) *a collective bargaining agreement and/or negotiations related to it*
- 5) *a matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) *pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege*
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *deliberation after a public hearing that could result in a civil penalty or other loss*

and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

### VI. APPROVAL OF MINUTES

TAB-1

April 8, 2016 – Special Public Meeting  
April 21, 2016 – Regular Board Meeting and Closed Session  
April 27, 2016 – Special Public Meeting and Closed Session

**VII. BOARD SECRETARY REPORT:**

**TAB-2**

WHEREAS, in compliance with N.J.A.C. 6:23-2.2h, the Board of Education has received the report of the School Treasurer for the month of March 2016 and Board Secretary’s report for the month of March 2016; and

FUND	CASH BALANCE		APPROPRIATIONS	ENCUMBRANCES	EXPENDITURES	FUND BALANCE
General Current Expense Fund	\$ 11,108,728.81		\$65,926,745.53	\$ 22,054,459.16	\$ 42,007,992.91	\$ 1,864,293.46
(10),(11),(18) Current Expense			\$64,615,512.00	\$ 21,858,946.16	\$ 40,974,505.46	\$ 1,782,060.38
(12) Capital Outlay			\$ 1,311,233.53	\$ 195,513.00	\$ 1,033,487.45	\$ 82,233.08
(13) Special Schools						
Capital Reserve						
(20) Special Revenue Fund	\$ 216,073.41		\$ 4,824,556.68	\$ 1,976,853.49	\$ 2,281,475.68	\$ 566,227.51
(30) Capital Projects Fund	\$ 639,037.48		\$ 5,363,986.17	\$ 2,394,447.84	\$ 2,419,143.36	\$ 550,394.97
(40) Debt Service Fund	\$ (695,232.97)		\$ 2,171,898.00		\$ 2,171,898.14	\$ (0.14)
(50) Enterprise Fund	\$ 271,978.75					
(1) NET Payroll	\$ (8,100.16)					
(60) Enterprise Fund	\$ 225,071.36					
<b>TOTAL</b>	<b>\$ 11,757,556.68</b>		<b>\$78,287,186.38</b>	<b>\$ 26,425,760.49</b>	<b>\$ 48,880,510.09</b>	<b>\$ 2,980,915.80</b>

WHEREAS, in compliance with N.J.A.C.6: 23-2.11(c)3 the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education, now, therefore, be it

RESOLVED, the Board of Education accepts the above-referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6: 23-2.11(c)4, the Board of Education certifies that, after review of the secretary’s monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C.6: 23-2.8(a)(1).

**VIII. COMMITTEE REPORT(S)**

**IX. SUPERINTENDENT’S REPORT**

**X. REVIEW OF CONSENT AGENDA**

*(The following resolutions are presented for your consideration pursuant to Board of Education Bylaw 164.)*

<b>Board</b>	<b>16-B-14</b>
<b>Administration</b>	<b>16-A-72 through 16-A-79</b>
<b>Finance</b>	<b>16-F-122 through 16-F-138</b>
<b>Personnel</b>	<b>16-P-106 through 16-P-110</b>

Section	Section	Topic	Page	Tab
<b>Board</b>	16-B-14	Approval – of Superintendent’s Merit Action Plans 2016-2017	4	3
<b>Administration</b>	16-A-72	Approval – Purchased Services 2015-2016	5	
	16-A-73	Approval – Report of Student Suspensions	6	
	16-A-74	Approval – Superintendent’s Harassment, Intimidation and Bullying Report	6	
	16-A-75	Approval – Field Trips	6	4
	16-A-76	Approval – District Enrollment in Schools	7	
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	16-A-78	Approval – Second Reading and Final Adoption of BOE Policy	7	6
	16-A-79	Approval -To Accept the Recommendation for Graduation Speaker	7	7
	<b>Finance</b>	16-F-122	Approval – Staff and BOE Travel	8
16-F-123		Approval – Bills List	8	9
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16-F-125		Approval – Acceptance of Grant Monies from Asia Society Confucius Classroom Network	8	
16-F-126		Approval – New Jersey State Interscholastic Athletic Association	8	
16-F-127		Approval – Submission of Safety Grant	9	
16-F-128		Approval – Title I Schoolwide	9	
16-F-129		Approval – Amendment to Pritchard Contract	9	
16-F-130		Approval – Capital Transfer	10	
16-F-131		Approval – Mission One Renewal	10	
16-F-132		Approval – Pomptonian 2016-2017 Management Fee and Guarantee Language	10	
16-F-133		Approval – Award of Paving Bid	11	
16-F-134		Approval – Award of Sidewalk Replacement Bid	11	
16-F-135		Approval – Rejection of Auditorium Lobby Renovation Bid	11	
16-F-137		Approval – Acceptance of Donation of Bottled Water	11	
16-F-138	Approval – Award of Roof Replacement	11		
<b>Personnel</b>	16-P-106	Approval – 2015-2016 Employment of Personnel: Full-Time, Non-Guide, Part-Time Employees and Substitutes	12	
	16-P-107	Approval - 2016-2017 Extra Compensation Positions	12-13	
	16-P-108	Approval - 2015-2016 Salary Adjustments, Reclassifications & Transfers	13-14	
	16-P-109	Approval - 2016-2017 Salary Adjustments, Reclassifications & Transfers	14	
	16-P-110	Approval - Retirement, Resignations, Leaves of Absence, Terminations	14-15	

**XI. PRIVILEGE OF THE FLOOR**

**XII. APPROVAL OF CONSENT AGENDA**

- a. Motion to approve the consent agenda: \_\_\_\_\_ Second: \_\_\_\_\_
- b. Board Discussion
- c. Vote

**XIII. OLD/NEW BUSINESS**

**XIV. ADJOURNMENT**

**BOARD**

**APPROVAL – OF SUPERINTENDENT’S MERIT ACTION PLANS 2015-2016**

**16-B-14**

**TAB-3**

It is recommended that the Board approve the merit action plans for the Superintendent as follows:

WHEREAS on or about February 11, 2016, the Englewood Board of Education (hereinafter referred to as the “Board”) approved merit action plans for the Superintendent for the 2015-2016 school year consisting of three (3) quantitative merit criteria and two (2) qualitative merit criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A.C 6A: 23A-3.1(e) 10-11 (hereinafter referred to as “Merit Bonus Goals”); and

WHEREAS, on or about May 19, 2016, the Executive County Superintendent approved said Merit Bonus Goals, thereby authorizing the Board to evaluate and award merit bonus increases to the Superintendent upon achievement of each objective; and

- Goal 1. WHEREAS, the Board has created a goal for the Superintendent and determined that he increased parent communication and satisfaction by creating a community outreach where parents will be part of the strategic planning of the district. The purpose was to increase community relations, which created “buy in” from key stakeholders. This is a qualitative merit bonus of 2.5% of his annual salary in the amount of \$4,187.50; and
- Goal 2. WHEREAS, the Board has evaluated the Superintendent’s performance and determined that he achieved the objective requiring the Superintendent create relationships with Higher Education institutions. The goal of the Englewood Public School district is to have a minimum of three relationships with universities. These relationships would allow for the sharing of resources, including curriculum, staff and credit sharing. This is a qualitative goal thereby entitling him to a qualitative merit bonus of 2.5% of his annual salary in the amount of \$4,187.50; and
- Goal 3. WHEREAS, the Board has evaluated the Superintendent’s performance and determined that he achieved the objective the Board created for the Superintendent creating a tutoring program for students identified in grades 4-8 who fall into the categories “non-proficient” as indicated on the Star assessments. The program included students in both Language Arts and Math. The tutoring program ran a minimum of two hours per week for each student. A quantitative goal was achieved thereby entitling him to a quantitative merit bonus of 3.3% of his annual salary in the amount of \$5,527.50; and
- Goal 4. WHEREAS, the Board has evaluated the Superintendent’s performance and determined that he achieved the objective of creating an organizational chart to be used in the district. This is a quantitative goal thereby entitling him to a quantitative merit bonus of 3.33% of his annual salary in the amount of \$5,527.50; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the aforementioned merit bonus for the 2015-2016 school year subject to approval by the Executive County Superintendent that the quantitative and qualitative merit criteria for each of the Board assessed objectives have been satisfied for the payment of such merit bonus.



**ADMINISTRATION**

**16-A-72 APPROVAL – PURCHASED SERVICES 2015 – 2016**

WHEREAS, the district requires specialized services to satisfy educational and business requirements,

BE IT RESOLVED, the Englewood Board of Education authorizes the president and secretary to enter into agreement with the listed individuals and/or organizations, subject to attorney review of any applicable agreement both as to content and form:

<b>Name</b>	<b>Service / Dates</b>	<b>Budget</b>	<b>Max. Fees</b>
Bergen Center for Child Development	Tuition + 1:1 Student (#151940) April 21, 2016 - June 30, 2016	11-000-100-566-40-000-000	\$19,841.20
Northern Valley Regional HS District	Tuition Student (#149380) April 18, 2016 - June 30, 2016	11-000-100-562-40-000-000	\$16,157.32
Standards Solution Holding, LLC	Standards Solution Holding, LLC is a team of educators that are specialists in curriculum, instruction, and assessment. Standards Solution Holding, LLC consultants will assist the district to prepare for the Common Core State Standards by leading workshops to align practices with the Common Core State Standards, as well as by creating documents to assist the district to transition to PARCC. Standards Solution Holding, LLC’s consultants and product developers are certified educators with years of distinguished service as teachers, supervisors, and administrators.  May 2016 Conduct curriculum map in grades 1-12 for English, mathematics, science and social studies May and June 2016 Meet with small groups to discuss findings of curriculum map July 2017 Submit the first draft of work completed to date August Submit the final draft and present to BOE for approval.	11-000-221-500-66-000-000	\$72,000.00

**16-A-73 APPROVAL - REPORT OF STUDENT SUSPENSIONS**

WHEREAS, school principals have reported to the Superintendent of Schools that during the month of **April 2016** they have imposed disciplinary suspensions on certain students pursuant to N.J.S.A. 18A:37-2; and

BE IT RESOLVED, that the Board of Education acknowledges that this report has been filed with the Secretary and constitutes a report to the Board of Education in compliance with N.J.S.A. 18A:37-4:

Number of Suspensions	April '16
High School	7
Middle School	10
McCloud Elementary School	2
Grieco Elementary School	2
Quarles Elementary School	-
<b>Total Suspensions:</b>	<b>21</b>

Number of Suspensions	April '15
High School	11
Middle School	4
McCloud Elementary School	3
Grieco Elementary School	2
Quarles Elementary School	-
<b>Total Suspensions:</b>	<b>20</b>

FURTHER BE IT RESOLVED, a correction was made to March 2016 suspension total at the high school '14 was reported, correct total 16 suspensions:

Number of Suspensions	March '16
High School	16

**16-A-74 APPROVAL – SUPERINTENDENT’S HARASSMENT, INTIMIDATION AND BULLYING REPORT**

BE IT RESOLVED, that the Board of Education approves the Superintendent’s determination and actions taken for all reported incidents of Harassment, Intimidation and Bullying as discussed at the **May 19, 2016** closed session meeting.

**16-A-75 APPROVAL – FIELD TRIPS**

**TAB-4**

WHEREAS, on the October 15, 2015 Board of Education meeting, the Board approved a bundle of field trips for the year 2015-2016,

WHEREAS, the attached field trips came for approval after the submission deadline,

BE IT RESOLVED, upon recommendation of the Superintendent of Schools, that the Board of Education confirms the following field trips subject to the Principals compiling a list of students/faculty/chaperones together with parental permission forms, insurance, etc.:

**16-A-76 APPROVAL – DISTRICT ENROLLMENT IN SCHOOLS**

	30-Sep-15	15-Oct-15	31-Dec-15	31-Jan-16	29-Feb-16	31-Mar-16	30-Apr-16	YTD Difference
Academies	469	467	466	466	465	465	465	(4)
DMHS	558	552	546	557	555	548	543	(15)
EAGLE	48	48	48	52	53	55	55	7
DMHS Total	1,075	1,067	1,060	1,075	1,073	1,068	1,063	(12)
JDMS	414	415	415	412	412	415	418	4
McCloud	559	558	551	551	557	555	555	(4)
Grieco	598	591	586	594	591	600	604	6
Quarles	469	465	470	471	477	481	488	19
In-District Total	3,115	3,096	3,082	3,103	3,110	3,119	3,128	13

**16-A-77 APPROVAL – FIRST READING OF REVISED BOARD OF EDUCATION POLICIES TAB-5**

LET IT BE RESOLVED, that the Board of Education discusses and entertains oral or written public comment\* on the following attached Board of Education policy and agrees to consider adoption of this policy at the forthcoming Board of Education meeting,

Number	Policy
1550	Affirmative Action Program for Employment and Contract Practices
5512	Harassment, Intimidation, and Bullying
4124	Employment Contract

*\*Note: Public comment on these policies will be accepted in writing through May 26, 2016.*

**16-A-78 APPROVAL – SECOND READING AND FINAL ADOPTION OF BOE POLICY TAB-6**

LET IT BE RESOLVED, that the Board of Education discusses and entertains oral or written public comment\* on the following attached Board of Education policy and agrees to consider adoption of this policy at the forthcoming Board of Education meeting,

Number	Policy
5460	High School Graduation
7510	Use Of School Facilities
7510 R	Use Of School Facilities

*\*Note: Public comment on these policies will be accepted in writing through May 26, 2016.*

**16-A-79 APPROVAL – TO ACCEPT THE RECOMMENDATION FOR GRADUATION SPEAKER TAB-7**

RESOLVED, the Board of Education approves the acceptance of **Mr. Thom Jackson** to serve as the Keynote Speaker for the Dwight Morrow High School / Academies@Englewood Graduation on June 21, 2016.

**FINANCE**

**16-F-122                    APPROVAL – STAFF AND BOE TRAVEL                    TAB-8**

WHEREAS, the Englewood Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, the Board of Education establishes, for regular district business day travel only, an annual school year threshold of \$1,000 per staff/Board member where prior Board approval shall not be required unless this threshold for a staff/Board member is exceeded in a given school year; now

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23N-1.1 et seq. as being necessary and unavoidable as per noted on the attached list; and

BE IT FURTHER RESOLVED, the Board of Education approves the travel and related expense reimbursement as listed on the attached.

**16-F-123                    APPROVAL – BILLS LIST                    TAB-9**

RESOLVED, the Board of Education approves payment of the attached bills in the total amount of \$5,679,032.68.

**16-F-124                    APPROVAL – LINE ITEM TRANSFERS                    TAB-10**

BE IT RESOLVED, the Board of Education approves the attached list of March 2016 budget transfers within the 2015-2016 budget pursuant to Policy 6422M.

BE IT FURTHER RESOLVED, the Englewood Board of Education authorizes the Interim Business Administrator to transfer \$550,000 from fund 11 to fund 12. These monies will be utilized to pave the Dwight Morrow High School campus and auditorium lobby renovations.

**16-F-125                    APPROVAL – ACCEPTANCE OF GRANT MONIES FROM ASIA SOCIETY  
CONFUCIUS CLASSROOM NETWORK**

WHEREAS, Englewood Public Schools is being recognized to lead the development of Chinese teaching and learning via curriculum and instruction, integration of culture, leadership and, partnerships with Chinese-based schools;

BE IT RESOLVED , that the Englewood Board of Education hereby approves the acceptance of grant monies in the amount of \$41,868.74 for the 2015-2016 school year from the Asia Society Confucius Classroom Network, an international partnership between Hanban and Asia Society, dedicated to building the field of Chinese language teaching and learning in American Schools.

**16-F-126                    APPROVAL N.J. STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION**

RESOLVED, that the Board of Education approves the Englewood Public Schools as a member of the New Jersey State Interscholastic Athletic Association (N.J.S.I.A.A.) for the 2016-2017 school year.

**16-F-127 APPROVAL – SUBMISSION OF SAFETY GRANT**

WHEREAS, the District’s insurance carrier, New Jersey Schools Insurance Group provides opportunities for the District to receive a Safety Grant, and

WHEREAS, this grant is by application only and is due by June 30, 2016; now

BE IT RESOLVED, the Englewood Board of Education hereby approves the submission of the grant application for the 2016 Safety Grant Program through the New Jersey Schools Insurance Group’s NJEIF Subfund, for the purpose of district-wide security equipment, in the amount of \$12,955.93 for the period July 1, 2016 through June 30, 2017.

**16-F-128 APPROVAL – TITLE I SCHOOLWIDE**

WHEREAS, the Englewood Board of Education approved the submission of Title I Schoolwide applications for all schools and the district has received notice that Dismus Middle School, Quarles Early Learning Center and McCloud Elementary School have met all requirements; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education approves Dismus Middle School, Quarles Early Learning Center and McCloud Elementary School as Title I Schoolwide status effective for the 2016-2017 school year.

**16-F-129 APPROVAL – AMENDMENT TO PRITCHARD CONTRACT**

WHEREAS, on January 14, 2016, the Englewood Board of Education approved to renew a contract with Pritchard Industries in the amount of \$1,970,961.28; and

WHEREAS, the Englewood Board of Education and the City of Englewood have been sharing custodial services; now

THEREFORE BE IT RESOLVED, the Englewood Board of Education approves an amendment per the table below for custodial services performed for the City of Englewood with the agreement of the City of Englewood to reimburse the district \$7,147.87 per month.

Contract Period	Amended Amount	New Total Not to Exceed
3/1/15 – 2/29/16	\$50,039.09	\$2,020,996.37
3/1/16 – 2/28/17	\$85,774.44	\$2,055,744.44
3/1/17 – 6/30/17	\$28,591.48	\$658,591.48

**16-F-130 APPROVAL – CAPITAL TRANSFER**

WHEREAS, the Englewood Public School District has additional funds in the 2015-2016 school year that can be utilized towards budgetdc construction projects; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education approves a budget transfer in the amount of \$400,000 from Fund 11 to Fund 12 for paving the Dwight Morrow High School parking lot.

**16-F-131 APPROVAL – MISSION ONE RENEWAL**

WHEREAS, the Englewood Public School District has a contract with Mission One for paraprofessionals and secretaries; now

THEREFORE BE IT RESOLVED, the Englewood Board of Education approves a one-year renewal with Mission One at a 0% rate increase; now

BE IT FURTHER RESOLVED, the Englewood Board of Education authorizes the Interim Business Administrator to execute the renewal with Mission One for the 2016-2017 school year not to exceed \$4.8 million.

**16-F-132 APPROVAL – POMPTONIAN 2016-2017 MANAGEMENT FEE AND GUARANTEE LANGUAGE**

WHEREAS, the Englewood Board of Education has contracted with Pomptonian, Inc. for the provision of food service operations; and

WHEREAS, the FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.1276 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC; and

WHEREAS, total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program meals and School Breakfast Program meals, After School Snack Program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count; and

WHEREAS, the per meal administrative/management fee of \$.1276 will be multiplied by total meals; and

WHEREAS, the FSMC guarantees the LEA a no cost of operation for the LEA for school year 2016-2017; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools and the Business Administrator, that the contract with Pomptonian, Inc. be renewed for the 2016-2017 school year, and contain the above updated management fee and guarantee language.

**16-F-133 APPROVAL – AWARD OF PAVING BID**

WHEREAS, the Englewood Public School District is in need of paving at the Dwight Morrow High School parking lot; now  
THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education awards a contract to the Diamond Construction Company, EdData Bid #6887 in the amount of \$391,420.

**16-F-134 APPROVAL – AWARD OF SIDEWALK REPLACEMENT BID**

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education awards a contract to Your Way Construction in the amount of \$242,185 for sidewalk replacement at Dwight Morrow High School – North Building..

**16-F-135 APPROVAL – REJECTION OF AUDITORIUM LOBBY RENOVATION BID**

WHEREAS, the Englewood Public School District had budgeted and received bids for a renovation of the auditorium lobby, now  
THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education rejects bids received due to budgetary constraints.

**16-F-136 APPROVAL – ADVERTISE FOR PLUMBING SERVICES**

WHEREAS, the Englewood Public School District is in need of plumbing services for districtwide repairs; now  
THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education authorizes the Interim Business Administrator to advertise for plumbing services.

**16-F-137 APPROVAL – ACCEPTANCE OF DONATION OF BOTTLED WATER**

BE IT RESOLVED, the Englewood Board of Education accepts this donation from Omega Psi Phi Fraternity, Kappa Alpha Psi Fraternity, Delta Sigma Theta Sorority and Alpha Kappa Alpha Sorority and thanks them for their generous donation of 170 cases of water with an estimated value of \$543.

**16-F-138 APPROVAL – AWARD OF ROOF REPLACEMENT BID**

WHEREAS, the Englewood Public School District advertised bids to replace the roof at Dwight Morrow High School – South Building; now  
THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education awards a contract to Arco Construction, Inc. for the roof replacement at Dwight Morrow High School – South Building as per the following:

Base Bid	\$979,000
Alternate 3	\$1,500
TOTAL	\$980,500

**PERSONNEL**

**16-P-106 APPROVAL - 2015-2016 EMPLOYMENT OF PERSONNEL: FULL-TIME, NON-GUIDE, PART-TIME EMPLOYEES AND SUBSTITUTES**

WHEREAS, the Superintendent of Schools, after considering the recommendation of his administrative staff which included consideration of experience, credentials, and references for the following candidates for employment in the school district, has determined that the appointment of these individuals is appropriate and in the best interest of the school district, be it

RESOLVED, upon recommendation of the Superintendent of Schools, that the following individuals be appointed to the positions indicated, as provided by the budget, in accord with terms of the employment specified:

- Note: Appointment of new personnel to the District is provisional subject to:
1. Authorization from the State Department regarding a criminal background check and/or authorization from the Bergen County Superintendent’s Office for emergent hiring.
  2. A medical examination, including satisfactory results of the Mantoux tuberculin skin test.

*N = New                      R = Replacement                      RI = Reinstatement*

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District (OOD)</i>	<i>Vince Lombardi (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

<b>Name</b>	<b>Position</b>	<b>Loc</b>	<b>Salary/Budget</b>	<b>Effective Dates</b>
Taylor, Charles	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100-\$110 per diem; Budget Code: Dependent on location	05/23/16- 06/23/16
Bahadourian, Amy	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100-\$110 per diem; Budget Code: Dependent on location	05/23/16- 06/23/16

**16-P-107 2016-2017 EXTRA COMPENSATION POSITIONS**

WHEREAS, the Superintendent of Schools has recommended that certain Board of Education employees be compensated for additional duties or responsibilities, be it

RESOLVED, the Board of Education approves the following assignments and payments for services rendered as indicated:

<b>Summer Child Study Team and Nursing Staff</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Carlisle, Sandra	Summer Child Study Team - School Psychologist	\$30.50 ph	150 hrs.	07/01/16 - 08/12/16	11-000-219-104-67-103-000
Gordon, Adele	Summer Program – School Nurse	\$30.50 ph	100 hrs.	07/01/16 - 08/05/16	11-000-213-100-67-103-000
Humphrey, Pamela	Summer Child Study Team - School Social Worker	\$30.50 ph	150 hrs.	07/01/16 - 08/12/16	11-000-219-104-67-103-000
Kurikova, Marina	Summer Child Study Team - Speech Language Specialist	\$30.50 ph	150 hrs.	07/01/16 - 08/12/16	11-000-219-104-67-103-000
Londono, Denise	Summer Program – School Nurse	\$30.50 ph	100 hrs.	07/01/16 - 08/05/16	11-000-213-100-67-103-000
McCrosson, Debra	Summer Program – School Nurse	\$30.50 ph	100 hrs.	07/01/16 - 08/05/16	11-000-213-100-67-103-000



McGrath, Stephanie	Summer Child Study Team - School Social Worker	\$30.50 ph	150 hrs.	07/01/16 - 08/12/16	11-000-219-104-67-103-000
Mohn, Heather	Summer Child Study Team - School Psychologist	\$30.50 ph	150 hrs.	07/01/16 - 08/12/16	11-000-219-104-67-103-000
Pascarello, Beth	Summer Child Study Team - LDT-C	\$30.50 ph	150 hrs.	07/01/16 - 08/12/16	11-000-219-104-67-103-000
Sadler, Ketsia	Summer Program – School Nurse	\$30.50 ph	100 hrs.	07/01/16 - 08/05/16	11-000-213-100-67-103-000
Smilari, Carol	Summer Program – School Nurse	\$30.50 ph	100 hrs.	07/01/16 - 08/05/16	11-000-213-100-67-103-000
Sullivan, Dennis	Summer Child Study Team - School Social Worker	\$30.50 ph	150 hrs.	07/01/16 - 08/12/16	11-000-219-104-67-103-000

<b>Summer Program Security Staff</b>					
Name	Assignment	Rate	Max	Effective Dates	Budget Account
Ballard, Jason	Summer Program Security Staff	\$17.57 ph	150 hrs.	07/01/16 - 07/29/16	11-000-266-100-60-101-000
Medina, Carlos	Summer Program Security Staff	\$22.08 ph	150 hrs.	07/01/16 - 07/29/16	11-000-266-100-60-101-000
White, Robert	Summer Program Security Staff	\$18.78 ph	150 hrs.	07/01/16 - 07/29/16	11-000-266-100-60-101-000
Wilder, Damon	Summer Program Security Staff	\$17.92 ph	150 hrs.	07/01/16 - 07/29/16	11-000-266-100-60-101-000

<b>Summer Rentals Security Staff</b>					
Name	Assignment	Rate	Max	Effective Dates	Budget Account
Ballard, Jason	Summer Rentals Security Staff	\$17.57 ph	Up to 100 hours are authorized to be shared amongst the staff listed.	06/30/16 - 09/01/16	11-000-266-100-60-101-000
Jacobs, Diane	Summer Rentals Security Staff	\$17.57 ph		06/30/16 - 09/01/16	11-000-266-100-60-101-000
Leary, Myron	Summer Rentals Security Staff	\$20.23 ph		06/30/16 - 09/01/16	11-000-266-100-60-101-000
Peterson, Brianna	Summer Rentals Security Staff	\$17.57 ph		06/30/16 - 09/01/16	11-000-266-100-60-101-000
Walters, Nicole	Summer Rentals Security Staff	\$17.92 ph		06/30/16 - 09/01/16	11-000-266-100-60-101-000
White, Robert	Summer Rentals Security Staff	\$18.78 ph		06/30/16 - 09/01/16	11-000-266-100-60-101-000
Wilder, Damon	Summer Rentals Security Staff	\$17.92 ph		06/30/16 - 09/01/16	11-000-266-100-60-101-000

**16-P-108 APPROVAL - 2015-2016 SALARY ADJUSTMENTS, RECLASSIFICATIONS & TRANSFERS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the following reclassification(s) be approved as provided by the budget:

School Codes:	Grieco (04)	JDMS (10)	A@E (30)	DMHS (20)
Out-of-District (OOD)	Vince Lombardi (05)	Central Office (60)	Quarles (01)	McCloud (03)

**Reclassifications**

<b>Name</b>	<b>From</b>	<b>To</b>
Chavez, Mariella R-F.E. (30)	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$265.53 per diem Effective: 04/28/2016 - 06/01/2016
Hillary, Tessa R-C.S. (03)	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$265.53 per diem Effective: 05/17/16-06/03/16
McClelland, Dorothy (20)	MA+30, Step 19 \$89,548	MA+30, Step 19 \$89,548 + Extended Day Stipend (1/5 <sup>th</sup> ) \$1,024 = \$90,572 pro rata Effective: 02/01/16-06/30/16
Mercedes, Ana R-D.C. (03)	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$265.53 per diem Effective: 04/27/2016 - 06/23/2016
Ombato, Lawrence R-L.R. (20)	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$265.53 per diem Effective: 04/27/2016 - 06/23/2016
Robinson, Charles R-J.G. (30)	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$265.53 per diem Effective: 05/10/16-06/24/16
Wejnert, Louis R-S.A. (20)	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$265.53 per diem Effective: 04/21/16-05/18/16

**16-P-109 APPROVAL - 2016-2017 SALARY ADJUSTMENTS, RECLASSIFICATIONS & TRANSFERS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the following reclassification(s) be approved as provided by the budget:

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District (OOD)</i>	<i>Vince Lombardi (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

**Reclassification(s)**

<b>Name</b>	<b>From</b>	<b>To</b>
Mazzoccoli, Anna (30)	Teacher of Business: Finance/Economics /Law BA, Step 13 \$11,327 (.2 FTE) Effective: 12/04/15-06/30/16	Teacher of Business: Finance/Economics/Law BA, Step 14 \$58,785 (1.0 FTE) Effective: 08/31/16-06/30/17

**16-P-110 APPROVAL - RETIREMENT, RESIGNATIONS, LEAVES OF ABSENCE, TERMINATIONS**

RESOLVED, that the Englewood Board of Education hereby approves the following:

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District</i>	<i>Vince Lombardi (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

**Leaves of Absence**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Acebo, Janice (20)	Unpaid Medical Leave of Absence, Teacher of Social Studies	August 31, 2016 - November 18, 2016
Croce, Angelina (04)	Extended Paid Medical Leave of Absence, Unpaid Medical Leave of Absence, Elementary School Teacher	May 2, 2016 - May 31, 2016 June 1, 2016 - June 30, 2016 <i>Update of Resolution #16-P-77-02/11/16</i>
Espinal-Flores, Fina (30)	Paid Medical Leave of Absence, Teacher of Spanish	June 1, 2016 – June 30, 2016
Gadsden, Valerie (04)	Extended Paid Medical Leave of Absence, Unpaid Medical Leave of Absence, Speech Language Specialist	May 9, 2016 - June 30, 2016 August 31, 2016 - September 16, 2016 <i>Update of Resolution #16-P-77-02/11/16</i>
Goolsarran, Jacqueline (30)	Revised Paid Medical Leave of Absence, Unpaid Medical Leave of Absence, Teacher of Biological Science	April 1, 2016 - June 3, 2016 June 6, 2016 - December 19, 2016 <i>Update of Resolution #16-P-94-04/21/16</i>
Gormally, Kristina (01)	Paid Medical Leave of Absence, Unpaid Medical Leave of Absence, Elementary School Teacher	August 31, 2016 - September 20, 2016 September 21, 2016 - January 2, 2017
Liberati, Kelly (04)	Paid Medical Leave of Absence, Unpaid Medical Leave of Absence, Elementary School Teacher	August 31, 2016 - October 18, 2016 October 19, 2016 - February 14, 2017
Lora-Morales, Sugeidy (10)	Paid Medical Leave of Absence, Unpaid Medical Leave of Absence, Teacher of Spanish	August 31, 2016 - October 18, 2016 October 19, 2016 - December 16, 2016
Milla-Sanchez, Carroll (03)	Paid Medical Leave of Absence, Vice-Principal	May 4, 2016 - May 20, 2016
Momotaz, Rubina (30)	Paid Medical Leave of Absence, Unpaid Medical Leave of Absence, Teacher of Biological Science	June 1, 2016 – June 30, 2016 August 31, 2016 - May 26, 2017
Schuck, Christine (04)	Revised Paid Medical Leave of Absence, Unpaid Medical Leave of Absence, Elementary School Teacher	May 2, 2016 - June 30, 2016 August 31, 2016 - October 17, 2016 <i>Update of Resolution #16-P-86 – 03/17/16</i>
Skinner, Caroline (03)	Paid Medical Leave of Absence, Elementary School Teacher	April 18, 2016 - June 6, 2016

**Retirement**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date</b>
Gordon-Wiener, Lorraine (01)	Retirement, Elementary School Teacher	June 30, 2016

**THE ENGLEWOOD BOARD OF EDUCATION  
MINUTES – PUBLIC MEETING  
April 21, 2016 6:30 p.m.**

The meeting was called to order at 6:35 p.m. and the NJ Open Public Meeting Statement was read by Mark Tabakin, Board Attorney

Present: Stephen Brown (arrived at 6:54 p.m.), Junius Carter, Molly Craig-Berry, Carol Feinstein (arrived at 6:50 p.m.), Glenn Garrison, Betty Griffin, Henry Pruitt, George Garrison, III, Devry Pazant

Also Present: Robert Kravitz, Superintendent, Michelle James, Assistant Superintendent, Cheryl Balletto, Interim Business Administrator/Board Secretary, Mark Tabakin, Board Attorney

Motion by Mr. Pruitt, seconded by Ms. Feinstein to enter closed session.

CLOSED SESSION AS NECESSARY *(Use this resolution to identify the qualified matters to be discussed)*

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-12, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) *a matter rendered confidential by federal or state law*
- 2) *a matter in which release of information would impair the right to receive government funds*
- 3) *material the disclosure of which constitutes an unwarranted invasion of individual privacy*
- 4) *a collective bargaining agreement and/or negotiations related to it*
- 5) *a matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) *pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege*
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *deliberation after a public hearing that could result in a civil penalty or other loss*

and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Motion by Mr. Glenn Garrison, seconded by Ms. Feinstein to reconvene to public meeting.

APPROVAL OF MINUTES

Motion by Mr. Carter, seconded by Mr. George Garrison, III to approve Board minutes.

February 24, 2016 – Special Public Meeting – State of the District

March 16, 2016 – Special Meeting – Executive Session

March 17, 2016 – Regular Board Meeting and Closed Session

The Board minutes passed by a majority vote with Ms. Craig-Berry abstaining on the March 16, 2016 Board minutes.

## BOARD SECRETARY REPORT:

Motion by Mr. Carter, seconded by Ms. Feinstein to approve the Board Secretary Report.

The Board Secretary Report passed by a majority vote with Mr. Glenn Garrison and Mr. Brown voting no.

*Mr. Pazant* – Mr. Glenn Garrison and Mr. Brown, is there any particular reason why you voted no?

*Mr. Brown* – Yes, I don't care to state the reason

*Mr. Glenn Garrison* – Yes, I don't care to discuss it at this forum.

*Mr. Pazant* – You will have to notify the state and they will take it from there.

WHEREAS, in compliance with N.J.A.C. 6:23-2.2h, the Board of Education has received the preliminary report of the School Treasurer for the month of February 2016 and Board Secretary's report for the month of February 2016; and

FUND	CASH BALANCE		APPROPRIATIONS	ENCUMBRANCES	EXPENDITURES	FUND BALANCE
General Current Expense Fund	\$ 11,971,817.04		\$65,926,745.53	\$ 28,941,755.00	\$ 34,842,706.83	\$ 2,142,283.70
(10),(11),(18) Current Expense			\$64,615,512.00	\$ 28,280,264.00	\$ 34,249,009.38	\$ 2,086,238.62
(12) Capital Outlay			\$ 1,311,233.53	\$ 661,491.00	\$ 593,697.45	\$ 56,045.08
(13) Special Schools						
Capital Reserve						
(20) Special Revenue Fund	\$ 290,826.96		\$ 4,824,556.68	\$ 2,177,812.25	\$ 1,985,952.75	\$ 660,791.68
(30) Capital Projects Fund	\$ 241,183.05		\$ 5,363,986.17	\$ 2,418,334.59	\$ 2,391,756.61	\$ 553,894.97
(40) Debt Service Fund	\$ 669,236.82		\$ 2,171,898.00	\$ -	\$ 2,171,898.14	\$ (0.14)
(50) Enterprise Fund	\$ 154,044.40					
(1) NET Payroll	\$ (2,210.58)					
(60) Enterprise Fund	\$ 215,001.90					
<b>TOTAL</b>	<b>\$ 13,539,899.59</b>		<b>\$78,287,186.38</b>	<b>\$ 33,537,901.84</b>	<b>\$ 41,392,314.33</b>	<b>\$ 3,356,970.21</b>

WHEREAS, in compliance with N.J.A.C.6: 23-2.11(c)3 the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education, now, therefore, be it

RESOLVED, the Board of Education accepts the above-referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6: 23-2.11(c)4, the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C.6: 23-2.8(a)(1).

**COMMITTEE REPORT(S)**

Academic Affairs – Carol Feinstein

Finance & Operations – George Garrison, III

Technology Committee – Henry Pruitt

## SUPERINTENDENT'S REPORT

QSAD - Ms. Balletto and I were introduced to the National Education Foundation, a not for profit out of Washington, D.C., who informed us that through a federal congressional act the IRS sets aside money for schools in each state. New Jersey's allocation was \$22.6 million. The National Education Foundation said we should apply for it –it's done on a first come first served basis. We filled out the paperwork and we followed their steps. There are some caveats to the program – one of the caveats is you have to have some green programs. Some people say it's a bond, some say a loan and some say it's a grant. It is 0% for 25 years. It has to be paid back. The payment is about \$600,000 a year. We're looking to re-do the heating system. The savings alone from the heating system is approximately \$150,000 to \$200,000. One of the other items, is to change all the lights to LED lighting – a savings of about \$100,000. We talked about motion sensors in every classroom – another savings of \$100,00 to \$150,000. Ms. Balletto and I have identified how we could afford this 0% loan. That's only some of the money. In addition to that we've included a complete redesign of our network infrastructure. We talked about a possible addition to our high school campus of a STEM building or a vocational building. Partnering with us to raise the academic level is the National Education Foundation – they give \$7.5 million for computer assisted programs. They also supply professional development and they supply staff members – we hire and they pay including benefits. We are waiting for a response from the state.

At the last meeting we had students from the Academy, the high school and the Middle School. Tonight we have students from McCloud to tell us about some of the things they are do in their school:

- McCloud Student Leadership Council's Food Drive Center for Food Action
- McCloud Student Leadership Council's Operation Gratitude
- McCloud Student Leadership Council's Coat Drive Bergen Promise
- Dual Language Program's Flint Water Drive
- Superheroes Against Stereotypes
- Yoga Club with Ms. Fernandez

Sabrina DeFreese

Winter Athlete of the Season

- Sabrina DeFreese is a graduating Senior of the Class of 2016
- SD was Senior Captain of the Girls Varsity Basketball Team
- SD scored 2000 points in her career.
- SD led the State of New Jersey in scoring this season with 28.1 points per game.
- SD had five 40 point games this season.
- 1<sup>st</sup> Team All-League
- 2<sup>nd</sup> Team All County
- 1<sup>st</sup> Team all North Jersey
- 3<sup>rd</sup> Team Group 3 All-State Team
- Bergen County Athlete of the Week
- Max Preps Region 2 Player of the Week
- SD was selected to play in the All Bergen vs Passaic All-Star Basketball Game
- SD was honored by the NJSIAA receiving the National Girls and Women in Sports Day Award
- SD will be honored by the NJSIAA receiving the Scholar Athlete Award
- SD will be honored by Bergen County Women's Coaches Association Scholar Athlete Award and receive a \$300.00 Scholarship

Sabrina will receive a 2000 point Commemorative Ball, BCWCA 2<sup>nd</sup> Team All-County Certificate, Max Preps Region 2 Player of the Week, County of Bergen Board of Chosen Freeholders Athlete of the Week Certificate, Commemorative Framed Poster with her Career statistics, and a custom-made scrapbook with all the media outlets coverage her senior year.

Sabrina is joined tonight with her parents, Coach Lou Wenjert, and Anthony McGilchrist.

**OPENED THE PRIVILEGE OF THE FLOOR**

*Ms. Santiago-Babb* - Kudos to the McCloud Leadership Council and to the Dual Language Program. How many students do we have coming from Englewood Cliffs? How much is the bill? Did we send them an invoice? Please get the full amount - especially with all the changes and improvements that are coming down the line. What is the relationship between Englewood Public School District and the City of Englewood concerning Tryon Pool. Are we going to have a pool this summer for public use? Please let us know.

*Mr. Caviness* – I want to thank you for putting the Dr. Martin Luther King, Jr. on the building. It's been a long time coming. I am upset with the competitiveness that our athletic teams are showing. When I see resolutions that are sending our kids to Penn Relay – this is a major track meet. How are we going to represent this district at the Penn Relay? Hopefully, we can do something better with athletics.

*Mr. Kravitz* – Englewood Cliffs students – We range from 10 to 30. We don't have an exact number. Tryon Pool – the City runs the pool. We own the property but they utilize it. The Penn Relay – we have 5 students on the varsity team that are hurt. The coach has decided not to send the kids to the Penn Relay.

**BOARD DISCUSSION**

*Mr. Pruitt* – Exhibit D – Bond Counsel Services – I understand why we would need bond counsel if indeed that grant goes through. Which engagement model we would go under?

*Ms. Balletto* – If we end up with QSAD Bonds, it would be "C". If it's a lease/purchase agreement, it would be "E". We can do Letter "A".

*Mr. Pruitt* – I'm not comfortable with the rate "C" for this kind of bond.

*Mr. Brown* – The resolution appoints a firm. It doesn't talk about the model. Perhaps we need noted in the minutes that we need to talk about the model.

*Mr. Glenn Garrison* – I think there's a question if we even need bond counsel.

*Ms. Balletto* – This attorney will help us put together the federal piece with the state financing laws.

*Mr. Pruitt* – I'm comfortable naming counsel with the fees not to exceed \$500.

*Ms. Craig-Berry* – 16-A-69 Policy 8550 Outstanding Food Service Charges – It allows children to run up the tab without the parents having any control.

*Mr. Kravitz* – With the new student information system, parents will be able to access what the children are buying. We had a significant differential – more than expected - more than \$100,000 of outstanding fees. In order to rectify, we must come up with a policy. If the Board chooses to, we can address it in a different way. We are presenting a solution to a problem.

*Mr. Carter* – I believe this was one of the issues on QSAC.

*Ms. Craig-Berry* – I want to make sure we correct this on QSAC. Can we lengthen the time before we report the parent(s) to the state?

*Ms. Balletto* – Believe me – I do not want to call DYFS. It's never been communicated to the parents in a systematic way. This is addressing our corrective action plan. This is the first step towards that process.

*Ms. Feinstein* – If you read the policy it says - "If the parent completely ignores all of the contact" – that is neglect. Cheryl clearly said to us if the parents respond, she will work with them.

*Mr. Brown* – Policy on Facilities Use – Category 4 – Any organization may request a waiver or reduction. Not for profit organizations are eligible for a discount. We should be exacting in our language. There is something that is more finite in the IRS.

*Mr. Carter* – I 100% disagree with you. Many organizations are 501C7's that do as good if not better work.

*Mr. Glenn Garrison* – People might have a few Englewood kids participate in order to use our facilities for free or reduced fee. I'm not sure this policy addresses this concern.

Motion by Mr. George Garrison, seconded by Mr. Pruitt to approve consent agenda as amended with addenda:

Roll Call Vote on the Consent Agenda – yes to all except:

Resolution #	Topic	Stephen Brown	Junius Carter	Molly Craig-Berry	Carol Feinstein	Glenn Garrison	Betty Griffin	Henry Pruitt	George Garrison	Devry Pazant
16-A-65	Approval – Report of Student Suspensions									
16-A-66	Approval – District Enrollment in Schools									
16-A-67	Approval – Superintendent’s Harassment, Intimidation and Bullying Report									
16-A-68	Approval – Field Trips									
16-A-69	Approval – Second Reading and Final Adoption of BOE Policy			No						
16-A-70	Approval – First Reading of Revised Board of Education Policies	**				**				
*16-A-71	Approval – Purchased Services 2015-2016	***		*****		***				
16-F-122	Approval – Staff and BOE Travel									
16-F-123	Approval – Bills List									
16-F-124	Approval – Line Item Transfers									
16-F-125	Approval – Donation of Out of Circulation Supplementary Materials and Textbooks									
16-F-126	Approval – Pomptonian Student Lunch Price List and Faculty Lunch Price List								No	
16-F-127	Approval – Acceptance of Donation from the Silver Palate Kitchens (Revised Resolution 15-F-34)									
16-F-128	Approval – Title I Waiver									
16-F-129	Approval – Amco Change Order									
16-F-130	Approval – Latino Heritage Fund						No			
16-F-131	Approval – Advertise Bids for Auditorium Lobby Renovation and High School Sidewalks				Abs.					
16-F-132	Approval – Lightpath Internet Services									
16-F-133	Approval – Award Contract to Diamond Construction for Paving Dwight Morrow High School Campus									
16-P-90	Approval - 2015-2016 Employment of Personnel: Full-Time, Non-Guide, Part-Time Employees And Substitutes									
16-P-91	Approval - 2015-2016 Extra Compensation Positions	***			Abs					
16-P-92	Approval - 2015-2016 Advancement Of Professional Status				Abs					
16-P-93	Approval - 2015-2016 Salary Adjustments, Reclassifications & Transfers				Abs					
16-P-94	Approval - Retirement, Resignations, Leaves of Absence, Terminations				Abs					
16-P-95 ADDENDUM	Approval – 2015-2016 Employment of Personnel: full-Time, Non-Guide, Part-Time Employees and Substitutes									
16-P-96 ADDENDUM	Approval – 2015-2016 Extra Compensation Positions									
16-P-97 ADDENDUM	Approval – Approval – 2015-2016									
16-P-98 ADDENDUM	Approval – Retirement, Resignations, Leaves of Absence, Terminations									

\*16-A-71 Standard Solutions administratively withdrawn.

\*\*16-A-70 No to Policy 7510 and Regulation 7510 – Use of School Facilities

\*\*\*16-A-71 No to High Point Solutions

\*\*\*\*16-P-91 No to Mindy Rochman

\*\*\*\*\*16-A-71 Abstain on High Point Solutions

Mr. Glenn Garrison – Mr. Carter voted on Personnel on which he has a conflict.

**OLD/NEW BUSINESS**

None

Motion to adjourn at 9:52 p.m. by Mr. Glenn Garrison, seconded by Mr. Carter.



**ADMINISTRATION****16-A-65 APPROVAL - REPORT OF STUDENT SUSPENSIONS**

WHEREAS, school principals have reported to the Superintendent of Schools that during the month of **March 2016** they have imposed disciplinary suspensions on certain students pursuant to N.J.S.A. 18A:37-2; and

BE IT RESOLVED, that the Board of Education acknowledges that this report has been filed with the Secretary and constitutes a report to the Board of Education in compliance with N.J.S.A. 18A:37-4:

Number of Suspensions	March '16
High School	14
Middle School	8
McCloud Elementary School	5
Grieco Elementary School	3
Quarles Elementary School	-
<b>Total Suspensions:</b>	<b>30</b>

Number of Suspensions	March '15
High School	13
Middle School	5
McCloud Elementary School	8
Grieco Elementary School	1
Quarles Elementary School	-
<b>Total Suspensions:</b>	<b>27</b>

**16-A-66 APPROVAL – DISTRICT ENROLLMENT IN SCHOOLS**

	30-Sep-15	15-Oct-15	31-Dec-15	31-Jan-16	29-Feb-16	31-Mar-16	YTD Difference
Academies	469	467	466	466	465	465	-4
DMHS	558	552	546	557	555	548	-10
EAGLE	48	48	48	52	53	55	7
DMHS Total	1,075	1,067	1,060	1,075	1,073	1068	-7
JDMS	414	415	415	412	412	415	1
McCloud	559	558	551	551	557	555	-4
Grieco	598	591	586	594	591	600	2
Quarles	469	465	470	471	477	481	12
<b>In-District Total</b>	<b>3,115</b>	<b>3,096</b>	<b>3,082</b>	<b>3,103</b>	<b>3,110</b>	<b>3119</b>	<b>4</b>

**16-A-67            APPROVAL – SUPERINTENDENT’S HARASSMENT, INTIMIDATION AND BULLYING REPORT**

BE IT RESOLVED, that the Board of Education approves the Superintendent’s determination and actions taken for all reported incidents of Harassment, Intimidation and Bullying as discussed at the **April 21, 2016** closed session meeting.

**16-A-68            APPROVAL – FIELD TRIPS**

**TAB-3**

WHEREAS, on the October 15, 2015 Board of Education meeting, the Board approved a bundle of field trips for the year 2015-2016,

WHEREAS, the attached field trips came for approval after the submission deadline,

BE IT RESOLVED, upon recommendation of the Superintendent of Schools, that the Board of Education confirms the following field trips subject to the Principals compiling a list of students/faculty/chaperones together with parental permission forms, insurance, etc.:

**16-A-69            APPROVAL – SECOND READING AND FINAL ADOPTION OF BOE POLICY**

**TAB-4**

LET IT BE RESOLVED, that the Board of Education discusses and entertains oral or written public comment\* on the following attached Board of Education policy and agrees to consider adoption of this policy at the forthcoming Board of Education meeting,

<b>Number</b>	<b>Policy</b>
8550	OUTSTANDING FOOD SERVICE CHARGES

*\*Note: Public comment on these policies will be accepted in writing through April 29, 2016.*

**16-A-70            APPROVAL – FIRST READING OF REVISED BOARD OF EDUCATION POLICIES**

**TAB-5**

LET IT BE RESOLVED, that the Board of Education discusses and entertains oral or written public comment\* on the following attached Board of Education policy and agrees to consider adoption of this policy at the forthcoming Board of Education meeting,

<b>Number</b>	<b>Policy</b>
5460	High School Graduation
7510	Use Of School Facilities
7510 R	Use Of School Facilities

*\*Note: Public comment on these policies will be accepted in writing through April 29, 2016.*

**16-A-71 APPROVAL – PURCHASED SERVICES 2015 – 2016**

WHEREAS, the district requires specialized services to satisfy educational and business requirements,

BE IT RESOLVED, the Englewood Board of Education authorizes the president and secretary to enter into agreement with the listed individuals and/or organizations, subject to attorney review of any applicable agreement both as to content and form:

<b>Name</b>	<b>Service / Dates</b>	<b>Budget</b>	<b>Max. Fees</b>
SBJC-Maywood Campus	Tuition Student (#150604) March 2016 - June 2016	11-000-100-562-40-000-000	\$21,140.00
Windsor Bergen	Tuition Student (#148442) April 2016 - June 2016	11-000-100-566-40-000-000	\$22,092.00
Sage Day, Mahwah Campus	Tuition (transfer in) Student (#152881) March 2016 - June 2016	11-000-100-566-40-000-000	\$24,024.00
The Reading and Writing Project Network, LLC 18 Pelham Lane Ridgefield, CT	Professional Development and site based coaching on units of study in opinion, information, and narrative writing conference. Professional Development applicable to staff members teaching Reading and Writing for Grades K-8. April 25, 26, 27 and May 2, 2016	20-270-200-300-66-000-000	\$14,000.00
CPI Crisis prevention and intervention	2-day workshop in nonviolent crisis intervention 50 participants CPI Global professional Instructor  *\$62,955.00 was approved March 17, 2016 final quote came in \$68, 290.00	11-000-223-320-64-000-000	*\$5,335.00
High Point Solutions 5 Gail Court Sparta, NJ	To assess the entire EPSD network. The goal of this assessment is to produce comprehensive reports which outline network device lifecycle data, configuration analysis, and best practice recommendations.	11-000-222-500-20-000-000	\$126,010.00
Standard Solutions	Curriculum Writing Services	11-000-221-500-66-000-000	Estimate To Be Provided

**FINANCE****16-F-122 APPROVAL – STAFF AND BOE TRAVEL****TAB-6**

WHEREAS, the Englewood Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, the Board of Education establishes, for regular district business day travel only, an annual school year threshold of \$1,000 per staff/Board member where prior Board approval shall not be required unless this threshold for a staff/Board member is exceeded in a given school year; now

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23N-1.1 et seq. as being necessary and unavoidable as per noted on the attached list; and

BE IT FURTHER IT RESOLVED, the Board of Education approves the travel and related expense reimbursement as listed on the attached.

**16-F-123 APPROVAL – BILLS LIST****TAB-7**

RESOLVED, the Board of Education approves payment of the attached bills in the total amount of \$9,847,540.51

**16-F-124 APPROVAL – LINE ITEM TRANSFERS****TAB-8**

BE IT RESOLVED, the Board of Education approves the attached list of February 2016 budget transfers within the 2015-2016 budget pursuant to Policy 6422M.

BE IT FURTHER RESOLVED, the Englewood Board of Education authorizes the Interim Business Administrator to transfer \$550,000 from fund 11 to fund 12. These monies will be utilized to pave the Dwight Morrow High School campus and auditorium lobby renovations.

**16-F-125 APPROVAL – DONATION OF OUT OF CIRCULATION SUPPLEMENTARY MATERIALS AND TEXTBOOKS**

WHEREAS, the actual per pupil cost for Classroom- General Supplies and Textbooks for 2012-2013 was \$189; and

WHEREAS, the actual per pupil cost for Classroom- General Supplies and Textbooks for 2013-2014 was \$169; and

WHEREAS, the revised budget per pupil cost for Classroom- General Supplies and Textbooks for 2014-2015 was \$272 and the proposed budget for 2015-2016 is \$254; now

THEREFORE, BE IT RESOLVED that the Janis E. Dismus Middle School donate materials that are out of circulation and/or materials that are no longer aligned with the Common Core State Standards to the Musaa Primary School (Kenya). Musaa Primary School is located in Lurambi constituency in Bukhungu. The school is part of the Kakamega district in the Western province of Kenya. Musaa Primary School has an enrollment of 637 where there are approximately 38 pupils per classroom who share limited resources and books. There are a total of 19 Government of Kenya Teachers at this school.

**16-F-126            APPROVAL – POMPTONIAN STUDENT LUNCH PRICE LIST AND FACULTY LUNCH            TAB-9**  
**PRICE LIST**

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the attached Student and Faculty Lunch Prices for the 2016-2017 school year.

**16-F-127            APPROVAL – ACCEPTANCE OF DONATION FROM THE SILVER PALATE**  
**KITCHENS (Revised resolution #15-F-34)**

WHEREAS, the Englewood Board of Education (EBOE) has received \$5,000.00 from Peter Harris, President of The Silver Palate Kitchens, located in Cresskill, New Jersey, to promote The School of Digital Arts—a digital media program to be implemented at Dwight Morrow High School (DMHS); and

WHEREAS, the donated funds originally were to be used to purchase iPad Air Tablets, said funds are now to be used to acquire a smart board, which remains in line with the program's intent to prepare students for advanced study and careers in the fast-paced world of digital media; and

WHEREAS, a separate account will be established through the Office of the Business Administrator/Board Secretary to record approved disbursements for the acquisition of said item in accordance with generally accepted accounting procedures (GAAP); now

THEREFORE BE IT RESOLVED, that the EBOE hereby accepts the aforementioned monies and the change in the item to be purchased in support of the program and extends its appreciation to Peter Harris for such a generous donation and the efforts of Peter Elbert, Principal of DMHS, Peter S. Mecca, teacher at DMHS, and James Ferrara, teacher of technology at DMHS for their roles in helping to bring this donation to fruition.

**16-F-128            APPROVAL – TITLE I WAIVER**

WHEREAS, the Englewood Board of Education received Title I funds and is required to spend 85% of the funds each year; and

WHEREAS, there is a possibility the district may not spend 85% of the 2015/2016 allocation; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools the Englewood Board of Education authorizes the Interim Business Administrator to submit a waiver that would allow the district to carryover all remaining Title I funds.

**16-F-129            APPROVAL – AMCO CHANGE ORDER**

WHEREAS, the heating project for Dwight Morrow High School South Building is substantially complete; now

THEREFORE BE IT RESOLVED, THE Englewood Board of Education approves a change order credit of \$75,000 toward the AMCO contract.

**16-F-130            APPROVAL – LATINO HERITAGE FUND**

BE IT RESOLVED, the Englewood Board of Education authorizes the Interim Business Administrator to establish a bank account at Capital One Bank. The signatories on the account will be Abraham Alarcon and Mercedes Gil; now

BE IT FURTHER RESOLVED, this account will be audited on an annual basis by the independent auditors approved by the Board.

**16-F-131            APPROVAL – ADVERTISE BIDS FOR AUDITORIUM LOBBY RENOVATION AND HIGH SCHOOL SIDEWALKS**

Upon the recommendation of the Superintendent of Schools, the Englewood Board of Education authorizes the Interim Business Administrator to advertise bids for the following:

- Auditorium Lobby Renovation
- High School Sidewalks

**16-F-132            APPROVAL – LIGHTPATH INTERNET SERVICES**

**TAB-10**

WHEREAS, the district renegotiated the current Lightpath Internet Service agreement; and

WHEREAS, the revised agreement excludes two buildings and increases network gigabytes; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools the Englewood Board of Education authorizes the Interim Business Administrator to approve the attached contract with Lightpath for Internet Services for four years at a monthly charge of \$22,485; now

BE IT FURTHER REVOLED, this contract qualifies for e-rate funding and the district will receive partial reimbursement.

**16-F-133            APPROVAL – AWARD CONTRACT TO DIAMOND CONSTRUCTION FOR PAVING DWIGHT MORROW HIGH SCHOOL CAMPUS**

WHEREAS, the district has a need to repave the Dwight Morrow High School parking lots; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the district awards a contract to Diamond Construction (Bid #6887) to pave the Dwight Morrow High School campus in the amount of \$416,240.

**PERSONNEL****16-P-90 APPROVAL - 2015-2016 EMPLOYMENT OF PERSONNEL: FULL-TIME, NON-GUIDE, PART-TIME EMPLOYEES AND SUBSTITUTES**

WHEREAS, the Superintendent of Schools, after considering the recommendation of his administrative staff which included consideration of experience, credentials, and references for the following candidates for employment in the school district, has determined that the appointment of these individuals is appropriate and in the best interest of the school district, be it

RESOLVED, upon recommendation of the Superintendent of Schools, that the following individuals be appointed to the positions indicated, as provided by the budget, in accord with terms of the employment specified:

Note: Appointment of new personnel to the District is provisional subject to:

1. Authorization from the State Department regarding a criminal background check and/or authorization from the Bergen County Superintendent's Office for emergent hiring.
2. A medical examination including satisfactory results of the Mantoux tuberculin skin test.

Name	Position	Loc	Salary/Budget	Effective Dates
Croce, Romina	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	04/25/16- 06/30/16
Scott, Lucrecia	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	04/25/16- 06/30/16
Shepard, Brittany	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	04/25/16- 06/30/16
Tavarez, Gabriel	Per-diem Substitute Teacher NJ Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	04/25/16- 06/30/16
Yepes, Monica	Per-diem Substitute Teacher Teacher of Spanish	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	04/25/16- 06/30/16

**16-P-91 2015-2016 EXTRA COMPENSATION POSITIONS**

WHEREAS, the Superintendent of Schools has recommended that certain Board of Education employees be compensated for additional duties or responsibilities, be it

RESOLVED, the Board of Education approves the following assignments and payments for services rendered as indicated:

<b>Home Instruction</b>						
Name	Assignment	Rate	Amount of Hours	Max	Effective Dates	Budget Account
Santos, Rufi	Home Instructor	\$30.50 ph	100 hrs.	\$3,050	04/25/16- 06/30/16	11-150-100-101-40-101-000
Weinberger, Judith	Home Instructor	\$30.50 ph	100 add'l hrs	\$3,050	03/30/16- 06/30/16	11-150-100-101-40-101-000

<b>2015-2016 DMHS/AE Extra Compensation Stipends</b>						
Name	Assignment	Rate	Amount of Hours	Max	Effective Dates	Budget Account
Meltzer, Sandra	Director Spring Musical	Per ETA Guide	n/a	\$7,200	2015-2016	11-401-100-100-76-101-000
Rochman, Mindy	Assist. Director Spring Musical	Per ETA Guide	n/a	\$4,500	2015-2016	11-401-100-100-76-101-000

Sanchez, Luis	Portfolio Preparation Math Teacher	\$30.50 ph	30 hrs.	\$915	03/18/16- 05/28/16	20-231-100-100-66-103-020
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**16-P-92 2015-2016 ADVANCEMENT OF PROFESSIONAL STATUS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the following reclassification(s) be approved as provided by the budget:

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District (OOD)</i>	<i>Vince Lombardi (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

<b>Name:</b>	<b>From:</b>	<b>To:</b>
Golston, Zuri (10)	MA, Step 10-11 \$59,385	MA+30, Step 10-11 \$70,635 pro rata Effective: 03/10/16-06/30/16
Mata, Danira (04)	MA, Step 2-3 \$57,355	MA+30, Step 2-3 \$68,605 pro rata Effective: 02/11/16-06/30/16
Triano, Elizabeth (04)	MA, Step 4-6 \$57,865	MA+30, Step 4-6 \$69,115 pro rata Effective: 08/31/15-06/30/16

**16-P-93 APPROVAL - 2015-2016 SALARY ADJUSTMENTS, RECLASSIFICATIONS & TRANSFERS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the following reclassification(s) be approved as provided by the budget:

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District (OOD)</i>	<i>Vince Lombardi (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

<b>Reclassification</b>		
<b>Name</b>	<b>From:</b>	<b>To:</b>
Baskerville-Norris, Gail	MA, Step 1 \$45,484	MA, Step 1 \$56,855 pro rata Effective: 03/09/16-06/30/16

**16-P-94 APPROVAL - RETIREMENT, RESIGNATIONS, LEAVES OF ABSENCE, TERMINATIONS**

RESOLVED, that the Englewood Board of Education hereby approves the following:

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District</i>	<i>Vince Lombardi (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

**Leaves of Absence**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Arrieta, Shannon (20)	Unpaid Medical Leave of Absence, Teacher of Health and Physical Education	March 16, 2016 - June 30, 2016
Goolsarran, Jaqueline (30)	Paid Medical Leave of Absence, Teacher of Biological Science	April 1, 2016 – June 30, 2016
Kays, Alicia (04)	Unpaid Intermittent Medical Leave of Absence, Teacher of Art	March 15, 2016 – June 30, 2016
Lubin, Rose (20)	Unpaid Personal Leave of Absence, Teacher of Mathematics	April 25, 2016 – June 30, 2016
Robinson, Lisa (20)	Personal Leave of Absence, Teacher of the Handicapped	April 23, 2016 – June 30, 2016
Silverstein, Wendy (20)	Paid Medical Leave of Absence Unpaid Medical Leave of Absence, School Psychologist	April 19, 2016 - June 3, 2016 June 6, 2016 - October 31, 2016 Update of Resolution #16-P-86 03/17/16



**Resignations**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Mahoney, Nathalie (30)	Resignation, Teacher of French	June 30, 2016
Salaam-Abdus, Sakina (01)	Resignation, Security Officer	March 17, 2016

**Retirement**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Marguiles, Martha (04)	Retirement, Elementary School Teacher	June 30, 2016

**THE ENGLEWOOD BOARD OF EDUCATION  
MINUTES – SPECIAL PUBLIC MEETING  
BUDGET HEARING  
April 27, 2015 6:30 p.m.**

The meeting was called to order at 6:45 p.m. and the NJ Open Public Meeting Statement was read by President Pazant.

Present: Stephen Brown (arrived at 6:50 p.m.), Jeff Carter, Molly Craig-Berry (arrived at 7:05 p.m.), Carol Feinstein, Glenn Garrison (arrived at 6:52 p.m.), Betty Griffin, Henry Pruitt, George Garrison, III, Devry Pazant

Also Present: Robert Kravitz, Superintendent, Michelle James, Assistant Superintendent, Cheryl Balletto, Business Administrator/Board Secretary

Motion by Ms. Feinstein, seconded by Mr. Carter to enter closed session.

CLOSED SESSION AS NECESSARY (*Use this resolution to identify the qualified matters to be discussed*)

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-12, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) *a matter rendered confidential by federal or state law*
- 2) *a matter in which release of information would impair the right to receive government funds*
- 3) *material the disclosure of which constitutes an unwarranted invasion of individual privacy*
- 4) *a collective bargaining agreement and/or negotiations related to it*
- 5) *a matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) *pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege*
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *deliberation after a public hearing that could result in a civil penalty or other loss*

and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

APPROVAL OF CONSENT AGENDA

Motion by Mr. Carter, seconded by Ms. Griffin to approve the consent agenda..

2016-2017 BUDGET PRESENTATION – Ms. Cheryl Balletto, Interim Business Administrator

OPENED THE PRIVILEGE OF THE FLOOR – For Budget Questions Only

*Mr. Matthews* – Englewood Cliffs tuition – are they paying us now? How much?

*Ms. Balletto* – Yes, it depends on how many students there are.

*Mr. Matthews* – Title 1 money – I've been advocating for years to do different things with that money that would be more effective.

*Ms. Balletto* – One of the biggest changes is that we sent in the application to be schoolwide.

BOARD DISCUSSION

*Ms. Craig-Berry* – Have all the schools completed the application?

*Ms. Balleto* – Three schools have; two may have to wait until next year. It's schoolwide – not districtwide.

*Ms. Craig-Berry* – Mr. Kravitz, why didn't the other schools complete the process? What are you going to do to hold these people accountable?

*Mr. Kravitz* – Not everyone attended the mandatory training. As a result, they did not receive Title 1 status.

*Ms. Craig-Berry* – That's very disappointing.

*Mr. Glenn Garrison* – Are we getting rid of the Eagle Program?

*Mr. Kravitz* – It's being moved to Bergen Community College. Its elimination in its current form is correct.

*Mr. Glenn Garrison* – The Media Center budget is being reduced by 30%. How is that going to affect the program? How many of our Media Centers are open?

*Ms. Balleto* – The main reduction is because there was a networks switch project that is now completed.

*Mr. Kravitz* – They are all open

*Mr. George Garrison* – With our new positions, is our administrative ratio effected?

*Ms. Balleto* - We are within the limit of administrative costs for our regional area.

Motion to close the budget hearing by Mr. Glenn Garrison; seconded by Mr. George Garrison, III

OPENED PRIVILEGE OF THE FLOOR – questions on consent agenda

*Mr. Matthews* – How are we doing with regard to our math program? Are we on track? What is the number of students attending the Academies? Is it about the same number as last year? With regard to the Board attorney – do we have a contract with him? We spent \$37,000 to Weiner Lesniak – what are we getting for our money. Our legal costs are out of whack. This is a full-time attorney – how much time is he spending in the district? Why can't we really look at this?

*Mr. Kravitz* – We are reviewing the math programs. Right now the curriculum is not connected.

*Mr. Pazant* – There is a contract. We cannot discuss personnel.

BOARD DISCUSSION

*Mr. Carter* – Tab 3 – I would like the Superintendent to administratively table Mark Tabakin's name because we have an RFP out for Legal Services.

Motion by Mr. Carter and seconded by Ms. Feinstein to remove 16-P-102

Yes: Mr. Carter, Ms. Craig-Berry, Ms. Feinstein, Ms. Griffin, Mr. Pruitt, Mr. George Garrison, Mr. Pazant

No: Mr. Brown, Mr. Glenn Garrison

Motion passes.

VOTE

Roll Call Vote on the Consent Agenda with addendum – yes to all except:

Resolution #	Topic	Stephen Brown	Jeff Carter	Molly Craig-Berry	Carol Feinstein	Glenn Garrison	Betty Griffin	Henry Pruitt	George Garrison, III	Devry Pazant
16-F-134	Approval - Adopt 2016-2017 School Budget	No								
16-F-135	Approval - School Development Authority Grant - Window and Door Replacement Dwight Morrow High School									
16-P-99	Approval – Notification to Non-Tenured Teaching Staff Members Pursuant To N.J.S.A. 18a:27-10				Abs					
16-P-100	Approval – Notification to Non-Tenured Administrative Staff Members Pursuant To N.J.S.A. 18a:27-10				Abs					
16-P-101* <b>AMENDED</b>	Approval – 2016-2017 Non-Guide Staff Renewal				Abs					
16-P-102	Approval – Abolishment of .5 Assistant Director of Special Education				Abs					
16-P-103	Approval - Retirement, Resignations, Leaves of Absence, Terminations									
16-P-104 <b>ADDENDUM</b>	Approval – Retirement, Resignations, Leaves of Absence, Terminations									

\*Mark Tabakin’s name administratively removed.

Mr. Pazant – I would like the Superintendent to discuss the Summer Program.

Mr. Kravitz - Just to clarify – it is the same program as last year. There are some changes – the fees and dates. There are no other changes.

Mr. Brown – The change is that last summer those that took the Enrichment Program did not pay.

Mr. Kravitz – We are going through the receipts from last year to see what was paid and what wasn’t paid.

Mr. Brown – Are we going to have the Enrichment Program and will people have to pay?

Mr. Kravitz - Yes, there is an Enrichment Program and Yes, they will have to pay.

Ms. Craig-Berry – For as long as I’ve been here, 8:00 a.m. to 12:00 p.m. has been free. We were told it was paid by Title 1 funding. What was the charge for 8:00 a.m. to 12:00 p.m.?

Mr. Kravitz - Remediation was paid by Title 1 funds – Enrichment is not.

Motion by Ms. Feinstein; seconded by Ms. Griffin to discuss Personnel.

Motion to reconvene to Public Session by Mr. George Garrison; seconded by Ms. Griffin.

Motion by Mr. Pruitt to remove Mark Tabakin’s name from 16-P-101; seconded by Mr. Carter.

Yes: Mr. Carter, Ms. Feinstein, Ms. Griffin, Mr. Pruitt, Mr. George Garrison, Mr. Pazant

No: Mr. Brown, Ms. Craig-Berry, Mr. Glenn Garrison

Motion carries.

Mr. Glenn Garrison – I want it noted that there is an apparent conflict of two Board Members who voted – Ms. Carter and Ms. Feinstein.

Motion to vote on 16-P-101 Mr. Carter; seconded by Ms. Griffin

Yes: Mr. Brown, Mr. Carter, Ms. Craig-Berry, Ms. Feinstein, Mr. Glenn Garrison, Ms. Griffin, Mr. Pruitt, Mr. George Garrison, Mr. Pazant

No: None

16-P-101 passes by a unanimous vote.

Motion to adjourn at 11.35 p.m. by Mr. Glenn Garrison, seconded by Mr. George Garrison, III carried by consent of the Board.

**FINANCE**

**16-F-134 APPROVAL – ADOPT 2016-2017 SCHOOL BUDGET**

WHEREAS, the Preliminary 2016-2017 budget was submitted and approved by the Bergen County Office of the Department of Education; now

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Englewood City Public Schools Board of Education, County of Bergen, approves the 2016-2017 School Year Budget as follows:

Current General Expense (Funds 11)	\$62,699,160
Capital Outlay (Fund 12)	\$2,626,772
Transfer to Charter Schools	\$2,348,798
<b>TOTAL GENERAL FUND</b>	<b>\$67,674,730</b>
Special Revenue (Fund 20)	\$3,862,390
Debt Service (Fnd 40)	\$1,816,157
<b>TOTAL EXPENDITURES/APPROPRIATIONS</b>	<b>\$73,353,277</b>

BE IT FURTHER RESOLVED, that the General Fund tax levy \$50,778,757 and Debt Service tax levy \$1,816,157 are approved to support the 2016-2017 school year budget.

**16-F-135 APPROVAL – SCHOOL DEVELOPMENT AUTHORITY GRANT - WINDOW AND DOOR REPLACEMENT DWIGHT MORROW HIGH SCHOOL**

WHEREAS, the Englewood Public School District has submitted an application for grant funding to replace windows and doors at Dwight Morrow High School; and

WHEREAS, the grant application has been approved; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education is authorizing execution and delivery of the following grant agreement.

PROJECT	GRANT #	AMOUNT	STATE SHARE	STATE #
Window & Exterior Door Replacement	G5-2948	\$1,000,720	\$400,288	1370-040-09-OJAZ

THEREFORE BE IT FURTHER RESOLVED, the Englewood Board of Education approves the delegation of authority to the School Business Administrator/Board Secretary for supervision of the school facilities project mentioned above.

**PERSONNEL**

**16-P-99 APPROVAL –NOTIFICATION TO NON-TENURED TEACHING STAFF MEMBERS PURSUANT TO N.J.S.A. 18A:27-10 TAB-1**

RESOLVED, the Board of Education authorizes the Superintendent of Schools to provide the non-tenured teaching staff members continuously employed for the 2015-2016 school year and included on the attached list with a written offer of a contract for employment for the 2016-2017 school year, and be it

FURTHER RESOLVED, that the Board of Education authorizes the Superintendent of Schools to provide the non-tenured teaching staff members continuously employed for the 2015-2016 school year who are not included on the attached list with a written notice that such employment will not be offered.

**16-P-100 APPROVAL – NOTIFICATION TO NON-TENURED ADMINISTRATIVE STAFF MEMBERS PURSUANT TO N.J.S.A. 18A:27-10 TAB-2**

RESOLVED, the Board of Education authorizes the Superintendent of Schools to provide written notice to the attached non-tenured Administrative Staff member included on the attached list with a written offer of a contract for the 2016-2017 school year, providing for at least the same terms and conditions of employment as the 2015-2016 school year but with such increases in salary as may be negotiated, and be it

FURTHER RESOLVED, that the Board of Education authorizes the Superintendent of Schools to provide the non-tenured Administrative Staff members continuously employed for the 2015-2016 school year who are not included on the attached list with a written notice that such employment will not be offered.

**16-P-101 APPROVAL – 2016-2017 NON-GUIDE STAFF RENEWAL TAB-3**

RESOLVED, the Board of Education authorizes the Superintendent of Schools to provide the currently employed non-guide staff included on the attached list with a written offer of a contract for employment for the 2016-2017 school year.

**16-P-102 APPROVAL – ABOLISHMENT OF .5 ASSISTANT DIRECTOR OF SPECIAL EDUCATION**

RESOLVED, upon the recommendation of the Superintendent of Schools the Englewood Board of Education hereby abolishes the following position effective June 30, 2016: .5 Assistant Director of Special Education for reasons of economy and efficiency.

**16-P-103 APPROVAL - RETIREMENT, RESIGNATIONS, LEAVES OF ABSENCE, TERMINATIONS**

RESOLVED, that the Englewood Board of Education hereby approves the following:

<i>School Codes:</i>	<i>Grieco (04)</i>	<i>JDMS (10)</i>	<i>A@E (30)</i>	<i>DMHS (20)</i>
<i>Out-of-District</i>	<i>Vince Lombardi (05)</i>	<i>Central Office (60)</i>	<i>Quarles (01)</i>	<i>McCloud (03)</i>

**Resignation**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Zubkoff, Nina (10)	Resignation, Teacher of Chinese	June 30, 2016

**THE ENGLEWOOD BOARD OF EDUCATION  
MINUTES – SPECIAL PUBLIC MEETING  
April 8, 2015 7:30 a.m.**

The meeting was called to order at 7:30 a.m. and the NJ Open Public Meeting Statement was read by President Pazant.

Present: Stephen Brown, Jeff Carter, Carol Feinstein, Glenn Garrison, Betty Griffin, George Garrison, III, Devry Pazant

Absent: Molly Craig-Berry, Henry Pruitt

Also Present: Robert Kravitz, Superintendent, Michelle James, Assistant Superintendent, Cheryl Balletto, Business Administrator/Board Secretary

OPENED PRIVILEGE OF THE FLOOR

VOTE:

APPROVAL OF CONSENT AGENDA

Motion by Mr. George Garrison, III, seconded by Mr. Carter to approve the consent agenda..

BOARD DISCUSSION

*Mr. Brown* – 16-F-120 Change the word “will “ to “may” generate increased enrollments in the future, thereby generating additional revenue.

*Mr. Glenn Garrison* – The last sentence in 16-F-120 – what academy are you talking about?

*Mr. Kravitz* – It’s referring to an academy program.

Roll Call Vote on the Consent Agenda as amended – yes to all except:

Resolution #	Topic	Stephen Brown	Jeff Carter	Carol Feinstein	Glenn Garrison	Betty Griffin	George Garrison, III	Devry Pazant
16-F-120	Approval – Qualified Zone Academy Bonds (QZAB)	Abs.						
16-F-121	Approval – Modification of the 2016-2017 Preliminary Budget							

Motion to adjourn at 7:42 a.m. by Mr. Glenn Garrison, seconded by Mr. George Garrison, III carried by consent of the Board.



**FINANCE**

**16-F-120 APPROVAL – QUALIFIED ZONE ACADEMY BONDS (QZAB)**

The Englewood City School District Board of Education authorizes Superintendent Robert L. Kravitz to apply for \$15,580,000 of Qualified Zone Academy Bond and/or Lease Purchase Funds. These are NO INTEREST bonds with a life of up to 25 years which will save millions of dollars over conventional bonds.

The repayment of these NO INTEREST bonds and/or Lease Purchase Payments will come from savings generated by energy/mechanical upgrades, maintenance savings and/or other budget savings realized through with the application of QZAB funds. The overall upgrade of the facilities and the educational program may generate increased enrollments in the future, thereby generating additional revenue.

In addition, the Board authorizes Superintendent Robert L. Kravitz to work with the National Education Foundation to form a five year partnership and to accept \$7,805,000 of free software. The National Education Foundation is a non-profit foundation dedicated to helping students living in low income settings.

The QZAB Academic Plan is compatible with state and district curriculum and standards and is hereby approved by the Board of Education.

The Board also authorizes Superintendent Robert L. Kravitz to work with appropriate officials to proceed to sell the bonds and/or enter into a Lease Purchase Agreement once obtaining the QZAB approval from the state and to make the appropriate financial transfers to balance all accounts within available revenue.

The Board further requests a semi-annual update on this project for the next three years including finances, renovations, implementation of the academy and, when appropriate, the student results of the academy.

**16-F-121 APPROVAL – MODIFICATION OF THE 2016-2017 PRELIMINARY BUDGET**

WHEREAS, the Englewood Board of Education has authorized the Superintendent of Schools to submit a Qualified Zone Academy Bond Fund application in the amount of \$15,580,000. If such application is approved, it would affect the 2016-2017 preliminary budget; now

THEREFORE, be it resolved upon the recommendation of the Superintendent, the 2016-2017 preliminary budget be modified to reflect a zero percent tax levy increase and bond/lease purchase agreement payment contingent upon the Qualified Zone Academy Bond project approval; now

BE IT FURTHER RESOLVED, the Englewood Board of Education authorized the Interim Business Administrator to submit QZAB Project Facilities form to the New Jersey Department of Education – Division of Facilities and update the Long Range Facility Plan for the project submitted.

**REPORT OF THE TREASURER  
TO THE BOARD OF EDUCATION**

District of Englewood

All Funds

For The Month Ending:

03/31/2016

**CASH REPORT**

FUNDS	(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balances (1) + (2) - (3)
<b>GOVERNMENTAL FUNDS</b>				
General Fund - Fund 10	\$11,971,817.04	\$6,810,429.57	\$7,673,517.80	\$11,108,728.81
Special Revenue Fund - Fund 20	\$290,826.96	\$221,440.61	\$296,194.16	\$216,073.41
Capital Projects Fund - Fund 30	\$241,183.05	\$425,241.18	\$27,386.75	\$639,037.48
Debt Service Fund 40	\$669,236.82	\$173,808.34	\$1,538,278.13	(\$695,232.97)
<b>Total Governmental Funds</b>	\$13,173,063.87	\$7,630,919.70	\$9,535,376.84	\$11,268,606.73
Enterprise Fund - Fund 50	\$154,044.40	\$296,145.04	\$178,210.69	\$271,978.75
Enterprise Fund - Fund 60	\$215,001.90	\$42,160.64	\$32,091.18	\$225,071.36
Payroll Account (Net)	(\$2,210.58)	\$1,780,237.51	\$1,786,127.09	(\$8,100.16)
<b>Total All Funds</b>	\$13,539,899.59	\$9,749,462.89	\$11,531,805.80	\$11,757,556.68

Prepared and Submitted By:

*Robert R. Brown, CPA*

Robert R. Brown, CPA  
Treasurer of School Moneys

Bank Reconciliation

Bank Name	See Below
Account Number	See Below
Statement Date	03/31/2016
Fund/Funds	

Prepared by: Robert R. Brown  
Date: 03/31/2016

Balance per Bank:	
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Capital One Referendum #00007047886222	\$813,679.37
Capital One #00007047886230	\$9,057,634.24
Capital One Compensating Balance #00007527021191	\$2,000,000.00
Capital One Payroll #7047886141	\$99,376.39
Petty Cash	\$1,300.00
<b>Sub Total Balance Per Banks</b>	<b>\$11,971,990.00</b>

Reconciling Items:	
Additions:	
Date	Amount
Unlocated Difference	\$252.53
Fund 50 Adjustment	\$588.38
Total D.I.T.'s & Other	\$840.91
Total Additions	\$ 840.91
Deductions:	
Outstanding Checks	
4	
5	
6	
7	
Total Deductions	(\$215,274.23)
Net Reconciling Items	(\$215,274.23)
Adjusted Balance per Bank as of:	03/31/2016
Adjusted Balance per Bank as of:	\$11,757,556.68

Balance per Board Secretary's Records as of:	03/31/2016	\$11,757,556.68
Additions:		
Interest Earned		
Other		
Total Additions	\$0.00	
Deductions:		
Bank Charges		
Other		
Total Deductions	\$0.00	
Net Reconciling Items		\$0.00
Adjusted Board Secretary's Balance as of:	03/31/2016	\$11,757,556.68

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 9 Month Period Ending 03/31/2016

ASSETS AND RESOURCES

--- A S S E T S ---		
101	Cash in bank	\$9,107,428.01
102-107	Cash and cash equivalents	\$2,001,300.00
121	Tax levy receivable	\$16,709,282.72
	Accounts receivable:	
132	Interfund	\$9,872.99
141	Intergovernmental - State	\$5,627,685.62
143	Intergovernmental - Other	\$29,300.65
	Other Current Assets	\$0.00

--- R E S O U R C E S ---		
301	Estimated Revenues	\$62,426,284.00
302	Less Revenues	(\$62,886,402.73)
		<u>(\$460,118.73)</u>
	Total assets and resources	<u>\$33,024,751.26</u>

Englewood Public School District  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 9 Month Period Ending 03/31/2016

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	\$65,926,745.53	\$64,062,452.07	\$1,864,293.46
Revenues	(\$62,426,284.00)	(\$62,886,402.73)	\$460,118.73
<hr/>			
\$3,500,461.53	\$1,176,049.34	\$2,324,412.19	
<hr/>			
Change in Capital Reserve accounts:			
604 Plus - Increase in reserve	\$9,000.00		
Change in Tuition Reserve accounts:			
Change in Emergency Reserve account:			
607 Plus - Increase in reserve	\$2,000.00		
Change in Maintenance Reserve account:			
606 Plus - Increase in reserve	\$3,900.00		
<hr/>			
Subtotal Reserve Adjustments	\$14,900.00	\$14,900.00	
<hr/>			
Less: Adjust for prior year encumb.	(\$525,295.67)	(\$525,295.67)	
<hr/>			
Budgeted Fund Balance	\$2,990,065.86	\$665,653.67	\$2,324,412.19
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Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$2,990,065.86	\$665,653.67	\$2,324,412.19
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
Fund 19 (Restricted FEMA Block Grants)	\$0.00	\$0.00	\$0.00
<hr/>			
TOTAL Budgeted Fund Balance	\$2,990,065.86	\$665,653.67	\$2,324,412.19

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 GENERAL FUND - FUND 10  
 INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 9 Month Period Ending 03/31/2016

	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** EXPENDITURES - cont'd ***				
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$41,965.00	\$41,819.82	\$0.00	\$145.18
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$1,269,268.53	\$991,667.63	\$195,513.00	\$82,087.90
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$1,311,233.53	\$1,033,487.45	\$195,513.00	\$82,233.08
10-000-100-56X Transfer of Funds to Charter Schools	\$2,090,025.00	\$1,478,923.00	\$611,102.00	.00
TOTAL GENERAL FUND EXPENDITURES	\$65,926,745.53	\$42,007,992.91	\$22,054,459.16	\$1,864,293.46

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 9 Month Period Ending 03/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>*** GENERAL CURRENT EXPENSE ***</b>				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$1,372,316.81	\$929,638.86	\$442,677.95	.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$4,182,687.09	\$2,829,186.64	\$1,353,500.45	.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$3,105,960.48	\$2,100,997.51	\$1,004,962.97	.00
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$7,170,149.63	\$4,570,531.30	\$2,272,787.29	\$326,831.04
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$80,793.00	\$17,375.50	\$63,417.50	\$0.00
11-150-100-320 Purchased Prof.-Ed. Services	\$7,000.00	\$69.24	\$6,930.76	.00
11-150-100-610 General Supplies	\$1,000.00	.00	.00	\$1,000.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-320 Purchased Prof.-Ed. Services	\$13,200.00	\$5,320.00	\$2,890.00	\$4,990.00
11-190-100-500 Other Purch. Serv. (400-500 series)	\$755,082.36	\$467,610.23	\$120,998.24	\$166,473.89
11-190-100-610 General Supplies	\$483,960.35	\$354,486.58	\$55,815.24	\$73,658.53
11-190-100-640 Textbooks	\$203,315.13	\$86,252.69	\$20,151.30	\$96,911.14
11-190-100-800 Other Objects	\$12,000.00	\$11,500.00	.00	\$500.00
<b>TOTAL</b>	<b>\$17,987,464.85</b>	<b>\$11,372,968.55</b>	<b>\$5,344,131.70</b>	<b>\$670,364.60</b>
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities:				
11-204-100-101 Salaries of Teachers	\$1,299,570.25	\$914,963.05	\$384,607.20	\$0.00
11-204-100-320 Purchased Prof.-Ed. Services	\$16,000.00	\$5,400.00	\$6,600.00	\$4,000.00
11-204-100-500 Other Purch. Serv. (400-500 series)	\$250,000.00	\$250,000.00	.00	.00
11-204-100-610 General Supplies	\$2,938.87	\$649.44	\$2,099.00	\$190.43
11-204-100-800 Other Objects	\$608.00	\$607.80	.00	\$0.20
<b>TOTAL</b>	<b>\$1,569,117.12</b>	<b>\$1,171,620.29</b>	<b>\$393,306.20</b>	<b>\$4,190.63</b>
Behavioral Disabilities:				
11-209-100-101 Salaries of Teachers	\$75,390.00	\$52,773.00	\$22,617.00	\$0.00
11-209-100-500 Other Purch. Serv. (400-500 series)	\$250,000.00	\$250,000.00	.00	.00
11-209-100-610 General supplies	\$2,000.00	\$481.51	.00	\$1,518.49
<b>TOTAL</b>	<b>\$327,390.00</b>	<b>\$303,254.51</b>	<b>\$22,617.00</b>	<b>\$1,518.49</b>
Multiple Disabilities:				
11-212-100-101 Salaries of Teachers	\$803,298.28	\$548,295.88	\$255,002.40	\$0.00
11-212-100-320 Purchased Prof.-Ed. Services	\$170,000.00	\$169,823.50	\$176.50	.00
11-212-100-500 Other Purch. Serv. (400-500 series)	\$500,000.00	\$500,000.00	.00	.00
11-212-100-610 General supplies	\$3,700.00	\$2,116.06	\$855.60	\$728.34
<b>TOTAL</b>	<b>\$1,476,998.28</b>	<b>\$1,220,235.44</b>	<b>\$256,034.50</b>	<b>\$728.34</b>
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$1,931,120.23	\$1,340,050.83	\$591,069.40	\$0.00
11-213-100-500 Other Purch. Serv. (400-500 series)	\$300,000.00	\$25,446.83	\$274,553.17	.00
11-213-100-610 General supplies	\$2,931.12	\$1,819.61	.00	\$1,111.51
<b>TOTAL</b>	<b>\$2,234,051.35</b>	<b>\$1,367,317.27</b>	<b>\$865,622.57</b>	<b>\$1,111.51</b>
Autisim:				
11-214-100-101 Salaries of Teachers	\$70,615.00	\$48,380.50	\$22,234.50	\$0.00

Englewood Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 9 Month Period Ending 03/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Health services ---				
11-000-213-100 Salaries	\$426,333.16	\$288,036.78	\$138,296.38	.00
11-000-213-300 Purchased Prof. & Tech. Svc.	\$145,072.00	\$99,852.00	\$45,220.00	.00
11-000-213-500 Other Purchd. Serv. (400-500 series)	\$1,150.00	\$285.00	.00	\$865.00
11-000-213-600 Supplies and Materials	\$14,176.00	\$8,515.12	\$491.00	\$5,169.88
11-000-213-800 Other Objects	\$1,800.00	\$220.00	.00	\$1,580.00
TOTAL	\$588,531.16	\$396,908.90	\$184,007.38	\$7,614.88
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$748,939.60	\$523,742.72	\$225,196.88	.00
11-000-216-320 Purchased Prof. Ed. Services	\$233,500.00	\$128,301.88	\$105,198.12	.00
11-000-216-600 Supplies and Materials	\$9,038.70	\$5,560.78	\$1,636.95	\$1,840.97
11-000-216-800 Other Objects	\$69.00	\$69.00	.00	.00
TOTAL	\$991,547.30	\$657,674.38	\$332,031.95	\$1,840.97
--- Other support services - Students - Extra Srvc				
11-000-217-320 Purchased Prof. Ed. Services	\$20,000.00	.00	.00	\$20,000.00
TOTAL	\$20,000.00	\$0.00	\$0.00	\$20,000.00
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$343,044.75	\$244,199.95	\$98,844.80	.00
11-000-218-320 Purchased Prof. - Ed. Services	\$6,900.00	.00	.00	\$6,900.00
11-000-218-500 Other Purchased Services (400-500 series)	\$102,100.00	\$90,542.10	\$4,248.00	\$7,309.90
11-000-218-600 Supplies and Materials	\$39,670.00	\$16,640.02	\$5,198.12	\$17,831.86
11-000-218-800 Other Objects	\$24,000.00	\$8,000.00	\$16,000.00	.00
TOTAL	\$515,714.75	\$359,382.07	\$124,290.92	\$32,041.76
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$1,175,868.84	\$823,211.22	\$352,657.62	.00
11-000-219-105 Sal Sec. & Clerical Asst.	\$70,690.80	\$50,540.78	\$20,150.02	.00
11-000-219-320 Purchased Prof. - Ed. Services	\$138,500.00	\$68,575.00	\$54,425.00	\$15,500.00
11-000-219-592 Misc Purch Ser (400-500 O/than Resid costs)	\$42,290.00	\$11,856.97	\$29,887.42	\$545.61
11-000-219-600 Supplies and Materials	\$9,500.00	\$7,468.14	\$395.36	\$1,636.50
11-000-219-800 Other Objects	\$500.00	\$278.00	.00	\$222.00
TOTAL	\$1,437,349.64	\$961,930.11	\$457,515.42	\$17,904.11
--- Improv. of Instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$384,466.60	\$288,349.20	\$96,117.40	.00
11-000-221-176 Sal. Facilitators/Math, Literacy Coaches	\$131,992.80	\$92,379.60	\$39,613.20	.00
11-000-221-500 Other Purchased Services (400-500 series)	\$119,175.00	\$73,421.50	\$40,300.00	\$5,453.50
11-000-221-600 Supplies and Materials	\$50,000.00	\$48,186.06	\$399.62	\$1,414.32
TOTAL	\$685,634.40	\$502,336.36	\$176,430.22	\$6,867.82
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$359,110.35	\$263,214.52	\$95,895.83	.00
11-000-222-500 Other Purchased Services (400-500 series)	\$1,027,059.99	\$763,937.24	\$247,941.28	\$15,181.47
11-000-222-600 Supplies and Materials	\$412,297.00	\$340,370.31	\$34,767.02	\$37,159.67



Englewood Public School District  
GENERAL FUND - FUND 10  
STATEMENT OF APERPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 9 Month Period Ending 03/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Custodial Services ---				
11-000-262-1XX Salaries	\$126,646.77	\$94,984.92	\$31,661.85	\$0.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$2,023,000.00	\$1,492,571.76	\$495,214.14	\$35,214.10
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$338,427.26	\$250,090.49	\$83,336.77	\$5,000.00
11-000-262-490 Other Purchased Property Svc.	\$276,300.00	\$139,598.98	\$105,463.50	\$31,237.52
11-000-262-520 Insurance	\$415,200.00	\$411,405.79	.00	\$3,794.21
11-000-262-590 Misc. Purchased Services	\$473,885.00	\$421,849.81	\$14,766.71	\$37,268.48
11-000-262-610 General Supplies	\$279,316.64	\$119,083.34	\$84,766.36	\$75,466.94
11-000-262-622 Energy (Electricity)	\$1,200,000.00	\$774,354.59	\$392,587.92	\$33,057.49
11-000-262-8XX Other Objects	\$27,500.00	\$281.98	\$2,031.46	\$25,186.56
TOTAL	\$650,297.91	\$357,367.43	\$178,223.06	\$114,707.42
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$46,446.00	\$11,110.00	\$35,335.17	\$0.83
11-000-263-610 General Supplies	\$2,540.00	\$9.50	\$2,340.00	\$190.50
TOTAL	\$48,986.00	\$11,119.50	\$37,675.17	\$191.33
--- Security ---				
11-000-266-100 Salaries	\$665,728.83	\$435,825.28	\$229,903.55	.00
11-000-266-300 Purchased Prof. & Tech. Svc.	\$10,000.00	.00	.00	\$10,000.00
11-000-266-420 Cleaning, Repair, & Maintenance Serv.	\$9,000.00	\$4,500.00	.00	\$4,500.00
11-000-266-610 General Supplies	\$17,775.00	\$15,272.26	.00	\$2,502.74
TOTAL	\$702,503.83	\$455,597.54	\$229,903.55	\$17,002.74
TOTAL Oper & Maint of Plant Services	\$6,562,063.41	\$4,528,306.13	\$1,655,630.49	\$378,126.79
--- Student transportation services ---				
11-000-270-160 Sal Pupil Trans (Bet Home & Sch)--reg	\$52,017.09	\$39,192.41	\$12,824.68	.00
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$184,781.26	\$99,930.34	\$84,850.92	.00
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$45,600.00	\$35,911.67	\$9,600.00	\$88.33
11-000-270-511 Contract Svc (Btw Home & Sch.)-vendors	\$1,662,075.50	\$1,090,432.41	\$547,143.44	\$24,499.65
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$32,624.00	\$4,981.00	\$17,001.40	\$10,641.60
11-000-270-514 Contract Svc (\$p Ed.)-vendors	\$294,082.56	\$34,324.33	\$247,757.72	\$12,000.51
11-000-270-515 Contract Svc (\$p Rd.)-joint agreements	\$650,000.00	\$444,364.80	\$205,635.20	.00
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$253,006.94	\$154,678.66	\$89,858.17	\$8,470.11
11-000-270-593 Misc. Purchased Svc.- Transp.	\$404,235.00	\$400,000.00	.00	\$4,235.00
11-000-270-615 Transportation Supplies	\$5,000.00	\$288.42	\$1,559.50	\$3,152.08
11-000-270-800 Misc. Expenditures	\$1,500.00	\$142.83	\$300.00	\$1,057.17
TOTAL	\$3,584,922.35	\$2,304,246.87	\$1,216,531.03	\$64,144.45
--- Personal Services-Employee Benefits---				
11-XXX-XXX-220 Social Security Contributions	\$458,800.00	\$259,099.97	\$160,429.50	\$39,270.53
11-XXX-XXX-241 Other Retirement Contrib. - PERS	\$300,000.00	\$277,708.00	\$45.37	\$22,246.63
11-XXX-XXX-248 Other Retirement - Deferred PERS	\$15,000.00	.00	.00	\$15,000.00
11-XXX-XXX-260 Workman's Compensation	\$361,000.00	\$360,955.84	.00	\$44.16
11-XXX-XXX-270 Health Benefits	\$7,154,662.12	\$4,168,338.46	\$2,986,323.66	.00

Englewood Public School District  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 9 Month Period Ending 03/31/2016

	Appropriations	Expenditures	Encumbrances	Available Balance
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
10-000-100-56X Transfer of Funds to Charter Schls.	\$2,090,025.00	\$1,478,923.00	\$611,102.00	.00
TOTAL GENERAL FUND EXPENDITURES	\$65,926,745.53	\$42,007,992.91	\$22,054,459.16	\$1,864,293.46

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
General Fund - Fund 10

For 9 Month Period Ending 03/31/2016

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 9 Month Period Ending 03/31/16

ASSETS AND RESOURCES

--- A S S E T S ---		
101	Cash in bank	\$216,073.41
	Accounts receivable:	
141	Intergovernmental - State	\$0.06
142	Intergovernmental - Federal	\$1,236,241.00
143	Intergovernmental - Other	\$864.00
		<hr/>
		\$1,237,105.06

--- R E S O U R C E S ---

301	Estimated Revenues	\$5,047,288.07
302	Less Revenues	(\$2,631,280.64)
		<hr/>
		\$2,416,007.43
		<hr/>
	Total assets and resources	\$3,869,185.90
		<hr/>

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE

For 9 Month Period Ending 03/31/16

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$54,777.50	\$18,912.61		\$35,864.89
3XXX From State Sources	\$1,935,847.57	\$1,430,203.03		\$505,644.54
4XXX From Federal Sources	\$3,056,663.00	\$1,182,165.00		\$1,874,498.00
TOTAL REVENUE/SOURCES OF FUNDS	\$5,047,288.07	\$2,631,280.64		\$2,416,007.43
*** EXPENDITURES ***				
LOCAL PROJECTS:				
STATE PROJECTS:				
Preschool Education Aid	\$1,190,145.44	\$610,002.39	\$578,761.98	\$1,381.07
Nonpublic textbooks	\$104,151.00	\$78,647.76	\$17,002.37	\$8,500.87
Nonpublic auxiliary services	\$18,212.00	\$3,508.87	\$12,632.13	\$2,071.00
Nonpublic handicapped services	\$277,902.00	\$164,918.65	\$94,648.35	\$18,335.00
Nonpublic nursing services	\$183,510.00	\$127,469.98	\$56,040.02	.00
Nonpublic Technology Aid	\$47,424.00	\$19,463.57	\$19,542.19	\$8,418.24
Other State Projects	\$50,975.00	\$13,445.00	\$26,048.52	\$11,481.48
TOTAL STATE PROJECTS	\$1,872,319.44	\$1,017,456.22	\$804,675.56	\$50,187.56
FEDERAL PROJECTS:				
NCLB Title I - Part A/D	\$945,416.00	\$490,656.76	\$266,412.74	\$188,346.50
I.D.E.A. Part B (Handicapped)	\$1,387,535.00	\$646,120.13	\$726,104.63	\$15,310.24
NCLB Title II - Part A/D	\$310,963.00	\$51,696.01	\$116,291.33	\$142,995.66
NCLB Title III - English Language Enhancement	\$148,473.00	\$53,177.90	\$21,302.47	\$73,992.63
Other Special Programs	\$11,713.00	.00	.00	\$11,713.00
Vocational Education	\$34,612.00	.00	.00	\$34,612.00
Other Federal Projects	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL FEDERAL PROJECTS	\$2,838,732.00	\$1,241,650.80	\$1,130,111.17	\$466,970.03
*** TOTAL EXPENDITURES ***	\$4,824,556.68	\$2,281,475.68	\$1,976,853.49	\$566,227.51

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
Special Revenue Fund - Fund 20  
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 9 Month Period Ending 03/31/16

	Appropriations	Expenditures	Encumbrances	Available Balance
State Projects:				
PRESCHOOL EDUCATION AID				
--- Preschool Education Aid - Instruction ---				
20-218-100-101 Salaries of Teachers	\$753,933.00	\$558,272.40	\$195,660.60	.00
20-218-100-500 Other purchased servs. (400-500 series)	\$309,000.00	\$3,468.00	\$305,000.00	\$532.00
20-218-100-600 General Supplies	\$38,000.00	\$22,150.99	\$15,227.94	\$621.07
TOTAL Instruction	\$1,100,933.00	\$583,891.39	\$515,888.54	\$1,153.07
--- Preschool Education Aid - Support Services ---				
20-218-200-103 Salaries of Program Directors	\$25,286.00	\$25,286.00	.00	.00
20-218-200-511 Contr. Trans. Serv. (Bet. Home & Sch)	\$58,926.44	.00	\$58,926.44	.00
20-218-200-516 Contr. Trans. Serv. (Field Trips.)	\$5,000.00	\$825.00	\$3,947.00	\$228.00
TOTAL Support Services	\$89,212.44	\$26,111.00	\$62,873.44	\$228.00
TOTAL PRESCHOOL EDUCATION AID	\$1,190,145.44	\$610,002.39	\$578,761.98	\$1,381.07
Other State Projects:				
PRESCHOOL EXPANSION GRANT				
TOTAL OTHER STATE PROJECTS	\$1,190,145.44	\$610,002.39	\$578,761.98	\$1,381.07
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$3,634,411.24	\$1,671,473.29	\$1,398,091.51	\$564,846.44
TOTAL EXPENDITURE	\$4,824,556.68	\$2,281,475.68	\$1,976,853.49	\$566,227.51

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

---

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District

Capital Projects Fund - Fund 30  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 9 Month Period Ending 03/31/16

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
Other	\$1,882,000.00	\$427,140.89		\$1,454,859.11
<b>TOTAL REVENUE/SOURCES OF FUNDS</b>	<b>\$1,882,000.00</b>	<b>\$427,140.89</b>		<b>\$1,454,859.11</b>

\*\*\* REVENUES/SOURCES OF FUNDS \*\*\*

	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
30-XXX-XXX-73X Equipment	\$53,170.15	.00	.00	\$53,170.15
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-331 Legal services	\$36,466.16	\$2,112.75	.00	\$34,353.41
30-000-4XX-334 Architectural/Engineering Services	\$75,000.00	\$20,800.00	\$29,200.00	\$25,000.00
30-000-4XX-390 Other purchased prof. & tech. serv.	\$62,719.90	\$1,401.00	\$3,500.00	\$57,818.90
30-000-4XX-450 Construction services	\$5,125,013.65	\$2,394,829.61	\$2,361,747.84	\$368,436.20
30-000-4XX-610 Supplies & Materials	\$11,615.91	.00	.00	\$11,615.91
30-000-4XX-780 Infrastructure	\$0.40	.00	.00	\$0.40
<b>Total fac.acq.and constr. serv.</b>	<b>\$5,310,816.02</b>	<b>\$2,419,143.36</b>	<b>\$2,394,447.84</b>	<b>\$497,224.82</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,363,986.17</b>	<b>\$2,419,143.36</b>	<b>\$2,394,447.84</b>	<b>\$550,394.97</b>
<b>*** TOTAL EXPENDITURES AND TRANSFERS</b>	<b>\$5,363,986.17</b>	<b>\$2,419,143.36</b>	<b>\$2,394,447.84</b>	<b>\$550,394.97</b>

\*\*\* EXPENDITURES \*\*\*



REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Englewood Public School District

Capital Projects Fund - Fund 30  
For 9 Month Period Ending 03/31/16

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\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 Debt Service Fund - Fund 40  
 Interim Balance Sheet  
 For 9 Month Period Ending 03/31/16

=====

ASSETS AND RESOURCES

=====

---- A S S E T S ----		
101	Cash in bank	(\$695,232.97)
121	Tax levy receivable	\$513,124.41
---- R E S O U R C E S ----		
301	Estimated Revenues	\$2,085,700.00
302	Less Revenues	(\$2,085,700.00)
Total assets and resources		-----
		(\$182,108.56)
		=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District

Debt Service Fund - Fund 40  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 9 Month Period Ending 03/31/16

	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
*** EXPENDITURES ***			
---- Debt Service - Regular ----			
40-701-510-834 Interest on Bonds	\$560,898.00	\$560,898.14	(\$0.14)
40-701-510-910 Redemption of Principal	\$1,611,000.00	\$1,611,000.00	.00
TOTAL	\$2,171,898.00	\$2,171,898.14	(\$0.14)
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$2,171,898.00	\$2,171,898.14	(\$0.14)
*** TOTAL USES OF FUNDS ***	\$2,171,898.00	\$2,171,898.14	(\$0.14)

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
Debt Service Fund - Fund 40

For 9 Month Period Ending 03/31/16

I, \_\_\_\_\_, Board Secretary/Business Administrator  
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\_\_\_\_\_  
Board Secretary/Administrator

\_\_\_\_\_  
Date

## **Goal #1 – Parent Communication**

# **DM** Dwight Morrow High School

*Our Children, Our School, YOUR VOICE!*

**Administrators Peter Elbert & Joe Armental  
will host a Community Forum**

## *Goal:*

*To engage the community of Englewood in the decision -  
making process of Dwight Morrow High School*

## *Topics Covered:*

- *Calendar of Events*
- *Test Preparation Opportunities*
- *Pathways*
- *Community Engagement*
- *Parent University*
- *YOUR INPUT!*



**Date:  
Monday, March 14, 2016**

**Time:  
6:30 PM - 8:30 PM**

**Location:  
Bergen Family Center  
\*Parking available in  
Mackay Park**

***Refreshments will be served!***

---

*What's going on at Englewood Public Schools?*

---



**Date: Wednesday, May 11, 2016**

**Location: Englewood Library- 31 Engle Street, Englewood, NJ 07631-Main Room**

**Time: 7 PM – 9 PM**

**Presenter: Superintendent – Robert Kravitz**

**Open to all Community Members**





# ENGLEWOOD PUBLIC SCHOOL DISTRICT

ADMINISTRATIVE BUILDING, 274 KNICKERBOCKER ROAD, ENGLEWOOD, N.J. 07631

Phone (201) 862-6245

Fax (201) 862-6226







*Office of the Superintendent*

## Agenda

### **What's going on at Englewood Public Schools?**

**Wednesday, May 11, 2016**

**7 PM**

-  Teacher Training
-  Curriculum
-  Summer School
-  Pathways Updates
  - EAGLE
  - BCC Dual Enrollment
  - FDU Dual Enrollment & Electives
  - St. Peters Dual Enrollment & Electives
  - Rutgers Dual Enrollment & Electives
-  Update on High School Graduation
-  Open Registration for kindergarten (open) & Pre-K (40 seats available)

Please send your questions to: [questions@epsd.org](mailto:questions@epsd.org)



---

*Lo que está pasando en las Escuelas Públicas  
de Englewood?*

---



**Fecha: Miércoles 11 de mayo, 2016**

**Lugar: Biblioteca de Englewood - 31 Engle Street,  
Englewood, NJ 07631 –Main Room**

**Hora: 7 PM – 9 PM**

**Presentador: Superintendente - Robert Kravitz**

**Abierto para todos los miembros de la comunidad**



## ENGLEWOOD PUBLIC SCHOOL DISTRICT

ADMINISTRATIVE BUILDING, 274 KNICKERBOCKER ROAD, ENGLEWOOD, N.J. 07631

Phone (201) 862-6245

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*Office of the Superintendent*

### Agenda


**Lo que está pasando en las Escuelas Públicas de Englewood?**

**Miércoles, 11 de mayo 2016**

**7 PM**

 **Entrenamiento de Maestros**

 **Plan de estudios**

 **Escuela de Verano**

 **Proyectos con Universidades**

- **EAGLE**
- **BCC Matrícula Doble**
- **FDU Matrícula Doble y optativas**
- **St. Peters Matrícula Doble y optativas**
- **Rutgers Matrícula Doble y optativas**

 **Graduación de la Escuela Secundaria**

 **La inscripción para Kindergarten (abierta) y Pre -k ( 40 plazas disponibles)**

**Por favor envíe sus preguntas a: [preguntas@epsd.org](mailto:preguntas@epsd.org)**

# What's going on at Englewood Public Schools?

Community Meeting @ Englewood Library – May 11, 2016

7 PM- 9 PM

	Print Name/Nombre	Signature/Firma	Street/Town-Ciudad
1.	Melvin Drakeford	Melvin L. Drakeford	
2.	DAVID POPKOW	David	PO BOX 525 Englewood
3.	Guy Montoya	Guy Montoya	
4.	Roberto Befancourt	Roberto Befancourt	Englewood.
5.	TRESSILIANE THRETT	Tressiliane Thrett	ENGLEWOOD
6.	Anjali Mami	Anjali Mami	Englewood
7.	CAROL FEINSTEIN	Carol Feinstein	Englewood
8.	Jan Lorie Lory	Jan L. Lory	Englewood N.
9.	Lillian Moncion	Lillian Moncion	Garfield
10.	Betty Griffin	Betty Griffin	Englewood
11.	Rufi Santos	Rufi Santos	Englewood.
12.	German Cardone	German Cardone	81 Grand ave apt 35 Englewood NJ
13.	Gregorio Gonzalez	Gregorio Gonzalez	2 mattress pl Englewood NJ 07031
14.	Beatriz Montes	Beatriz Montes	Englewood NJ.
15.	George Hernandez	George Hernandez	Englewood Wt.
16.	Anna Dermany	Anna Dermany	" "
17.	Hugo Martin	Hugo Martin	Englewood NJ
18.	Jeff Carter	Jeff Carter	Englewood, NJ.
19.	Katharine Olszewski	Katharine Olszewski	Englewood
20.	Trina Morte	Trina Morte	Englewood



# What's going on at Englewood Public Schools?

Community Meeting @ Englewood Library – May 11, 2016

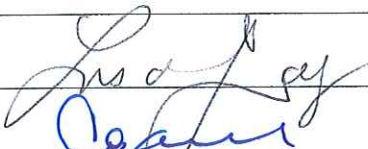
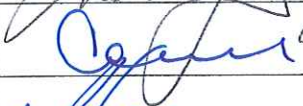
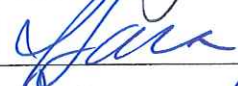
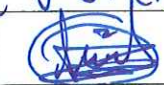
7 PM- 9 PM

	Print Name/Nombre	Signature/Firma	Street/Town-Ciudad
1.	Donna-Lynne Cooper		St. Nicholas Ave Englewood
2.	Vianey Rendon		90 Charles St Englewood
3.	Eleda House		Memarest Ave
4.	Marta Castillo		162 Lafayette Pl Englewood
5.	Venus Rose		Bergenfield
6.	Nicole Cartwright		Englewood.
7.	Shakira Williams		193 Liberty Rd, Englewood
8.	Luis Rodriguez		DMHS
9.	AC + BRENDA KAWA		Bergenfield.
10.	Ann Dermansky		Englewood
11.	Carmen Montoya		Englewood
12.	Angela Pule		Englewood
13.	MARIA Klose		11
14.	Anita Newkirk		362 Tryon Ave.
15.	Zugerly Boer-Victoria		159 Third street
16.	Luis A. Sardenet		109 Grand Ave ANITA
17.	Joe Charles		429 Orchard St Englewood
18.	Curtis Carrness		4/E Forest Ave Englewood
19.			
20.			

# What's going on at Englewood Public Schools?

Community Meeting @ Englewood Library – May 11, 2016

7 PM- 9 PM

	Print Name/Nombre	Signature/Firma	Street/Town-Ciudad
1.	Lisa Leroc		435 Orchard St Englewood, NJ
2.	Cesar Naraygo		67 Elmwood Ave, Englewood
3.	Daniela		474 Tenafly Rd.
4.	Sandra Naranje	Lorena Garcia	Englewood NJ
5.	Oscar Estrada		94 Lafayette Hill Englewood NJ
6.	Frodo Trujendo		
7.	Felicia Robinson	Felicia and daniela@gmail	764 DuBois Walk Englewood, NJ
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			



**What's going on at Englewood Public Schools?  
MINUTES – PUBLIC MEETING  
May 11, 2016 7 PM**

The meeting started at 7 PM in the Englewood Library located at 31 Engle Street, Englewood, NJ 07631 (Mackay Room).

Present: **Robert Kravitz, Superintendent**

Also Present: The Englewood Community Members attached sign-in sheets

Open Forum began immediately at the beginning of the meeting.

R.K.: Gave an Update on the High School Graduation Rate. He said that out of the seventy-eight students not scheduled to graduate the number has now dropped down to one.

Community Member: Do they deserve to graduate?

R.K.: Of course they do, they put in five hours for 5 Saturdays.

Community Member: How many are walking out of the 230 seniors?

R.K.:229 will graduate.

Community Member: My concern is after they graduate. We should be contacting our students, tracking how they are doing in the workforce and economically. DMHS and the City Council should have a closer bond.

R.K.: We do not keep that information. Because of HIP laws, we cannot provide student information out to track.

R.K. My job is to get them out and get jobs and help them set a path once they leave Englewood. Make sure they have options, good options once they leave us either it be college or whatever they choose to do after high school. Pathway programs will help students with a portion of their tuition before entering college. I am working with Merle from the Recreation Department for an internship called Path of Success, and also trade school in Bergen Community College.

Summer Bridge will offer 8<sup>th</sup> graders a seat in a classroom in college to start changing their mindset.

Community Member: How are we tracking success?

R.K. Blaming has to stop. I am creating an Organizational Chart for responsibility and accountability.

R.K. 158 days have been very difficult. I have learned a lot. We have begun teachers training program. System of school not a school of system. Training in Math/Language Arts and Science. The way children learn Math in our district has to be able to go from school to school. Building continuity

R.K. I am a father of three, ages thirteen, ten and seven. I have the same problems you have with your children.

R.K. We want programs for the future. Creating contract with FDU and other colleges. Open offices on our campus thus giving parents and students options. Getting involved for our children. I did this tonight so you can see the new face of Englewood. Changing things for our children. Past is the past and now we are moving forward. We have a beautiful campus.

R.K. We have some problems with the summer programs. You thought you were getting enrichment. Extended school year and remedial were what was offered. When you looked at the monies, it was paid out of the wrong accounts. You are supposed to pay for enrichment. We trying to change that, not right now, but I apologize for the problems for this year. We will change it to make it better.

R.K. Next year Eagle will take place at Bergen Community College. Students after four years of attendance will graduate with a diploma from BCC/DMHS.

Robert Kravitz gave a little biography of himself to the community. He told them how he flipped Fort Lee #2 district lowest per pupil to the highest scores.

This is challenging 158 days into it, but I am very happy, this is a great place.

R.K.: We have open registration for kindergarten and 40 seats available for Pre-K.

Community Member: He is a parent of a second grader and his child has had five to six teachers this year alone. How can the problem be fixed to maintain continuity in the classroom?

R.K. After being here three weeks, the audit from QSAC came back with 15-20 violations in personnel. I am aware. Referring to not having an org chart. What is not acceptable to you as a parent is not acceptable to me as a Superintendent. How so you eat an elephant? Answer: piece by piece.

Community Member: Are we getting talented teachers and incentive programs for them.

R.K. Changing the mindset and recruiting leaders at the top. Eleven teachers are being renewed and I personally observed them. Teachers are blamed but they, have never been trained. I refused the ordering of 20 iPads because the teacher could not answer the Why? Why do we need to order 20 iPads? Mindset is changing. I am very involved in the schools in part giving out Birthday Cards every day. I get to see what is going on.

R.K. I wrote a book about it. Everyone has a job to do. It's about learning and parents' job is to give hugs and kisses. It's a triangle parent, teachers and administrators.

Community Member: How can we get a room packed in the library?

R.K. I am working on bringing an App that registrars our children at birth from Englewood Hospital. This app syncs the children's reading level. When the child starts Pre-K, we don't waste 2-3 months figuring their level of reading. The child comes in starting Pre-K with their recorded reading level. Currently working on training all our language arts teachers in Reader/Writer workshop and Orton-Gillingham.

Community member brought up a specific incident in the high school with security.

R.K.: We should be inviting people to our campus. It's our gem.

Community member: Wants us to create a committee for parents.

R.K. I believe committee meetings should not be with the Board and parents, but I do believe in outreach meetings that include parents,

Community Member had a concern about the selection of the Academies program.

R.K.: Explained the process, including the change done this year for admissions to follow the law.

R.K.: Designing a criteria for the Ivy Program and increasing the stay in the program. We are making changes to the Guidance Department. Some changes include having the Zone and Guidance work together.

R.K.: I am a fan of learning. I have a plan and I want to build a dynasty. I love Englewood. Why not build for the future? We will have a marquee at the High School when we have converted to our first Blue ribbon school in Englewood. Good Night.



---

*What's going on at Englewood Public Schools?*

---



**Date: Wednesday, May 18, 2016**

**Location: Community Baptist Church of Englewood –  
224 First Street, Englewood, NJ 07631**

**Time: 7 PM – 9 PM**

**Presenter: Superintendent – Robert Kravitz**

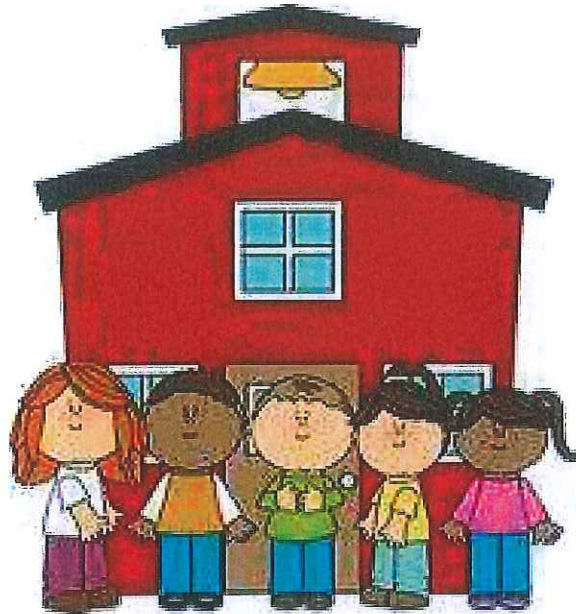
**Open to all Community Members**



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*What's going on at Englewood Public Schools?*

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**Date: Wednesday, May 18, 2016**

**Location: Community Baptist Church of Englewood –  
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**Open to all Community Members**



# ENGLEWOOD PUBLIC SCHOOL DISTRICT

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Fax (201) 862-6226

*Office of the Superintendent*

## Agenda

### **What's going on at Englewood Public Schools?**

**Wednesday, May 18, 2016**

**7 PM**

✚ Teacher Training

✚ Curriculum

✚ Summer School

✚ Pathways Updates

- EAGLE
- BCC Dual Enrollment
- FDU Dual Enrollment & Electives
- St. Peters Dual Enrollment & Electives
- Rutgers Dual Enrollment & Electives

✚ Update on High School Graduation

✚ Open Registration for kindergarten (open) & Pre-K (40 seats available)

Please send your questions to: [questions@epsd.org](mailto:questions@epsd.org)



# ENGLEWOOD PUBLIC SCHOOL DISTRICT

ADMINISTRATIVE BUILDING, 274 KNICKERBOCKER ROAD, ENGLEWOOD, N.J. 07631

Phone (201) 862-6245

Fax (201) 862-6226

*Office of the Superintendent*

## Agenda

### **Lo que está pasando en las Escuelas Públicas de Englewood?**

**Miércoles, 18 de mayo 2016**

**7 PM**

 **Entrenamiento de Maestros**


 **Plan de estudios**

 **Escuela de Verano**

 **Proyectos con Universidades**

- **EAGLE**
- **BCC Matrícula Doble**
- **FDU Matrícula Doble y optativas**
- **St. Peters Matrícula Doble y optativas**
- **Rutgers Matrícula Doble y optativas**

 **Graduación de la Escuela Secundaria**

 **La inscripción para Kindergarten (abierta) y Pre -k ( 40 plazas disponibles)**

**Por favor envíe sus preguntas a: [preguntas@epsd.org](mailto:preguntas@epsd.org)**



# What's going on at Englewood Public Schools?

Community Meeting @ Baptist Church – May 18, 2016

7 PM- 9 PM

	Print Name/Nombre	Signature/Firma	Street/Town-Ciudad
1.	Robert Sams	Robert Sams	116 Phelps Ave
2.	Donna Wilson	Donna Wilson	Lantana Ave Englewood
3.	CATHY JOHN	Cathy John	422 Liberty Rd. Englewood
4.	Evelyn Silas	Evelyn Silas	620 DuBois St. Englewood
5.	TRASSILIANE MERTT	Trassiliane Mertt	131 Liberty Rd. #1
6.	CAROL FEINSTEIN	Carol Feinstein	86 W Hamilton Ave
7.	Anita Shemesh	Anita Shemesh	Quarles School Engr.
8.	ISA Anderson	ISA Anderson	130 Glenbrook Pkwy/10A
9.	Eileen Finn	Eileen Finn	Englewood W <del>257631</del>
10.	Bruce Harbo	Bruce Harbo	92 Elmore Ave
11.	Kende Byers	Kende Byers	399 Murray St
12.	Felicia Robinson	Felicia Robinson	76 HIDE BOIS / Eng
13.	Rudolph Moore	Rudolph Moore	298 Titman Ave
14.	Vivian Forgy	Vivian Forgy	111 West St. #1M Englewood
15.	Marjorie Maerte	Marjorie Maerte	
16.	Lualaba Long	Lualaba Long	
17.	Timothy Thomas	Timothy Thomas	327 Decatur Ave
18.	Robin Culver	Robin Culver	41 E. Forest Ave, Apt. 4C
19.	Ilsa Curtis	Ilsa Curtis	144 Phelps Ave 2nd Fl Englewood
20.			

# What's going on at Englewood Public Schools?

Community Meeting @ Baptist Church – May 18, 2016

7 PM- 9 PM

	Print Name/Nombre	Signature/Firma	Street/Town-Ciudad
1.	Christa Harper	<i>Christa Harper</i>	Englewood, IL
2.	Woodrow Tony	<i>Mr Woodrow Tony</i>	Englewood
3.	Martha Lee Song	<i>Martha Lee Song</i>	Englewood
4.	Tanya Walker	<i>Tanya M. Walker</i>	Hamilton Ave.
5.	Myena Lisa Washington	<i>L. Washington</i>	Englewood
6.	Denise Glick	<i>Denise Glick</i>	Englewood
7.	Sabrina Basco-Daniel	<i>Sabrina Basco</i>	Englewood
8.	Ramona Basco	<i>Ramona Basco</i>	Englewood
9.	Andie Hampton	<i>Andie Hampton</i>	Englewood
10.	R Vanderhorst	<i>R Vanderhorst</i>	Englewood
11.	Brenda Crocker	<i>Brenda Crocker</i>	Englewood
12.	Carolyn Threath	<i>Carolyn Threath</i>	Englewood E Miller Ave
13.	Sherry Brown	<i>Sherry Brown</i>	Englewood
14.	Pete Otk	<i>Pete Otk</i>	Englewood
15.	Klaus Wacker	<i>Klaus Wacker</i>	Englewood
16.	Cecilia Buckley	<i>Cecilia Buckley</i>	Eng.
17.			
18.			
19.			
20.			



# What's going on at Englewood Public Schools?

Community Meeting @ Baptist Church – May 18, 2016

7 PM- 9 PM

	Print Name/Nombre	Signature/Firma	Street/Town-Ciudad
1.	Janel Robinson	Janel Robinson	Englewood
2.	Debra Zarate	Debra Zarate	Englewood
3.	L. SANCHEZ	L. S.	ENGLEWOOD
4.	L. Ma. Gonzalez	L. Luvernia McPherson	Englewood ng.
5.	Betty Griffin	Betty H. Griffin	Englewood
6.	Negorie Jones	Negorie Jones	Englewood
7.	Jeff Carter	Jeff Carter	Englewood
8.	Tracey Pruitt	Tracey Pruitt	Englewood
9.	Douglas Campbell	D. Campbell	Englewood
10.	Curtis Carrness	Curtis Carrness	Englewood
11.	Christopher D. Firm	Chris D. Firm	Englewood
12.	Pauline Harmon	Pauline Harmon	Englewood
13.	Elizabeth Blackman	E. Blackman	Englewood
14.	Francisco Blackman	F. Blackman	Englewood
15.	Dana Robinson	Dana Robinson	Englewood
16.	Alison Morgan-Black	Alison Black	Englewood
17.	Daphne Rollerson	A. R.	"
18.	Tracey Strand Coley	Tracey Strand Coley	Englewood
19.	Harold Simpson	H. Simpson	Englewood
20.	ERNIE WAREHAM	Ernie Wareham	ENGLEWOOD

**What's going on at Englewood Public Schools?**  
**MINUTES – PUBLIC MEETING**  
**May 18, 2016 7 PM**

The meeting started at 7 PM in the Community Baptist Church of Englewood located at 224 First Street, Englewood, NJ 07631.

Present: **Robert Kravitz, Superintendent**

Also Present: The Englewood Community Members attached sign-in sheets

Devry Pazant- Made the welcome statement for the third public forum. The meeting began immediately after.

Robert Kravitz gave a short biography of himself to the community members. His family has been in Bergenfield since 1939. He lived there all his life except the seven years he moved to Englewood on Pleasant Ave. In his bio he included his job offer for challenge at Englewood Schools.

R.K. How can we do better? He quoted Michelangelo "setting our aim too high and falling short; but in setting our aim too low, and achieving our mark.

He spoke about teachers' accountability. Training teachers and rewriting the curriculum. He spoke about the low QSAC scores. Discussed the different types of training, including the Columbia University reader/writer workshop. The partnership he is creating with FDU, BCC, St. Peters and Rutgers. There will be offices in the high school campus available to all students.

R.K: Asking the why? Next year not going to be the same.

R.K. Changing the mindset and recruiting leaders at the top. Eleven teachers are being renewed and I personally observed them. Teachers are blamed, but they have never been trained. I refused the ordering of 20 iPads because the teacher could not answer the Why? Why do we need to order 20 iPads? Mindset is changing. I am very involved in the schools in part giving out Birthday Cards every day. I get to see what is going on. How to change the why?

Changing the way we do things. Spreading the word. Accountability right up and down the line. Not acceptable to have children two grades below reading level.

R.K.: Gave an Update on the High School Graduation Rate. He said that out of the seventy-eight students not scheduled to graduate, the number has now dropped down to one.

R.K. explained the policy on the lunches and it's process.

R.K.: We have open registration for kindergarten and 40 seats available for Pre-K.

Community Member: Asked a question about Teachers evaluation

R.K. spoke about student growth objective and the state removing the common core requirements.

Community Member: Does PARCC align with our curriculum?

R.K. Should it line up, the answer is yes. Does it, the answer is no. We hire an outside company to rewrite our curriculum along with our teachers. We need to match what we are currently doing. We should have our curriculum go back to basics, including penmanship which increases fine motor skills. I have brought back the basics in all the former districts.

Community Member: rumors about ending free period.

R.K. I don't like free periods because we can't track our kids in case of an emergency including all these past bomb threats. I rather them do something more productive with their "free". Working with the colleges to set up labs with all their classes. When I asked the (why) for free periods I got socialization or a chill spot. Why not give them something more!



R.K spoke about the bridge program and sending 8<sup>th</sup> graders to experience colleges. He also mentioned the basic life skills program and looking into developing it.

R.K. wants to hire an Athletic Director to develop a wellness program that starts in the lower grades. Create role model for the younger group. He also spoke about branding and used Coca-Cola as example. Why are we not using the math program used in Bergen County? We are using a program that only three other district are using.

Community Member: Suggested a sport counselor to gear our students since the requirements are different. Robert Kravitz is open to the idea.

R.K. wants to increase counselors and have 9<sup>th</sup> graders meet with their counselor through-out their four years here. He spoke about the training that took place with Naviance. This program is used all over Bergen County and helps guide a path for our students.

R.K. spoke about strengthening the Ivy Program and answered a question on programs that will remain in district, for example, Dual and Mandarin.

R.K they spoke about STAR, the measuring tool for students, but our staff was not trained on this program. We do not have a STAR champion.

R.K. spoke about the water testing and the donation of water coming to the district.

Community Member: Customer Service in the high school and the phone system. Phone ringing at the high school.

R.K. bought Dale Carneige at his former district to improve customer service. We are serving you our customers.

Devry Pazant gave his closing statement and the meeting ended close to 9 P.M.



## **Goal #2 – Relationships with Higher Education**



400 Paramus Road  
Paramus, New Jersey  
07652-1595  
(201) 447-7100

April 12, 2016

Mr. Robert Kravitz, Superintendent  
Englewood School District  
274 Knickerbocker Road  
Englewood, NJ 07631

Re: Articulation Agreement – 2016-2017

Dear Mr. Kravitz:

We are pleased to enclose the Articulation Agreement for the 2016-2017 academic year related to our College-High School Partnership Program. After reviewing the Agreement, kindly sign where indicated and return a copy to the Office of Dual Enrollment in the envelope provided for your convenience.

Registration for the dual enrolled classes begins on or about November 1, 2016.

We look forward to continuing our successful partnership with the Academies @ Englewood/Dwight Morrow High School through the Dual Enrollment Program.

Very truly yours,

A handwritten signature in black ink, appearing to read "David Eichenholtz", with a long horizontal flourish extending to the right.

Dr. David Eichenholtz  
Catherine Malone  
Enclosures

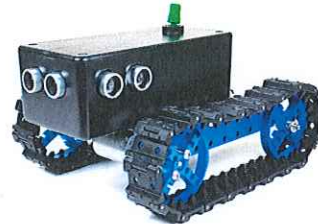


**FAIRLEIGH  
DICKINSON  
UNIVERSITY**

**Petrocelli College  
of Continuing Studies**

### High School Applied Robotics Collaboration (HARC)

Prospective Collaborator: Englewood Public School District



#### Program Summary:

The program aims to provide high school students and high school graduates a hands-on education in areas of Applied Robotics. Students will be able to take these specialized courses to receive college credit. If a high-school student then chooses to pursue this course of study, he or she can enroll at FDU to take advanced courses related to his or her field of specialization.

#### Possible Partnership Courses:

- 1) Introduction to Drone Operations and Systems (3 credits):** This course offers students an introduction to different types of drones, legal aspects of drone operations and then gives them an in-depth understanding of the operation of multi-rotor drone systems.
- 2) Basic Indoor Drone Operator Training (3 credits):** This is a fully hands-on course that trains students to operate multi-rotor drones. The course is conducted indoors and takes them from basic pre-flight aircraft checks to advanced nose-in flight maneuvers.
- 3) Level 1A - Drone Service Technician Training (3 credits):** The course uses commercially-available multi-rotor drones to train students on diagnosing and repairing aircraft. The course takes students from basic diagnosis, to part replacement and re-calibration.

- 4) **Level 1B - Drone Service Technician Training (3 credits):** This hands-on course focuses on major overhauls and repairs of commercially-available multi-rotor aircraft. The course will take students from diagnosing aircraft after incidents, to airframe and powertrain inspections to complete teardown and overhauls of aircraft.
- 5) **Level 1C- Drone Service Technician Training (3 credits):** This advanced course trains students to install and repair custom camera, imaging, stabilization, transmission and ground station equipment. It trains students to install customizable components and systems in more sophisticated and specialized multi-rotor aircraft.
- 6) **Introduction to Applied Robotic Systems (3 credits):** This hands-on course uses a prototyping microcontroller to teach students about the basics of robotic systems, sensors and operation.
- 7) **Level 1A -General Robotics Technician Training (3 credits):** This applied course uses commercially-available robots to teach students to diagnose and repair basic components and subsystems in these devices.

**Possible Career Opportunities for Students:**

- A very fast-growing industry with significant demand for trained technicians and operators.
- Possible areas of employment:
  - ★ Drone Service Technician
  - ★ Robotics Service Technician
  - ★ Automation Service Technician
  - ★ Industrial Service Technician
  - ★ Drone Operator
  - ★ Inspection Robot Operator
  - ★ Military and Law Enforcement Drone Operator
  - ★ Military and Law Enforcement Robot Operator

# Fw: Sports Course Descriptions

Robert Kravitz

Thu 5/19/2016 9:20 AM

Inbox

To: Rosandra Cece <rcece@epsd.org>;

---

**From:** Ronald Calissi <calissi@fdu.edu>  
**Sent:** Monday, May 2, 2016 11:22 AM  
**To:** Robyn Lubisco  
**Cc:** Jong-Chae Kim; Robert Kravitz; Kenneth T. Vehrkens  
**Subject:** Re: Sports Course Descriptions

Thank you Robin, JC, and Paulette. I included Mr. Robert Kravitz in this response. Ron C

---

**From:** Robyn Lubisco  
**Sent:** Friday, April 29, 2016 7:19 PM  
**To:** Ronald Calissi  
**Cc:** Jong-Chae Kim  
**Subject:** Sports Course Descriptions

Hi Ron,

Please see below for sports course descriptions.

Best,

Robyn

-

[The Art of Sport Communication:](#)

This course examines communication in different sports settings such as amateur and professional. Sports communication happens at all levels of sports organizations and the role of communication is a significant part of managing sports organizations. This course includes the development and use of the various forms of media in the sport industry. Sub-topics in this course are mass (broadcast and digital) media, advertising, sponsorship, promotions, etc.

### Sport Operations:

This course examines the day-to-day operations of a sports event. Whether the event is on the youth, recreation, collegiate, or professional level, students will explore the different facets of managing a sports event. Topics covered in this course include: planning, designing, financing, purchasing, marketing, maintenance, security, hiring, etc.



# Fw: Course catalog

Robert Kravitz

Thu 5/19/2016 9:20 AM

Inbox

To: Rosandra Cece <rcece@epsd.org>;

---

**From:** Mildred Mihlon <mmihlon@saintpeters.edu>

**Sent:** Tuesday, May 10, 2016 3:31 PM

**To:** Robert Kravitz

**Cc:** Nicole DeCapua Rinck

**Subject:** Re: Course catalog

Hi Robert,

I believe we agreed to start with 2-3 as a pilot this fall. What are your top 3 choices? Next step would include getting the information about your identified instructors and their respective credentials. Following, we will reach out to the respective departments chairs who will provide us with sample syllabi for their reference.

Warm regards,

Mildred

On Mon, May 9, 2016 at 5:03 PM, Robert Kravitz <[rkavitz@epsd.org](mailto:rkavitz@epsd.org)> wrote:

Dr. Mihlon,

We are interested in those classes. What steps do you need from us to move forward.

Robert Kravitz

---

**From:** Mildred Mihlon <[mmihlon@saintpeters.edu](mailto:mmihlon@saintpeters.edu)>

**Sent:** Monday, May 9, 2016 3:00:56 PM

**To:** Robert Kravitz

**Cc:** Nicole DeCapua Rinck

**Subject:** Re: Course catalog

Dear Robert,

Just following up regarding the course selections. Please note that most of our faculty leave for the

summer by the end of next week. If we are to get fall 2016 syllabi approval, we would need to act now.

Many thanks,

Mildred

On Tue, May 3, 2016 at 1:51 PM, Robert Kravitz <[rkravitz@epsd.org](mailto:rkravitz@epsd.org)> wrote:

Dr. Mihlon,

Thank you for the information. In addition to the classes listed below, are there any classes along the lines of Finance or Education that can be introduced as electives for next year? We would offer them to all of the students to stir interest in the pathways moving forward.

Thank you

Robert Kravitz

---

**From:** Mildred Mihlon <[mmihlon@saintpeters.edu](mailto:mmihlon@saintpeters.edu)>

**Sent:** Tuesday, May 3, 2016 12:10:35 PM

**To:** Robert Kravitz

**Cc:** [ndecapuarinck@saintpeters.edu](mailto:ndecapuarinck@saintpeters.edu)

**Subject:** Re: Course catalog

Dear Robert,

It was pleasure meeting with you. Nicole and I have reviewed the course catalog. Here are some of our courses that we believe would correlate well with options that you presently offer. Please identify 2 that may resonate with your student body along with the identified instructors who should hold masters degrees at minimum. Following, we will reach out to the respective departments chairs who will provide us with sample syllabi for their reference.

We look forward to hearing from you.

Mildred

-----  
Mildred A. Mihlon, Ph.D.  
Associate Vice President for Academic Affairs & Assessment  
Office of Provost

**SAINT PETER'S UNIVERSITY**  
The Jesuit University of New Jersey  
2641 Kennedy Boulevard  
Jersey City, New Jersey 07306

p: [\(201\) 761-6023](tel:(201)761-6023)

f: [\(201\) 761-6021](tel:(201)761-6021)

[www.saintpeters.edu](http://www.saintpeters.edu)



*Ranked Fifth in the Nation for Colleges That Add the Most Value by MONEY® Magazine*

**AR-128. Introduction to Music. 3 Credits.**

A brief history of Western music since the Renaissance. Composers, styles and representative works from each major period will be discussed.

**AR-160. Drawing and Composition Workshop. 3 Credits.**

Studio work: theoretical analysis and practical application of some of the components of a work of art: form, line, shape and value.

**CS-150. Introduction to Computers and Information Processing. 3 Credits.**

Study of computer systems including programming hardware and software information processing using business and scientific applications robotics and 3D/virtual worlds. Emphasis on the theoretical as well as research and development aspects of computers. Students will work on assignments/projects aligned with their major and will develop web pages.

**EL-123. Forms of Literature: Poetry and Drama. 3 Credits.**

Designed to initiate and develop understanding and appreciation of the nature, properties, and traditions of poetry and drama and to stimulate critical interest in these literary forms by establishing standards of judgment and evaluation.

Prereq: [CM-115](#) [CM-117](#) or [CM-120](#).

**EL-134. Fiction. 3 Credits.**

Designed to initiate and develop understanding and appreciation of the nature, properties, and traditions of prose fiction and to stimulate critical interest in this literary form by establishing standards of judgment and evaluation. Prereq: [CM-115](#) [CM-117](#) or [CM-120](#).

[115](#) [CM-117](#) or [CM-120](#).

**HS-121. The Western Tradition. 3 Credits.**

An examination of the origins of early modern history with a special focus on Western civilization.

**HS-123. Special Topics in History. 3 Credits.**

An examination of various topics which have significantly impacted the history of the world from the eighteenth century to the present. Prereq: [HS-121](#).

**SO-121. Introduction to Sociology. 3 Credits.**

An examination of Sociology both as a practicing profession and scientific discipline, with an introduction to research methods, concepts, theories, and findings about the social world. Comparisons are made between Sociology and the other. An exploration of the potential relevance of Sociology to the job market is a part of this course.

**UR-151. The Contemporary City. 3 Credits.**

Basic Urban Studies Course. Historical development of urbanization and industrialization in America. Problems of urban development, including housing, environment, crime, race, ethnicity, and class.

On Mon, Apr 18, 2016 at 1:43 PM, Robert Kravitz <[rkravitz@epsd.org](mailto:rkravitz@epsd.org)> wrote:

Ms. DeCapua Rinck & Ms. Mihlon,

It was a pleasure meeting with both of you today. Below is the link for our course catalog in our district.

Please let me know your thoughts.

[http://www.epsd.org/site\\_res\\_view\\_folder.aspx?id=509d19c2-6b65-49bd-bff3-d16079340911](http://www.epsd.org/site_res_view_folder.aspx?id=509d19c2-6b65-49bd-bff3-d16079340911)

Robert Kravitz

--

Mildred A. Mihlon, Ph.D.  
Associate Vice President for Academic Affairs & Assessment  
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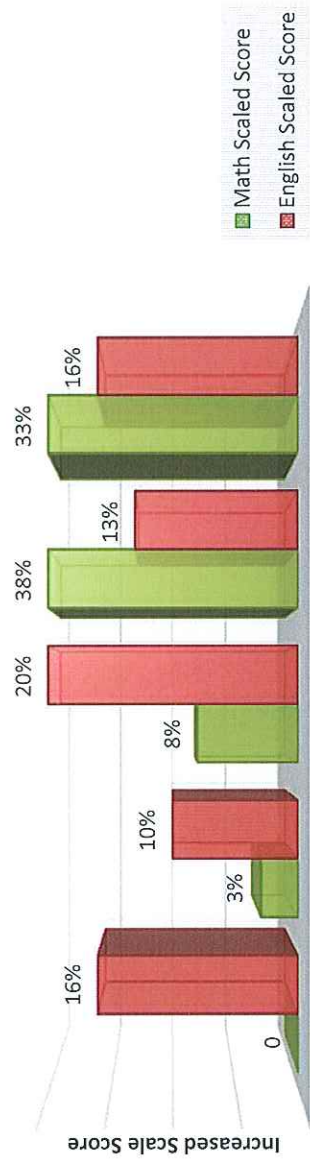
**Goal #3 – Tutoring Program for students identified in grades 4-8**



# JDMS PARCC Tutorial Data Data Source Star Renaissance

Score Rate of Increase	English Scaled Score	Math Scaled Score
200+	16%	0
150-199	10%	3%
100-149	20%	8%
50-99	13%	38%
1-49	16%	33%

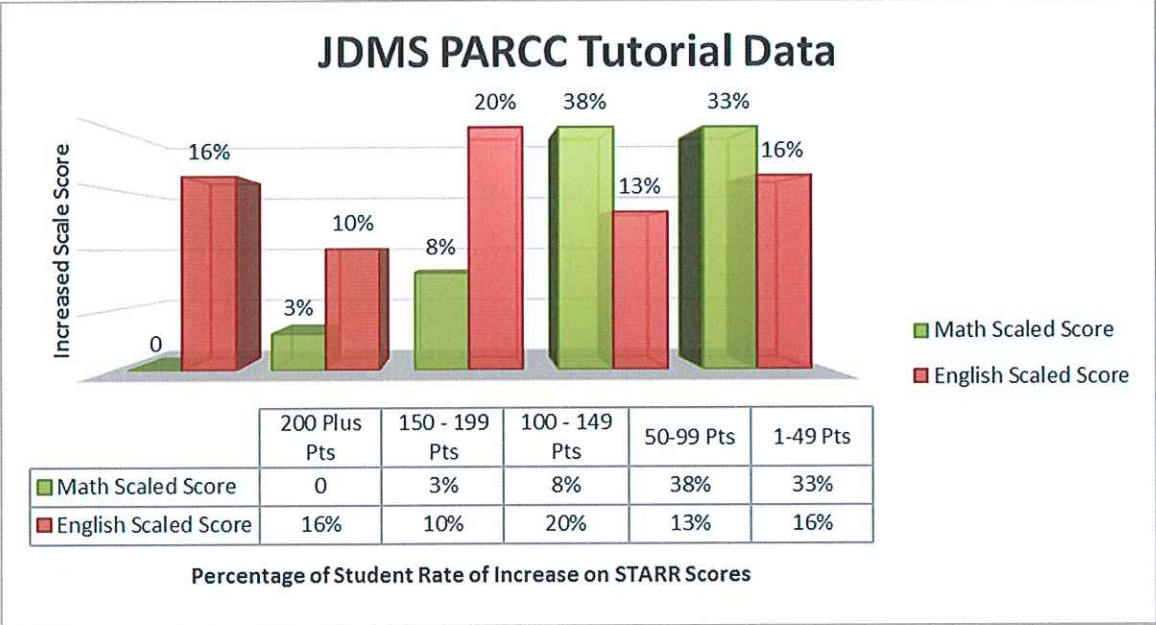
## JDMS PARCC Tutorial Data



	200 Plus Pts	150 - 199 Pts	100 - 149 Pts	50-99 Pts	1-49 Pts
Math Scaled Score	0	3%	8%	38%	33%
English Scaled Score	16%	10%	20%	13%	16%

Percentage of Student Rate of Increase on STARR Scores

Attached you will find the pre and post data for the JDMS Tutorial Program. I utilized the STARR Renaissance Data since students took Window Two of STAR at the beginning of the program and Window Three at the conclusion of the program. Sheet one has the individual student data. Sheet two has a chart which focuses on the percentage of students, who demonstrated an increase in their scaled scores in English and Math on the STARR Renaissance. I identified the percentage of students who increased their score between 1 to 200 plus additional points on the post test. The percentage of students' increased scores is identified in ranges of 50 point increments.



English SS	Math SS	Math PR	Math GE	
-122	180	49	5.3	
181	155	43		
30	154	15	2.2	
273	149	35	4.1	
	141	35	4.5	
125	138	14	1.8	
24	136	9	1.7	
202	130	20	2	
-18	115	14	1.7	
264	101	27		
36	99	22	2.1	
84	88	19	2.1	
200	87	24		
62	86	23		
184	85	20	2.1	
1	84	21	2.1	
-50	82	22		
4	78	8	1.1	
39	76	11	1.2	
198	75	20		
-126	74	16	1.9	
	73	6	1	
-75	70	18		
142	67	3	0.9	
189	66	18		
106	64	7	1	
137	64	16		
42	64	7	0.9	
	64	13	1.4	
141	63	14		
59	63	14	1.9	
-128	63	12		

240	9	60	1.1
-37	9	60	
-42	15	60	
-101	15	58	
124	14	58	
	11	57	1.2
-94	14	56	
12	14	55	
-33	9	54	1.3
187	2	54	0.7
219	11	53	2.2
140	13	52	
-429	10	51	
214	10	46	
71	8	45	1.4
-77	9	44	
-154	8	44	
-41	8	42	
31	5	40	
150	6	40	1.2
-46	1	39	0.4
-35	2	38	0.6
6	2	32	0.5
110	2	31	0.7
260	2	31	1.1
99	5	29	0.6
207	1	25	
257	1	24	1.3
200	1	24	0.4
164	-1	21	0.6
-149	1	21	0.8
252	0	21	1
88	-1	20	0.7



54	20	-1	0.7
42	19	-2	0.4
106	19	-1	0.6
4	17	-2	0.3
78	15	-2	0.7
74	15	-3	0.3
34	14	-3	0.2
-55	12	-3	0
	6	-5	0.1
	3	-7	0
-211	3	5	0.1
-9	0	-8	0
67	-2	-2	-0.1
86	-4	-9	
74	-5	-9	
-159	-5	-9	
	-7	-11	-0.2
124	-9	-8	-0.1
-106	-17	-14	
-263	-17	-11	
-155	-18	-14	-2
254	-19	-12	-0.6
-162	-32	-16	-0.8
-32	-38	-23	
124	-44	-19	-0.8
214	-80	-36	-2.3
360	-83	-31	-1.6
-186			
-88			
25			
-53			
182			

32

161

-153



















# Math Tutorial

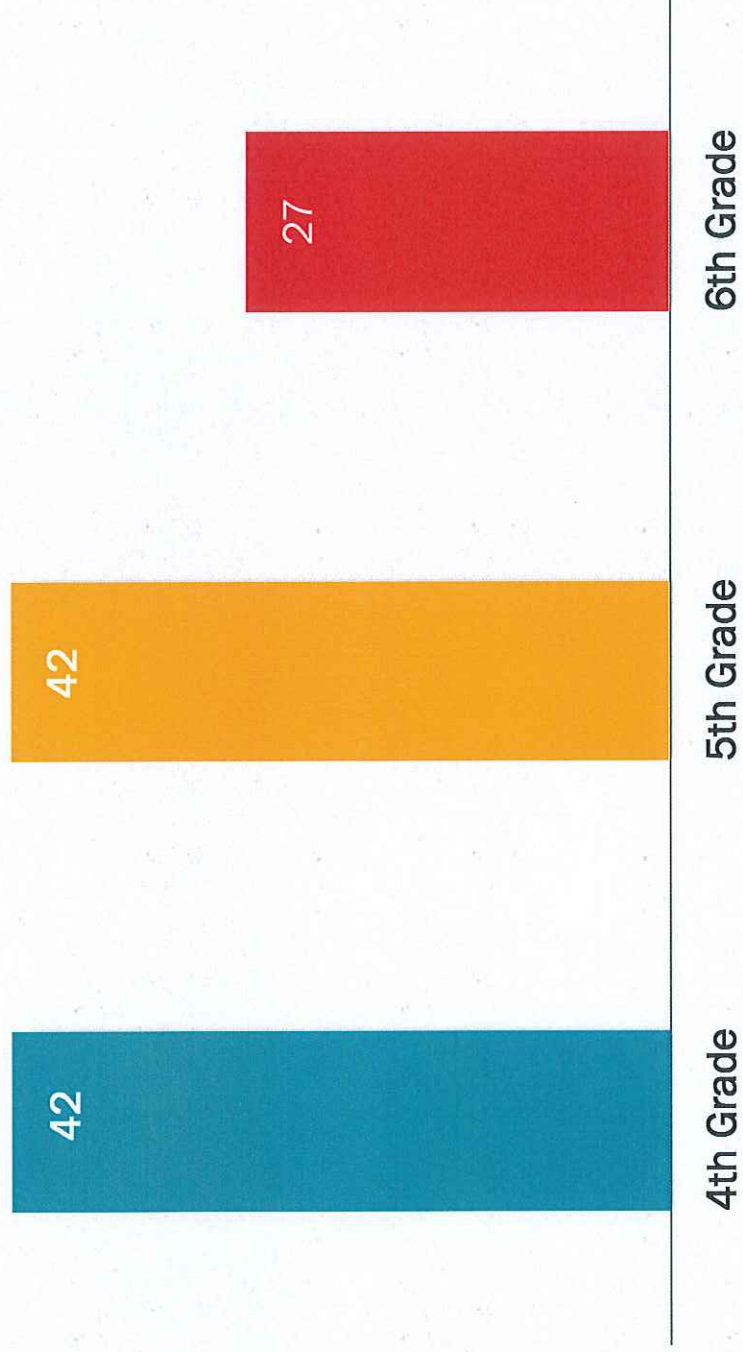
*Dr. Leroy McCloud Elementary School*

*Michael Brown, Principal*

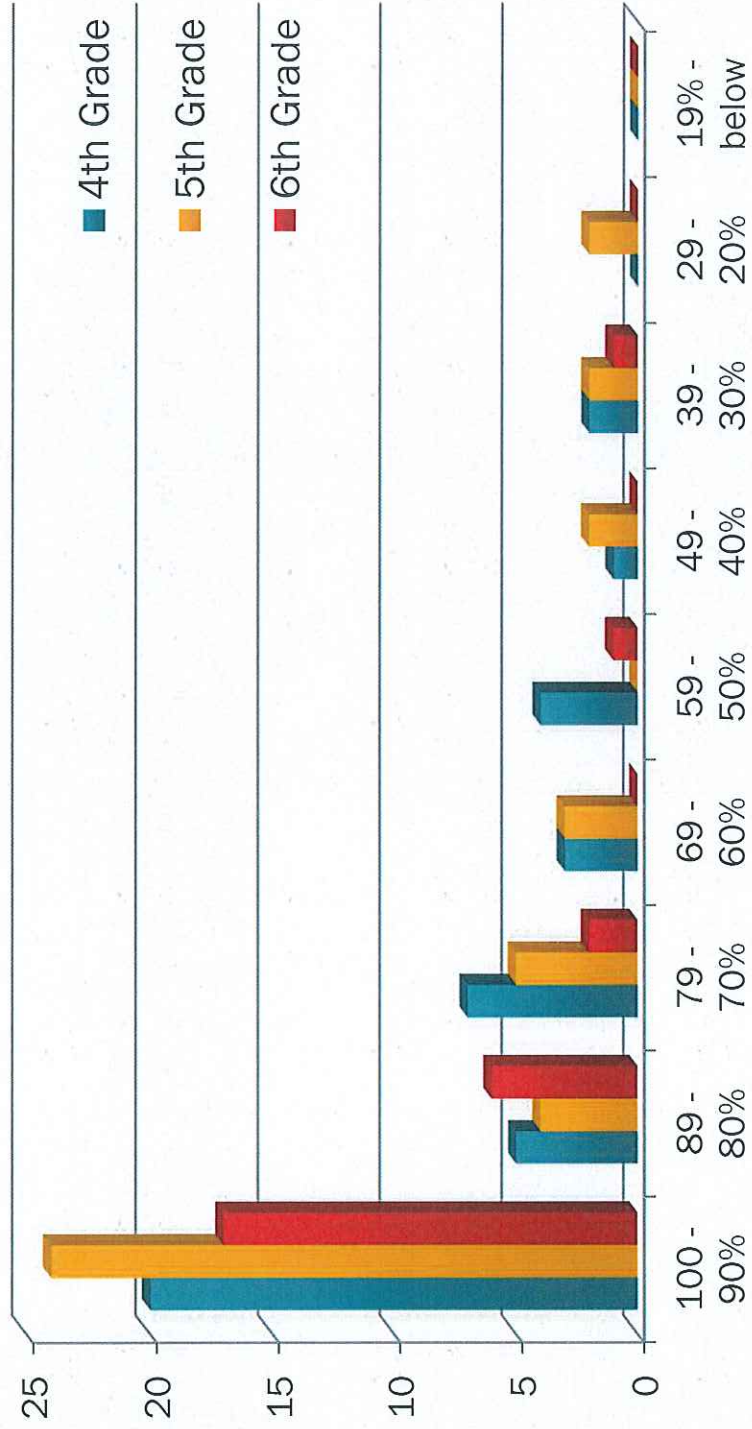
*Carroll Sanchez, Vice Principal*



# Students Tested

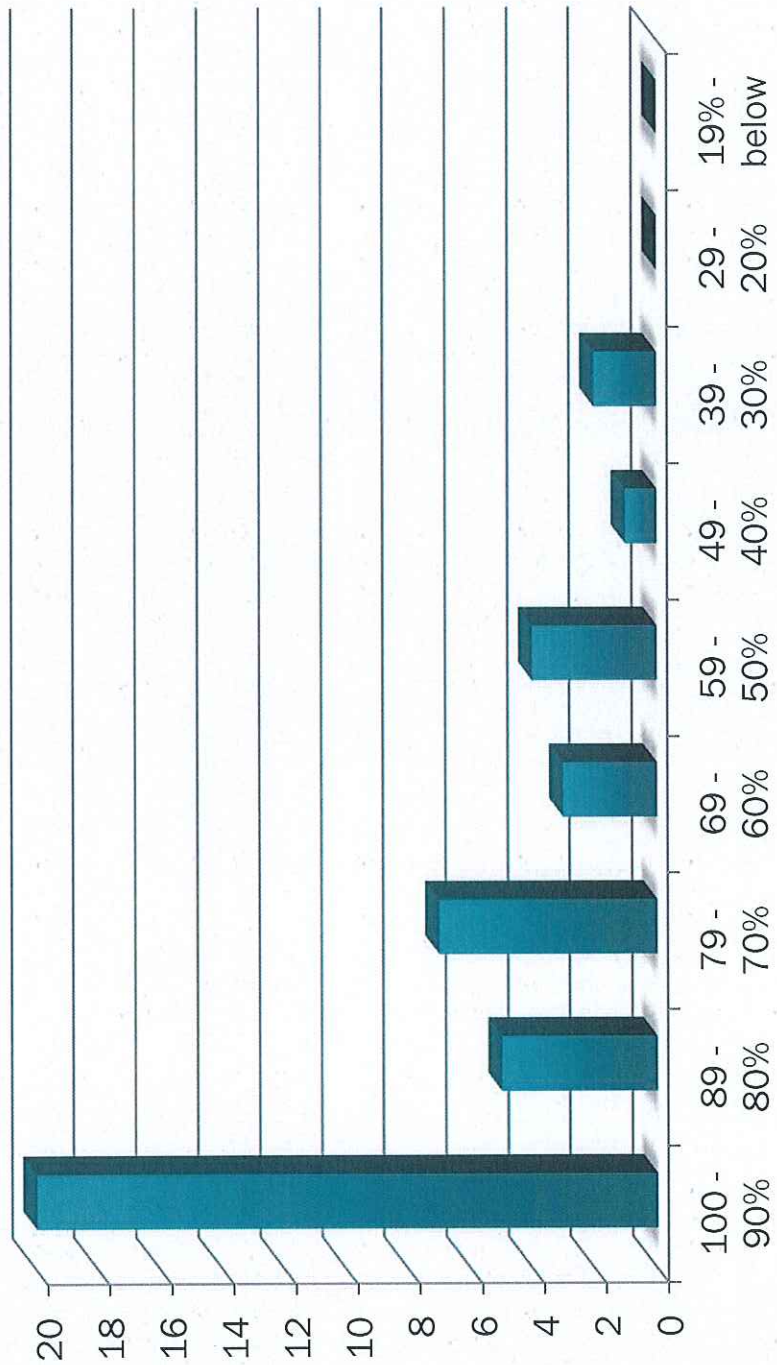


# Student Data

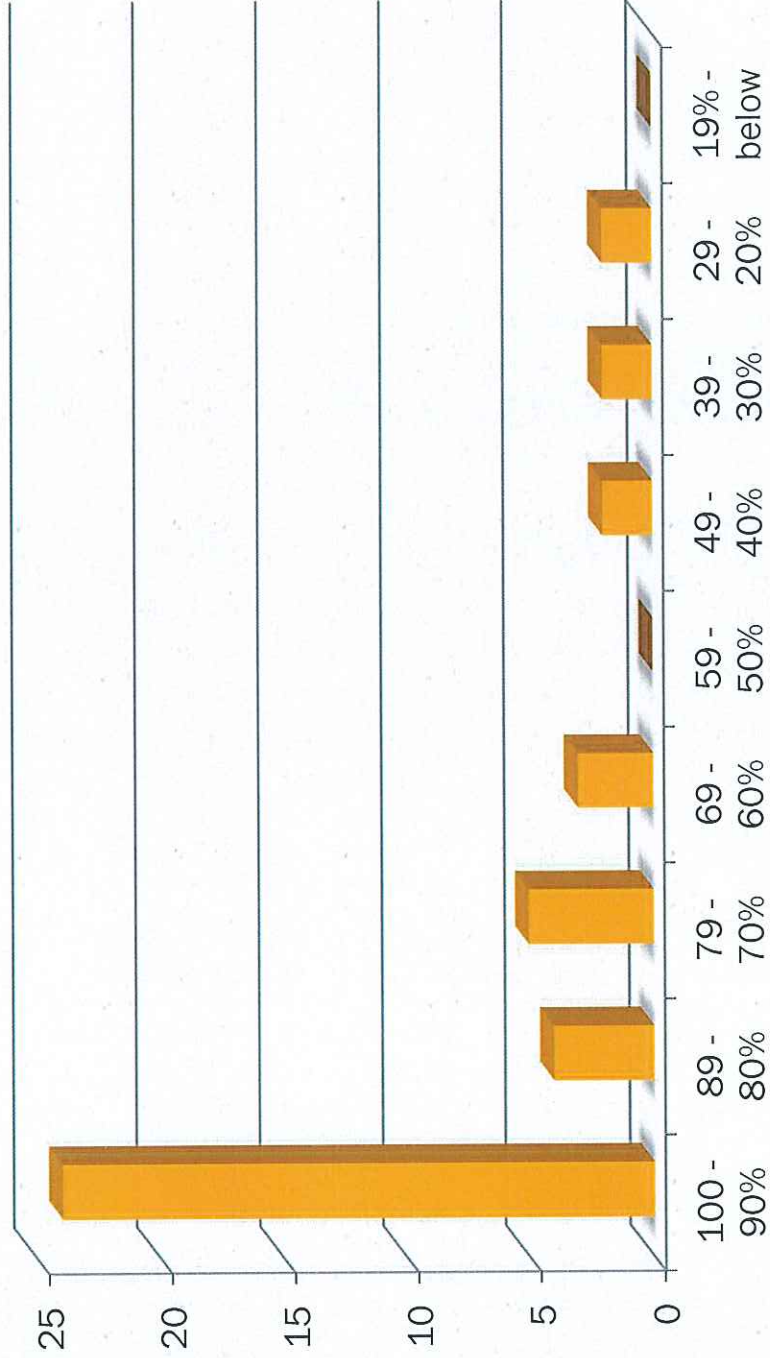




# 4<sup>th</sup> Grade

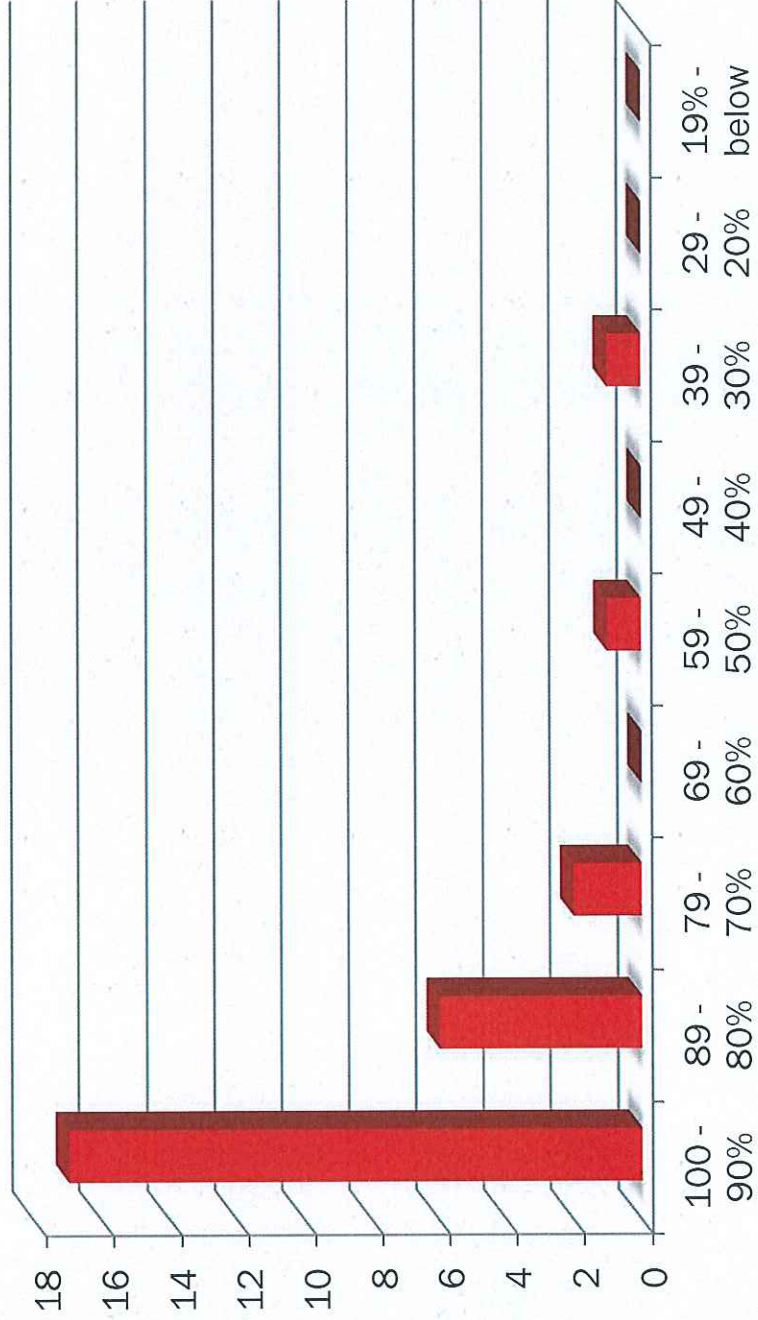


# 5<sup>th</sup> Grade



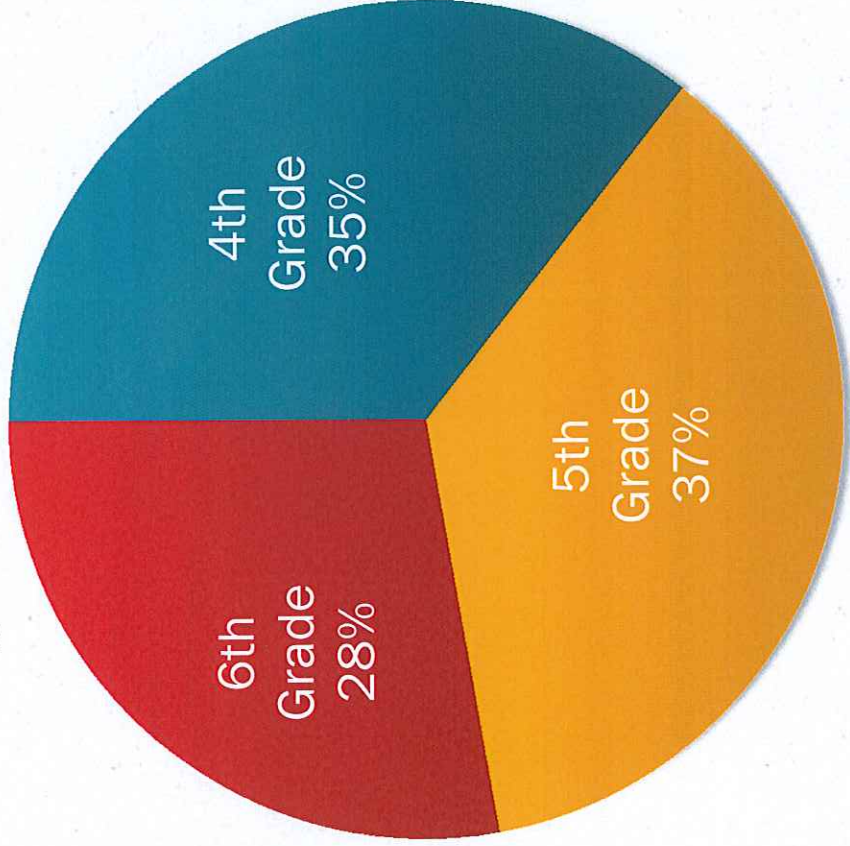


# 6th Grade



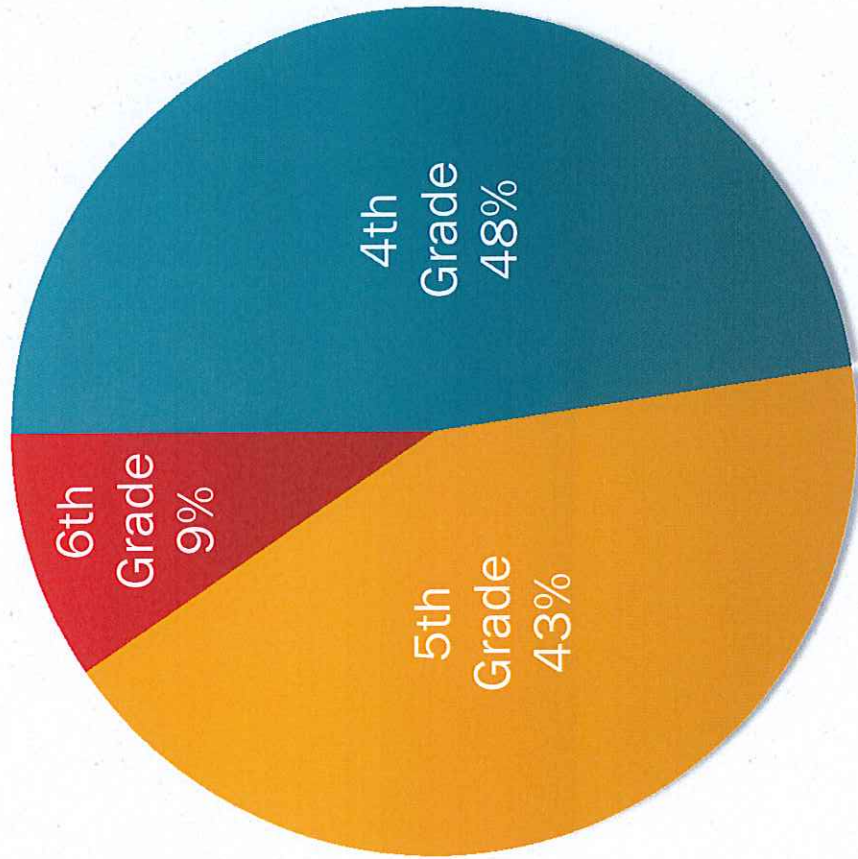


# Proficient 90 Students



# Below Proficient

21 Students





Grade	Fall Scaled Score	Spring Scaled Score	Growth
4	360	485	+125
4	631	599	-25
4	684	758	+74
4	396	615	+219
4	652	665	+13
4	636	711	+75
4	549	676	+127
4	716	787	+71
4		352	352
4	525	672	+147
4	676	729	+53
4	734	827	+93
4	636	679	+43
4	602	550	-52
4	641	674	+33
4	666	675	+9
4	565	748	+183
4	599	645	+46
4	647	675	+28
4	566	661	+95
4	636	763	+127
4	652	683	+31
4	728	838	+110
4	710	862	+152
4	610	686	+76
4	498	625	+127
4	644	748	+104
4	652	722	+70
4	653	750	+97
4	648	720	+72
4	685	721	+36
4	655	679	+24
4	614	747	+133
4	544	691	+147

4	494	621	+127
4	627	711	+184
4	555	645	+90
4	713	782	+69
4	551	592	+41
4	580	625	+45
4	663	670	+7
4	305	434	+129
4	562	681	+119
4	624	597	-27
4	722	761	+39
4	391	521	+130
4	576	748	+172
4	586	739	+153
4	594	651	+57
4	585	602	+17
4	621	653	+32
4	575	660	+85
4	545	588	+43
4	621	703	+82
4	612	718	+106
4	659	689	+30
4	629	653	+24
4	523	662	+139
4	509	588	+79
4	634	643	+9
4	629	603	-26
4	623	643	+20
4	520	678	+158
4	631	641	+10
5	659	793	+134
5	380	427	+47
5	354	497	+143
5	601	657	+56
5	650	774	+124
5	672	736	+64

5	451	633	+182
5	755	767	+12
5	558	694	+136
5	546	731	+185
5	659	823	+164
5	698	745	+47
5	655	760	+105
5	602	664	+62
5	600	638	+38
5	702	698	+4
5	738	828	+90
5	490	522	+32
5	798	815	+17
5	648	645	-3
5	564	706	+142
5	522	636	+114
5	598	632	+34
5	577	679	+102
5	660	698	+38
5	698	825	+127
5	559	508	-51
5	568	588	+20
5	518	659	+141
5	734	734	0
5	653	692	+39
5	761	797	+36
5	608	698	+90
5	722	777	+55
5	474	756	+282
5	674	711	+37
5	601	607	+6
5	649	721	+72
5	660	712	+52
5	538	639	+101
5	602	718	+116
5	720	762	+42



5	549	598	+49
5	526	663	+137
5	568	652	+84
5	644	669	+25
5	719	733	+14
5	779	866	+87
5	793	794	+1
5	753	778	+25
5	665	778	+113
5	632	642	+10
5		746	746
6	784	851	+67
6	583	407	-176
6	676	759	+83
6	538	675	+137
6	699	661	-38
6	718	826	+108
6	666	713	+47
6	681	641	-40
6	779	774	-5
6	818	797	-21
6	718	796	+78
6	578	734	+156
6	679	712	+33
6	766	774	+8
6	642	741	+99
6	673	683	+10
6	625	722	+97
6	533	721	+188
6	668	809	+141
6	304	341	+37
6	768	780	+12
6	420	602	+182
6	557	599	+42
6	589	699	+110
6	455	545	+90

6	735	808	+73
6	627	722	+95
6	742	809	+67
6	628	742	+114
6	706	797	+91
6	628	697	+69
6	738	793	+55
6	711	745	+34
6	773	801	+28
6	698	793	+95
6	726	813	+87
6	608	739	+131
6	692	694	+2
6	760	824	+64



# ENGLEWOOD PUBLIC SCHOOL DISTRICT

DR. LEROY MC CLOUD ELEMENTARY SCHOOL  
325 TENAFLY ROAD, ENGLEWOOD, N.J. 07631  
Phone (201) 862-6155 Fax (201) 871-8573

## MEMORANDUM

To: Rosandra Cece

From: Michael Brown 

Date: May 11, 2016

Re: Tutorial Permission Slips and Sign-in Sheets

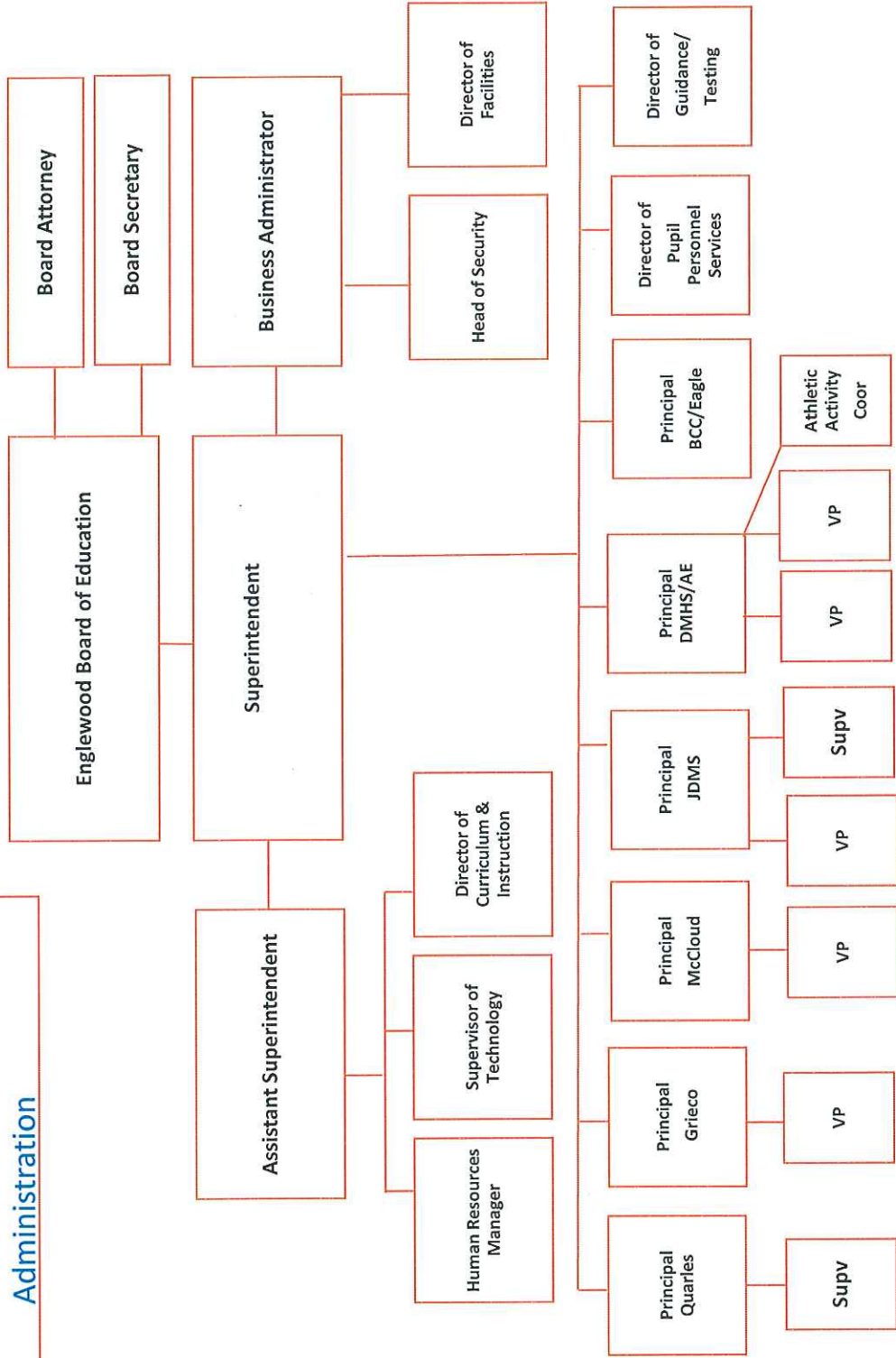
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Enclosed, please find the requested documentation. Please note that these are originals and I do not have copies.

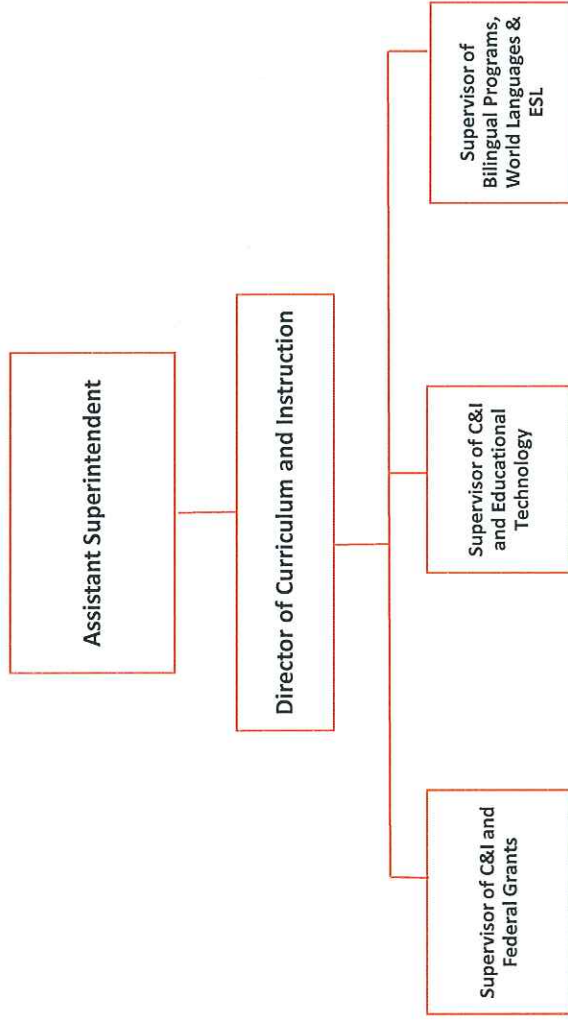
Thank you.

## **Goal #4 – Organizational Chart**

**ENGLEWOOD PUBLIC SCHOOL DISTRICT**  
Administration







**EPSD**  
**CURRICULUM & INSTRUCTION**  
**CENTRAL OFFICE STAFF**

## ENGLEWOOD PUBLIC SCHOOL DISTRICT

## JOB DESCRIPTION

**TITLE:** BOARD ATTORNEY

**QUALIFICATIONS:**

- License to practice law in New Jersey
- Experience as a school attorney
- Demonstrated broad knowledge of school law and public sector collective bargaining law
- Knowledge of contract, criminal, real estate, administrative and civil rights laws
- Personal and professional integrity
- Excellent verbal, organizational and written communication skills

**REPORTS TO:** Board of Education and Superintendent

**PERFORMANCE RESPONSIBILITIES TO INCLUDE, BUT NOT LIMITED TO:**

1. Attends and provides legal advice at board meetings as required.
2. Prepares and renders oral and/or written legal opinions upon request to the superintendent, staff and the board.
3. Provides legal assistance in the drafting of legal documents, policies, rules and regulations, resolutions, applications and all other legal or quasi-legal papers upon request.
4. Advises the board in all matters of a legal or technical nature relating to the interpretation of statutes, charters, ordinances, and contracts.
5. Advises the board in all staff contract negotiations.
6. Prepares or reviews all invitations to bid, job specifications, and legal contracts.
7. Serves as legal representative of the board, its members, and/or staff in any judicial or administrative proceedings, at the direction of the board.
8. Maintains copies of deeds, records, other official and appropriate documents relative to the physical properties under the jurisdiction of the board of education.
9. Advises board on the sale, lease or other disposition of excess physical property.
10. Monitors and reviews changes in public school law and advises the board and the superintendent regarding legislative changes and necessary board and/or administrative action.
11. Provides periodic updates on administrative practice and board policy, including the review of important commissioner and court decisions and attorney general's opinions.
12. Reviews pending board policy prior to formal adoption.
13. Prepares resolutions, deeds, leases, conveyances, bonds, obligations and other legal instruments relating to the business of the board, and prepares correspondence that may be necessary or as may be requested by the board.
14. Performs other duties consistent with competence in the field of law as the board or superintendent may require.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** Appointed annually to serve at the pleasure of the Board. Compensation to be determined by the Board.

**EVALUATION:** Performance of this job will be evaluated in accordance with the Board's policy on evaluation of the attorney.

Board Approved: 05/03/07

Revised: 11/01/07

## ENGLEWOOD PUBLIC SCHOOL DISTRICT

### JOB DESCRIPTION

**TITLE: SUPERVISOR OF CURRICULUM, INSTRUCTION AND EDUCATIONAL TECHNOLOGY**

#### **QUALIFICATIONS:**

- New Jersey School Administrator Certification, Supervisor Endorsement
- Master's Degree or higher
- Excellent oral and written communication skills
- Previous school administrative/supervisory experience
- Skills, competencies, and knowledge related to school change initiatives
- Working understanding of state statutory and regulatory requirements and initiatives regarding professional development, curriculum development, educational technology and professional development
- Demonstrates leadership in school improvement, program development and curriculum integration and application of technology across the curriculum
- Experience in curriculum design, staff development and educational technology and professional development
- Strong organizational skills and initiative to be self-directed
- Proven experience in in staff development and educational technology training at local, state, and national levels
- Well versed in state and national policy changes related to educational reform

**REPORTS TO: DISTRICT DIRECTOR OF CURRICULUM AND INSTRUCTION**

#### **PERFORMANCE RESPONSIBILITIES:**

1. Curriculum Department duties as assigned.
2. District Mentor Teacher program, District New Teacher program and District Professional Development initiatives.
3. Develop district annual professional learning activities calendar in consultation with the Director of Curriculum and Instruction.
4. Schedule and organize grade-level and department meetings in order to effect horizontal and vertical continuity and articulation of instructional programs.
5. Explore the transition from textbook dependent curriculum to digital open source materials.
6. Participate in the development of the district school calendar to insure adequate professional learning time.
7. Communicate the goals, plans, and progress of the district professional learning program aligned to the District Curriculum Strategic Plan.
8. Communicate to district stakeholders the foundational knowledge and skills required to integrate technology into instruction.
9. To ensure that teachers are prepared to integrate 21st century skills in all curricular areas.
10. Provide support and oversight of the integration of technologies to support students in college and career readiness.
11. Work with District Instructional Leadership Team in the selection of external consultants.
12. Plan, develop, and monitor budget along with the Supervisor of Grants and the Supervisor/Trainer of New Teacher and Mentor programs professional learning services and programs over the short and long term.
13. Establish protocol for working in Professional Learning Communities (PLCs).
14. Establish and communicate procedure for studying and acting on staff complaints, criticisms, and concerns in the area of professional learning.
15. Establish protocol for assessing effectiveness of professional learning tied to student achievement.



16. Implement federal, state, local, and district laws and regulations specifically in the area of professional learning activities. in the area of state mandated initiatives
17. Provide technical assistance to professional learning teams in support of learning plan achievement. Student Growth Objectives and Student Growth Percentiles
18. Monitor the progress of professional learning teams and report periodically to the Director of Curriculum and Instruction, the District Instructional Leadership Team and District Professional Development Committee.
19. File monthly report with Superintendent or designee and School Board.
20. Prepare an annual report as part of the Annual School District Report.
21. Attend School Board meetings as necessary.
22. Be a member of District Instructional Leadership Team.
23. Assume a leadership role in the activities of both school and District committees and task forces.
24. Communicate regularly with the Business Administrator about the professional learning budget and activities impacting the district finances.
25. Communicate with the Superintendent regularly about the needs, successes, and general operation of district professional learning program.
26. Participate in other duties as assigned by the Assistant Superintendent.
27. Model professional values, beliefs, and commitment to learning and personal growth.
28. Perform other duties as may be assigned.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** 12 months per year. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee and according to collective negotiations agreement (if any).

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the law and the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOARD APPROVAL:** May 9, 2013

**RESOLUTION #:** 13-P-89

## **ENGLEWOOD PUBLIC SCHOOL DISTRICT**

### **JOB DESCRIPTION**

**TITLE: SUPERVISOR OF CURRICULUM, INSTRUCTION AND FEDERAL GRANTS**

#### **QUALIFICATIONS:**

- New Jersey School Administrator Certification, Supervisor Endorsement
- Master's Degree or higher
- Demonstrated ability to work with diverse populations
- Dedicated to school reform movement
- Extensive knowledge of state and federal laws grant funding
- Knowledge of innovative, progressive and alternative education movements
- Excellent oral and written communication skills
- Previous supervisory experience in the field of educational administration
- Technology proficient with Microsoft Office Suite
- Ability to analyze statistical data and present findings to the public
- Knowledge of the preparation of state compliance regulations and reports
- Able to work well in a team environment, handle multiple assignments and meet deadlines,
- Effective organizational and interpersonal communication skills
- Attention to detail
- Strong organizational and analytical skills
- Ability to exercise sound judgment and decision making skills.

**REPORTS TO: DIRECTOR OF CURRICULUM AND INSTRUCTION**

#### **PERFORMANCE RESPONSIBILITIES:**

1. Curriculum duties as assigned, such as but not limited to Math in Focus.
2. Serve as a member of the Curriculum and Instruction department.
3. Discusses program requirements and sources of funds available with administrative personnel.
4. Ensures that fiscal requirements and the resulting monetary impact are identified, analyzed, budgeted and approved.
5. Ensures compliance with all grant requirements.
6. Confers with personnel affected by proposed program to develop program goals and objectives, outline how funds are to be used, and explain procedures necessary to obtain funding.
7. Coordinates with fiscal/administrative personnel in preparing narrative justification for budgetary expenditures; submit proposal to Associate Superintendent for Instructional Services for approval.
8. Assists appropriate personnel in writing periodic reports to comply with grant requirements; maintain master file on grants.
9. Participates in the drafting of project proposals and reports, including the writing and development of program goals, objectives, and budget for federal/special funding of programs.
10. Determines which campuses and programs qualify for Title I funding and the allocation to be expended.
11. Prepares and analyzes district needs assessments for Titles IIa for planning completion.
12. Conducts required consultations with school administration.
13. Reviews/monitors all campus requisitions for federal funding to determine that expenditures do



not supplant other funding and that requests support the overall comprehensive program of that campus.

14. Manages all federal program purchase orders.
15. Compiles the list of federally funded staff for the Business Office and Personnel to determine salaries for campus planning purposes.
16. Reviews all Campus Improvement Plans to determine that the Title I School wide campus plans include all Title I Components and that all federal spending in all campus plans shows coordination with local and state funding.
17. Reports all legislative information to appropriate staff to ensure federal/state compliance procedures are in effect.
  
18. Facilitates the completion of a grant application to required format, and submits the application for the funding agency.
19. Monitors all paperwork connected with grant funded programs so that periodic reports comply with grant requirements.
20. Evaluates all requests for projects and programs requiring federal/special money.
21. Develops and coordinates a continuing evaluation of the federal/special programs and implements changes based on the findings.
22. Consults with administrators, counselors, teachers, community agencies, and other relevant individuals regarding federal/special programs.
23. Compiles budget and cost estimates based on documented program needs.
24. Solicits federal funds and participate in grant-writing activities to obtain funding for federal/special programs and services.
25. Ensures that programs are cost effective and that federal/special programs are managed wisely.
26. Develops and ensures implementation of all ancillary student support programs: after school, Saturday, summer school.
27. Recommends the hiring of staff of ancillary programs.
28. Compiles, maintains, and files all physical and computerized reports, records, and other documents required, including required financial reports.
29. Oversees and complies with policies established by federal and state law, State Board of Education rule, and the local board policy.
30. Performs research on available grants.
31. Works with the accounting department to gather information necessary to apply and report to funders on current grant programs.
32. Compiles District Needs Assessment and oversees the development of the District Plan for federal, state, and local compliance with the District Site Based Committee and department personnel.
33. Oversees and evaluates teacher performance as assigned.
34. Develops skills, knowledge and dispositions relative to the Common Core State Standards, the teacher evaluation tool, the PARCC and the Renaissance assessments.
35. Performs other duties that may be assigned.

**APPOINTMENT:**

Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:**

12 months per year. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or

his/her designee and according to collective negotiations agreement (if any).

**EVALUATION:**

Performance of this position will be evaluated annually in accordance with the law and the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOARD APPROVAL:**

May 2, 2013

**RESOLUTION #:**

13-P-89

**ENGLEWOOD PUBLIC SCHOOL DISTRICT**

**JOB DESCRIPTION**

**TITLE: SUPERVISOR OF BILINGUAL, ESL and WORLD LANGUAGE PROGRAMS K-12**

**QUALIFICATIONS:**

- New Jersey School Administrator Certification, Supervisor Endorsement
- Master's Degree or higher
- New Jersey Bilingual/Bicultural and/or ESL Certification
- New Jersey Teacher of Spanish Certification - preferred
- Minimum of five years of management and/or teaching experience
- Previous experience second language acquisition, professional development and curriculum development
- Excellent interpersonal skills
- Knowledge of innovative alternative environments
- Ability to coordinate and collaborate with staff, parents, students, and resource agencies
- Excellent written and oral communications skills
- Interest in innovative educational programs

**REPORTS TO: DIRECTOR OF GUIDANCE, CURRICULUM & INSTRUCTION**

**PERFORMANCE RESPONSIBILITIES:**

1. Coordinate and oversee effective bilingual programs: (One-Way Developmental, Dual (Two-Way) Language, ESL, & K-12 World Languages Programs).
2. Curriculum duties as assigned and serve as a member of the Curriculum and Instruction department.
3. Develop, and after approval, implement all ancillary programs inclusive of Bilingual After School Programming, Summer Programs, and Saturday Programs.
4. Coordinate and oversee effective world language program compliant with NJDOE requirements.
5. Data collection and analysis of student performance in all program areas.
6. Manage grant applications, proposals and execution.
7. Develop, disseminate and provide administration and NJDOE with data for reporting purposes.
8. Establish collaboration and communication with NJDOE and USDOE offices specific to ELL services and programs.
9. Allocate and manage funds received from federal sources.
10. Create bilingual student profiles.
11. Coordinate in-district and out-of-district bilingual professional development for staff.
12. Utilize the strength of program staff members to provide essential changes.
13. Review lesson plans with building Administrator and provide feedback.
14. Discuss student/staff interventions with school and district level administration.
15. Provide opportunities for articulation sessions (grade level meetings, vertical programmatic, and peer observation) in order to interact and discuss improvement of instructional practices.
16. Encourage teacher participation in planning and implementing units, techniques, strategies and/or methodologies.
17. Collaborate with outside state personnel to enhance student performance as well as programs under the direction of the Supervisor of Bilingual/ESL/World Language Programs K-12.
18. Serve as district representative and state liaison for Bilingual/ESL/World Languages model program.
19. Performs other duties as assigned by the Director of Curriculum & Instruction.
20. Perform other duties as may be assigned.

**APPOINTMENT:**

Appointment shall be made by the Board of Education upon recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** 12 month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee in accordance with E.A.A. agreement.

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOARD APPROVAL:** May 9, 2013

**RESOLUTION #:** 13-P-89



# ENGLEWOOD PUBLIC SCHOOLS

## JOB DESCRIPTION

### POSITION: ASSISTANT SUPERINTENDENT

**SUMMARY:** To assist the Superintendent substantially and effectively in the task of providing leadership in developing, achieving, and maintaining the best possible educational programs and services to ensure that each student is provided with the richest educational experience the district can provide.

**REPORTS TO:** Superintendent of Schools

### QUALIFICATIONS:

- Masters degree or higher from an accredited college or university.
- New Jersey State-certified as a School Administrator or Principal/Supervisor.
- Minimum five (5) years experience as a teacher.
- Minimum five (5) years experience as an administrator.
- Previous experience in instructional management, program implementation and evaluation, and successful supervisory experience.
- Knowledge of current and emerging Equal Opportunity/Affirmative Action issues and trends.
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- Media relations skills.

### DUTIES AND RESPONSIBILITIES:

1. Assist the Superintendent in directing the administration and coordination of the district's educational programs.
2. Provides staff leadership to ensure understanding and promotion of the education goals and objectives of the district.
3. Directs the development, implementation and evaluation of curriculum and instructional services.
4. Assist in research and determination of the types of programs needed by the schools and makes appropriate recommendations.
5. Coordinates district-wide research and evaluation for measuring effectiveness of the total educational program.
6. Coordinates studies and research in the areas of enrollment growth, staffing needs and building needs.
7. Assists in the preparation of the budget as related to district educational programs.
8. Reports on the status requirements and need of district programs and services at the request of the Superintendent.
9. Supervises the development and implementation of competitive and non-competitive grant programs to augment the district's educational programs.
10. Attends Board meetings and prepares such reports for the Board as the Superintendent may request.
11. Assists in the development of district policies and administrative roles.



12. Monitors, develops and/or recommends Board policies as required by law and/or this position.
13. Conducts periodic needs assessments to determine staff development needs and priorities for all categories of staff.
14. Supervises staff development program activities designed to meet these needs.
15. Assures the maintenance of a calendar of staff development programs and activities.
16. Supervises management information operations in order to maintain current records and files of all students to facilitate local and state reporting and student performance data analysis to inform the educational process.
17. Provides periodic updates to the Board and staff of changes in State regulations relative to programs and personnel.
18. Serves as community liaison for public relations.
- ~~19. Management of all campuses and security for all district buildings.~~
- ~~20. Oversees registration of new students and district information databases.~~
- ~~21. First central administrative responder to special education issues.~~
22. Develops reports and district status reports as required by the Superintendent.
23. Directs Human Resources and Technology department operations, the maintenance of services and the implementation of new programs and/or processes for the purpose of providing services including established timeframes and in compliance with related requirements achieving organizational objectives, and ensuring compliance with legal, financial and District requirements.
24. Performs other tasks and duties and assumes other responsibilities as required by the Superintendent, as well as those which are required by law and/or regulations of the Commissioner of Education.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF**

**EMPLOYMENT:** Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

BOE Approved: March 14, 2007

Revised:

## ENGLEWOOD PUBLIC SCHOOLS

## JOB DESCRIPTION

**TITLE: SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

**QUALIFICATIONS:**

- NJ Certification – School Business Administrator
- Understanding of the principles and practices of financial accounting and reporting procedures consistent with statute, code and GAAP requirements
- Knowledge of accepted business practices in school districts related to budget preparation and administration, risk management, purchasing, transportation, food services, school plant operations and facility planning
- Demonstrated organizational, communication and interpersonal skills

**REPORTS TO:** Superintendent of Schools/Board of Education

**PERFORMANCE RESPONSIBILITIES:**

1. Assists the superintendent in the preparation of the annual school budget and is responsible for the administration of all phases of the budget throughout the year.
2. Serves as general accountant for the board. Keeps accurate and detailed accounts of all financial transactions as prescribed by statute, administrative code and board policy.
3. Assumes responsibility for the audit of all claims, invoices and demands against the board, presents them for board approval and submits them to the treasurer of school moneys for payment.
4. Collects tuition fees and other moneys due to the board not payable directly to the treasurer of school moneys and transmits such funds to the treasurer.
5. Serves as the official purchasing agent of the board and is responsible for establishing procedures for the acquisition of supplies and equipment for the district in accordance with law and board policies.
6. Oversees the operation and maintenance of all school facilities and supervises custodial, grounds and maintenance services. Ensures that all local, state/federal standards for the health and safety of students and staff are maintained and that required reports are maintained.
7. Assists the superintendent in the development and implementation of a multi-year (3-5 years) comprehensive maintenance plan and the district's long-range facilities master plan.
8. Assumes responsibility for the efficient operation of the district's food services program; ensures that procedures are in accordance with law and regulations; and supervises food service personnel.
9. Administers the district's insurance/risk management program.
10. Assumes responsibility for the safe, efficient operation of the student transportation program; ensures proper maintenance of district owned buses; reviews routes; and handles the business aspects of contracted transportation services.
11. Assists the superintendent in projection of facility needs and oversees all construction programs. Helps develop educational standards for sites, buildings and equipment; prepares cost data; and cooperates with architect and construction supervisor during construction programs.



12. Acts as the agent of the board in site acquisitions and sale/lease of property and is responsible for scheduling the use of school buildings and grounds by authorized groups in accordance with board policies.
13. Oversees the preparation of the district payroll and ensures proper maintenance of records related to auditing requirements, tax laws, and employee benefits. Is responsible for implementing hospitalization, major medical and other types of board approved employee benefit plans.
14. Assumes responsibility for investment of board funds in accordance with statute and board policy.
15. Assists the superintendent and the board in developing and updating policies for all aspects of the school business operation.
16. Safeguards and maintains all records and papers of the board, and devises a system of acceptable recording and filing to guarantee the safety and availability of all reports, minutes of meetings, contracts, communications and publications, and such other documents as the board may place in the secretary's custody.
17. Assumes responsibility for the retention and destruction of public documents in accordance with state law and retention schedules and serves as the district's records management officer.
18. Notifies all board members of regular and special meetings. Calls special meetings whenever requested by the board president or by a petition signed by a majority of the board. Attends all board meetings.
19. Records all proceedings of board meetings, prepares the official meeting minutes and handles all correspondence of the board.
20. Performs duties related to school elections as required by law and works cooperatively with the county board of elections, the county clerk and district board of elections in facilitating all regular and special school elections.
21. Presides at the annual reorganization meeting of the board until such time as a president is elected.
22. Administers the oath of office to newly elected board members.
23. Files with the county superintendent a report listing the name and social security number of each bus driver or substitute driver and certification of a valid school bus driver's license and criminal background check.
24. Annually develops and transmits to the county superintendent of schools, on or before February 1, a list of names of the school officials, by office and position, whose responsibilities require the filing of the Financial and Personal/Relative Disclosure Statements.
25. Notifies the county superintendent of the names of newly elected or appointed board members to obtain the state-required Financial and Personal/Relative Disclosure Statements and informs the county superintendent of new administrators or supervisors appointed after the April 30 filing date.
26. Prior to the annual submission to the county superintendent, checks that the completed disclosure forms have been reviewed to assure that both required forms have been filed; that all questions have been answered or indicated as not being applicable; and that each copy is signed by an original signature.
27. Provides to the county superintendent the names of all persons on the February 1 list of school officials and all newly elected or appointed persons who have failed to file as required under the law.
28. Notifies the New Jersey School Boards Association of the names of newly-elected or appointed school board members in a timely manner to ensure the fulfillment of training required by the School Ethics Act.
29. Performs such other duties as may be prescribed by law or assigned by the superintendent or the board.

**Appointment:** Appointment shall be made by the Board of Education upon recommendation of the Superintendent of Schools and/or his/her designee.

**Term of Employment:** Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his designee.

**EVALUATION:** Performance of this job will be evaluated annually in accordance with provisions of state law, administrative code, and the board's policy on evaluation of the business administrator/board secretary.

Board Approved: Revised: 11/01/07



## ENGLEWOOD PUBLIC SCHOOL DISTRICT

### JOB DESCRIPTION

**TITLE:** HUMAN RESOURCES MANAGER – 12 MONTHS  
(Non-Guide Administrator)

#### QUALIFICATIONS:

- Bachelor's degree or higher in human resources field from an accredited educational institution
- Demonstrated knowledge of NJ State regulations for teacher credential program
- Minimum five (5) years of experience in personnel and human resources management
- Knowledge of federal and state laws germane to personnel
- Proficient in Microsoft Office Suite
- Excellent analytical, verbal, organizational and written communication skills

**REPORTS TO:** School Business Administrator/Board Secretary and/or his/her designee

#### PERFORMANCE RESPONSIBILITIES:

1. Maintains and publishes the district employee manual ensuring compliance with all mandated policies affecting employees.
2. Administers credential programs in compliance with state and federal regulations and district policy.
3. Serves as a liaison to county and state representatives relating to certification issues and other state and federal mandates.
4. Develops new and reviews existing job descriptions and fringe benefits to ensure current requirements and responsibilities are detailed; maintains a record of obsolete and current district job descriptions for reference.
5. Develops, prepares, generates, and analyzes ongoing and ad hoc special reports pertaining to employee personnel information and data, including but not limited to issues such as board agenda minutes, benefit costs, staffing levels/deployment, turnover, absenteeism, recruitment, applicant tracking, compensation, and promotions.
6. Effectively implements and utilizes a data processing system to obtain, store, and analyze pertinent data and information.
7. Implements comprehensive recruitment procedures and attends regional and national recruitment fairs. Maintains relationship with college personnel and oversees On-Campus Recruiting Program.
8. Provides assistance and guidance to district administrators regarding policies and procedures, contractual provisions, and regulations/mandates.
9. Works cooperatively with Central Office personnel, fellow Administrators, and interacts on a professional level with bargaining unit representatives.
10. Conducts research and investigations as may be assigned.
11. Participates on district and out-of-district committees as may be assigned.
12. Evaluates incoming resumes/applications and distributes to appropriate Administrator for review.



13. Attends Board meetings as may be requested by the Superintendent.
14. Participates in the investigation and resolution of ongoing employee relations problems, anticipates problems whenever possible, and develops, recommends, and initiates appropriate steps for resolution.
15. Facilitates hiring process by scheduling interviews to finalize hiring process for all staff.
16. Manages absence reporting database and coordinates procedures for identification and appointment of substitute staff.
17. Prepares and maintains 3-2-1 list of non-tenured staff and all personnel data reports including but not limited to observations, evaluations, and PDP's.
18. Performs such other duties as may be assigned by the School Business Administrator and/or his/her designee.

**Appointment:** Appointment shall be made by the Board of Education upon recommendation of the Superintendent of Schools and/or his/her designee.

**Terms of Employment:** Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**Evaluation:** Performance of this position will be evaluated in accordance with the provisions of the Boards's policy on evaluation of certified personnel and the administrative procedures on certified personnel and the administrative procedures on certified staff evaluation.

Board Approved: (rev.)  
December 16, 2010

# ENGLEWOOD PUBLIC SCHOOLS

## JOB DESCRIPTION

### TITLE: SUPERVISOR OF TECHNOLOGY

#### QUALIFICATIONS:

- Hold a New Jersey Administrative Certificate in accordance with the requirements of N.J.S.A. 18A:27.1 et seq., and N.J.A.C. Title 6 Chapter 11, with a Supervisor endorsement (N.J.A.C 6:11-9.3 and 9.5).
- At least three years experience in educational technology leadership.
- Demonstrate an in-depth knowledge and understanding of educational technology integration and the importance of 21<sup>st</sup> century skills.
- Ability to work effectively with administrators, staff, parents, and community members for the improvement of the district's technology program.
- Strong skill set in human relations, communications, problem solving and organization.
- Such alternatives to the above that the Board of Education finds to be appropriate and acceptable.

**REPORTS TO:** Assistant Superintendent or his/her designee

#### PERFORMANCE RESPONSIBILITIES:

1. Provide leadership for all aspects of short and long range technology planning (i.e., visioning goal setting, program development, strategic planning, infrastructure design, staffing, training, evaluation, budgeting);
2. Collaborate regularly with the three directors (i.e., Curriculum, Guidance, and Special Services) to integrate educational, instructional, and assistive technologies into on- going programs for all instructional areas and levels by identifying strategies and materials and by implementing activities for integration;
3. Support and act as facilitator for district library clerks, technology teachers, and co-curricular activities (e.g., computer, yearbook, and photography clubs to capture and edit footage of various sporting events and school activities and produce presentations for a variety of purposes);
4. Evaluate district and department processes and recommend and coordinate needed changes based on process analysis;
5. Conduct technical research on system upgrades to determine feasibility, cost, time requirement, and compatibility with current system;
6. Provide highest level of internal technical support to Technology Department;
7. Serve on committees and teams as the Technology Department representative;
8. Supervise Technology Department staff;
9. Works with principals, department heads and teachers in developing the district's technology program to achieve state core curriculum content standards and district educational goals and objectives.
10. Studies, evaluates, and, as appropriate, recommends to the superintendent the adoption of new technology instruction materials, methods and programs and the purchase of computer hardware, software and other instructional technology tools.



11. Evaluates the district's technology plan and education program; recommends changes as appropriate;
12. Cooperate with central office administrators and school principals in the development of a district-wide electronic information system and provides technical assistance, as needed.
13. Oversee an inventory of the District's educational computer equipment and a log of equipment maintenance activities.
14. Oversee the catalog of available instructional software and works cooperatively with the media specialist to provide access to appropriate software for teacher and student use.
15. Assists in the development and coordination of the sections of the budget that relate to educational technology.
16. Represents the District's educational technology program to the public through computer workshops and other presentations.
17. Perform other related duties as may be assigned by the Superintendent and Assistant Superintendent.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee in accordance with the Englewood Administrators' Association Agreement.

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOE APPROVED:**

## ENGLEWOOD PUBLIC SCHOOLS

### JOB DESCRIPTION

(Certificated, Guided)

**TITLE:** DIRECTOR OF CURRICULUM AND INSTRUCTION

**QUALIFICATIONS - Successful Candidates qualify at a minimum as follows:**

- New Jersey Principal/School Administrator certification
- Minimum of four years successful teaching experience
- Knowledge of state and federal laws and regulations pertaining to education
- Willingness to supervise staff
- Excellent oral and written communication skills
- Experience in the area of curriculum development

**REPORTS TO:** Assistant Superintendent and/or his/her designee

**PERFORMANCE RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:**

1. Works to achieve NJ Core Curriculum Content Standards and regional educational goals and objectives by coordinating the efforts of certified staff to promote active learning and skills development in the classroom.
2. Coordinates the efforts of certified staff to teach students through an approved course of study utilizing board-adopted curriculum, textbooks and other appropriate teaching materials that are aligned with the NJ Core Curriculum Content Standards.
3. Assists in staff leadership to ensure understanding of and promotion of the educational objectives of the district, and plans and administers programs of in-service educational activities for instructional personnel.
4. Assumes a leadership role in developing curriculum for existing course offerings, core curriculum content areas and electives and/or any course newly mandated by the Legislature or the Board.
5. Develops and administers in-service programs for professional staff based on district priorities for instructional improvement.
6. Participates in the selection and recommendation for adoption of all textbooks and supplementary instructional material.
7. Observes teachers in their classrooms and offers insights for the enhancement of the teaching/learning situation.
8. Assists in the budget preparation for newly approved instructional programs as related to instructional supplies, equipment, and materials.
9. Coordinates and plans for the use of technology as a tool for learning in the schools.
10. Consults with principals and staff and recommends to the Superintendent or designee all teaching supplies and textbooks.
11. Performs duties related to all required reporting for state or federal regulations.
12. Develops professional development programs and evaluate curriculum effectiveness.
13. Establish and promote high standards and expectations for all students and programmatic staff for academic performance and responsibility for behavior.
14. Develop and implement in-service programs and professional/staff development experiences for all professional staff based on district and school priorities for instructional improvement.
15. Continue own professional growth and development through memberships; attendance at relevant meetings, workshops and conferences; enrollment in advanced courses; and similar activities.
16. Evaluate the performance of assigned staff in accordance with law, code and Board policy.
17. Assists in creation and implementation of student assessment instruments, collects and interprets assessment and testing data for dissemination to administration and staff.
18. Performs such other duties as may be assigned by the Superintendent and/or his/her designee.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF**

**EMPLOYMENT:**

Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee in accordance with the Englewood Administrators' Association Agreement.

**EVALUATION:**

Performance of this position will be evaluated annually in accordance with the Board's policy on evaluation of certificated personnel and the administrative procedures on the certificated staff evaluation.

Board Approved: July 17, 2014/Resolution #15-P-05



**ENGLEWOOD PUBLIC SCHOOL DISTRICT**

**JOB DESCRIPTION**

POSITION: HEAD OF SECURITY

QUALIFICATIONS:

1. High School Diploma Required.
2. Security Officer Resource Act (SORA) Certification Required.
3. At least two (2) years of experience in the field of school security.
4. Demonstrated experience working with school-aged children.
5. Excellent speaking, written, and interpersonal skills.

REPORTS TO: Superintendent of Schools

JOB GOAL: Coordinates and supervises the deployment of the District's security force. Serves as primary resource and advisor in the district regarding matters related to safety and security.

PERFORMANCE RESPONSIBILITIES:

The essential functions and elements of this position include, but are not limited to the following:

1. Adheres strictly to all Board of Education and Administrative policies, regulations and procedures.
2. Assists with the planning, coordination, and monitoring of the operation of all security functions.
3. Works with site administrators to deploy and supervise security personnel.
4. Works with site administrators in evaluating job performance of security personnel.
5. Schedules regular meetings with security personnel.
6. Assists with the coordination and implementation of all necessary training and in-service for district security personnel and truancy officers.
7. Participates in the recruitment, hiring and evaluation of security personnel.
8. Prepares reports regarding security activities in the District.
9. Assumes other pertinent duties as assigned by the Superintendent.
10. Coordinates and supervises truant officers in the surveillance of district school buses.
11. Performs all responsibilities and duties in a professional, courteous and cooperative manner.
12. The above list of essential functions and elements is not exhaustive and may be supplemented as necessary.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF**

**EMPLOYMENT:** Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the Board's policy on evaluation of non-certificated personnel and the administrative procedures on non-certificated staff evaluation.

Approved: July 18, 2013

## ENGLEWOOD PUBLIC SCHOOLS

### JOB DESCRIPTION

**TITLE:** DIRECTOR, DISTRICT FACILITIES

**QUALIFICATIONS:**

1. NJ Certification to include the following: Facilities Manager license from DOE, NJ Fire Official license, Integrated Pest Management certificate, Asbestos Management certification.
2. Knowledge of building referendum construction projects to include budget.
3. Keen understanding of local and state regulations germane to all aspects of facility compliance.
4. Experience in the process of permit applications and proper adherence.
5. Strong communication skills including oral presentation.
6. Knowledge of and the maintenance of district reports on all aspects of facilities management.
7. Experience in bidding processes, including the proper adherence to regulations with vendors.
8. Must hold boiler and other licenses to operate an educational facility.
9. Knowledge of schematic reading and analysis.
10. Experience in representing the district at mandated construction/building seminars.
11. Proven track record in compliance with state building security regulations.

**REPORTS TO:** Assistant Superintendent/Superintendent

**PERFORMANCE RESPONSIBILITIES:**

1. Establishes and administers schedules and procedures for ongoing custodial and maintenance care of all schools and office facilities of the District.
2. Provides administrative leadership in the facilities operations of the entire district K-12.
3. Oversees rentals and the use of facilities to internal and outside vendors.
4. Maintains state reports on district's facilities, grounds and operational management.
5. Leads in all matters relating to the district's building referendum agenda and budget.
6. Supervises district personnel in the orchestration and completion of campus site building projects.
7. Sits on construction committee with Board members.
8. Completes all reports required by local and state mandates.
9. Oversees security personnel and security hardware.
10. Recommends and evaluates all outside service contracts.
11. Assists in the preparation of budget needs for the Operations Department.
12. Supervises the maintenance and scheduling of school vehicles.
13. Inspects each building regularly and confers with the principal regarding custodial/maintenance work.
14. Supervises, inspects and maintains fire alarm systems and fire extinguishers on a regularly scheduled basis.
15. Works closely with state and municipal officials in solving local level buildings and grounds problems.
16. Acts as Board's representative in conjunction with architects, engineers and government agencies.
17. Prepares status report of projects for presentation to the community.
18. Responds to after-hours emergencies such as fire, floods, snow, and building damage.
19. Performs such other duties as may be assigned by the Assistant Superintendent or his/her designee.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** Twelve (12) months per year. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on non-certificated staff evaluation.



# ENGLEWOOD PUBLIC SCHOOLS

## JOB DESCRIPTION

**TITLE: PRINCIPAL**

### **QUALIFICATIONS:**

- Hold a New Jersey Administrative Certificate in accordance with the requirements of N.J.S.A. 18A:27.1 et seq., and N.J.A.C. Title 6 Chapter 11, with a principal endorsement (N.J.A.C 6:11-9.3 and 9.5).
- Hold a Master's Degree from an accredited college or university.
- Have at least three (3) years excellent experience in teaching and working with adolescents. Administrative experience as a Principal, Assistant Principal or Central Office Administrator preferred.
- Demonstrate excellent leadership and organizational skills and the ability to motivate people.
- Demonstrate knowledge and understanding of curriculum development and program evaluation, child growth and development, effective instructional strategies, classroom management, learning assessment and diagnosis, and research related to learning.
- Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
- Demonstrate the ability to use computers for word processing, data management, and telecommunications.

**REPORTS TO:** Superintendent or his/her designee

### **PERFORMANCE RESPONSIBILITIES:**

1. Administers the school and its instructional programs directly or through subordinate staff.
2. Interprets and implements Board policies and administrative regulations.
3. Studies the educational needs of the community serviced by the school and develops plans for meeting them.
4. Develops a program of public relations in order to further the community's understanding support of the educational programs.
5. Supervises the school staff, professional and non-professional, providing technical assistance to teachers as needed.
6. Evaluates teachers, either personally or through subordinates.
7. Conducts faculty meetings to keep staff informed of policy changes, new programs, school problems, etc. Shall develop agenda for all such meetings, agenda to be retained for at least one (1) year.
8. Reports to central office staff regarding school needs with respect to curriculum, personnel, equipment, supplies, etc.
9. Assists in the recruiting, screening, and learning of school staff.



10. Completes all necessary reports as required by the district, county office, state, or federal government.
11. Provides for appropriate health and safety of students and is responsible for student conduct in the school.
12. Establish and promote high standards and expectations for all students and staff for academic performance and responsibility for behavior.
13. Organize, manage, evaluate, and supervise effective and clear procedures for the operation and functioning of the entire school consistent with the philosophy, mission, values and goals of the school and district, including instructional programs in the Core Curriculum Content Standards, extracurricular activities, discipline systems to ensure a safe and orderly climate, financial management, facilities maintenance, program evaluation, personnel management, office operations, emergency procedures, and community relations.
14. Ensure compliance with all laws, administrative codes, Board policies and regulations, including Affirmative Action mandates.
15. Collect and analyze data regarding the needs and achievement of students, including State assessments, and other pertinent information affecting the design and implementation of services and programs, using the information to recommend new programs and modifications to existing programs.
16. Lead school level planning processes to ensure the development, implementation, and evaluation of all school programs and activities. The planning processes shall include development of the State mandated school level objectives (N.J.A.C. 6:8-4.4(a) 2), following the required procedures.
17. Supervise the instructional programs of the school, evaluating lesson plans and observing classes on a regular basis to encourage the use of a variety of instructional strategies and materials consistent with research on learning and child growth and development. Display the highest ethical and professional behavior and standards when working with students, parents, school personnel, and agencies associated with the school.
18. Serve as a role model for students, dressing professionally, demonstrating the importance and relevance of learning, accepting responsibility, and demonstrating pride in the education profession.
19. Notify immediately appropriate personnel and agencies, and follow established procedures when there is evidence of substance abuse, child abuse, child neglect, severe medical or social conditions, potential suicide or individuals appearing to be under the influence of alcohol, controlled substances, or anabolic steroids.
20. Supervise all personnel assigned to the building, establishing clear expectations for role, responsibilities, and performance to ensure that all job responsibilities are met and exceeded.
21. Ensure that each professional staff member develops a Professional Improvement Plan (PIP).
22. Ensure that personnel evaluation procedures are accomplished in a fair and consistent manner that encourages accountability, growth and excellence, in accordance with law, Board policy, and contractual requirements.
23. Recommend to the Superintendent the renewal, dismissal, withholding of increment, promotion or other actions for all personnel assigned to the school, following established procedures and timelines.



24. Notify the Superintendent immediately of any unusual circumstances.
  25. Implement schedules and procedures for the supervision of students in non-classroom areas, including before and after school, bus loading and unloading, and cafeteria.
  26. Communicate regularly with parents, seeking their support and advice, so as to create a cooperative relationship to support students in the school.
  27. Maintain effective communications with agencies and resources outside of the school.
  28. Supervise the production of all school publications.
  29. Use effective presentation skills when addressing students, staff, parents, and the community, including appropriate vocabulary and examples, clear and legible visuals, and articulate and audible speech.
  30. Complete in a timely fashion all records and reports as required by law and regulation or requested by the Superintendent. Maintain accurate attendance records. Answer correspondence promptly.
  31. Hold regular staff meetings and serve, as appropriate, on staff committees.
  32. Adhere to New Jersey school law, State Board of Education rules and relations, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.
  33. Perform other duties as may be assigned by the Assistant Superintendent and/or his/her designee.
  34. Perform other duties which may be within the scope of his/her employment and certification as may be assigned.
- 

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee in accordance with the Englewood Administrators' Association Agreement.

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOE APPROVED:** 09/26/02

**REVISED:**

## ENGLEWOOD PUBLIC SCHOOLS

### JOB DESCRIPTION

**TITLE:** BUILDING LEVEL SUPERVISOR

**QUALIFICATIONS:**

- New Jersey Certification – Supervisor
- Minimum three (3) years of successful teaching experience
- Demonstrates leadership in school improvement, program development and curriculum integration and application of technology across the curriculum.
- Possesses organizational, communications (oral and written) and human relations skills.

**REPORTS TO:** Principal and/or his/her designee

**PERFORMANCE RESPONSIBILITIES:**

1. Assists in planning and supervising the daily operation of the assigned building as directed by the Principal.
2. Oversees the school discipline code within the approved guidelines, including student attendance, truancy and tardiness for the assigned portion of the student population.
3. Supervises the cafeteria and grounds.
4. Assists in the preparation of reports.
5. Facilitates processing of work orders.
6. Coordinates student teachers and observations.
7. Serves as a member of the parent support organization as directed by the Principal.
8. Assists in maintaining good public relations with the school community and the community at large.
9. Coordinates preparation of special publications, news releases and other publicity at the request of the Principal.
10. Develops proposals for new educational programs.
11. Conducts analysis of instructional programs and materials and works to ensure that subject matter and curricula are designed with adequate attention to scope and sequence.
12. Stimulates experimentation, inter-visitation, scrutiny of objectives and enrichment of curricula and teaching methods by instructional staff.
13. Observes the in-class performance of teachers, and confers and consults with them regarding their professional development.
14. Supervises and evaluates personnel as assigned by the Principal.
15. Oversees the scheduling and procedures, including student grades and reports.
16. Administers the school in the absence of the Principal.
17. Performs such other duties as may be assigned by the Principal and/or his/her designee.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee in accordance with the E.A.A. agreement.



**EVALUATION:**

Performance for this position will be evaluated in accordance with the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

Board Approved: 10/02/03

Revised:

DRAFT

# ENGLEWOOD PUBLIC SCHOOLS

## JOB DESCRIPTION

**TITLE: ATHLETIC ACTIVITY COORDINATOR**

**QUALIFICATIONS:**

- Valid New Jersey Instructional Certificate
- Prior health and physical education teaching or coaching experience
- Demonstrated leadership in the organization and administration of a district-level athletic program
- Ability to maintain a positive learning environment and high standards of conduct for athletes
- Provide evidence that a criminal record history check has been conducted and clearance has been given by the Department of Education.

**REPORTS TO:** Superintendent or his/her designee

**PERFORMANCE RESPONSIBILITIES:**

1. Assumes responsibility for the scheduling of all intramural and interscholastic athletic events.
2. Oversees the coaching staff members and makes recommendations for hire based upon district needs and budget allocation.
3. Provides leadership in the selection, assignment and evaluation of athletic coaches and trainers.
4. Assumes responsibility for the proper supervision of home games and the availability of game officials, team physicians and security personnel.
5. Assumes responsibility for compliance with Board-adopted emergency medical procedures for all practice sessions and competitive events.
6. Arranges for the transportation for athletic competitions.
7. Develops and implements appropriate rules and regulations governing the conduct of athletic activities and ensures compliance with the rules promulgated by the NJSIAA.
8. Verifies each athlete's eligibility according to established physical and academic requirements of eligibility for participation in each sport and obtains written parent permission for students to participate.
9. Prepares and administers the athletic program budget and requisitions program supplies and equipment.



10. Supervises all ticket sales and fundraising events of the athletic program and assumes responsibility for proper handling of funds, in conjunction with the Business Office.
  11. Arranges field and gym practice schedules.
  12. Supervises the care, maintenance and storage of all athletic equipment and supplies and maintains a current inventory.
  13. Arranges for the physical examination of all athletes prior to each season.
  14. Maintains records of athletic contests and award winners and plans and supervises an annual recognition program for athletes.
  15. Promotes good school community relations and support through effective communication regarding the district's athletic program.
  16. Upholds and enforces school rules, administrative regulations and Board policy.
  17. Performs other duties which may be within the scope of his/her employment and certification as may be assigned.
- 

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** Extra-service stipend position. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**Board Approval:** November 21, 2014/Resolution #15-P-47

## ENGLEWOOD PUBLIC SCHOOL DISTRICT

### JOB DESCRIPTION

#### TITLE: DISTRICT DIRECTOR OF GUIDANCE, TESTING & EVALUATION

#### QUALIFICATIONS:

- New Jersey Principal or School Administrator Certification
- Director of School Counseling Services Certification
- Master's Degree or higher
- Minimum of five years of guidance counseling experience
- Administration in guidance preferred
- Extensive Knowledge of state and federal laws and regulations pertaining to education, testing and perspective reporting
- Willingness to supervise teaching staff
- Demonstrated ability to work with diverse population of staff, parents and students
- Dedicated to school reform movement
- Knowledge of innovative, progressive and alternative education movements
- Excellent oral and written communication skills
- Previous supervisory experience in the field of educational administration
- Technology proficient with advanced skill in data driven instruction
- Ability to analyze statistical data and present findings to the public
- Knowledge of the preparation of state compliance regulations and reports

#### REPORTS TO: SUPERINTENDENT

#### GUIDANCE, TESTING AND EVALUATION PERFORMANCE RESPONSIBILITIES:

1. Oversee the school counseling program of the district for all students (K-12) including those with IEP approved related counseling services.
2. Observe and/or evaluate programs in schools and assist the Principals in developing Professional Development Plans (PDP) with members of the Guidance staff.
3. Establish and promote high standards and expectations for all students and programmatic staff for academic performance and responsibility for behavior.
4. Organize, manage, supervise, and evaluate effective and clear programmatic procedures for the operation and functioning of Counseling Services in all elementary, middle and high schools, consistent with the philosophy, mission, values and goals of the school and District. This role includes counseling services for educational, college and career planning, social and emotional development (N.J.A.C. 6:8-4.7(a) 3), and coordination of specialized services for students. Also, to ensure compliance with all laws, administrative codes, Board policies and regulations.



5. Plan and carry out an effective program of system-wide school counseling in which counselors provide service to all students; including but not limited to general education students, the gifted and talented, disaffected and disruptive students considered to be at risk, those identified as English Language Learners (ELL) and those classified as students with disabilities.
6. Oversee the continuing study and record keeping of information on drop-outs and follow up of graduates.
7. Define and interpret the professional functions of school counselors to administrators, teachers, students, parents and the public.
8. Serve as a resource person in the assessment and diagnosis of learning styles, and social and emotional needs of students, using a variety of techniques.
9. Assist other school personnel in preventing students from dropping out of school; and assist in securing alternative programs when warranted.
10. Prepare and discuss the renewal, dismissal, withholding of increment, promotion or other actions for assigned guidance personnel, with the Principals, in accordance with established procedures and timelines.
11. Assist with the high school schedule by facilitating the annual revision of the high school course catalog, course offerings, course selection sheet, and individual courses of study in grades 9-12.
12. Performs such other duties as may be assigned by the Superintendent and/or his/her designee.
13. Ensures a written PARCC testing plan for the school system is developed and disseminated to each school before the beginning of the school year. The overall testing plan must include rules for test administrator training, test security, proper testing environment, administering the NCDPI-designated secure test forms, auditing test administration sessions, and preparing and returning secure test materials.
14. Develop a District PARCC testing security plan that aligns with local school, state, and PARCC policy.
15. Collaborates School Test Coordinator, in conjunction with Principal, as necessary, to maintain a secure test administration and train them in PARCC security requirements; to ensure the integrity of the test administration.
16. Collaborates with assigned test coordinator, as necessary, to maintain a secure test efficient administration of the PSAT, SAT, ACCUPLACER, ASVAB, and any other district approved test administration at all grade levels; to ensure the integrity of the test administration
17. Monitors to ensure the system and school-by-school plan for administering tests under secure conditions is implemented appropriately.
18. Ensures a schedule of the state test administration dates for the school year is shared with teachers, students, and parents.
19. Develops local policies and procedures to ensure maximum test security in coordination with the policies and procedures developed by the test publisher (the NCDPI).
20. Supervises and monitors School Test Coordinators.
21. Assists the principal, and School Test Coordinator, at each school in understanding his/her duties and responsibilities related to the state testing program and the



implementation of state tests.

22. In conjunction with Director of Special Education, Principal and School Test Coordinator, ensure the need for test accommodations is documented and the accommodations are limited to the specific need as dictated by the IEP, Section 504 or other specific circumstances.
23. In conjunction with Director of Special Education, Principal and School Test Coordinator, monitors to ensure all documented accommodations were actually provided to students and to what extent the accommodations were used by the students during the test administrations.
24. Coordinates with the Supervisor of Bilingual/ELS/World Languages and School Test Coordinator, to reach fidelity in the administering of state tests for all bilingual and ESL students.
25. Provides appropriate resources, in conjunction with Director of Special Education Services and site test coordinator, for special education and bilingual students.
26. Makes a determination about the seriousness of reports of test security breaches, loss of test materials, and failure to account for test materials, unauthorized reproduction or retention of test materials, or any other deviation from required security procedures.
27. Declares a test administration a misadministration, when appropriate, using the appropriate procedures and documentation, and ensure students are administered a different secure form of the test.
28. Investigates all reports of testing irregularities and/or violations of ethical testing practices and immediately report them to the superintendent and local school board of education.
29. Uses and follows all procedures in the Online Testing Irregularity Submission System (OTISS) to document and report all testing irregularities. Assists in creation and implementation of student assessment instruments, collects and interprets assessment and testing data for dissemination to administration and staff.
30. Cooperates with the NJDOE representatives in the preparation of compliance reports.
31. Observes and evaluates teacher performance.
32. Presents standardized state and national test score results to the Board of Education and schools
33. Assists in the preparation of appropriate budgets when applicable.
34. Serves as state liaison for the Superintendent on all required information and report requests including the School Report Card.
35. Schedules and oversees internal and external community meetings on data-driven criteria used in school reform.
36. Conducts at least two district meetings with the site test coordinators to provide updates and to establish and review testing protocol.
37. Trains School Test Coordinators and administrators in appropriate district and state testing procedures.
38. Annually reviews District Testing Plan
39. Ensures that School Test Coordinator reviews and updates site test plan and all record change rosters to meet state deadlines.
40. Assists school administrators and principals to improve student performance.



41. Assists in aspects of the implementation of the district's state testing including areas mandated by the federal and state regulations.
42. Becomes fully versed with the online PARCC assessment.
43. Works closely with the director of facilities and site administrators to ensure technology readiness for the PARCC assessment.
44. Attend as needed and provide training for use of the NJ Smart database.
45. Performs other duties as may be assigned by the District Superintendent.

**APPOINTMENT:**

Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:**

12 months per year. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee and according to collective negotiations agreement (if any).

**EVALUATION:**

Performance of this position will be evaluated annually in accordance with the law and the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOARD APPROVAL:**

**RESOLUTION #:**

DRAFT

## ENGLEWOOD PUBLIC SCHOOLS

## JOB DESCRIPTION

**TITLE:** DIRECTOR OF SPECIAL EDUCATION AND STUDENT PERSONNEL SERVICES

**QUALIFICATIONS:**

- New Jersey School Administrator Certification
- Master's Degree
- Interest in and demonstrated ability to work with diverse population of parents and students
- Dedicated to school reform movement
- Knowledge of recent developments in special education and student personnel services
- Knowledge of state and federal laws and regulations pertaining to special education
- Excellent oral and written communication skills
- Previous supervisory experience in field of special education
- Computer skills highly desirable

**SUPERVISES:**

- Substance Abuse Coordinator
- Child Study Team Members
- Speech and Language Specialists
- School Nurses
- Special Projects Personnel

**REPORTS TO:** Assistant Superintendent

**PERFORMANCE RESPONSIBILITIES:**

1. Assists in planning and carrying out effective district-wide Special Education programs and Student Personnel Services programs.
2. Interprets the philosophy and the district policies and practices of the department to administrators, staff and the community.
3. Acts as liaison between the district, local schools and outside agencies.
4. Assists in the analysis of instructional programs and makes appropriate recommendations for change at the schools where there are programs for students with disabilities.
5. Meets regularly with district support staff personnel staff to assess student services in the district.
6. Recruits, screens, assigns and trains staff members for the various branches of the Special Education and the Student Personnel Services Department.
7. Conducts in-service workshops and training and development programs for members of the department and other for selected staff members.
8. Assumes responsibility for own professional development; for keeping current with the literature, new research findings and improved techniques in specialized areas; and for attending professional meetings.
9. Provides appropriate input regarding Board policy which relates to programs for individuals with disabilities.
10. Prepares and completes all necessary reports as required by the district, county office, state and/or federal government.
11. Recommends program proposals and other input to the grants department for the preparation of grants and other sources of funding.
12. Oversees district's Home Instruction Program.
13. Provides input regarding special education statutes, Americans with Disabilities Act and Section 504 of the Rehabilitation Act.
- ~~14. Responsible for district Affirmative Action compliance.~~
15. Completes special projects as needed.
16. Perform such other duties as may be assigned by the Assistant Superintendent and/or his/her designee.

*Abraham Alarcon April 2014*





## ENGLEWOOD PUBLIC SCHOOL DISTRICT

## JOB DESCRIPTION

**TITLE:** ASSISTANT PRINCIPAL

**QUALIFICATIONS:**

- NJ Certification – Principal/Supervisor
- Master's degree
- Five years' teaching experience

**REPORTS TO:** Principal and/or his/her designee

**RESPONSIBILITIES:**

1. Plans and supervises the daily operation of the assigned building as directed by the Principal.
2. Supervises the school discipline code within the approved guidelines, including student attendance, truancy and tardiness for the assigned portion of the student population.
3. Supervises the cafeteria and grounds.
4. Supervises the preparation of state reports.
5. Facilitates processing of work orders.
6. Prepares and monitors the Professional Assistants' school calendar.
7. Coordinates all student teachers and observations.
8. Assists in maintaining good public relations with the community and identifies ways to utilize community resources to enrich the learning program of all students.
9. Coordinates preparation of special publications, news releases and other publicity.
10. Serves as a member of the parent support organization as directed by the Principal.
11. Writes proposals for new educational programs.
12. Conducts analyses of instructional programs and materials and works to assure that courses are designed with adequate attention to scope and sequence for effective learning.
13. Stimulates experimentation, intervisitation, scrutiny of objectives and enrichment of curricula and teaching methods by instructional staff.
14. Observes the in-class performance of teachers, and confers and consults with them regarding their professional development.
15. Supervises and evaluates personnel as assigned by the Principal.
16. Oversees the master scheduling and procedures, including pupil grades and reports.
17. Administers the school in the absence of the Principal.
18. Performs such other duties as may be assigned by the Principal and/or his/her designee.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** Twelve (12) month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee in accordance with the E.A.A. agreement.

**EVALUATION:** Performance for this position will be evaluated in accordance with the provisions of the Board's policy on evaluation of certified personnel and the administrative procedures on certificated staff evaluation.



## ENGLEWOOD PUBLIC SCHOOL DISTRICT

### JOB DESCRIPTION

**TITLE: SUPERVISOR OF CURRICULUM, INSTRUCTION AND EDUCATIONAL TECHNOLOGY**

#### **QUALIFICATIONS:**

- New Jersey School Administrator Certification, Supervisor Endorsement
- Master's Degree or higher
- Excellent oral and written communication skills
- Previous school administrative/supervisory experience
- Skills, competencies, and knowledge related to school change initiatives
- Working understanding of state statutory and regulatory requirements and initiatives regarding professional development, curriculum development, educational technology and professional development
- Demonstrates leadership in school improvement, program development and curriculum integration and application of technology across the curriculum
- Experience in curriculum design, staff development and educational technology and professional development
- Strong organizational skills and initiative to be self-directed
- Proven experience in in staff development and educational technology training at local, state, and national levels
- Well versed in state and national policy changes related to educational reform

**REPORTS TO: DISTRICT DIRECTOR OF CURRICULUM AND INSTRUCTION**

#### **PERFORMANCE RESPONSIBILITIES:**

1. Curriculum Department duties as assigned.
2. District Mentor Teacher program, District New Teacher program and District Professional Development initiatives.
3. Develop district annual professional learning activities calendar in consultation with the Director of Curriculum and Instruction.
4. Schedule and organize grade-level and department meetings in order to effect horizontal and vertical continuity and articulation of instructional programs.
5. Explore the transition from textbook dependent curriculum to digital open source materials.
6. Participate in the development of the district school calendar to insure adequate professional learning time.
7. Communicate the goals, plans, and progress of the district professional learning program aligned to the District Curriculum Strategic Plan.
8. Communicate to district stakeholders the foundational knowledge and skills required to integrate technology into instruction.
9. To ensure that teachers are prepared to integrate 21st century skills in all curricular areas.
10. Provide support and oversight of the integration of technologies to support students in college and career readiness.
11. Work with District Instructional Leadership Team in the selection of external consultants.
12. Plan, develop, and monitor budget along with the Supervisor of Grants and the Supervisor/Trainer of New Teacher and Mentor programs professional learning services and programs over the short and long term.
13. Establish protocol for working in Professional Learning Communities (PLCs).
14. Establish and communicate procedure for studying and acting on staff complaints, criticisms, and concerns in the area of professional learning.
15. Establish protocol for assessing effectiveness of professional learning tied to student achievement.

16. Implement federal, state, local, and district laws and regulations specifically in the area of professional learning activities. in the area of state mandated initiatives
17. Provide technical assistance to professional learning teams in support of learning plan achievement. Student Growth Objectives and Student Growth Percentiles
18. Monitor the progress of professional learning teams and report periodically to the Director of Curriculum and Instruction, the District Instructional Leadership Team and District Professional Development Committee.
19. File monthly report with Superintendent or designee and School Board.
20. Prepare an annual report as part of the Annual School District Report.
21. Attend School Board meetings as necessary.
22. Be a member of District Instructional Leadership Team.
23. Assume a leadership role in the activities of both school and District committees and task forces.
24. Communicate regularly with the Business Administrator about the professional learning budget and activities impacting the district finances.
25. Communicate with the Superintendent regularly about the needs, successes, and general operation of district professional learning program.
26. Participate in other duties as assigned by the Assistant Superintendent.
27. Model professional values, beliefs, and commitment to learning and personal growth.
28. Perform other duties as may be assigned.

**APPOINTMENT:** Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** 12 months per year. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee and according to collective negotiations agreement (if any).

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the law and the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOARD APPROVAL:** May 9, 2013

**RESOLUTION #:** 13-P-89



## ENGLEWOOD PUBLIC SCHOOL DISTRICT

### JOB DESCRIPTION

**TITLE: SUPERVISOR OF CURRICULUM, INSTRUCTION AND FEDERAL GRANTS**

#### **QUALIFICATIONS:**

- New Jersey School Administrator Certification, Supervisor Endorsement
- Master's Degree or higher
- Demonstrated ability to work with diverse populations
- Dedicated to school reform movement
- Extensive knowledge of state and federal laws grant funding
- Knowledge of innovative, progressive and alternative education movements
- Excellent oral and written communication skills
- Previous supervisory experience in the field of educational administration
- Technology proficient with Microsoft Office Suite
- Ability to analyze statistical data and present findings to the public
- Knowledge of the preparation of state compliance regulations and reports
- Able to work well in a team environment, handle multiple assignments and meet deadlines,
- Effective organizational and interpersonal communication skills
- Attention to detail
- Strong organizational and analytical skills
- Ability to exercise sound judgment and decision making skills.

**REPORTS TO: DIRECTOR OF CURRICULUM AND INSTRUCTION**

#### **PERFORMANCE RESPONSIBILITIES:**

1. Curriculum duties as assigned, such as but not limited to Math in Focus.
2. Serve as a member of the Curriculum and Instruction department.
3. Discusses program requirements and sources of funds available with administrative personnel.
4. Ensures that fiscal requirements and the resulting monetary impact are identified, analyzed, budgeted and approved.
5. Ensures compliance with all grant requirements.
6. Confers with personnel affected by proposed program to develop program goals and objectives, outline how funds are to be used, and explain procedures necessary to obtain funding.
7. Coordinates with fiscal/administrative personnel in preparing narrative justification for budgetary expenditures; submit proposal to Associate Superintendent for Instructional Services for approval.
8. Assists appropriate personnel in writing periodic reports to comply with grant requirements; maintain master file on grants.
9. Participates in the drafting of project proposals and reports, including the writing and development of program goals, objectives, and budget for federal/special funding of programs.
10. Determines which campuses and programs qualify for Title I funding and the allocation to be expended.
11. Prepares and analyzes district needs assessments for Titles IIa for planning completion.
12. Conducts required consultations with school administration.
13. Reviews/monitors all campus requisitions for federal funding to determine that expenditures do

not supplant other funding and that requests support the overall comprehensive program of that campus.

14. Manages all federal program purchase orders.
15. Compiles the list of federally funded staff for the Business Office and Personnel to determine salaries for campus planning purposes.
16. Reviews all Campus Improvement Plans to determine that the Title I School wide campus plans include all Title I Components and that all federal spending in all campus plans shows coordination with local and state funding.
17. Reports all legislative information to appropriate staff to ensure federal/state compliance procedures are in effect.
  
18. Facilitates the completion of a grant application to required format, and submits the application for the funding agency.
19. Monitors all paperwork connected with grant funded programs so that periodic reports comply with grant requirements.
20. Evaluates all requests for projects and programs requiring federal/special money.
21. Develops and coordinates a continuing evaluation of the federal/special programs and implements changes based on the findings.
22. Consults with administrators, counselors, teachers, community agencies, and other relevant individuals regarding federal/special programs.
23. Compiles budget and cost estimates based on documented program needs.
24. Solicits federal funds and participate in grant-writing activities to obtain funding for federal/special programs and services.
25. Ensures that programs are cost effective and that federal/special programs are managed wisely.
26. Develops and ensures implementation of all ancillary student support programs: after school, Saturday, summer school.
27. Recommends the hiring of staff of ancillary programs.
28. Compiles, maintains, and files all physical and computerized reports, records, and other documents required, including required financial reports.
29. Oversees and complies with policies established by federal and state law, State Board of Education rule, and the local board policy.
30. Performs research on available grants.
31. Works with the accounting department to gather information necessary to apply and report to funders on current grant programs.
32. Compiles District Needs Assessment and oversees the development of the District Plan for federal, state, and local compliance with the District Site Based Committee and department personnel.
33. Oversees and evaluates teacher performance as assigned.
34. Develops skills, knowledge and dispositions relative to the Common Core State Standards, the teacher evaluation tool, the PARCC and the Renaissance assessments.
35. Performs other duties that may be assigned.

**APPOINTMENT:**

Appointment shall be made by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:**

12 months per year. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or



his/her designee and according to collective negotiations agreement (if any).

**EVALUATION:**

Performance of this position will be evaluated annually in accordance with the law and the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOARD APPROVAL:**

May 2, 2013

**RESOLUTION #:**

13-P-89



**ENGLEWOOD PUBLIC SCHOOL DISTRICT**

**JOB DESCRIPTION**

**TITLE:** SUPERVISOR OF BILINGUAL, ESL and WORLD LANGUAGE PROGRAMS K-12

**QUALIFICATIONS:**

- New Jersey School Administrator Certification, Supervisor Endorsement
- Master's Degree or higher
- New Jersey Bilingual/Bicultural and/or ESL Certification
- New Jersey Teacher of Spanish Certification - preferred
- Minimum of five years of management and/or teaching experience
- Previous experience second language acquisition, professional development and curriculum development
- Excellent interpersonal skills
- Knowledge of innovative alternative environments
- Ability to coordinate and collaborate with staff, parents, students, and resource agencies
- Excellent written and oral communications skills
- Interest in innovative educational programs

**REPORTS TO:** DIRECTOR OF GUIDANCE, CURRICULUM & INSTRUCTION

**PERFORMANCE RESPONSIBILITIES:**

1. Coordinate and oversee effective bilingual programs: (One-Way Developmental, Dual (Two-Way) Language, ESL, & K-12 World Languages Programs).
2. Curriculum duties as assigned and serve as a member of the Curriculum and Instruction department.
3. Develop, and after approval, implement all ancillary programs inclusive of Bilingual After School Programming, Summer Programs, and Saturday Programs.
4. Coordinate and oversee effective world language program compliant with NJDOE requirements.
5. Data collection and analysis of student performance in all program areas.
6. Manage grant applications, proposals and execution.
7. Develop, disseminate and provide administration and NJDOE with data for reporting purposes.
8. Establish collaboration and communication with NJDOE and USDOE offices specific to ELL services and programs.
9. Allocate and manage funds received from federal sources.
10. Create bilingual student profiles.
11. Coordinate in-district and out-of-district bilingual professional development for staff.
12. Utilize the strength of program staff members to provide essential changes.
13. Review lesson plans with building Administrator and provide feedback.
14. Discuss student/staff interventions with school and district level administration.
15. Provide opportunities for articulation sessions (grade level meetings, vertical programmatic, and peer observation) in order to interact and discuss improvement of instructional practices.
16. Encourage teacher participation in planning and implementing units, techniques, strategies and/or methodologies.
17. Collaborate with outside state personnel to enhance student performance as well as programs under the direction of the Supervisor of Bilingual/ESL/World Language Programs K-12.
18. Serve as district representative and state liaison for Bilingual/ESL/World Languages model program.
19. Performs other duties as assigned by the Director of Curriculum & Instruction.
20. Perform other duties as may be assigned.

**APPOINTMENT:**

Appointment shall be made by the Board of Education upon recommendation of the Superintendent of Schools and/or his/her designee.

**TERMS OF EMPLOYMENT:** 12 month employee. Salary to be established by the Board of Education upon the recommendation of the Superintendent of Schools and/or his/her designee in accordance with E.A.A. agreement.

**EVALUATION:** Performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of certificated personnel and the administrative procedures on certificated staff evaluation.

**BOARD APPROVAL:** May 9, 2013

**RESOLUTION #:** 13-P-89



**APPROVAL – FIELD TRIPS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the Board of Education confirms the following field trips subject to the principal compiling a list of students/faculty/chaperones together with parental permission forms, insurance, etc.:

<p><b>DMAE</b> <b>Grades:</b> <b>10-11</b></p>	<p><b>Teens Talk About Racism</b> <b>FDU – Teaneck, NJ</b> <b>Purpose:</b> Participate in conference with other teens in Bergen County.</p>	<p>May 20, 2016</p>	<p>Students: 5  Chaperones/ Teachers</p>	<p><b>Transportation:</b> <i>Provided by Dwight-Englewood</i>  <b>Paid by District:</b> <i>(Sub)</i> 11-140-100-101-80-102-000  <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b></p>	<p><u>\$0</u>  <u>\$110</u>  <u>\$110</u>  <u>\$110</u></p>
<p><b>DMAE</b> <b>Grades:</b> <b>9-11</b></p>	<p><b>NBC Universal Campus</b> <b>Englewood, NJ</b> <b>Purpose:</b> Partnership with NBC to promote STEM fields for female students.</p>	<p>May 26, 2016</p>	<p>Students: 13  Chaperones/ Teachers</p>	<p><b>Transportation:</b> <i>Provided by NBC</i>  <b>Paid by District:</b> <i>(Sub)</i> 11-140-100-101-80-102-000  <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b></p>	<p><u>\$0</u>  <u>\$100</u>  <u>\$100</u>  <u>\$100</u></p>
<p><b>A@E</b> <b>Grades:</b> <b>9-10</b></p>	<p><b>Nobel Biocare</b> <b>Mahwah, NJ</b> <b>Purpose:</b> Pre-Engineering students view the operation of a Pre-Engineering CTE-Related business.</p>	<p>June 2, 2016</p>	<p>Students: 12  Chaperones/ Teachers</p>	<p><b>Paid by District:</b> <i>(Transportation)</i> 20-364-100-500-66-000-000  <b>Paid by District:</b> <i>(Sub)</i> 11-140-100-101-80-102-000  <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b></p>	<p><u>\$300</u>  <u>\$110</u>  <u>\$440</u>  <u>\$440</u></p>
<p><b>Grieco</b> <b>Grade: 2</b></p>	<p><b>Louie Bacoat Historic</b> <b>Community Garden</b> <b>Englewood, NJ</b> <b>Purpose:</b> Students will learn how to grow food for a healthy diet, improve the soil, protect the environment, enjoy garden food and advocate it to others.</p>	<p>June 3, 30 &amp; 22, 2016</p>	<p>Students: 32  Chaperones/ Teachers</p>	<p><b>Paid by District:</b> <i>(Transportation)</i> 11-000-270-570-05-000-000  <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b></p>	<p><u>\$225</u>  <u>\$225</u>  <u>\$225</u></p>
<p><b>McCloud</b> <b>Grades:</b> <b>5</b></p>	<p><b>Math Media</b> <b>New York, NY</b> <b>Purpose:</b> To expose the students to a professional/career-oriented environment where technology is at its core. In addition to visiting the new World Trade Center, the students will explore the Media Math facilities and learn about different career choices.</p>	<p>June 6, 2016</p>	<p>Students: 24  Chaperones/ Teachers</p>	<p><b>Paid by Math Media:</b> <i>(Transportation)</i> 11-000-270-512-03-000-000  <b>Paid by District:</b> <i>(Nurse)</i> 11-000-213-100-67-103-000  <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b></p>	<p><u>\$378</u>  <u>\$150</u>  <u>\$528</u>  <u>\$150</u></p>
<p><b>JDMS</b> <b>Grade: 7</b></p>	<p><b>Circle Line Sight Seeing</b> <b>New York, NY</b> <b>Purpose:</b> End of the year cumulative activity.</p>	<p>June 10, 2016</p>	<p>Students: 200  Chaperones/ Teachers</p>	<p><b>Paid by Students:</b> <i>(Transportation)</i> 11-000-270-512-16-220-000  <b>Paid by District:</b> <i>(Sub)</i> 11-130-100-101-80-102-000  <b>Paid by Students:</b> <i>(Admissions)</i> 11-190-100-500-10-000-000  <b>Overall Cost of Trip:</b>  <b>Final Cost to District:</b></p>	<p><u>\$1592</u>  <u>\$400</u>  <u>\$2898</u>  <u>\$4890</u>  <u>\$380</u></p>

Date Created: January, 1989  
Date Edited: August, 2013

## 4124 EMPLOYMENT CONTRACT

[See **POLICY ALERT Nos. 96 and 200**]

The Board of Education requires every **NON-CERTIFICATED EMPLOYEE** annually sign an employment contract for a term of not more than one year.

The employment contract shall include the date; name of the employee; the beginning and ending dates of service, **job description/ duties; professional certification; evaluation procedures;** the salary to be paid and the manner of payment; an authorization for salary deductions as applicable; and such other terms and conditions as may be necessary to a complete statement of the employment relationships. The contract shall also include the amount of leave the employee earns or is entitled to (i.e. **vacation, sick, personal, bereavement, maternity leave and holiday**). **The medical benefits allotted to the employee shall be included in the contract.**

The contract may include a provision for a probationary employment period with a provision providing the Board the right to terminate the employment of the **NON-CERTIFICATED EMPLOYEE** at the completion of the probationary employment period. The contract will include a provision for the termination of the **NON-CERTIFICATED EMPLOYEE** contract on **30 days notice** duly given by either party.

**The Superintendent is responsible for assignment and transfer of non-certificated staff members. Transfer within buildings, location without change of job title, does not necessitate Board action.** In the event the salary entered on the written contract differs from that formally approved by the Board, the salary approved by the Board shall be the salary paid.

Adopted:

1550 AFFIRMATIVE ACTION PROGRAM FOR EMPLOYMENT AND CONTRACT PRACTICES (M)

**M**

[See **POLICY ALERT** Nos. 116, 167, 172 and 191]

The Board of Education shall, in accordance with State statutes and administrative code and Federal law and regulations, strive to overcome the effects of any previous patterns of discrimination in district employment practices and shall systematically monitor district procedures to ensure continuing compliance with anti-discrimination laws and regulations.

The Board will ensure all persons regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status shall have equal and bias-free access to all categories of employment in the public educational system of New Jersey, pursuant to N.J.A.C. 6A:7-1.1.

The Board will not enter into any contract with a person, agency, or organization that discriminates on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status, either in employment practices or in the provision of benefits or services to students or employees.

The Board shall not assign, transfer, promote or retain staff, or fail to assign, transfer, promote or retain staff, on the sole basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status.

The Board shall ensure equal pay for equal work among members of the district's staff, regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status, pursuant to N.J.A.C. 6A:7-1.1.

N.J.A.C. 6A:7-1.1 et seq.; 6A:7-1.8  
Adopted:



## HARASSMENT, INTIMIDATION, AND BULLYING (M)

[See POLICY ALERT Nos. 163, 179, 180, 181, 182, 183, 188, 193, 194 and 200]

### 5512 HARASSMENT, INTIMIDATION, AND BULLYING

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C.	<b>Student Pupil</b> Expectations
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- NO. Reports to Board of Education and New Jersey Department of Education
- O. **School and District Grading Requirements**
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- Q. Collective Bargaining Agreements and Individual Contracts
- R. **Students Pupils with Disabilities**
- A. Policy Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying of a **student pupil**. A safe and civil environment in school is necessary for **students pupils** to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a **student's pupil's** ability to learn and a school's ability to educate its **students pupils** in a safe and disciplined environment. Since **students pupils** learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s), or parent surrogate(s) of a **student pupil**. Where parents are separated or divorced, "parent" means the person or agency which has legal custody of the **student pupil**, as well as the natural or adoptive parent(s) of the **student pupil**, provided such parental rights have not been terminated by a court of appropriate jurisdiction.

- B. Harassment, Intimidation, and Bullying Definition

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:



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1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or **by any other distinguishing characteristic;**
- ~~2. By any other distinguishing characteristic; and that~~
23. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3; ~~that~~
3. **S**ubstantially disrupts or interferes with the orderly operation of the school or the rights of other **students pupils**; and that
  - a4. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a **student pupil** or damaging the **student's pupil's** property, or placing a **student pupil** in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or
  - b5. Has the effect of insulting or demeaning any **student pupil** or group of **students pupils**; or
  - c6. Creates a hostile educational environment for the **student pupil** by interfering with a **student's pupil's** education or by severely or pervasively causing physical or emotional harm to the **student pupil**.

**Schools are required to address harassment, intimidation, and bullying occurring off school grounds, when there is a nexus between the harassment, intimidation, and bullying and the school (e.g., the harassment, intimidation, or bullying substantially disrupts or interferes with the orderly operation of the school or the rights of other students).**

“Electronic communication” means a communication transmitted by means of an electronic device, including, but not limited to: a telephone, cellular phone, computer, or pager.



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### C. **Student Pupil** Expectations

The Board expects **students pupils** to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other **students pupils** and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of **Student Pupil** Conduct.

The Board believes that standards for **student pupil** behavior must be set cooperatively through interaction among the **students pupils**, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages **students pupils** to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of **students pupils**, staff, and community members.

**Students Pupils** are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of **Student Pupil** Conduct as opportunities to help **students pupils** learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with **students pupils** shall apply best practices designed to prevent **student pupil** conduct problems and foster **students' pupils'** abilities to grow in self-discipline.

The Board expects that **students pupils** will act in accordance with the **student pupil** behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

1. **Student Pupil** responsibilities (e.g., requirements for **students pupils** to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;
3. **Student Pupil** rights; and
4. Sanctions and due process for violations of the Code of **Student Pupil** Conduct.



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Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, ~~students~~ pupils, instructional staff, ~~student~~ pupil support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for ~~student~~ pupil conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for ~~student~~ pupil conduct will take into consideration the developmental ages of ~~students~~ pupils, the severity of the offenses and ~~students'~~ pupils' histories of inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all ~~students~~ pupils in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to ~~students~~ pupils and their parents ~~or guardians~~ the rules of the district regarding ~~student~~ pupil conduct. Provisions shall be made for informing parents ~~or guardians~~ whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. ~~Students~~ Pupils are encouraged to support other ~~students~~ pupils who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to ~~students~~ pupils who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, and bullying to the designated school staff member.





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### D. Consequences and Appropriate Remedial Actions

#### **Consequences and Appropriate Remedial Actions – Students**

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for **students pupils** who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of **Student Pupil** Conduct, ~~and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation, or bullying.~~ The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by **students pupils**. Appropriate consequences and remedial actions are those that are graded according to the severity of the offense(s), consider the developmental ages of the **student pupil** offenders and **students' pupils'** histories of inappropriate behaviors, per the Code of **Student Pupil** Conduct and N.J.A.C. 6A:16-7.

#### **Factors for Determining Consequences – Student Considerations**

1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;
2. Degrees of harm;
3. Surrounding circumstances;
4. Nature and severity of the behavior(s);
5. Incidences of past or continuing patterns of behavior;
6. Relationships between the parties involved; and
7. Context in which the alleged incidents occurred.

#### **Factors for Determining Consequences – School Considerations**

1. **School culture, climate, and general staff management of the learning environment;**
2. **Social, emotional, and behavioral supports;**
3. **Student-staff relationships and staff behavior toward the student;**
4. **Family, community, and neighborhood situation; and**
5. **Alignment with Board policy and regulations/procedures.**



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### Factors for Determining Remedial Measures

#### Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. ~~Traits;~~
56. Interests;
67. Hobbies;
78. Extra-curricular activities;
89. Classroom participation;
910. Academic performance; and
1011. Relationship to ~~students pupils~~ and the school district.

#### Environmental

1. School culture;
2. School climate;
3. ~~Student- Pupil~~ staff relationships and staff behavior toward the ~~student pupil~~;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation.

Consequences ~~and appropriate remedial action~~ for a ~~student pupil or staff member~~ who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of ~~students pupils~~, as set forth in the Board's approved Code of ~~Student Pupil~~ Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a ~~student pupil~~ who commits an act of harassment, intimidation, or bullying ~~are those that are shall be varied and graded according to the severity of the offenses nature of the behavior,~~ **consider** the developmental age of the ~~student offenders pupil~~



## HARASSMENT, INTIMIDATION, AND BULLYING (M)

and the ~~students' histories~~ ~~pupil's history~~ of **inappropriate** ~~problem behaviors and performance, and must be~~ consistent with the Board's approved Code of ~~Student Pupil~~ Conduct and N.J.A.C. 6A:16-7, Student Conduct. **The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.**

Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

### Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Classroom or administrative detention;
5. Referral to disciplinarian;
6. In-school suspension ~~during the school week or the weekend;~~
7. ~~After-school programs;~~
78. Out-of-school suspension (short-term or long-term);
89. Reports to law enforcement or other legal action; **or**
910. Expulsion; **and.**
11. ~~Bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds.~~

### Examples of Remedial Measures —Personal

#### Personal – Student Exhibiting Bullying Behavior

1. ~~Restitution and restoration;~~
2. ~~Peer support group;~~
3. ~~Recommendations of a pupil behavior or ethics council;~~
4. ~~Corrective instruction or other relevant learning or service experience;~~



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- ~~5. Supportive pupil interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;~~
- ~~6. Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;~~
- ~~7. Behavioral management plan, with benchmarks that are closely monitored;~~
- ~~8. Assignment of leadership responsibilities (e.g., hallway or bus monitor);~~
- ~~9. Involvement of school disciplinarian;~~
- ~~10. Pupil counseling;~~
- ~~11. Parent conferences;~~
- ~~12. Alternative placements (e.g., alternative education programs);~~
- ~~13. Pupil treatment; or~~
- ~~14. Pupil therapy.~~

- 1. Develop a behavioral contract with the student. Ensure the student has a voice in the outcome and can identify ways he or she can solve the problem and change behaviors;**
- 2. Meet with parents to develop a family agreement to ensure the parent and the student understand school rules and expectations;**
- 3. Explain the long-term negative consequences of harassment, intimidation, and bullying on all involved;**
- 4. Ensure understanding of consequences, if harassment, intimidation, and bullying behavior continues;**
- 5. Meet with school counselor, school social worker, or school psychologist to decipher mental health issues (e.g., what is happening and why?);**
- 6. Develop a learning plan that includes consequences and skill building;**
- 7. Consider wrap-around support services or after-school programs or services;**
- 8. Provide social skill training, such as impulse control, anger management, developing empathy, and problem solving;**
- 9. Arrange for an apology, preferably written;**
- 10. Require a reflective essay to ensure the student understands the impact of his or her actions on others;**
- 11. Have the student research and teach a lesson to the class about bullying, empathy, or a similar topic;**





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12. Arrange for restitution (i.e., compensation, reimbursement, amends, repayment), particularly when personal items were damaged or stolen;
13. Explore age-appropriate restorative (i.e., healing, curative, recuperative) practices; and
14. Schedule a follow-up conference with the student.

### Personal – Target/Victim

1. Meet with a trusted staff member to explore the student's feelings about the incident;
2. Develop a plan to ensure the student's emotional and physical safety at school;
3. Have the student meet with the school counselor or school social worker to ensure he or she does not feel responsible for the bullying behavior;
4. Ask students to log behaviors in the future;
5. Help the student develop skills and strategies for resisting bullying; and
6. Schedule a follow-up conference with the student.

### Parents, Family, and Community

1. Develop a family agreement;
2. Refer the family for family counseling; and
3. Offer parent education workshops related to bullying and social-emotional learning.

### Examples of Remedial Measures – Environmental (Classroom, School Building, or School District)

1. ~~School and community surveys or other strategies for determining the conditions contributing to harassment, intimidation, or bullying;~~
2. ~~School culture change;~~
3. ~~School climate improvement;~~
4. ~~Adoption of research-based, systemic bullying prevention programs;~~
5. ~~School policy and procedures revisions;~~
6. ~~Modifications of schedules;~~



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- ~~7. Adjustments in hallway traffic;~~
  - ~~8. Modifications in pupil routes or patterns traveling to and from school;~~
  - ~~9. Supervision of pupil before and after school, including school transportation;~~
  - ~~10. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);~~
  - ~~11. Teacher aides;~~
  - ~~12. Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;~~
  - ~~13. General professional development programs for certificated and non-certificated staff;~~
  - ~~14. Professional development plans for involved staff;~~
  - ~~15. Disciplinary action for school staff who contributed to the problem;~~
  - ~~16. Supportive institutional interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;~~
  - ~~17. Parent conferences;~~
  - ~~18. Family counseling;~~
  - ~~19. Involvement of parent-teacher organizations;~~
  - ~~20. Involvement of community-based organizations;~~
  - ~~21. Development of a general bullying response plan;~~
  - ~~22. Recommendations of a pupil behavior or ethics council;~~
  - ~~23. Peer support groups;~~
  - ~~24. Alternative placements (e.g., alternative education programs);~~
  - ~~25. School transfers; and~~
  - ~~26. Law enforcement (e.g., safe schools resource officer, juvenile officer) involvement or other legal action.~~
- 1. Analysis of existing data to identify bullying issues and concerns;**
  - 2. Use of findings from school surveys (e.g., school climate surveys);**
  - 3. Focus groups;**
  - 4. Mailings – postal and email;**
  - 5. Cable access television;**
  - 6. School culture change;**
  - 7. School climate improvement;**



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8. Increased supervision in “hot spots” (e.g. locker rooms, hallways, playgrounds, cafeterias, school perimeters, buses);
9. Adoption of evidence-based systemic bullying prevention practices and programs;
10. Training for all certificated and non-certificated staff to teach effective prevention and intervention skills and strategies;
11. Professional development plans for involved staff;
12. Participation of parents and other community members and organizations (e.g., Parent Teacher Associations, Parent Teacher Organizations) in the educational program and in problem-solving bullying issues;
13. Formation of professional learning communities to address bullying problems;
14. Small or large group presentations for fully addressing the actions and the school’s response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions;
15. School policy and procedure revisions;
16. Modifications of schedules;
17. Adjustments in hallway traffic;
18. Examination and adoption of educational practices for actively engaging students in the learning process and in bonding students to pro-social institutions and people;
19. Modifications in student routes or patterns traveling to and from school;
20. Supervision of student victims before and after school, including school transportation;
21. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
22. Targeted use of teacher aides;
23. Disciplinary action, including dismissal, for school staff who contributed to the problem;
24. Supportive institutional interventions, including participation in the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
25. Parent conferences;
26. Family counseling;
27. Development of a general harassment, intimidation, and bullying response plan;



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28. Behavioral expectations communicated to students and parents;
29. Participation of the entire student body in problem-solving harassment, intimidation, and bullying issues;
30. Recommendations of a student behavior or ethics council;
31. Participation in peer support groups;
32. School transfers; and
33. Involvement of law enforcement officers, including school resource officers and juvenile officers or other appropriate legal action.

### Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an **adult person** who commits an act of harassment, intimidation, or bullying of a **student pupil**. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

### Target/Victim Support

Districts should identify a range of strategies and resources that will be available to individual victims of harassment, intimidation, and bullying, and respond in a manner that provides relief to victims and does not stigmatize victims or further their sense of persecution. The type, diversity, location, and degree of support are directly related to the student's perception of safety.

Sufficient safety measures should be undertaken to ensure the victims' physical and social-emotional well-being and their ability to learn in a safe, supportive, and civil educational environment.





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Examples of support for student victims of harassment, intimidation, and bullying include:

1. Teacher aides;
2. Hallway and playground monitors;
3. Partnering with a school leader;
4. Provision of an adult mentor;
5. Assignment of an adult "shadow" to help protect the student;
6. Seating changes;
7. Schedule changes;
8. School transfers;
9. Before- and after-school supervision;
10. School transportation supervision;
11. Counseling; and
12. Treatment or therapy.

### ~~E. Harassment, Intimidation, and Bullying Off School Grounds~~

~~This Policy and the Code of Pupil Conduct shall apply to instances when a school employee is made aware of alleged harassment, intimidation, or bullying occurring off school grounds when:~~

- ~~1. The alleged harassment, intimidation, or bullying has substantially disrupted or interfered with the orderly operation of the school or the rights of other pupils; and either~~
- ~~2. A reasonable person should know, under the circumstances, that the alleged behavior will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or~~
- ~~3. The alleged behavior has the effect of insulting or demeaning any pupil or group of pupils; or~~
- ~~4. The alleged behavior creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.~~



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### EE. Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with **students pupils** are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with **students pupils**, also shall submit a report in writing to the Principal within two school days of the verbal report. The Principal will inform the parents of all **students pupils** involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

**Students Pupils**, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident. **Students Pupils**, parents, and visitors may report an act of harassment, intimidation, or bullying anonymously. Formal action for violations of the Code of **Student Pupil** Conduct may not be taken solely on the basis of an anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.



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A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

**FG.** Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of **students pupils**;
- b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of **students pupils** in the district;
- c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of **students pupils**;
- d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
- e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.

2. The Principal in each school shall appoint a school Anti-Bullying Specialist. ~~When a school guidance counselor, school~~



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~~psychologist, or another individual similarly trained is currently employed in the school, the Principal shall appoint that individual to be the school Anti-Bullying Specialist. If no individual meeting this criteria is currently employed in the school, the Principal shall appoint a school Anti-Bullying Specialist from currently employed school personnel.~~ **The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.**

The school Anti-Bullying Specialist shall:

- a. Chair the School Safety Team as provided in N.J.S.A. 18A:37-21;
  - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
  - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going, systemic **operational procedures process and educational practices** in the school, and to address ~~school climate~~ issues such as harassment, intimidation, or bullying **that affect school climate and culture**. Each School Safety Team shall meet, **at a minimum**, at least two times per school year. The School Safety Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a **student** ~~pupil~~ in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety Team.

The School Safety Team shall:





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- a. Receive **records** ~~any~~ of **all** complaints of harassment, intimidation, or bullying of **students** ~~pupils~~ that have been reported to the Principal;
- b. Receive copies of ~~any~~ **all** reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of **students** ~~pupils~~ in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of **students** ~~pupils~~;
- e. Educate the community, including **students** ~~pupils~~, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of **students** ~~pupils~~;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. **The School Safety Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and**
- ~~g. Collaborate with the district Anti-Bullying Coordinator in the collection of district wide data and in the development of district policies to prevent and address harassment, intimidation, or bullying of pupils; and~~
- gh. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

~~The members of a School Safety Team shall be provided professional development opportunities that address effective practices of successful~~



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~~school climate programs or approaches.~~ Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a ~~student~~ **pupil, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.**

### GH. Harassment, Intimidation, and Bullying Investigation

The Board requires a thorough and complete investigation to be conducted for each report of **violations and complaints which either identify harassment, intimidation, or bullying or describe behaviors that indicate an alleged incident of harassment, intimidation, or bullying.** The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist **in coordination with the Principal.** The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist ~~the school Anti-Bullying Specialist in~~ **with** the investigation.

The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the ~~alleged incident of harassment, intimidation, or bullying.~~ Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist ~~or the Principal~~ shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of ~~Student Pupil~~ Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall

ensure the Code of ~~Student Pupil~~ Conduct has been implemented and **may decide to** provide intervention services, order counseling, establish



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training programs to reduce harassment, intimidation, or bullying and enhance school climate, **impose discipline**, or take or recommend other appropriate action, as necessary.

The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of **Student Pupil** Conduct, **any intervention** services provided, ~~counseling ordered~~, training established, or other action taken or recommended by the Superintendent.

Parents of **involved student offenders and targets/victims** ~~the pupils who are parties to the investigation~~ shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents ~~or guardians~~ shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, **and** ~~or~~ whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.

A parent ~~or guardian~~ may request a hearing before the Board of Education after receiving the information **about the investigation**. ~~When a request for a hearing is granted,~~ The hearing shall be held within ten school days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the **students pupils**. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the ~~alleged~~ incident, the findings from the investigation of the ~~alleged~~ incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination.

At the regularly scheduled Board of Education meeting following its receipt of the **Superintendent's report on the results of the investigations to the Board** or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the



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Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, **student pupil**, ~~legal guardian~~, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

### III. Range of Responses to an Incident of Harassment, Intimidation, or Bullying

The Board **shall establish a range of responses to harassment, intimidation, and bullying incidents and** ~~authorizes the Principal of each school, in conjunction with~~ **and** the Anti-Bullying Specialist **shall appropriately apply these responses,** ~~to define the range of ways in which school staff will respond once an incident of harassment, intimidation, or bullying is confirmed,~~ **and the** The Superintendent shall respond to confirmed harassment, intimidation, and bullying, according to the parameters described in this Policy. The range of ways in which school staff will respond shall include an appropriate combination of counseling, support services, intervention services, and other programs. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district level or by law enforcement officials.

~~Consequences and appropriate remedial actions for a pupil who commits an act of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short term Suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions.~~

~~In considering whether a response beyond the individual level is appropriate, school officials shall consider the nature and circumstances of the act, the degree of harm, the nature and severity of the behavior, past~~



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~~incidences or past or continuing patterns of behavior, and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based harassment, intimidation, or bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable pupil and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including safe schools resource officers.~~

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. ~~The Board is encouraged to set the parameters for the range of responses to be established by the Principal, in conjunction with the Anti-Bullying Specialist, and for the Superintendent to follow.~~ The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

1. Individual responses can include **consistent and appropriate** positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) ~~and punitive actions (e.g., detention, in-school or out-of-school suspension, expulsion, law enforcement report, or other legal action)~~ **intended to remediate the problem behaviors.**
2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays (**when implemented with sensitivity to a student's situation or involvement with harassment, intimidation, and bullying**), research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, parent programs, and information disseminated to pupils ~~and parents or guardians, such as fact sheets or newsletters~~





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~~explaining acceptable uses of electronic and wireless communication devices or strategies for fostering expected pupil behavior.~~ **“acts of kindness” programs or awards, use of student survey data to plan prevention and intervention programs and activities, social norms campaigns, posters, public service announcements, “natural helper” or peer leadership programs, “upstander” programs, parent programs, the dissemination of information to students and parents explaining acceptable uses of electronic and wireless communication devices, and harassment, intimidation, and bullying prevention curricula or campaigns.**

4. District-wide responses can **comprise of adoption of school-wide programs, including enhancing the school climate, involving the include community involvement in policy review and development, providing professional development programs, adoption of curricula and school-wide programs, coordination coordinating with community-based organizations (e.g., mental health, health services, health facilities, law enforcement officials, faith-based organizations), and disseminating information on the core ethical values adopted by the district Board of Education’s Code of Pupil Conduct, per N.J.A.C. 6A:16-7.1(a)2 launching harassment, intimidation, and bullying prevention campaigns.**

~~The district will identify a range of strategies and resources, which could include, but not be limited to, the following actions for individual victims: counseling; teacher aides; hallway and playground monitors; schedule changes; before and after school supervision; school transportation supervision; school transfers; and therapy.~~

### II. Reprisal or Retaliation Prohibited

The Board prohibits a Board member, school employee, contracted service provider who has contact with **students pupils, school volunteer, or student pupil** from engaging in reprisal, retaliation, or false accusation against a victim, witness, **or** one with reliable information, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a



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person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures. All suspected acts of reprisal or retaliation will be taken seriously and appropriate responses will be made in accordance with the totality of the circumstances.

Examples of consequences and remedial measures for ~~students~~ pupils who engage in reprisal or retaliation are listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

Examples of consequences for a school employee or a contracted service provider who has contact with ~~students~~ pupils who ~~that~~ engages in reprisal or retaliation may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Examples of consequences for a Board member who engages in reprisal or retaliation may include, but not be limited to: reprimand, legal action, and other action authorized by statute or administrative code. Remedial measures may include, but not be limited to: counseling and professional development.

### JK. Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of retaliation or as a means of harassment, intimidation, or bullying.

1. **Students Pupils** - Consequences and appropriate remedial action for a ~~student~~ pupil found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 et seq., Discipline of **Students Pupils** and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions and those listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.



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2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with **students pupils** found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could entail discipline in accordance with district policies, procedures, and agreements which may include, but not be limited to: reprimand, suspension, increment withholding, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.
3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with **students pupils** or the provision of **student pupil** services. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

### **KL.** Harassment, Intimidation, and Bullying Policy Publication and Dissemination

This Policy will be disseminated annually by the Superintendent to all school employees, contracted service providers who have contact with **students pupils**, school volunteers, **students pupils**, and parents who have children enrolled in a school in the district, along with a statement explaining the Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall ensure that notice of this Policy appears in the **student pupil** handbook and all other publications of the school district



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that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post a link to the district's Harassment, Intimidation, and Bullying Policy that is prominently displayed on the homepage of the school district's website. The district will notify **students** ~~pupils~~ and parents this Harassment, Intimidation, and Bullying Policy is available on the school district's website.

The Superintendent shall post the name, school phone number, school address, and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Each Principal shall post the name, school phone number, address, and school email address of both the Anti-Bullying Specialist and the district Anti-Bullying Coordinator on the home page of each school's website.

### LM. Harassment, Intimidation, and Bullying Training and Prevention Programs

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to current and new school employees; **including administrators, instructors, student support services, administrative/office support, transportation, food service, facilities/maintenance;** contracted service providers; and volunteers who have significant contact with **students** ~~pupils~~; **and persons contracted by the district to provide services to students.** The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying. ~~The school district's employee training program shall include information regarding the school district's Policy against harassment, intimidation, or bullying, which shall be provided to full-time and part-time staff members, contracted service providers, and school volunteers who have significant contact with pupils.~~

Each public school teacher **and educational services professional** shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention ~~in~~ **within** each **five year** professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction ~~for teaching staff members~~ shall include information on the ~~relationship between~~ the risk of suicide and incidents of harassment, intimidation, or bullying **and information on reducing the risk of suicide in students who are members of communities**



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~~identified as having members at high risk of suicide in accordance with the provisions of N.J.S.A. 18A:6-112.~~

**Each newly elected or appointed Board members must shall be required to complete, during the first year of the member's first term,** a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall provide time during the usual school schedule for the Anti-Bullying Coordinator and each school Anti-Bullying Specialist to participate in harassment, intimidation, and bullying training programs.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, and bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, ~~students pupils~~, administrators, volunteers, parents ~~or guardians~~, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:37-17 et seq.

### **MN.** Harassment, Intimidation, and Bullying Policy Reevaluation, Reassessment and Review

The Superintendent shall develop and implement a process for annually discussing the school district's Harassment, Intimidation, and Bullying Policy with ~~students pupils~~.





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The Superintendent and the Principal(s) shall annually conduct a reevaluation, reassessment, and review of the Harassment, Intimidation, and Bullying Policy, with input from the schools' Anti-Bullying Specialists, and recommend revisions and additions to the Policy as well as to harassment, intimidation, and bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

### **NØ.** Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of **violence, vandalism, and harassment, intimidation, and bullying which occurred during the previous reporting period** in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

### **O.** School and District Grading Requirements

**Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 et seq.** ~~The information reported shall be used to grade each school and each district in accordance with the provisions of N.J.S.A. 18A:17-46.~~ The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

### **P.** Reports to Law Enforcement

Some acts of harassment, intimidation, and bullying may be bias-related acts and potentially bias crimes and school officials must report to law enforcement officials either serious acts or those which may be part of a larger pattern in accordance with the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.



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### Q. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

### R. ~~Students~~ Pupils with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a ~~student~~ pupil with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the ~~appropriate~~ Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-32

N.J.A.C. 6A:16-7.1 et seq.; 6A:16-7.9 et seq.

Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – April 2011 – **New Jersey Department of Education**

**Memorandum – New Jersey Commissioner of Education – Guidance for Schools on Implementing the Anti-Bullying Bill of Rights Act – December 16, 2011**

Adopted: 1 May 2008

Revised: 14 October 2010

Revised: 1 September 2011

Revised:



## 5460 HIGH SCHOOL GRADUATION (M)

The Englewood Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma has met the requirements for graduation.

### A. High School Graduation Requirements

A graduating student must have earned a minimum of one hundred thirty (130) credits in courses designed to meet all of the New Jersey Core Curriculum Content Standards including, but not limited to, the following credits:

1. At least twenty (20) credits in language arts literacy aligned to grade nine through twelve standards;
2. At least fifteen (15) credits in mathematics, including Algebra I or the content equivalent (“content equivalent” is defined at N.J.A.C. 6A:8-1.3), including geometry or the content equivalent, and including a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21<sup>st</sup> century careers effective with the 2012-2013 grade nine class;
3. At least fifteen (15) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2: five credits in world history, and the integration of civics, economics, geography, and global content in all course offerings;
4. At least fifteen (15) credits in science, including at least five credits in laboratory biology/life science or the content equivalent, including one additional laboratory/inquiry-based science course which shall include chemistry, environmental science, or physics, and including one additional laboratory/inquiry-based science course effective with 2012-2013 grade nine class;
5. Three and three-quarters (3  $\frac{3}{4}$ ) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7 and 8;

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6. Ten (10) credits in visual and performing arts; Visual and Performing Arts Electives: At least 10 credits in art, music, theater, dance; may be acquired as 5 credits in visual and performing and 5 credits in practical arts or 10 credits in one content area.
7. Five (5) credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2);
8. Two and one-half (2.5) credits in financial, economic, business, and entrepreneurial literacy;
9. Technological literacy, consistent with the Core Curriculum Content Standards, integrated throughout the curriculum;
10. Five (5) credits in 21<sup>st</sup> century life and careers, or career-technical education; and
11. Twenty-seven and one-half (27.5) electives as determined by the high school program.
12. If applicable, the Academies@Englewood program graduation requirements include 20 credits in Mathematics, 20 credits in Science, 15 credits in World Languages, as well as successful completion of a required Focus Course during each year of study.

Credit means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.

The high school graduation credit requirement may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of personalized learning opportunities, as follows:

1. The district shall establish a process to approve individualized student learning opportunities that meet or exceed the Core Curriculum Content Standards.
  - a. Individualized student learning opportunities in all Core Curriculum Content Standards areas include, but are not limited, to the following:

- (1) Independent study;
  - (2) Online learning;
  - (3) Work-based programs, internships, apprenticeships;
  - (4) Study abroad programs;
  - (5) Student exchange programs;
  - (6) Service learning experiences; and
  - (7) Structured learning experiences.
- b. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the Core Curriculum Content Standards shall:
- (1) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans as they are phased in according to the schedule of implementation set forth at N.J.A.C. 6A:8-3.2(a)1;
  - (2) Include demonstration of student competency;
  - (3) Be certified for completion based on the district process adopted according to 2. below; and
  - (4) Be on file in the school district and subject to review by the Commissioner or his/her designee.
- c. Group programs based upon specific instructional objectives aimed at meeting or exceeding the Core Curriculum Content Standards shall be permitted and shall be approved in the same manner as other approved courses.
2. The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the Core Curriculum Content Standards at the high school level, including those occurring by means of the individualized



student learning opportunities enumerated as outlined in N.J.A.C. 6A:8-5.1(a)2. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.

- a. The district shall choose assessments that are aligned with or exceed the Core Curriculum Content Standards and may include locally designed assessments.
- b. The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the Core Curriculum Content Standards:
  - (1) The Standards-based Measurement of Proficiency (STAMP) online assessment;
  - (2) The ACTFL Oral Proficiency Interview (OPI) or Modified Oral Proficiency Interview (MOPI); or
  - (3) Department-approved locally designed competency-based assessments.

3. The district shall establish a process to approve post-secondary learning opportunities that consist of:

Advanced Placement (AP) courses;

The College-Level Examination Program (CLEP); or

Concurrent/dual enrollment at accredited higher education institutions.

- a. The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the Core Curriculum Content Standards.
- b.

B. Additional Graduation Requirements

1. Attendance requirements as indicated in Policy No. 5200.
2. Any statutorily mandated requirements for earning a high school diploma;
3. Any Statewide assessment graduation requirements as determined by the New Jersey Department of Education, and as outlined in C. below.
4. Graduation requirements for English learners (EL's): All ELs shall satisfy requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a). High school students enrolled in the bilingual, ESL, or English language services program shall be assessed using the state required English language proficiency test (ACCESS 2.0). The ACCESS 2.0 is an online summative assessment to determine students' progress in achieving English language proficiency goals and readiness for exiting the program.
  - a. Level 4.5 or higher is recommended to exit the bilingual/ ESL program if the multiple criteria supports the decision.
  - b. An alternate paper-based assessment shall be provided to EL's with an identified IEP's.

C. Statewide Assessment Graduation Requirements

1. The New Jersey Department of Education (NJDOE) has transitioned from the High School Proficiency Assessment (HSPA) to the Partnership for the Assessment of Readiness for College and Careers (PARCC) End-of-Course assessments for students, including students with disabilities, in the classes of 2016, 2017, 2018, and 2019.
2. Students in the classes of 2016, 2017, 2018, and 2019 will be able to demonstrate proficiencies in English Language Arts (ELA) and Mathematics required by State statute by either meeting the "cut score" on the PARCC assessments or meeting the "cut score" on a substitute assessment or by meeting the criteria of the NJDOE portfolio appeal process.

3. A student with a disability, whose Individualized Educational Plan (IEP) team determines the student is exempt from these requirements, would be required to achieve the alternative proficiency in his/her IEP.
4. The NJDOE has developed “concordant” cut scores for additional substitute assessments. For the classes of 2016, 2017, 2018, and 2019, students will be able to demonstrate proficiency in both ELA and Mathematics by meeting one of the criteria under English Language Arts and Mathematics as indicated below:
  - a. English Language Arts
    - PARCC ELA Grade 9  $\geq$  750 (Level 4); or
    - PARCC ELA Grade 10  $\geq$  750 (Level 4); or
    - PARCC ELA Grade 11  $\geq$  725 (Level 3); or
    - SAT Reading\*  $\geq$  400; or
    - ACT Reading or ACT PLAN Reading  $\geq$  16; or
    - Accuplacer Write Placer  $\geq$  6; or
    - PSAT10 Reading or PSAT/NMSQT Reading\*\*  $\geq$  40; or
    - PSAT10 Reading or PSAT/NMSQT Reading\*\*\*  $\geq$  22; or
    - ACT Aspire Reading  $\geq$  422; or
    - ASVAB – AFQT Composite  $\geq$  31; or
    - Meet the Criteria of the NJDOE Portfolio Appeal
  - b. Mathematics
    - PARCC Algebra I  $\geq$  750 (Level 4); or
    - PARCC Geometry  $\geq$  725 (Level 3); or
    - PARCC Algebra II  $\geq$  725 (Level 3); or
    - SAT Math\*  $\geq$  400; or
    - ACT or ACT PLAN Math  $\geq$  16; or
    - Accuplacer Elementary Algebra  $\geq$  76; or
    - PSAT10 Math or PSAT/NMSQT Math\*\*  $\geq$  40; or
    - PSAT10 Math or PSAT/NMSQT Math\*\*\*  $\geq$  22; or
    - ACT Aspire Math  $\geq$  422; or
    - ASVAB – AFQT Composite  $\geq$  31; or
    - Meet the Criteria of the NJDOE Portfolio Appeal

Note: \*SAT taken prior to March 2016; \*\* PSAT taken prior to October 2015; \*\*\* PSAT taken after October 2015. The College Board will establish new “threshold scores” in May 2016 for the new SAT.

D. Attendance

Regular attendance is required for the successful completion of a course of study and graduation. Students are expected to be present in every scheduled class except as their attendance is excused in accordance with Board Policy 5200.

E. Students with Disabilities

1. Through the IEP process and pursuant to N.J.A.C. 6A:14-4.11 - Graduation, the district may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined in N.J.A.C. 6A:14-1.3.
2. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
3. The district shall develop and implement procedures for assessing whether a student has met any alternate requirements for graduation individually determined in an IEP.
4. If a student with a disability attends a school other than that of the school district of residence, which is empowered to grant a diploma, the student shall have the choice of receiving a diploma of the school attended or a diploma of the school district of residence.
  - a. If the school the student is attending declines to issue a diploma to the student, the district of residence Board of Education shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
5. Students with disabilities who meet the standards for graduation according to the school district graduation requirements shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.
6. A student with a disability whose individualized education program prescribes continued special education programs beyond the fourth year of high school shall be permitted to participate in commencement ceremonies with his/her graduating class and shall receive a certificate of attendance, provided the student has attended four years of high school.
7. When a student with a disability graduates or exceeds the age of eligibility, the student shall be provided a written summary of his or her academic achievement and functional performance prior to the date of the

student's graduation or the conclusion of the school year in which he or she exceeds the age of eligibility. The summary shall include recommendations to assist the child in meeting his or her postsecondary goals.

F. High School Diploma

1. The Englewood Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with State and local requirements.
2. The Englewood Board of Education shall not issue a high school diploma to any student not meeting the criteria specified in State and local requirements.
  - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty, or until the requirements for a State-endorsed diploma have been met, whichever comes first.
  - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements, but has failed to meet the Statewide assessment graduation requirements, to return to school at scheduled times for the purpose of meeting the Statewide assessment graduation requirements. Upon certification of meeting these requirements, a State-endorsed diploma shall be granted by the high school of record.
3. The Commissioner of Education shall award a State-issued high school diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(c) and (d).
4. The Englewood Board of Education shall award a State-endorsed high school diploma to any currently enrolled student formally requesting an early award of the diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(e) and Board Policy 5465.

G. Notification

Each student who enters or transfers into the high school and the student's parent(s) will be provided a copy of the school districts requirements for a State-endorsed diploma, and



# POLICY

ENGLEWOOD  
BOARD OF EDUCATION

Students  
5460/Page 9 of 9  
HIGH SCHOOL GRADUATION (M)

those programs available to assist students in attaining the State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.

H. Reporting

The Superintendent, in accordance with N.J.S.A. 18A:7C-7 and 18A:7E-3, shall report annually to the Board of Education and to the Commissioner of Education the number of students who completed the twelfth grade course requirements and were denied a diploma and the number of students who received State endorsed diplomas.

I. The Superintendent shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through the Quality Single Accountability Continuum (QSAC) and update the filed copy each time the graduation policy and requirements are revised.

N.J.S.A. 18A:7C-1 et seq.; 18A:35-1; 18A:35-4.9; 18A:35-7;  
18A:36-17

N.J.A.C. 6A:8-1 et seq.; 6A:8-5.1; 6A:8-5.2; 6A:14-4.11 et seq.

Adopted: 28 August 2006

Revised: 25 March 2010

Revised:

[See POLICY ALERT No. 196]

## 7510 USE OF SCHOOL FACILITIES

The Board of Education believes the school facilities of this district should be made available for community purposes, provided that such use does not interfere with the educational and co-curricular programs of the school district. For the purpose of this policy, "school facilities" also includes school grounds.

The Board may permit the use of school facilities when such permission has been requested in writing and has been approved by the Superintendent or designee. The Board reserves the right to withdraw permission after it has been granted in the event circumstances change requiring such school facilities or school grounds will be needed for a school district purpose or due to a school closing due to weather or other emergency. Priorities will be given to Englewood-based organizations or events with the greatest benefit to Englewood citizens.

In weighing competing requests for the use of school facilities, the Board will give priority to the following uses:

- Uses and groups directly related to the schools and the operations of the schools, including pupil and teacher groups;
- Uses and organizations indirectly related to the schools, including the P.T.A., P.T.O., Home-School Association, and other school/parent-related organizations;
- Departments and agencies of the municipal government;
- Governmental agencies;
- Community organizations formed for charitable, civic, social, or educational purposes;
- Community political organizations;
- Community religious groups;
- Private groups and organizations;

# POLICY

## ENGLEWOOD BOARD OF EDUCATION

### PROPERTY 7510/Page 2 of 3 USE OF SCHOOL FACILITIES

#### Additional Guidelines

Englewood Public School District has priority over all other uses and may supersede any other reservation with 48 hours notice.

Renters must declare in advance purpose of rental and target audience, the name of a responsible party in charge of the event, and must provide a telephone number and a cell phone number of the person in charge of the event in case there is an emergency while the event is running.

#### Liability Insurance

Each user shall present evidence of the purchase of organizational liability insurance to the limit prescribed by district regulations. Users shall be financially liable for damage to the facilities and for proper chaperonage. All activities must terminate by 12 midnight.

#### Use of School Equipment

Use of school equipment in conjunction with the use of school facilities must be specifically requested in writing and may be granted in accordance with Policy No. 7520. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use, regardless of any assignment of negligence. Where rules so specify, no item of equipment may be used except by a qualified operator.

#### Payment of Fees

The Board shall approve annually a schedule of fees for the use of school facilities based upon the following guidelines:

The use of school facilities for activities directly related to the district educational program and district operations shall be without cost to the user except that the user shall be responsible for any custodial costs incurred by the use and any fees charged by a law enforcement agency in connection with the use.

All other organizations or persons granted the use of school facilities shall pay in advance the scheduled fee and the cost of any additional custodial staff services required by the use.

The school district shall provide a copy of Policy and Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries to all youth sports team organizations that operate on school grounds or in school facilities. In accordance with

# POLICY

## ENGLEWOOD BOARD OF EDUCATION

### PROPERTY 7510/Page 3 of 3 USE OF SCHOOL FACILITIES

the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that uses school facilities or operates on school grounds if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence; insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district's Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.

For the purpose of this Policy, a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

#### Regulations Governing Use

The Superintendent or designee shall develop regulations for the use of school facilities; such regulations shall be distributed to every user of the facilities and every applicant for the use of school facilities. Permission to use school facilities shall be granted only to persons and organizations that agree to the terms of Policy and Regulation 7510, the requirements as outlined in the use of school facilities application, and in accordance with the terms outlined in the approval granted by the school district.

Organizations may request a waiver of established fees in instances in which the event provides a direct benefit to the students of the school district or the community. The direct cost of personnel, supplies, and consumable materials associated with the use of the facility must be approved by specific resolution by the Board of Education.

The Superintendent or designee is authorized to use discretion in levying fees against city-based non-profit groups or schools, the regulation will be specify the criteria of any waiver or reduction of fees.

N.J.S.A. 18A:20-20; 18A:20-34

Adopted: 28 February 2002

Revised: 19 May 2004

Revised: 25 March 2010

Revised: 12 May 2011

Revised:

# REGULATION

## ENGLEWOOD BOARD OF EDUCATION

Use of School Facilities  
R7510/Page 1 of 3

[See POLICY ALERT No. 196]

### R 7510 USE OF SCHOOL FACILITIES

Rental fees and requirements for all buildings shall be adopted and approved annually by the Englewood Board of Education.

The Business Administrator or designee shall oversee the facility rental process. The process shall include the following:

1. Acceptance of facility use applications. Applications must be accepted 30 days prior to event.
2. Review of application and any fee waiver requests.
3. Create a contract with renter and ensure all required insurance certificates, hold harmless agreement and any other documentation required has been submitted prior to rental.
4. Any contracts that request the use for a period of more than one month and/or a total rental fee amounting to \$3,500.00 shall be approved by the BOE.
5. All rental payments are to be made payable to the Englewood Board of Education via check or money order and submitted to the Business Office. All payments must be received by the first of the month for recurring events or 30 days prior to the event if a one-time use event

The Business Administrator has the authority to waive or reduce fees per the following criteria:

- 1- Not for Profit Organizations may be eligible for a 20% discount. Must provide Non-Profit Certificate and/or legal documentation provided by the IRS.
- 2- The Englewood Recreation Department shall be waived all fees.
- 3- Any and all school-sponsored events shall be waived all fees.
- 4- Any organization may request a waiver or reduction in hourly rental fee when, the event provides a direct benefit to the students of the district. The organization shall submit documentation of the direct benefit to the Englewood students. The rental fee can be reduced by the participation rate of Englewood resident students or other documented reasonable basis. However, no group shall be waived from custodial fees, air conditioning costs and when school-based personnel are required to be onsite during the event.



# REGULATION

## Required Items Prior to Use

Rental date is not reserved unless the fee, completed application form, and the required insurance indicated herein is in the hands of the Board Agent prior to the close of business (4:00 pm, Monday through Friday) thirty (30) days before the program date. Special arrangements may be made with the secretary in charge of rentals to deliver the requested items by the required date during business hours. Failure to deliver required insurance certificate will result in cancellation of reservation.

## Bodily Injury

- A. For any one person in the amount of \$500,000
- B. For any one occurrence in the amount of \$1,000,000

## Property Damage

- A. For any one accident in the amount of \$50,000
- B. For any aggregate occurrence in the amount of \$100,000

Or

# REGULATION

ENGLEWOOD  
BOARD OF EDUCATION

Use of School Facilities  
R7510/Page 3 of 3

Combined Single Limit

A. Combined Bodily Injury and Property Damage limit of \$1,000,000

The following statement must be included and made a part of the said insurance certificate.

\_\_\_\_\_ agrees to indemnify and

TITLE OF POLICY HOLDER

save harmless the Board of Education of the City of Englewood, New Jersey, its members and agents from any and all liability for damages, for injury to the person or property of its owner or another and against and from all suits and actions and all costs and damages to which the Board may be put resulting from the occupancy of the premises by the:

\_\_\_\_\_  
NAME OF ORGANIZATION

Issued: 28 February 2002  
Revised: 19 May 2004  
Revised: 16 November 2006  
Revised: 16 July 2009  
Revised: 25 March 2010  
Revised:



**Thom Jackson**  
**President and Chief Executive Officer**  
**EdisonLearning**



Thom Jackson is the Owner, President & Chief Executive Officer for EdisonLearning, one of our country's premier education services providers with operations in the United States, the United Kingdom and Africa. EdisonLearning, the country's largest minority owned education services company, operates public charter schools, and manages Bridgescape Learning Academies - drop-out prevention and recovery centers, and works directly with principals, teachers, and school districts to serve nearly 150,000 students across three continents.

Thom initially joined EdisonLearning as General Counsel, and later assumed the role of Chief Operating and Legal Officer. Throughout, he has served in critical leadership roles developing, articulating and executing the company's growth and implementation strategies. Thom's leadership has deepened the company's focus on Student Achievement and Success; Organizational Growth; Operational Excellence, ensuring that the domestic field operations are implemented with fidelity to the company's proprietary Five Strand Design.

Thom has over 30 years of corporate legal and business experience. Prior to his role with EdisonLearning, he served as Chief Regulatory Counsel for Prudential Financial; Executive Vice President, General Counsel and Corporate Secretary for the GAB Robins Group of Companies (Parsippany, NJ), a group of private equity portfolio companies. As the chief legal officer at the GAB Robins Group, Thom was responsible for managing global legal, regulatory, compliance and litigation in over 50 countries. He also negotiated and structured complex financial instruments in excess of \$400 million, and completed numerous international acquisitions and divestitures.

Since arriving in New Jersey in the summer of 1997, Thom has served in various appointed capacities for three New Jersey Governors – Governor's McGreevy, Codey and Corzine. He also has been an advocate for issues important to economically disadvantaged communities and communities of color. From 2007 through 2012, Thom served as the inaugural Chairman of the Board of Directors for the University of Medicine and Dentistry's Hospital, a \$500 million institution that serves as New Jersey's largest charity care hospital. He also is a past President of the Garden State Bar Association, which is New Jersey's oldest statewide organization for attorneys of color. Thom is often asked to speak on education and mentoring programs for elementary, secondary, post-secondary and law school students.

Thom's interest in helping economically disadvantaged is rooted in his childhood experiences while growing up in public housing in Hamilton, Ohio, and further cultivated during the Fall of 1980, while studying in England, Holland and the former Yugoslavia. He believes that his research tracing immigrant communities over a 500-year period through London's East End (the site of the 2012 Summer Olympics) served as one of the building blocks for the London East End Community Development Corporation's economic and educational programs to serve and help lift immigrant communities.

After Law School, Thom co-led the effort to convince the City of Chicago to adopt one of the country's first Tenant's Bill of Rights, which protected the economically disadvantaged against slum landlords, and to pass one of the country's strongest lead paint ordinances, which protected children against the hazards of lead paint.

In 2011, Thom served as the co-founder of a coalition of statewide community organizations that are credited with shaping New Jersey's Legislative and Congressional Redistricting maps, ensuring that New Jersey's state and federal legislative representatives reflect New Jersey's diversity for the next decade. His work on behalf communities of color throughout the State of New Jersey earned him recognition as one of the 50 "Most Influential African Americans in New Jersey" by Black Villages Magazine.

In 2014, Thom was elected to the Board of Directors of the National Dropout Prevention Center, which works to improve opportunities for all young people to fully develop the academic, social, work, and healthy life skills needed to graduate from high school and lead productive lives.

Thom received his undergraduate degree in Political Science at DePauw University in Greencastle, Indiana with an emphasis on economics and international relations. Thom received his Juris Doctor from the University Of Cincinnati College Of Law.

**May 19, 2016  
Staff/Board Travel**

PURPOSE	DESTINATION	DATE	NAME	BUDGET CODE	REGISTRATION	TRAVEL/ ACCOMODATIONS	SUBSTITUTE	TOTAL
Exploring College Options	Parsippany, NJ	5/25/2016	Venus Rose					No charge to District
			Nicole Cartwright					
NYU Counselor Open House	NYC	5/26/2016	Venus Rose					No charge to District
			Nicole Cartwright					
ABA Workshop Professional Trainng in ABA Teaching Strategies	Hamilton, NJ	5/24-5/25/16	Tamara Emont	20-270-200-500-66-000-000 11-120-100-101-80-102-000	\$200.00	\$92.80	\$200.00	\$492.80
Introduction to Google Drive & Google Classroom	ETTC Paramus, NJ	5/26/2016	Lauren Burke	20-270-200-500-66-000-000 11-120-100-80-102-000-000	\$100.00	\$1.86	\$0.00	\$101.86
			Lauren Capilli	20-270-200-500-60-000-000	\$100.00	\$1.86	\$100.00	\$201.86
2016 NJ PBSIS Annual	New Brunswick, NJ	6/1/2016	Marina Vlantis-Mejia	11-000-223-580-05-000-000	\$14.50	\$60.08	\$100.00	\$174.58
			Hashenka Pieries	11-000-223-580-05-000-000	\$14.50	\$64.23	\$100.00	\$178.73
			Barbara Mittman	11-000-223-580-05-000-000	\$14.50	\$57.66	\$100.00	\$172.16
			Abraham Alarcon	11-000-223-580-05-000-000	\$14.50	\$49.10	\$100.00	\$163.60
54th Annual NJASBO Conference	Atlantic City, NY	6/8-6/10/16	Cheryl Balletto	11-000-251-890-63-000-000	\$150.00	\$118.00	\$0.00	\$268.00





**Englewood Public School District**  
**Bills And Claims Report By Vendor Name**  
for Batch 61 and Check Date is from 04/01/2016 to 04/30/2016

va\_bill5.10272014  
04/01/2016

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Remit To Check Name	Check #	Check Amount
<b>Posted Checks</b>							
BCASA/ 8542	16-02398	11-000-230-590-61-000-000/ OTHER PURCH SERV (400-50		CF	OTHER PURCH SERV (400-50	37220	35.00
CAPITAL ONE BANK/ 6982	16-00894	11-000-291-220-63-000-000/ EMP BENEFITS SOC SEC		HP	PAYROLL 4/29/2016	1653	16,586.06
PENN ATHLETICS TICKET OFFICE/ 8529	16-02420	11-402-100-500-20-000-000/ ATHLETICS		CF	10 TKTS FOR PENN RELAYS	37224	500.00
PUBLIC SERVICE ELECTRIC & GAS/ 2672	16-00985	11-000-262-622-71-516-000/ ELECTRICITY		CP	VARIOUS INVOICES	37221	75,023.47
SUEZ WATER/ 4901	16-00958	11-000-262-490-71-522-000/ WATER SERVICES		CP	VARIOUS ACCTS	37222	7,767.91
VERIZON/ 1329	16-00959	11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE		CF	various accounts	37223	1,019.61
	16-02368	11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE		CP	various invoices	37223	7,294.13
				Total for VERIZON/ 1329			<u>\$8,313.74</u>
				Total for Posted Checks			<u>\$108,226.18</u>

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Vendor Name

va\_bill5.10272014  
04/01/2016

for Batch 61 and Check Date is from 04/01/2016 to 04/30/2016

*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.*

Run on 05/12/2016 at 02:07:18 PM

Fund Summary	Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	11	\$91,640.12		\$16,586.06		\$108,226.18
	GRAND	TOTAL	\$91,640.12	\$0.00	\$16,586.06	\$0.00	\$108,226.18

Chairman Finance Committee

Member Finance Committee

# Englewood Public School District

## Bills And Claims Report By Vendor Name

va\_bill5.10272014  
04/01/2016

for Batch 62 and Check Date is from 05/01/2016 to 05/31/2016

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
CABLEVISION LIGHTPATH, INC./ 7094	16-02369	11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE		CP	ACCT #51267	37226	68,188.36
CAPITAL ONE BANK/ 6982	16-00894	11-000-291-220-63-000-000/ EMP BENEFITS SOC SEC		HP	PAYROLL 05/13/2016	1656	22,035.34
STATE OF NEW JERSEY/ 2826	16-00682	11-000-291-270-63-450-000/ NJ STATE HEALTH BENEFITS		HP	NJ STATE HEALTH BENEFITS	1654	663,076.26
WEINER LESNIAK/ 4452	NAP Check	DB:10-191 CR:10-101		CF	deposit manor rd	37225	2,500.00
<b>Total for Unposted Checks</b>							<b>\$755,799.96</b>

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Vendor Name

va\_bill5.10272014

04/01/2016

for Batch 62 and Check Date is from 05/01/2016 to 05/31/2016

*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.*

Run on 05/12/2016 at 02:07:44 PM

Fund Summary		Computer	Computer	Hand	Hand	Total
Fund Category	Sub Fund	Checks	Checks Non/AP	Checks	Checks Non/AP	Checks
10	10		\$2,500.00			\$2,500.00
10	11	\$68,188.36		\$685,111.60		\$753,299.96
Fund 10	TOTAL	\$68,188.36	\$2,500.00	\$685,111.60		\$755,799.96
GRAND	TOTAL	\$68,188.36	\$2,500.00	\$685,111.60	\$0.00	\$755,799.96

Chairman Finance Committee

Member Finance Committee



# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batch 63 and Check Date is 05/19/2016

va\_bill5.10272014  
04/01/2016

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
A&A RIDGEWOOD REGISTERED PROF ASSOC/ 1000	16-01351	11-000-213-320-40-000-000/ HEALTH - ED SERVICES		CP	MARCH 2016	37227	7,768.75
ABBATTISTA, JOHN/ 8219	16-1284	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37228	79.00
ALCAN GLASS/ 8402	16-02391	11-000-270-420-63-000-000/ CLEANING, REPAIR, & MAIN		CP	INV #4799	37229	300.00
ALLIANCE COMMERCIAL PEST CONTROL, INC./ 7989	16-00679	11-000-261-420-71-505-000/ EXTERMINATION SVCS		CP	INV #320621	37230	650.00
AMERICAN PAPER & SUPPLY COMPANY/ 5732	16-01423	11-000-262-610-71-602-000/ CLEANING SUPPLIES		CP	VARIOUS INVOICES	37231	6,845.87
APPLE COMPUTER/ 4763	16-02219	11-204-100-610-40-000-000/ SPEC ED-LEARN & LANG DIS		CF	INV #4380606081,4380567988	37232	1,259.00
ARMENTAL, JOSEPH/ 8558	16-1446	11-000-240-580-20-000-000/ SCHOOL ADMIN TRAVEL		CF	SCHOOL ADMIN TRAVEL	37233	233.74
ARNIE FENCE COMPANY/ 1215	16-02360	11-000-261-420-71-506-000/ FENCE REPAIRS		CF	SVC DATE 4/7/16	37234	575.00
ATLANTIC BUSINESS PRODUCTS/ 1226	16-00884	11-000-251-340-63-000-000/ CENTRAL SVCS TECH SVC		CP	INV #CNIN535445	37235	113.79
ATLANTIC TOMORROWS OFFICE/ 6860	16-00882	11-000-251-600-60-203-000/ COPY MACHINE STAPLES		CP	INV #ARIN336384,336170,339558	37236	423.40
AUTOMATIC TEMPERATURE CNTRL SVC. INC./ 5196	16-02100	11-000-261-420-71-538-000/ JOHNSON CONTROL CONT		CP	INV #P6895	37237	1,591.21
AUTOZONE NORTHEAST, INC./ 6216	16-00804	11-000-262-420-71-549-000/ VEHICLE REPAIRS		CP	VARIOUS INVOICES/CREDITS	37238	266.65
BALLETTO, CHERYL - PETTY CASH/ 8365	16-02427	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	GEN ADMIN OTHER SVC	37239	36.00
		11-000-230-610-61-000-000/ SUPPLIES AND MATERIALS		CF	SUPPLIES AND MATERIALS	37239	23.50
		11-000-266-610-71-620-000/ SECURITY UNIFORMS		CF	SECURITY UNIFORMS	37239	30.00
		11-000-270-800-63-000-000/ MISCELLANEOUS EXPENDITUR		CF	MISCELLANEOUS EXPENDITUR	37239	43.40
<b>Total for BALLETO, CHERYL - PETTY CASH/ 8365</b>							<b>\$132.90</b>

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batch 63 and Check Date is 05/19/2016

va\_bill5.10272014  
04/01/2016

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
BARNES & NOBLE BOOKSELLERS/ 4731	16-02216	11-190-100-640-98-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #3223809	37240	3,370.45
BAUDVILLE/ 1302	16-02316	11-000-230-610-61-000-000/ SUPPLIES AND MATERIALS		CF	INV #3029018	37241	130.45
BCCSA/ 8557	16-02327	11-000-230-590-61-000-000/ OTHER PURCH SERV (400-50)		CF	OTHER PURCH SERV (400-50)	37242	300.00
BENJAMIN BROS. INC./ 4757	16-02382	12-000-400-450-71-000-000/ CONSTRUCTION SERVICES		CF	INV #217265	37243	493.50
	16-00805	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	VARIOUS INVOICES	37243	480.17
					<b>Total for BENJAMIN BROS, INC./ 4757</b>		<b>\$973.67</b>
BENWAY SCHOOL/ 1404	16-01202	20-253-100-500-40-000-000/ OTHER PURCHASED SERVICES		CF	JUNE 2016	37244	3,331.87
BERGEN ARTS AND SCIENCES CHARTER SCHOOL/ 7162	16-02412	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CF	DEC 2015 -JUNE 2016	37245	19,754.00
BERGEN CNTY SPECIAL SERV/ 1407	16-01157	20-502-100-300-40-000-000/ NON PUB AUX COMP ED		CP	INV #S201500368	37246	423.02
		20-503-100-300-40-000-000/ NON PUB AUX ESL		CP	INV # S201500368	37246	517.65
		20-506-100-300-40-000-000/ NON PUB HAND SUPPL INSTR		CP	INV #S201500368	37246	8,688.07
		20-507-100-300-40-229-000/ NON PUB EXAM & CLASS		CP	INV #S201500368	37246	2,384.46
		20-508-100-300-40-000-000/ NON PUB CORRECTIVE SPEEC		CP	INV #S2015000368	37246	8,026.27
					<b>Total for BERGEN CNTY SPECIAL SERV/ 1407</b>		<b>\$20,039.47</b>
BERGEN CNTY SPECIAL SERV -REG/ 1367	16-01340	11-000-100-565-40-000-000/ TUITION CSSD SPEC		CP	INV #T201500808, APR 2016	37247	2,448.00
	16-01200	11-000-100-565-40-000-000/ TUITION CSSD SPEC		CP	INV #T201500808, APR 2016	37247	12,576.00
					<b>Total for BERGEN COUNTY SPECIAL SERVICES/ 1367</b>		<b>\$15,024.00</b>
BERGEN COUNTY TECHNICAL SCHOOL/ 1377	16-00885	11-000-100-563-77-000-000/ TUITION VOCATIONAL REG		CP	INV #V201500738..APR 2016	37248	24,171.20
	16-01548	11-000-100-564-40-000-000/ TUITION VOCATIONAL SPEC		CP	INV #V201500738, APR 2016	37248	19,541.36
					<b>Total for BERGEN COUNTY TECHNICAL SCHOOL/ 1377</b>		<b>\$43,712.56</b>

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

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Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
BERGEN ETTC/ 1362	16-02070	11-000-223-320-05-000-000/ PURCHASED PROFESSIONAL -		CF	INV #201627	37249	200.00
	16-02071	11-000-223-320-05-000-000/ PURCHASED PROFESSIONAL -		CF	INV #201634	37249	150.00
					<b>Total for BERGEN ETTC/ 1362</b>		<b>\$350.00</b>
BIOCCHI, RICH/ 7570	16-1389	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37250	81.00
BINGHAM COMMUNICATIONS, INC./ 4393	16-02350	11-000-261-420-71-530-000/ PA SYSTEM REPAIRS		CP	INV #29722,29721	37251	800.00
BREUER, JONATHAN/ 7742	16-1438	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37252	75.00
	16-1394	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37252	81.00
					<b>Total for BREUER, JONATHAN/ 7742</b>		<b>\$156.00</b>
BUS PARTS WAREHOUSE/ 8264	16-02260	11-212-100-610-40-000-000/ MULTIPLE DISABILITIES		CF	INV #IN57072	37253	127.65
CAFFREY, RON/ 7544	16-1410	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37254	58.00
	16-1430	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37254	60.00
					<b>Total for CAFFREY, RON/ 7544</b>		<b>\$118.00</b>
CAMPBELL, JUNE/ 7315	16-1417	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37255	75.00
CAPICCHIONI, JULIAN/ 7528	16-1426	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37256	60.00
	16-1429	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37256	60.00
	16-1434	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37256	60.00
					<b>Total for CAPICCHIONI, JULIAN/ 7528</b>		<b>\$180.00</b>
CARUTH, BRIAN/ 7756	16-1422	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37257	75.00
CATAPULT LEARNING, LLC./ 4072	16-01181	20-509-200-330-28-000-000/ NON PUB NURSE SERV		CP	MARCH 2016	37258	661.50
		20-509-200-330-32-000-000/ NON PUB NURSE SERV		CP	MARCH 2016	37258	7,433.64
		20-509-200-330-33-000-000/ NON PUB NURSE SERV		CP	MARCH 2016	37258	2,020.68
		20-509-200-330-34-000-000/ PURCHASED PROFESSIONAL-E		CP	MARCH 2016	37258	247.16
		20-509-200-330-35-000-000/ NON PUB NURSE SERV		CP	MARCH 2016	37258	9,733.50
		20-509-200-330-36-000-000/ NON PUB NURSE SERV		CP	MARCH 2016	37258	376.38

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<b>Unposted Checks</b>							
<b>Total for CATAPULT LEARNING, LLC./ 4072</b>							<b>\$20,472.86</b>
CHAO, LIH-YUN/ 8003	16-1444	20-044-200-580-66-000-000/ CONFUCIUS TRAVEL		CF	CONFUCIUS TRAVEL	37259	1,294.49
CHINA INSTITUTE IN AMERICA/ 8531	16-02351	11-000-223-580-98-000-000/ STAFF TRAINING TRAVEL		CF	INV #303	37260	200.00
CIRCLE AUTO SERVICE, INC./ 5723	16-00807	11-000-262-420-71-549-000/ VEHICLE REPAIRS		CP	INV #6023	37261	78.50
CITY OF ENGLEWOOD/ 1577	16-02334	11-000-262-590-71-558-000/ MISC PURCHASED SVCS		CF	#50404,50403,50357,50406,50393	37262	1,687.00
CLARK, GERRY/ 7902	16-1392	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37263	81.00
COMPREHENSIVE EDUCATIONAL SERVICES/ 7399	16-01068	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	INV #11648, 11609	37264	2,000.00
COOK, CHARLIE/ 7451	16-1398	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37265	60.00
COOK, WILLIAM/ 7585	16-1399	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37266	60.00
	16-1425	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37266	60.00
	16-1433	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37266	75.00
<b>Total for COOK, WILLIAM/ 7585</b>							<b>\$195.00</b>
CRESKILL BOARD OF EDUCATION/ 1749	16-01204	20-253-100-500-40-000-000/ OTHER PURCHASED SERVICES		CP	MAY 2016	37267	2,677.70
CROSS CNTY CLINICAL & EDUCATIONAL SVCS/ 7923	16-01072	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	#103510,103509,103504,103503	37268	3,300.00
D/B/A MEDCO SPORTS MEDICINE/ 7641	16-02129	11-402-100-600-20-000-000/ ATHLETICS		CF	#42062411,42067589,42063953	37269	1,971.36
DAVENPORT, CURT/ 8549	16-1407	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37270	81.00
DAYTOP VILLAGE, INC./ 1831	16-01532	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CF	JAN - FEB - MAR 2016	37271	8,880.00
DELTA DENTAL PLAN OF NJ/ 1787	16-00680	11-000-291-270-63-451-000/ DENTAL BENEFITS		CP	MAY 2016	37272	34,208.64
DETROP ENTERPRISES, LLC/ 8343	16-00773	11-000-270-511-63-000-000/ TRANS - DISPLACED		CP	APRIL 2016	37273	518.00

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<b>Unposted Checks</b>							
DIAMOND ROCK WATER COMPANY/ 6466	16-00819	11-000-262-610-71-610-000/ MISC SUPPLIES		CF	INV #782333, LESS CR.	37274	108.00
	16-02043	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	INV #782333	37274	129.00
					<b>Total for DIAMOND ROCK WATER COMPANY/ 6466</b>		<b>\$237.00</b>
DIRECT 2 OEM LLC./ 8376	16-02254	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CF	INV #032816C	37275	3,600.00
DUBY, WILLIAM JR./ 8552	16-1423	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37276	75.00
	16-1431	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37276	81.00
					<b>Total for DUBY, WILLIAM JR./ 8552</b>		<b>\$156.00</b>
DYNAMIX ADVERTISING/ 8016	16-02290	11-000-230-610-61-000-000/ SUPPLIES AND MATERIALS		CF	INV #1163	37277	725.00
EASTWICK COLLEGE- HACKENSACK CAMPUS/ 6278	16-01452	11-190-100-500-07-000-000/ REG PROGRAM-UNDISTRIBUTE		CP	APRIL 2016	37278	7,920.00
ECLC OF N.J./ 1975	16-01206	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	mar, may, june svcs, less cr.	37279	12,584.75
EDUCATION INCORPORATED/ 5776	16-02320	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CF	INV #269165	37280	392.00
ENGLEWOOD BOE - TREASURER ACCO/ 1778	16-02384	60-057-291-220-02-000-000/ SOCIAL SECURITY		CF	SOCIAL SECURITY	37281	801.46
		60-057-291-220-03-000-000/ SOCIAL SECURITY		CF	SOCIAL SECURITY	37281	357.99
		60-057-291-220-05-000-000/ SOCIAL SECURITY		CF	SOCIAL SECURITY	37281	1,172.87
	16-02388	20-241-200-200-66-000-000/ TITLE III EMP BENE		CF	TITLE III EMP BENE	37281	90.49
	16-02389	20-231-200-200-66-000-003/ TITLE I - EMPLOYEE BENEF		CF	TITLE I - EMPLOYEE BENEF	37281	478.30
		20-231-200-200-66-000-005/ TITLE I - EMPLOYEE BENEF		CF	TITLE I - EMPLOYEE BENEF	37281	401.81
		20-231-200-200-66-000-020/ TITLE I - EMPLOYEE BENEF		CF	TITLE I - EMPLOYEE BENEF	37281	252.00
	16-02392	20-270-200-200-66-000-000/ TITLE II EMPLOYEE BENE		CF	TITLE II EMPLOYEE BENE	37281	53.67
					<b>Total for ENGLEWOOD BD OF EDUCATION/ 1778</b>		<b>\$3,608.59</b>
ENGLEWOOD ON THE PALISADES/ 2045	16-00509	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CP	MAY 2016	37282	160,465.00

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<b>Unposted Checks</b>							
ENGLEWOOD POLICE DEPARTMENT/ 2048	16-02443	11-402-100-500-20-000-000/ ATHLETICS		CF	past due...	37283	60.00
EPIC HEALTH SERVICES INC./ 6911	16-01352	11-000-213-320-40-000-000/ HEALTH - ED SERVICES		CP	MARCH 2016 SVCS	37284	19,917.50
EPS/ 2065	16-02210	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #10866586	37285	353.76
EPS SCH SPECIALITY LITERACY & INTERVENTI/ 6337	16-02249	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #10866373	37286	188.10
EXPRESS HEATING CO. INC./ 1948	16-02010	11-000-261-420-71-503-000/ MAINTENANCE BOILER		CP	INV #00120198	37287	172.00
FELICIAN SCH EXCEPT CHILD/ 1954	16-01208	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CF	JUNE 2016	37288	7,877.40
FINN-BRUCE, LISA/ 2148	16-1442	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37289	31.00
FIRST STUDENT INC. 1309/ 2155	16-02172	11-000-270-512-05-220-000/ CONTR SERV(OTH. THAN BET		CF	INV #11199000	37290	100.00
	16-01421	11-000-270-511-84-000-000/ TRANS HOME AND SCHOOL		CP	INV #11208420	37290	101,389.14
	16-01660	11-000-270-511-63-223-000/ EXTENDED SCH DAY TRANSP0		CP	APRIL 2016.#11208421	37290	912.00
	16-02383	60-057-200-890-66-000-000/ MISC. EXPENSE		CF	INV #11195178	37290	75.00
					<b>Total for FIRST STUDENT INC. 1309/ 2155</b>		<b>\$102,476.14</b>
FOLLETT SCHOOL SOLUTIONS, INC./ 7907	16-00539	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #1177775	37291	5,145.00
FRAMAN MECHANICAL, INC/ 8515	16-02186	30-917-400-450-20-000-000/ SDA CONSTRUCTION SERVICE		CP	APPLICATION 1	37292	95,422.60
FRIDMAN, ESTHER M.D./ 5738	16-00956	11-190-100-320-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CP	EVAL DATE 4/7/16	37293	550.00
	16-01069	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	EVALS, 4/7,4/17,4/21	37293	1,650.00
	16-02328	11-190-100-320-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	EVAL DATE 3/24/16	37293	550.00
					<b>Total for FRIDMAN, ESTHER M.D./ 5738</b>		<b>\$2,750.00</b>

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<b>Unposted Checks</b>							
FURST & ASSOCIATES, INC./ 6796	16-01136	11-000-230-339-61-000-000/ GENERAL ADMIN OTHER SVC		CP	MARCH - APRIL 2016	37294	7,065.00
GARCIA, MERCEDES/ 2228	16-01075	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	APRIL 2016 EVALS	37295	4,050.00
GARCIA, RICHARD/ 2231	16-01076	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	APRIL 2016 EVALS	37296	3,600.00
GARFIELD PUBLIC SCHOOL/ 8188	16-01210	20-253-100-500-40-000-000/ OTHER PURCHASED SERVICES		CP	MAY - JUNE 2016	37297	4,736.60
GENERAL PLUMBING/ 7480	16-00836	11-000-262-610-71-612-000/ PLUMBING/HEAT SUPPLIES		CP	VARIOUS INVOICES	37298	284.65
GIL, MERCEDES/ 5072	16-1445	20-270-200-500-66-000-000/ TITLE II OTHER SVC		CF	TITLE II OTHER SVC	37299	22.75
GIOMBARRESE, JOHN/ 7582	16-1441	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37300	81.00
GITTO, TONY/ 7326	16-1437	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37301	75.00
GLASCOE, MICHAEL, DR./ 8377	16-01414	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	4/21,4/22 VISITS	37302	1,500.00
GLOBAL EQUIPMENT COMPANY INC./ 6873	16-02201	11-000-262-610-71-602-000/ CLEANING SUPPLIES		CF	INV #109243877	37303	999.00
GOVCONNECTION, INC./ 5400	16-02208	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #53664413	37304	76.61
	16-02371	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CP	VARIOUS INVOICES	37304	1,298.04
					<b>Total for GOVCONNECTION, INC./ 5400</b>		<b>\$1,374.65</b>
HACKENSACK PUBLIC SCHOOLS/ 7617	16-02012	11-000-100-561-63-241-000/ TUITION - DISPLCED REG		CP	APRIL 2016	37305	1,261.28
HARTFORD TECHNOLOGY RENTAL/ 8526	16-02267	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #0063911	37306	58,518.00
HAYLES, GARY/ 7885	16-1393	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37307	81.00
HEGYBELI, JIM/ 8355	16-1390	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37308	81.00
HERTZ FURNITURE SYSTEMS/ 2448	16-02302	20-071-100-600-02-000-000/ PNC GRANT - SUPPLIES		CF	INV #578039	37309	1,548.54

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<b>Unposted Checks</b>							
HILL, RON/ 7588	16-1401	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37310	81.00
HOBOKEN DUAL LANGUAGE CHARTER SCHOOL/ 7817	16-02197	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CF	MAY - JUNE 2016	37311	3,159.00
HODGES, JB/ 8256	16-1388	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37312	81.00
HODGMAN, RICK/ 7900	16-1418	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37313	75.00
HOHOKUS SCHOOL OF TRADE/ 5762	16-01451	11-190-100-500-07-000-000/ REG PROGRAM-UNDISTRIBUTE		CP	APRIL 2016	37314	3,520.00
HOLY NAME HOSPITAL/ 2491	16-02365	11-000-213-320-40-000-000/ HEALTH - ED SERVICES		CF	VARIOUS ACCTS	37315	1,288.00
HOME DEPOT/ 2494	16-02358	11-000-262-610-71-610-000/ MISC SUPPLIES		CF	ACCT #6035322535035673	37316	473.53
		11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	ACCT #6035322535035673	37316	177.94
					<b>Total for HOME DEPOT/ 2494</b>		<b>\$651.47</b>
HOUGHTON-MIFFLIN HARCOURT/ 2509	16-02029	20-231-100-600-66-000-002/ TITLE I -SUPPLIES /MATER		CP	CUST #173384	37317	28,363.26
HUNKEN, MICHAEL/ 2530	16-1387	11-000-262-800-71-000-000/ OTHER OBJECTS		CF	OTHER OBJECTS	37318	205.46
JAYSON OIL COMPANY/ 7078	16-00874	11-000-261-420-71-503-000/ MAINTENANCE BOILER		CF	INV #0351438-IN	37319	385.00
JENNIFER M. SULLIVAN LLC/ 6639	16-01080	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	MARCH 2016	37320	6,112.50
JEWEL ELECTRIC SUPPLY CO./ 2659	16-00970	11-000-262-610-71-603-000/ ELECTRICAL SUPPLIES		CP	INV #230943,230825,229961	37321	1,480.00
JOSTENS/ 2700	16-02153	11-000-218-600-20-000-000/ GUIDANCE SUPPLIES		CF	INV #18739006	37322	25.28
	16-02259	11-000-218-600-20-000-000/ GUIDANCE SUPPLIES		CF	INV #18739599	37322	25.28
	16-01998	11-000-218-600-20-000-000/ GUIDANCE SUPPLIES		CF	INV #18199504	37322	25.31
					<b>Total for JOSTENS/ 2700</b>		<b>\$75.87</b>
KORNBERG, STU/ 8548	16-1404	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37323	81.00

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<b>Unposted Checks</b>							
KROCKA, MICHAEL/ 7599	16-1402	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37324	135.00
LEE & LOW BOOKS/ 5846	16-02221	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #68516	37325	165.11
	16-02224	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #08999	37325	230.98
	16-02225	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #68519	37325	202.26
	16-02226	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #68577	37325	350.92
	16-02228	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #68578	37325	319.06
	16-02229	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #68579	37325	202.05
	16-02231	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #68606	37325	579.59
	16-02234	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #68523	37325	196.54
	16-02235	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #68581	37325	370.13
	16-02230	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CP	INV #68521	37325	88.70
					<b>Total for LEE &amp; LOW BOOKS/ 5846</b>		<b>\$2,705.34</b>
LEEDS, ERIC/ 8554	16-1432	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37326	81.00
LEONIA BOARD OF EDUCATION/ 3614	16-01257	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	OT - MARCH 2016	37327	650.00
LOUMARC SIGNS/ 6635	16-01967	12-000-400-390-71-000-000/ OTHER PURCHASED PROF. AN		CF	INV #31719	37328	392.00
LUBIN, KATLYNE - MD, MPH, FAAP/ 3664	16-01074	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	INV #1282	37329	1,150.00
MAYORAL, GEORGE/ 8214	16-1421	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37330	79.00
MCGOVERN, PAT/ 8267	16-1420	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37331	81.00
MCKENNA, MATT/ 7929	16-1414	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37332	75.00
MEADOWBROOK ASSOCIATES, LP/ 6282	16-00975	11-000-262-420-71-549-000/ VEHICLE REPAIRS		CP	INV #159648	37333	58.48
MEDEA, BILL/ 8553	16-1428	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37334	75.00
MEZZATESTA, GLEN/ 7289	16-1406	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37335	81.00

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# Englewood Public School District

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Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
MINGST, DOUG/ 8546	16-1391	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37336	81.00
MISSION ONE EDUCATIONAL STAFFING SERV LL/ 7338	16-01132	11-214-100-500-63-723-000/ DELTA - T		CP	INV #9334, 9340, 9405	37337	357,760.06
MOORE, MIANGELO/ 8238	16-1400	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37338	81.00
MUNICIPAL CAPITAL CORP/ 6893	16-00984	11-000-262-490-63-202-000/ OTHER PURCHASED PROPERTY		CP	LEASE #15921, MAY 2016	37339	6,373.07
	16-00982	11-000-262-490-63-202-000/ OTHER PURCHASED PROPERTY		CP	LEASE #12519, MAY 2016	37339	1,139.99
	16-00981	11-000-262-490-63-202-000/ OTHER PURCHASED PROPERTY		CP	MAY 2016	37339	1,836.09
					<b>Total for MUNICIPAL CAPITAL CORP/ 6893</b>		<b>\$9,349.15</b>
MUSIC TOURS UNLIMITED INC/ 7108	16-02002	11-000-270-512-20-221-000/ FIELD TRIPS		CF	APPLICATION ID #6516	37340	11,130.00
NASCO/ 2537	16-02248	20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	INV #892795	37341	179.43
	16-02212	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	#896303,892750,900101,903799	37341	1,455.48
		20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	#896303,892750,900101,903799	37341	1,455.49
					<b>Total for NASCO/ 2537</b>		<b>\$3,090.40</b>
NATIONAL MUSEUM OF MATHEMATICS/ 8392	16-02284	11-000-270-512-02-220-000/ FIELD TRIPS		CF	INV #05135	37342	370.00
NELSON, NAT/ 7294	16-1412	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37343	75.00
NJ DIVISION OF FIRE SAFETY/ 3308	16-02378	11-000-262-800-60-000-000/ PERMIT FEES		CF	VARIOUS INVOICES	37344	1,826.00
NJ SCHOOL BOARDS INSURANCE GROUP/ 3320	16-02429	11-000-262-520-63-455-000/ PROP & CASUALTY INS		CF	INV #CON-0000017863	37345	531.75
NORTH HUDSON ACADEMY/ 2573	16-01214	20-253-100-500-40-000-000/ OTHER PURCHASED SERVICES		CP	MAY 2016	37346	15,486.66

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# Englewood Public School District

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<b>Unposted Checks</b>							
NORTH JERSEY MEDIA GROUP/ 3344	16-02366	11-000-230-890-63-000-000/ GEN ADMIN OTHER OBJECTS		CF	AD #0004003620,0004008216	37347	121.82
NORTH JERSEY MEDIA GROUP INC./ 3345	16-02337	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	AD #0004015429	37348	1,117.50
NORTHERN VALLEY REGIONAL H.S./ 4229	16-01182	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	MARCH - APRIL 2016 SVCS	37349	2,100.00
	16-01258	11-000-100-562-40-000-000/ TUITION IN STATE SPECIAL		CF	MAY-JUNE, PAST DUE JAN/FEB	37349	38,777.44
<b>Total for NORTHERN VALLEY REGIONAL H.S./ 4229</b>							<b>\$40,877.44</b>
NOVAK, FRANK/ 7935	16-1435	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37350	60.00
ON-SITE FLEET SERVICE, INC./ 6789	16-02119	11-000-270-420-63-000-000/ CLEANING, REPAIR, & MAIN		CP	VARIOUS INVOICES	37351	3,919.51
OPTUM HEALTH VISION / SPECTERA/ 3966	16-00681	11-000-291-270-63-452-000/ VISION BENEFITS		CP	INV #20160418000214	37352	7,435.44
ORIENTAL TRADING CO./ 3410	16-02289	20-044-100-600-66-000-000/ CONFUCIUS SUPPLY & MATAT		CF	INV #676983098-01, 02	37353	208.87
	16-02348	20-044-100-600-66-000-000/ CONFUCIUS SUPPLY & MATAT		CF	INV #677383487-01	37353	201.33
	16-02313	60-057-100-600-02-000-000/ SUPPLIES AND MATERIALS		CF	INV #377074478-01	37353	136.80
<b>Total for ORIENTAL TRADING CO. INC./ 3410</b>							<b>\$547.00</b>
PALAZZOLA, JOE/ 7901	16-1440	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37354	84.00
PALISADES REGIONAL ACADEMY/ 2609	16-02423	11-000-100-569-40-227-000/ TUITION ADJUSTMENTS		CF	2014-2015 ADJ	37355	957.00
PASCACK VALLEY REG H.S. DSTRCT/ 4978	16-01540	11-000-100-562-40-000-000/ TUITION IN STATE SPECIAL		CP	MAY 2016	37356	5,532.00
PASCACK VALLEY COUNCIL-REGION II/ 7821	16-01675	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	FEB- MAR 2016 OT/PT	37357	277.00
PASSAIC ARTS AND SCIENCE CHARTER SCHOOL/ 8544	16-02414	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CF	DEC 2015 - JUNE 2016	37358	26,390.00
PEDIATRIC OCCUPATIONAL THERAPY/ 3482	16-01103	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	APRIL 2016	37359	1,617.00

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<b>Unposted Checks</b>							
POMPTONIAN FOOD SERVICE/ 3536	16-00775	50-910-310-500-63-000-000/ FOOD SERVICES		CP	APRIL 2016	37360	114,995.26
PRESENTATION SYSTEMS, INC./ 3567	16-02245	11-000-240-600-02-000-000/ SCHOOL ADMIN SUPPLIES		CF	INV #46995	37361	429.60
PRITCHARD INDUSTRIES/ 4537	16-00740	11-000-262-420-71-500-000/ CUST/MAINT EXTRA HOURS		CP	#0020011381,0020011148	37362	1,977.60
	16-00741	11-000-263-420-71-521-000/ SNOW REMOVAL		CF	#00200011454,11475,474,476	37362	17,403.00
<b>Total for PRITCHARD INDUSTRIES/ 4537</b>							<b>\$19,380.60</b>
PRO-ED/ 2668	16-02322	11-000-216-600-40-000-000/ OT/PT/SPEECH SUPPLIES		CF	INV #2539891	37363	323.40
PUENTE, ANDREW/ 8551	16-1419	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37364	81.00
R.D. SALES, LLC./ 3630	16-00986	11-000-261-420-71-519-000/ SECURITY ALARMS		CP	INV #DH11053,10950,10995,10974	37365	1,801.50
	16-00987	11-000-261-420-71-526-000/ LOCKSMITH SERVICES		CP	VARIOUS INVOICES	37365	2,693.75
	16-02331	11-000-261-420-71-519-000/ SECURITY ALARMS		CF	INV #DH10872	37365	1,800.00
<b>Total for R.D. SALES, INC./ 3630</b>							<b>\$6,295.25</b>
RANCH HOPE, INC. STRANG SCHOOL/ 8234	16-01218	20-253-100-500-40-000-000/ OTHER PURCHASED SERVICES		CP	MARCH 2016	37366	5,222.52
RESERVE ACCOUNT/ 2662	16-00952	11-000-218-800-20-000-000/ GUIDANCE OTHER		CF	ACCT #17147240	37367	4,000.00
		11-000-230-890-63-000-000/ GEN ADMIN OTHER OBJECTS		CF	ACCT #17147240	37367	4,500.00
<b>Total for RESERVE ACCOUNT/ 2662</b>							<b>\$8,500.00</b>
RICKARD REHABILITATION SERVICE/ 3697	16-01079	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	MARCH 2016	37368	2,825.00
RIDGEFIELD BOARD OF ED./ 2712	16-01293	11-000-100-562-40-000-000/ TUITION IN STATE SPECIAL		CF	JUNE 2016	37369	6,934.80
		11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	MARCH OT/PT	37369	1,500.00
	16-01676	11-000-100-562-40-000-000/ TUITION IN STATE SPECIAL		CP	JUNE 2016	37369	5,934.20
<b>Total for RIDGEFIELD BOARD OF ED./ 2712</b>							<b>\$14,369.00</b>
ROCKLAND BOCES/ 7721	16-01294	11-000-100-565-40-000-000/ TUITION CSSD SPEC		CP	MARCH 2016	37370	1,153.72

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# Englewood Public School District

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<b>Unposted Checks</b>							
ROSENBERG, AARON/ 8555	16-1436	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37371	75.00
ROSS, KEN/ 8247	16-1403	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37372	75.00
ROTO-ROOTER/ 4376	16-00988	11-000-261-420-71-513-000/ PLUMBING/HEATING		CP	INV #000378292,000378534	37373	160.00
SAMMARCO, STEVE/ 7545	16-1396	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37374	60.00
	16-1409	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37374	58.00
	16-1416	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37374	60.00
				<b>Total for SAMMARCO, STEVE/ 7545</b>			<b>\$178.00</b>
SARITI, CHRISTOPHER/ 8550	16-1411	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37375	75.00
SEREIKA, TOM/ 7376	16-1439	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37376	75.00
SERRITELLA, DENNIS/ 7576	16-1427	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37377	75.00
SERVIDEO, FRANK/ 8254	16-1405	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37378	81.00
SHARP ELEVATOR COMPANY, INC./ 3882	16-00953	11-000-261-420-71-528-000/ ELEVATOR REPAIRS		CP	various invoices	37379	1,760.00
SITEONE LANDSCAPE SUPPLY, LLC./ 7898	16-02199	11-000-261-420-71-502-000/ MAINTENANCE LANDSCAPING		CF	INV #75300253	37380	458.03
SMITH, TOM/ 7579	16-1413	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37381	75.00
SOFTCHOICE CORPORATION/ 7123	16-02433	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #4227187, 4225706	37382	1,352.48
SOUTH BERGEN JOINTURE COMMISSION/ 3957	16-01598	11-000-270-511-63-000-000/ TRANS - DISPLACED		CP	INV #50035	37383	24,370.35
	16-01597	11-000-270-511-98-000-000/ TRANS HOME AND SCHOOL		CP	INV #50055	37383	53,059.86
				<b>Total for SOUTH BERGEN JOINTURE COMMISSION/ 3957</b>			<b>\$77,430.21</b>
SPORTS TIME, INC/ 3972	16-02306	11-402-100-600-20-000-000/ ATHLETICS		CF	INV #1638953	37384	580.00

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# Englewood Public School District

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<b>Unposted Checks</b>							
SPORTS TIME, INC/ 3972	16-02271	11-402-100-600-20-000-000/ ATHLETICS		CF	INV #1638882	37384	2,522.85
	16-02097	11-402-100-600-20-000-000/ ATHLETICS		CF	INV #1638734	37384	3,816.00
<b>Total for SPORTS TIME, INC/ 3972</b>							<b>\$6,918.85</b>
STAR-LEDGER / NJ ADVANCE MEDIA/ 2828	16-02336	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CP	ACCT #1059754	37385	1,708.25
TEANECK PUBLIC SCHOOL/ 8404	16-01536	11-000-100-562-40-000-000/ TUITION IN STATE SPECIAL		CF	JUNE 2016	37386	7,655.00
THE BOOKSOURCE/ 6297	16-02264	20-231-100-600-66-000-026/ TITLE I - SUPPLIES/MATER		CF	INV #517973	37387	268.55
	16-02240	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #518303	37387	134.65
<b>Total for THE BOOKSOURCE/ 6297</b>							<b>\$403.20</b>
THE COLLEGE BOARD- ACCUPLACER DEPT/ 8522	16-02077	11-190-100-500-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #EA65125026	37388	925.00
THE CTC ACADEMY, INC./ 4223	16-01363	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CF	JUNE 2016	37389	12,034.08
THE DAWSON CORPORATION/ 7206	16-02198	11-000-263-420-71-509-000/ UPKEEP OF GROUNDS		CF	INV #6821	37390	1,072.00
THE FORUM SCHOOL/ 2917	16-01209	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	APRIL - MAY 2016	37391	10,263.43
THE HOLMSTEAD SCHOOL/ 2918	16-01364	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	MAY 2016	37392	5,546.20
THE LOCKER MAN/ 4206	16-01773	11-000-261-420-71-508-000/ GENERAL REPAIRS		CP	INV #39586	37393	19,685.00
TONNER, GERRY/ 7934	16-1395	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37394	81.00
UNITED RENTALS/ 7095	16-02270	11-000-262-590-71-558-000/ MISC PURCHASED SVCS		CF	INV #136449006-001	37395	1,717.71
VERIZON/ 1329	16-02368	11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE		CP	VARIOUS INVOICES / ACCTS	37396	8,177.77
VERIZON WIRELESS/ 3759	16-01172	11-000-261-420-71-512-000/ PAGING SERVICES		CP	INV #9764309958	37397	1,144.78
W.W. GRAINGER INC/ 2060	16-02370	11-000-262-610-71-603-000/ ELECTRICAL SUPPLIES		CF	#9066275604,9066338394,9073698	37398	3,162.39
	16-00837	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	VARIOUS INVOICES	37398	1,955.51
<b>Total for W.W. GRAINGER INC/ 2060</b>							<b>\$5,117.90</b>

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# Englewood Public School District

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<b>Unposted Checks</b>							
WALSH-MERKEL, ROBYN MA, CCC-SLP/ 4740	16-00943	11-204-100-320-40-000-000/ SPEC ED-LEARN & LANG DIS		CP	APRIL 2016 EVALS	37399	540.00
WEINER LESNIAK/ 4452	16-02344	11-000-230-331-40-403-000/ LEGAL SERV - SPECIAL ED		CF	INV #191476	37400	294.00
WINDSOR BERGEN ACADEMY, INC./ 8422	16-01628	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	MAY 2016	37401	7,647.31
WINDSOR LEARNING CENTER/ 7841	16-01260	20-253-100-500-40-000-000/ OTHER PURCHASED SERVICES		CP	MAY 2016	37402	6,241.62
WUHL M.D., CHARLES/ 3690	16-02307	11-000-216-320-40-000-000/ PURCHASED PROFESSIONAL -		CP	INV #2000-24078	37403	600.00
YOU GOTTA HAVE ART., LLC/ 8403	16-02342	60-057-200-300-05-000-000/ PURCH PROF AND TECH SERV		CF	INV #1145	37404	375.00
	16-02343	60-057-200-300-05-000-000/ PURCH PROF AND TECH SERV		CF	INV #1151	37404	1,125.00
					<b>Total for YOU GOTTA HAVE ART., LLC/ 8403</b>		<b>\$1,500.00</b>
YOUTH CONSULTATION SERVICE/ 4580	16-01365	11-000-100-566-40-000-000/ TUTION PSD IN STATE		CP	MARCH-APRIL 2016	37405	56,064.99
ZANGA, JOSEPH/ 7575	16-1397	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37406	60.00
	16-1408	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37406	60.00
	16-1415	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37406	60.00
	16-1424	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	37406	75.00
					<b>Total for ZANGA, JOSEPH/ 7575</b>		<b>\$255.00</b>
					<b>Total for Unposted Checks</b>		<b>\$1,666,780.56</b>

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**Englewood Public School District**  
**Bills And Claims Report By Vendor Name**  
for Batch 63 and Check Date is 05/19/2016

va\_bill5.10272014  
04/01/2016

*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.*

Run on 05/12/2016 at 01:54:45 PM

Fund Summary		Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10	\$209,768.00				\$209,768.00
10	11	\$1,125,796.81				\$1,125,796.81
10	12	\$885.50				\$885.50
Fund 10	TOTAL	\$1,336,450.31				\$1,336,450.31
20	20	\$115,868.27				\$115,868.27
30	30	\$95,422.60				\$95,422.60
50	50	\$114,995.26				\$114,995.26
60	60	\$4,044.12				\$4,044.12
GRAND	TOTAL	\$1,666,780.56	\$0.00	\$0.00	\$0.00	\$1,666,780.56

Chairman Finance Committee

Member Finance Committee

# Englewood Public School District

## Bills And Claims Report By Account Number

APRIL 29, 2016 PAYROLL

va\_bill1.10272014  
03/01/2016

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-211-172-07-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	5,195.25
11-000-211-172-60-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	5,175.40
11-000-211-172-73-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	1,753.38
11-000-211-172-76-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	6,180.21
11-000-211-172-77-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	3,986.20
11-000-211-172-85-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	1,753.37
11-000-211-172-98-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	1,894.13
11-000-211-173-60-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	5,322.58
11-000-211-173-67-103-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	1,707.30
11-000-213-100-67-103-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	300.00
11-000-213-100-73-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	23	3,762.00
11-000-213-100-74-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	23	2,806.75
11-000-213-100-76-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	23	2,756.75
11-000-213-100-77-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	23	2,196.75
11-000-213-100-85-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	23	6,311.99
11-000-213-100-98-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	23	2,046.75
11-000-216-100-40-101-000/ RELATED SERVICES SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	RELATED SERVICES SALARY	23	36,446.98
11-000-218-104-67-103-000/ SALARIES OF OTHER PROFES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF OTHER PROFES	23	244.00
11-000-218-104-76-101-000/ GUIDANCE SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GUIDANCE SALARY	23	7,241.65
11-000-218-104-77-101-000/ GUIDANCE SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GUIDANCE SALARY	23	7,849.15
11-000-219-104-40-101-000/ CHILD STUDY TEAM SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SALARY	23	54,115.05
11-000-219-105-40-101-000/ CHILD STUDY TEAM SEC	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SEC	23	2,727.65
11-000-221-102-64-101-000/ IMPVPT OF INSTRUCTION SAL	16-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVPT OF INSTRUCTION SAL	23	10,770.78
11-000-221-102-65-101-000/ IMPVPT OF INSTRUCTION SAL	16-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVPT OF INSTRUCTION SAL	23	5,248.62

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Account Number

APRIL 29, 2016 PAYROLL

va\_bill1.10272014  
03/01/2016

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-221-176-77-000-000/ SALARIES OF MASTER TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF MASTER TEACH	23	6,602.20
11-000-222-100-60-101-000/ ED MEDIA SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	23	6,565.55
11-000-222-100-60-104-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	2,243.08
11-000-222-100-73-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	2,051.73
11-000-222-100-74-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	1,775.00
11-000-222-100-76-101-000/ ED MEDIA SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	23	1,897.49
11-000-222-100-77-101-000/ ED MEDIA SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	23	1,950.94
11-000-230-100-61-101-000/ GENERAL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	23	9,353.10
11-000-230-100-62-101-000/ GENERAL ADMIN - SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN - SALARY	23	8,898.75
11-000-230-108-60-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	5,950.00
11-000-240-103-07-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	23	6,394.00
11-000-240-103-40-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	23	9,036.49
11-000-240-103-60-101-000/ SALARIES OF PRINCIPALS/A	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	23	6,394.00
11-000-240-103-73-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	23	11,798.45
11-000-240-103-74-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	23	11,785.37
11-000-240-103-75-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	23	6,299.54
11-000-240-103-76-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	23	11,706.70
11-000-240-103-77-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	23	17,849.03
11-000-240-103-98-101-000/ SALARIES OF PRINCIPALS/A	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	23	5,675.90
11-000-240-105-60-101-000/ SALARIES OF SECRETARIAL	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF SECRETARIAL	23	719.88
11-000-251-100-63-000-000/ CENTRAL SERVICE SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICE SALARY	23	25,751.60
11-000-251-100-69-000-000/ CENTRAL SERVICES SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICES SALARY	23	8,722.75
11-000-252-100-63-000-000/ ADMIN TECH SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ADMIN TECH SALARY	23	6,604.47
11-000-261-100-71-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	2,799.57
11-000-262-104-71-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	23	5,276.94
11-000-266-100-60-101-000/ SECURITY SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SECURITY SALARIES	23	24,536.35
11-000-270-160-60-000-000/ SAL. FOR PUPIL TRANS(BET	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	23	2,137.42

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Account Number

APRIL 29, 2016 PAYROLL

va\_bill1.10272014  
03/01/2016

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-270-162-60-000-000/ SAL. FOR PUPIL TRANS(BET	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	23	7,096.95
11-110-100-101-80-102-000/ REG PROGRAM-PRESCH/KINDE	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	23	2,700.00
11-110-100-101-84-101-000/ PRESCHOOL/KINDERGARTEN -	16-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL/KINDERGARTEN -	23	4,871.87
11-110-100-101-85-101-000/ REG PROGRAM-PRESCH/KINDE	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	23	57,317.08
11-120-100-101-67-103-000/ REG PROGRAM-GRADES 1-5	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	23	3,316.34
11-120-100-101-73-101-000/ REG PROGRAM-GRADES 1-5	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	23	58,328.35
11-120-100-101-73-710-000/ GRADES 1-5 - SALARIES OF	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 1-5 - SALARIES OF	23	2,314.60
11-120-100-101-74-101-000/ REG PROGRAM-GRADES 1-5	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	23	122,806.56
11-120-100-101-74-710-000/ GRADES 1-5 - SALARIES OF	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 1-5 - SALARIES OF	23	6,089.70
11-120-100-101-80-102-000/ REG PROGRAM-GRADES 1-5	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	23	7,300.00
11-130-100-101-67-103-000/ REG PROGRAM-GRADES 6-8	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	23	4,559.39
11-130-100-101-73-101-000/ GRADES 6-8 - SALARIES OF	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 6-8 - SALARIES OF	23	12,093.00
11-130-100-101-74-101-000/ GRADES 6-8 - SALARIES OF	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 6-8 - SALARIES OF	23	12,795.35
11-130-100-101-76-101-000/ REG PROGRAM-GRADES 6-8	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	23	120,933.11
11-130-100-101-80-102-000/ REG PROGRAM-GRADES 6-8	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	23	6,183.47
11-140-100-101-07-101-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	23	26,325.95
11-140-100-101-67-103-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	23	1,857.17
11-140-100-101-77-101-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	23	120,793.12

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Account Number

APRIL 29, 2016 PAYROLL

va\_bill1.10272014  
03/01/2016

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-140-100-101-80-102-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	23	9,690.00
11-140-100-101-98-000-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	23	160,387.11
11-150-100-101-40-101-000/ HOME INSTRUCTION	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HOME INSTRUCTION	23	1,113.25
11-204-100-101-40-101-000/ SPEC ED-LEARN & LANG DIS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-LEARN & LANG DIS	23	64,302.70
11-209-100-101-40-101-000/ SPEC ED-BEHAVIOR DISABLE	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-BEHAVIOR DISABLE	23	3,769.50
11-212-100-101-40-101-000/ MULTIPLE DISABILITIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	MULTIPLE DISABILITIES	23	42,500.40
11-213-100-101-40-101-000/ RESOURCE ROOM/CENTER	16-0010		4614 / E.B.O.E.- PAYROLL	HP	RESOURCE ROOM/CENTER	23	92,588.50
11-214-100-101-40-101-000/ SALARIES OF TEACHERS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF TEACHERS	23	3,455.75
11-216-100-101-40-101-000/ SPEC ED-PRE HANDI FULL T	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-PRE HANDI FULL T	23	28,099.50
11-240-100-101-73-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	23	13,271.69
11-240-100-101-74-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	23	39,121.50
11-240-100-101-76-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	23	4,595.63
11-240-100-101-77-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	23	8,528.05
11-240-100-101-84-101-000/ SALARIES OF TEACHERS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF TEACHERS	23	3,184.25
11-240-100-101-85-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	23	5,175.40
11-240-100-101-98-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	23	3,531.75
11-401-100-100-76-101-000/ COCURRICULAR ACTIVITIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	COCURRICULAR ACTIVITIES	23	411.75
11-402-100-100-77-101-000/ ATHLETICS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ATHLETICS	23	787.50
20-060-100-100-66-710-000/ ASIA SAL OF TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ASIA SAL OF TEACH	23	3,046.65
20-218-100-101-02-000-000/ PRESCHOOL SAL OF TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL SAL OF TEACH	23	39,790.35
20-231-100-100-66-000-003/ TITLE I - SALARY TEACHER	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SALARY TEACHER	23	3,556.75
20-231-100-100-66-000-010/ TITLE I - TEACHER SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - TEACHER SALARY	23	4,000.70
20-231-100-100-66-000-020/ TITLE I - SALARY TEACHER	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SALARY TEACHER	23	3,761.55
20-231-100-100-66-103-003/ TITLE I -SAL EXTRA COMP	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I -SAL EXTRA COMP	23	1,380.15
20-231-100-100-66-103-005/ TITLE I - SAL EXTRA COMP	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SAL EXTRA COMP	23	2,295.23

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**Englewood Public School District**  
**Bills And Claims Report By Account Number**  
 APRIL 29, 2016 PAYROLL

va\_bill1.10272014  
 03/01/2016

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
20-231-100-100-66-103-020/ TITLE I EXTRA COMP DMHS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I EXTRA COMP DMHS	23	610.00
20-231-100-100-66-724-020/ TITLE I FOCUS TEACH SAL	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I FOCUS TEACH SAL	23	5,462.50
20-241-100-100-66-000-000/ TITLE III SAL OF TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE III SAL OF TEACH	23	503.27
20-270-100-100-66-000-000/ TITLE II SAL OF TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE II SAL OF TEACH	23	701.50
60-057-100-100-02-000-000/ SALARIES - QUARLES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - QUARLES	23	5,979.80
60-057-100-100-03-000-000/ SALARIES - MCCLOUD	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - MCCLOUD	23	2,088.79
60-057-100-100-05-000-000/ SALARIES - GRIECO	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - GRIECO	23	8,961.53
<b>Total for Unposted Checks</b>							<b>\$1,532,904.00</b>

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

**Englewood Public School District**  
**Bills And Claims Report By Account Number**  
**APRIL 29, 2016 PAYROLL**

va\_bill1.10272014  
03/01/2016

*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.* Run on 04/22/2016 at 12:37:47 PM

Fund Summary	Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	11			\$1,450,765.23		\$1,450,765.23
	20	20			\$65,108.65		\$65,108.65
	60	60			\$17,030.12		\$17,030.12
	GRAND	TOTAL	\$0.00	\$0.00	\$1,532,904.00	\$0.00	\$1,532,904.00

Chairman Finance Committee

Member Finance Committee

# Englewood Public School District

## Bills And Claims Report By Account Number

MAY 13, 2016 PAYROLL

va\_bill1.10272014  
04/01/2016

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-211-172-07-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	5,195.25
11-000-211-172-60-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	5,175.40
11-000-211-172-73-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	1,753.38
11-000-211-172-76-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	6,180.21
11-000-211-172-77-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	3,986.20
11-000-211-172-85-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	1,753.37
11-000-211-172-98-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	1,894.13
11-000-211-173-60-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	5,322.58
11-000-211-173-67-103-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	1,426.12
11-000-213-100-60-102-000/ HEALTH SERVICES SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SERVICES SALARY	24	750.00
11-000-213-100-67-103-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	1,050.00
11-000-213-100-73-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	24	3,762.00
11-000-213-100-74-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	24	2,806.75
11-000-213-100-76-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	24	2,756.75
11-000-213-100-77-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	24	2,046.75
11-000-213-100-85-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	24	6,421.27
11-000-213-100-98-101-000/ HEALTH SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	24	2,046.75
11-000-216-100-40-101-000/ RELATED SERVICES SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	RELATED SERVICES SALARY	24	36,446.98
11-000-218-104-76-101-000/ GUIDANCE SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GUIDANCE SALARY	24	9,716.65
11-000-218-104-77-101-000/ GUIDANCE SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GUIDANCE SALARY	24	7,849.15
11-000-219-104-40-101-000/ CHILD STUDY TEAM SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SALARY	24	54,115.05
11-000-219-105-40-101-000/ CHILD STUDY TEAM SEC	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SEC	24	2,606.70
11-000-221-102-64-101-000/ IMPVPT OF INSTRUCTION SAL	16-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVPT OF INSTRUCTION SAL	24	10,770.78
11-000-221-102-65-101-000/ IMPVPT OF INSTRUCTION SAL	16-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVPT OF INSTRUCTION SAL	24	5,248.62
11-000-221-176-77-000-000/ SALARIES OF MASTER TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF MASTER TEACH	24	6,602.20

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Englewood Public School District

## Bills And Claims Report By Account Number

MAY 13, 2016 PAYROLL

va\_bill1.10272014  
04/01/2016

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-222-100-60-101-000/ ED MEDIA SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	24	6,565.55
11-000-222-100-60-104-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	5,029.77
11-000-222-100-73-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	2,051.73
11-000-222-100-74-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	1,775.00
11-000-222-100-76-101-000/ ED MEDIA SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	24	1,897.49
11-000-222-100-77-101-000/ ED MEDIA SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	24	1,950.94
11-000-230-100-61-101-000/ GENERAL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	24	9,353.10
11-000-230-100-62-101-000/ GENERAL ADMIN - SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN - SALARY	24	8,898.75
11-000-230-100-67-103-000/ GENERAL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	24	328.74
11-000-230-108-60-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	5,950.00
11-000-240-103-07-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	24	6,394.00
11-000-240-103-40-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	24	9,036.49
11-000-240-103-60-101-000/ SALARIES OF PRINCIPALS/A	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	24	6,394.00
11-000-240-103-73-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	24	11,798.45
11-000-240-103-74-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	24	11,785.37
11-000-240-103-75-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	24	6,299.54
11-000-240-103-76-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	24	11,706.70
11-000-240-103-77-101-000/ SCHOOL ADMIN SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	24	17,849.03
11-000-240-103-98-101-000/ SALARIES OF PRINCIPALS/A	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	24	5,675.90
11-000-240-105-60-101-000/ SALARIES OF SECRETARIAL	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF SECRETARIAL	24	1,714.00
11-000-251-100-63-000-000/ CENTRAL SERVICE SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICE SALARY	24	26,040.09
11-000-251-100-69-000-000/ CENTRAL SERVICES SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICES SALARY	24	8,722.75
11-000-252-100-63-000-000/ ADMIN TECH SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ADMIN TECH SALARY	24	6,604.47
11-000-261-100-71-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	2,799.57
11-000-262-104-71-000-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	5,276.94
11-000-266-100-60-101-000/ SECURITY SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SECURITY SALARIES	24	28,831.37
11-000-270-160-60-000-000/ SAL. FOR PUPIL TRANS(BET	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	24	2,137.42

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**Englewood Public School District**  
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<b>UNPOSTED CHECKS</b>							
11-000-270-162-60-000-000/ SAL. FOR PUPIL TRANS(BET	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	24	11,052.24
11-110-100-101-80-102-000/ REG PROGRAM-PRESCH/KINDE	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	24	3,000.00
11-110-100-101-84-101-000/ PRESCHOOL/KINDERGARTEN -	16-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL/KINDERGARTEN -	24	4,871.87
11-110-100-101-85-101-000/ REG PROGRAM-PRESCH/KINDE	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	24	57,317.08
11-120-100-101-67-103-000/ REG PROGRAM-GRADES 1-5	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	24	8,398.98
11-120-100-101-73-101-000/ REG PROGRAM-GRADES 1-5	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	24	58,328.35
11-120-100-101-73-710-000/ GRADES 1-5 - SALARIES OF	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 1-5 - SALARIES OF	24	2,314.60
11-120-100-101-74-101-000/ REG PROGRAM-GRADES 1-5	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	24	133,336.80
11-120-100-101-74-710-000/ GRADES 1-5 - SALARIES OF	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 1-5 - SALARIES OF	24	6,089.70
11-120-100-101-80-102-000/ REG PROGRAM-GRADES 1-5	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 1-5	24	10,700.00
11-130-100-101-67-103-000/ REG PROGRAM-GRADES 6-8	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	24	1,222.00
11-130-100-101-73-101-000/ GRADES 6-8 - SALARIES OF	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 6-8 - SALARIES OF	24	12,093.00
11-130-100-101-74-101-000/ GRADES 6-8 - SALARIES OF	16-0010		4614 / E.B.O.E.- PAYROLL	HP	GRADES 6-8 - SALARIES OF	24	12,795.35
11-130-100-101-76-101-000/ REG PROGRAM-GRADES 6-8	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	24	119,167.23
11-130-100-101-80-102-000/ REG PROGRAM-GRADES 6-8	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 6-8	24	6,000.00
11-140-100-101-07-101-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	24	26,325.95
11-140-100-101-67-103-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	24	3,658.31
11-140-100-101-77-101-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	24	122,500.75

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<b>UNPOSTED CHECKS</b>							
11-140-100-101-80-102-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	24	11,994.00
11-140-100-101-98-000-000/ REG PROGRAM-GRADES 9-12	16-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	24	161,924.51
11-150-100-101-40-101-000/ HOME INSTRUCTION	16-0010		4614 / E.B.O.E.- PAYROLL	HP	HOME INSTRUCTION	24	2,272.25
11-204-100-101-40-101-000/ SPEC ED-LEARN & LANG DIS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-LEARN & LANG DIS	24	65,766.83
11-209-100-101-40-101-000/ SPEC ED-BEHAVIOR DISABLE	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-BEHAVIOR DISABLE	24	3,769.50
11-212-100-101-40-101-000/ MULTIPLE DISABILITIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	MULTIPLE DISABILITIES	24	42,500.40
11-213-100-101-40-101-000/ RESOURCE ROOM/CENTER	16-0010		4614 / E.B.O.E.- PAYROLL	HP	RESOURCE ROOM/CENTER	24	92,588.50
11-214-100-101-40-101-000/ SALARIES OF TEACHERS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF TEACHERS	24	3,455.75
11-216-100-101-40-101-000/ SPEC ED-PRE HANDI FULL T	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SPEC ED-PRE HANDI FULL T	24	28,099.50
11-240-100-101-73-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	24	9,739.94
11-240-100-101-74-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	24	42,665.25
11-240-100-101-76-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	24	4,595.63
11-240-100-101-77-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	24	8,528.05
11-240-100-101-84-101-000/ SALARIES OF TEACHERS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF TEACHERS	24	3,184.25
11-240-100-101-85-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	24	5,175.40
11-240-100-101-98-101-000/ BILINGUAL ED	16-0010		4614 / E.B.O.E.- PAYROLL	HP	BILINGUAL ED	24	3,531.75
11-401-100-100-76-101-000/ COCURRICULAR ACTIVITIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	COCURRICULAR ACTIVITIES	24	6,948.00
11-401-100-100-77-101-000/ COCURRICULAR ACTIVITIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	COCURRICULAR ACTIVITIES	24	3,600.00
11-402-100-100-76-101-000/ SALARIES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	24	2,250.00
11-402-100-100-77-101-000/ ATHLETICS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ATHLETICS	24	35,850.00
20-044-100-100-66-000-000/ CONFUCIUS SAL OF TEACHER	16-0010		4614 / E.B.O.E.- PAYROLL	HP	CONFUCIUS SAL OF TEACHER	24	61.00
20-060-100-100-66-710-000/ ASIA SAL OF TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	ASIA SAL OF TEACH	24	3,046.65
20-218-100-101-02-000-000/ PRESCHOOL SAL OF TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	PRESCHOOL SAL OF TEACH	24	39,790.35
20-231-100-100-66-000-003/ TITLE I - SALARY TEACHER	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SALARY TEACHER	24	3,556.75

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va\_bill1.10272014  
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Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
20-231-100-100-66-000-010/ TITLE I - TEACHER SALARY	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - TEACHER SALARY	24	4,000.70
20-231-100-100-66-000-020/ TITLE I - SALARY TEACHER	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SALARY TEACHER	24	3,761.55
20-231-100-100-66-103-003/ TITLE I -SAL EXTRA COMP	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I -SAL EXTRA COMP	24	1,098.00
20-231-100-100-66-103-005/ TITLE I - SAL EXTRA COMP	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I - SAL EXTRA COMP	24	53.38
20-231-100-100-66-103-020/ TITLE I EXTRA COMP DMHS	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I EXTRA COMP DMHS	24	396.50
20-231-100-100-66-724-020/ TITLE I FOCUS TEACH SAL	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I FOCUS TEACH SAL	24	5,462.50
20-241-100-100-66-000-000/ TITLE III SAL OF TEACH	16-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE III SAL OF TEACH	24	137.26
60-057-100-100-02-000-000/ SALARIES - QUARLES	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - QUARLES	24	5,347.17
60-057-100-100-03-000-000/ SALARIES - MCCLOUD	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - MCCLOUD	24	2,654.53
60-057-100-100-05-000-000/ SALARIES - GRIECO	16-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - GRIECO	24	7,793.72
<b>Total for Unposted Checks</b>							<b>\$1,615,321.98</b>

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**Englewood Public School District**  
**Bills And Claims Report By Account Number**  
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va\_bill1.10272014  
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*Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.* Run on 05/11/2016 at 03:08:40 PM

Fund Summary	Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	11			\$1,538,161.92		\$1,538,161.92
	20	20			\$61,364.64		\$61,364.64
	60	60			\$15,795.42		\$15,795.42
	GRAND	TOTAL	\$0.00	\$0.00	\$1,615,321.98	\$0.00	\$1,615,321.98

Chairman Finance Committee

Member Finance Committee

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# Englewood Public School District

## Monthly Transfer Report

va\_s1701  
04/01/2016

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1XX-100-XXX 12-1XX-100-XXX 13-1XX-100-XXX 15-1XX-100-XXX 18-1XX-100-XXX	18,670,657.77	3,574.61	18,674,232.38	1,867,423.24	( 1,286,767.53)	-6.89	580,655.71	670,382.70
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1X-2XX-100-XXX 1X-000-216-XXX 1X-000-217-XXX	7,690,543.60	4,347.62	7,694,891.22	769,489.12	2,391,782.74	31.08	3,161,271.86	89,615.71
Vocational Programs-Local	1X-3XX-100-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructiona	11-4XX-100-XXX 11-4XX-200-XXX 12-4XX-100-XXX 15-4XX-100-XXX 15-4XX-200-XXX	955,605.00	0.00	955,605.00	95,560.50	( 23,624.00)	-2.47	71,936.50	107,641.92
Community Services Programs/Operations	1X-800-330-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>UNDISTRIBUTED EXPENDITURES</b>		<b>27,316,806.37</b>	<b>7,922.23</b>	<b>27,324,728.60</b>					<b>867,640.33</b>
Tuition	11-000-100-XXX 16-000-100-XXX 17-000-100-XXX 18-000-100-XXX	4,357,137.27	0.00	4,357,137.27	435,713.73	13,248.74	0.30	448,962.47	85,123.31
Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/	1X-000-211-XXX 1X-000-213-XXX 1X-000-218-XXX 1X-000-219-XXX 1X-000-222-XXX	5,374,690.33	1,944.99	5,376,635.32	537,663.53	( 294,700.21)	-5.48	242,963.32	110,571.99
Improvement of Instruction Services and Instructional Staff Training Services	1X-000-221-XXX 1X-000-223-XXX	907,853.00	850.00	908,703.00	90,870.30	( 55,579.60)	-6.12	35,290.70	91,281.82
General Administration	1X-000-230-XXX	1,195,494.58	52,106.88	1,247,601.46	124,760.15	60,000.00	4.81	184,760.15	26,054.91
School Administration	1X-000-240-XXX	2,274,056.00	3,250.40	2,277,306.40	227,730.64	432,081.81	18.97	659,812.45	62,052.51
Central Services & Administrative Information Technology	1X-000-25X-XXX	1,007,297.29	3,312.00	1,010,609.29	101,060.93	149,875.83	14.83	250,936.76	20,061.50
Operation and Maintenance of Plant Services	1X-000-26X-XXX	6,565,567.77	18,736.64	6,584,304.41	658,430.44	( 22,241.00)	-0.34	636,189.44	406,718.27
Student Transportation Services	1X-000-270-XXX	3,327,798.25	0.00	3,327,798.25	332,779.83	257,124.10	7.73	589,903.93	64,144.45

va\_s1701  
04/01/2016

# Englewood Public School District Monthly Transfer Report

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Personal Services-Employee Benefits	1X-XXX-XXX-2XX	8,939,659.00	0.00	8,939,659.00	893,965.90	( 450,196.88)	-5.04	443,769.02	77,449.60
Food Services	11-000-310-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL GENERAL CURRENT EXPENSE</b>		<b>33,949,553.49</b>	<b>80,200.91</b>	<b>34,029,754.40</b>					<b>943,458.36</b>
Equipment	12-XXX-XXX-73X 15-XXX-XXX-73X	15,195.00	0.00	15,195.00	1,519.50	26,770.00	176.18	28,289.50	145.18
Facilities Acquisition and Construction Services	12-000-4XX-XXX	415,222.00	437,172.53	852,394.53	0.00	( 8,126.00)	-0.95	0.00	82,087.90
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4XX-931	0.00	0.00	0.00	0.00	425,000.00	0.00	425,000.00	0.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>430,417.00</b>	<b>437,172.53</b>	<b>867,589.53</b>					<b>82,233.06</b>
<b>TOTAL SPECIAL SCHOOLS</b>	13-XXX-XXX-XXX	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Transfer of Funds to Charter Schools	10-000-100-56X	2,036,998.00	0.00	2,036,998.00	203,699.80	53,027.00	2.60	256,726.80	0.00
General Fund Contribution to School Based Budgets	10-000-520-930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>OPERATING BUDGET GRAND TOTAL</b>		<b>63,733,774.86</b>	<b>525,295.67</b>	<b>64,259,070.53</b>					<b>1,893,331.77</b>

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School Business Administrator Signature

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Date

BUDGET TRANSFER				
MARCH, 2016				
DATE	ACCOUNT	FROM	TO	DESCRIPTION
03/31/16	11-140-100-101-98-000-000	\$ 75,000.00		Grade 9-12 - Instruction - Salaries of Teachers
03/31/16	11-000-222-500-68-000-000		\$ 75,000.00	Educational Media/Library Services - Other Purchased Services
03/31/16	11-190-100-640-98-000-000	\$ 2,000.00		Regular Programs - Instruction - Textbooks
03/31/16	11-190-100-500-98-000-000		\$ 2,000.00	Regular Programs - Instruction - Other Purchased Services
03/31/16	11-000-230-585-63-000-000	\$ 175.00		General Administration - Board of Education Other Purchased Services
03/31/16	11-000-230-590-61-000-000		\$ 175.00	General Administration - Miscellaneous Purchased Services
03/31/16	11-000-221-500-64-000-000	\$ 125.00		Improvement of Instruction Services - Other Purchased Services
03/31/16	11-000-223-580-98-000-000		\$ 125.00	Instructional Staff Training Services - Travel
03/31/16	11-000-222-500-20-000-000	\$ 16,330.00		Educational Media/Library Services - Other Purchased Services
03/31/16	11-000-222-600-68-000-000		\$ 16,330.00	Educational Media/Library Services - Supplies and Materials
03/31/16	11-000-262-610-71-603-000	\$ 840.00		Custodial Services - General Supplies
03/31/16	11-000-263-610-71-605-000		\$ 840.00	Care and Upkeep of Grounds - General Supplies
03/31/16	11-000-213-600-10-000-000	\$ 318.00		Health Services - Supplies and Materials
03/31/16	11-000-213-320-40-000-000		\$ 318.00	Health Services - Purchased Professional - Educational Services
03/31/16	11-000-263-420-71-521-000	\$ 7,597.00		Care and Upkeep of Grounds - Cleaning, Repair and Maintenance Services
03/31/16	11-000-222-600-68-000-000		\$ 7,597.00	Educational Media/Library Services - Supplies and Materials
03/31/16	11-000-262-800-71-000-000	\$ 1,800.00		Custodian Services - Other Objects
03/31/16	11-000-263-420-71-509-000		\$ 1,800.00	Care and Upkeep of Grounds - Cleaning, Repair and Maintenance Services
03/31/16	11-000-100-564-40-000-000	\$ 12,000.00		Instruction - Tuition to County Vocational School Districts - Special
03/31/16	11-000-270-514-40-000-000		\$ 12,000.00	Student Transportation Services - Contracted Services (Special Education Students) - Vendors
03/31/16	11-000-100-564-40-000-000	\$ 27,000.00		Instruction - Tuition to County Vocational School Districts - Special
03/31/16	11-000-213-320-40-000-000		\$ 27,000.00	Health Services - Purchased Professional - Technical Services
03/31/16	11-000-100-561-63-000-000	\$ 700.00		Instruction - Tuition to Other LEAs within the State - Regular
03/31/16	11-000-211-600-60-000-000		\$ 700.00	Attendance and Social Work Services - Supplies and Materials
03/31/16	11-000-270-593-63-000-000	\$ 600.00		Student Transportation Services - Miscellaneous Purchased Services - Transportation
03/31/16	11-000-270-420-63-000-000		\$ 600.00	Student Transportation Services - Cleaning, Repair and Maintenance Services
03/31/16	11-190-100-610-20-000-000	\$ 9,000.00		Regular Programs - Instruction - General Supplies
03/31/16	11-190-100-500-20-413-000		\$ 9,000.00	Regular Programs - Instruction - Other Purchased Services
03/31/16	11-000-262-800-71-000-000	\$ 200.00		Custodial Services - Other Objects
03/31/16	11-000-263-420-71-509-000		\$ 200.00	Care and Upkeep of Grounds - Cleaning, Repair and Maintenance Services
03/31/16	11-000-100-561-63-241-000	\$ 23,072.00		Instruction - Tuition to Other LEAs within the State - Regular (Displaced)
03/31/16	11-000-100-561-63-000-000	\$ 23,072.00		Instruction - Tuition to Other LEAs within the State - Regular
03/31/16	10-000-100-561-63-238-000		\$ 46,144.00	Instruction - Tuition to Other LEAs within the State - Regular - (Charter School)
03/31/16	11-000-261-420-71-523-000	\$ 1,000.00		Required Maintenance for School Facilities - Cleaning Repair and Maintenance Services
03/31/16	11-000-261-420-71-514-000		\$ 1,000.00	Required Maintenance for School Facilities - Cleaning Repair and Maintenance Services
03/31/16	11-000-262-520-63-458-000	\$ 486.54		Custodial Services - Insurance
03/31/16	11-000-262-520-63-455-000		\$ 486.54	Custodial Services - Insurance
03/31/16	60-057-100-100-02-000-000	\$ 801.46		2015-2016 After School Program- Instruction - Personnel Services - Salaries
03/31/16	60-057-100-100-03-000-000	\$ 357.99		2015-2016 After School Program- Instruction - Personnel Services - Salaries
03/31/16	60-057-100-100-05-000-000	\$ 1,172.87		2015-2016 After School Program- Instruction - Personnel Services - Salaries

<b>BUDGET TRANSFER</b>				
<b>MARCH, 2016</b>				
<b>DATE</b>	<b>ACCOUNT</b>	<b>FROM</b>	<b>TO</b>	<b>DESCRIPTION</b>
03/31/16	60-057-291-220-02-000-000		\$ 801.46	2015-2016 After School Program - Personnel Services - Unallocated Employee Benefits - Social Security Contributions
03/31/16	60-057-291-220-03-000-000		\$ 357.99	2015-2016 After School Program - Personnel Services - Unallocated Employee Benefits - Social Security Contributions
03/31/16	60-057-291-220-05-000-000		\$ 1,172.87	2015-2016 After School Program - Personnel Services - Unallocated Employee Benefits - Social Security Contributions
	<b>TOTAL</b>	<b>\$ 203,647.86</b>	<b>\$ 203,647.86</b>	