

# Englewood Board of Education

September 18, 2017

## Administration - ADDENDUM

**18-A-21                    APPROVAL – CORRECTIVE ACTION PLAN FOR STUDENT RECORDS REVIEW                    TAB-12**

WHEREAS, the Office of Fiscal Accountability and Compliance has completed a review and issued a report regarding student records review for the Englewood Public School District; now

WHEREAS, on August 31, 2017 the findings were discussed and the report of examination was read to the public,

THEREFORE BE IT RESOLVED, the Englewood Board of Education approves the attached Corrective Action Plan for student records review.

**18-A-22                    APPROVAL – PURCHASED SERVICES 2017 – 2018**

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>
Jackson, Theodora	Consultant for the Human Resources department to audit files. September 19, 2017 –December 15, 2017	11-000-223-320-20-000-000	\$ 35.00 not to exceed 142 hours
First & Associates, Inc. School First Consultant	Webmaster Services/Technician In Dept. of Technology 2017-2018 School Year	11-000-230-339-61-000-000	\$31,500

**FINANCE ADDENDUM**

**September 18, 2017**

**18-F-34            APPROVAL – SCHOOL FACILITIES RENTALS**

WHEREAS, the Englewood Public School District rents facilities to outside vendors per policy 7510; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education approves the following rentals:

VENDOR	DATES	AMOUNT
24 Eighty 4 Bulls	9/5/17 to 11/3/17	\$ 7,200.00

# Englewood Board of Education

## Agenda

September 18, 2017

### PERSONNEL – ADDENDUM

18-P-21 APPROVAL – 2017-2018 CONTRACTED APPOINTMENTS AND EMPLOYMENT OF PERSONNEL: FULL-TIME/PART-TIME, NON-GUIDE 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.
3. Valid certification appropriate for his/her employment or assignment in New Jersey.

*N = New      LR = Leave Replacement      R = Replacement      RI = Reinstatement*

#### SUBSTITUTE TEACHERS

Name	Position	Loc	Salary/Budget	Effective Dates
Henao, Daniel <sup>1</sup>	Per-diem Substitute Teacher CEAS: Teacher of Health and Physical Education	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/25/2017-06/30/2018
Von Rudenburg <sup>1</sup> Stephanie	Per-diem Substitute Teacher Standard: Teacher of Students with Disabilities	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/25/2017-06/30/2018

<sup>1</sup>Start date as approved or as soon as possible pending State clearance

# THE ENGLEWOOD BOARD OF EDUCATION

## AGENDA – PUBLIC MEETING

September 18, 2017

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 p.m. in the Cafeteria. The order of business and agenda for the meeting are:

### I. CALL TO ORDER 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.

### II. ROLL CALL Kim Donaldson, Angela Midgette-David, Elisabeth Schwartz, Molly Craig-Berry, George Garrison, III, Glenn Garrison, Betty Griffin, Henry Pruitt, Stephen Brown

### III. PLEDGE OF ALLEGIANCE

### IV. 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.

### V. APPROVAL OF MINUTES

August 17, 2017 – Regular Meeting and Closed Session  
August 31, 2017 – Special Public Meeting and Closed Session

**VI. 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 July 2017 and Board Secretary’s report for the month of July 2017; and

FUND	CASH BALANCE	APPROPRIATIONS	ENCUMBRANCES	EXPENDITURES	FUND BALANCE
General Current Expense Fund	\$ 6,477,668.75	\$67,141,272.60	\$53,759,241.49	\$ 499,746.48	\$ 12,882,284.63
(10),(11),(18) Current Expense		\$66,292,810.60	\$53,442,779.49	\$ 499,746.48	\$ 12,350,284.63
(12) Capital Outlay		\$ 848,462.00	\$ 316,462.00		\$ 532,000.00
(13) Special Schools					
Capital Reserve					
(20) Special Revenue Fund	\$ 1,474,320.53	\$ 3,993,973.00	\$ 474,443.00	\$ 16,973.00	\$ 3,502,557.00
(30) Capital Projects Fund	\$ (1,338,326.56)	\$ 303,058.36			\$ 303,058.36
(40) Debt Service Fund	\$ 0.74	\$ 1,813,757.00			\$ 1,813,757.00
(50) Enterprise Fund	\$ 269,469.27				
(1) NET Payroll	\$ (19,089.39)				
(60) Enterprise Fund	\$ 108,089.03				
<b>TOTAL</b>	<b>\$ 6,972,132.37</b>	<b>\$73,252,060.96</b>	<b>\$54,233,684.49</b>	<b>\$ 516,719.48</b>	<b>\$ 18,501,656.99</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).

**VII. COMMITTEE REPORT(S)**

**VIII. SUPERINTENDENT’S REPORT**

Corrective Action Plan

**IX. REVIEW OF CONSENT AGENDA**

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

**Administration**                      **18-A-16 through 18-A-20**  
**Finance**                                **18-F-27 through 18-F-33**  
**Personnel**                              **18-P-16 through 18-P-20**

Section	Section	Topic	Page	Tab
<b>Administration</b>	18-A-16	Approval – Purchased Services 2017-2018	4	3
	18-A-17	Approval – First Reading of Revised Board of Education Policies	5	4
	18-A-18	Approval – Field Trips	5	5
	18-A-19	Approval – Field Trip Destination List	6	6
	18-A-20	Approval – Submission of NJDOE School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act Statement of Assurance	6	
<b>Finance</b>	18-F-27	Approval – Staff and BOE Travel	7	7
	18-F-28	Approval – Line Item Transfers	7	8
	18-F-29	Approval – Bills List	7	9
	18-F-30	Approval – Nonpublic School Textbook Initiative For 2017-2018	7	
	18-F-31	Approval – Revised 2017-2018 Salaries of Full-Time Staff Paid with ESEA Funds	8	
	18-F-32	Approval – Bergen Family Center Contract	8	10
	18-F-33	Approval – School Facilities Rentals	8	
<b>Personnel</b>	18-P-16	Approval – 2017-2018 Contracted Appointments and Employment of Personnel: Full-Time/Part-Time, Non-Guide Employees, and Substitutes	9	
	18-P-17	Approval - 2017-2018 Salary Adjustments, Reclassifications and Transfers	10-11	
	18-P-18	Approval - 2017-2018 Extra Compensation Positions	11-15	
	18-P-19	Approval – Retirement, Resignations, Leaves of Absence, Terminations	16	
	18-P-20	Approval – Job Descriptions	16	11

**X. PRIVILEGE OF THE FLOOR**

**XI. APPROVAL OF CONSENT AGENDA**

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

**XII. OLD/NEW BUSINESS**

**XIII. ADJOURNMENT**

**ADMINISTRATION**

**18-A-16 APPROVAL – PURCHASED SERVICES 2017 – 2018**

**TAB-3**

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:

Name	Service / Dates	Budget	Max. Fees
Marisin Gladston	The consultant will provide professional development to ESL staff members. The PD will be in the area of literacy, language development and strategies for ELL (English language learners) that are enrolled in the ESL Push-In and ESL-Only programs. Saturday/ 9 - 1 PM November 11, 2017	20-245-200-300-66-000-000	\$ 2,000.00
Educere	Student #145919 English II; Geometry; Biology 2017-2018 Courses for Full Credit	11-190-100-500-07-000-000	\$1,797.00
Gravity Goldberg Consultants	Readers and Writers Workshop 9 sessions 10/19/17, 11/8/17, 11/14/17, 12/19/17, 1/23/18, 2/28/18 3/21/18, 4/10/18, 5/5/18	20-270-200-300-66-000-000	\$18,000
Leonia High School	Student#145919 Out-of-District Tuition September 7, 2017-June 30, 2018	11-000-100-561-63-000-000	\$16,214.00
Dr. Arthur Freiman	Consultant to the Director of Pupil Personnel Services. Quality Control and Compliance including, but not limited to OFAC Corrective Action Plan.	N/A	Pro Bono
Cindy Generali William Paterson University Early Childhood Workshops	Lesson Plans & Putting it all together What does a Creative Classroom Environment classroom look like? (CC 6th Edition foundation series Volume 1 & 2) What does a Creative Curriculum Unit of Study Look Like? (Study Guides) How does documentation (work samples, artifacts and observation) guide curriculum choice? (Volume 6 and TSG ODLs aligned with NJ Preschool Teaching and Learning Standards of Quality October 2 & 9, 2017	11-000-223-500-64-000-000	\$2000.00

18-A-17

**APPROVAL – FIRST READING OF BOARD OF EDUCATION POLICIES**

TAB-4

BE IT 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>
5111	ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS <b>(M)</b>
5410	PROMOTION AND RETENTION <b>(M)</b>
R5410	PROMOTION AND RETENTION <b>(M)</b>
R2624	GRADING SYSTEM
5420	REPORTING STUDENT PROGRESS <b>(M)</b>
5200	ATTENDANCE <b>(M)</b>
R5200	ATTENDANCE <b>(M)</b>
5550	DISAFFECTED PUPILS <b>(M)</b>
R5550	DISAFFECTED PUPILS <b>(M)</b>
5460	HIGH SCHOOL GRADUATION <b>(M)</b>
3240	PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS <b>(M)</b>
R3240	PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS <b>(M)</b>
7100	LONG-RANGE FACILITIES PLANNING <b>(M)</b>
R7100	LONG-RANGE FACILITIES PLANNING <b>(M)</b>
2700	SERVICES TO NONPUBLIC SCHOOL PUPILS <b>(M)</b>

\*Note: Public comment on these policies will be accepted in writing through September 30, 2017

18-A-18

**APPROVAL – FIELD TRIPS**

TAB-5

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



**18-A-20 APPROVAL – FIELD TRIP DESTINATION LIST**

**TAB-6**

WHEREAS, the Board of Education is required pursuant to N.J.A.C. 6A:23A-5.8 to preapprove all field trip destinations and to ensure that such trip is educationally necessary; and

WHEREAS, school districts annually adopt a list of Field Trip Destination List for use within the schools of the district; and

WHEREAS, the Englewood Board of Education recognizes that field trips are an educationally sound and important ingredient in the instructional program of our schools; and

WHEREAS, all sponsors must submit an official “Field Trip Request” form for each scheduled field trip to the Superintendent’s Office approved by building principal; and

WHEREAS, the field trip conducted for the purpose of affording a firsthand educational experience not available in the classroom; and

WHEREAS, the Superintendent has approved/recommended the field trip experiences to support instruction; and

WHEREAS, In cases where the availability, appropriateness or advisability of any field trip cannot be determined prior to the list, the Superintendent shall have the authority to approve such trips; and

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes in advance, as required by code, the field trip destination list as per attached listing,

**18-A-21 APPROVAL-SUBMISSION OF NJDOE SCHOOL SELF-ASSESSMENT FOR DETERMINING GRADES UNDER THE ANTI-BULLYING BILL OF RIGHTS ACT STATEMENT OF ASSURANCE**

WHEREAS, the district is required to complete an annual *New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act* and a Public Board Meeting was held to review and comment on the self-assessment,

NOW BE IT RESOLVED, upon the recommendation of the Superintendent the BOE approves the submission of the *New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act* and summary results to the NJDOE and,

BE IT FURTHER RESOLVED, that by submitting this summary, the Superintendent assures:

1. The school safety team (SST) had the lead role in completing the Self-Assessment.
2. The public will be given the opportunity to comment on the Self-Assessment at a district Board of Education.
3. The BOE approved the Self-Assessment at a public meeting, prior to submission to the New Jersey Department of Education (NJDOE).
4. All information in the Self-Assessment is an accurate and complete account of the status of the school’s efforts implementing the ABR at the time of submission, the SST’s report, the public comment on the report, and the district BOE’s review of and decision on the report.
5. The NJDOE or its authorized representatives will be provided with access to, and the right to examine, all records, books, papers, or documents related to the Self-Assessment.
6. The grade assigned by the Commissioner for the school and for the school district will be posted on the home page of the school’s website within 10 days of its receipt from the NJDOE.
7. The BOE at a public meeting will review the grades assigned by the Commissioner for each school and the school district.

## FINANCE

**18-F-27                    APPROVAL – STAFF AND BOE TRAVEL                    TAB-7**

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 Englewood 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; and

RESOLVED, the Englewood 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

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

**18-F-28                    APPROVAL – LINE ITEM TRANSFERS                    TAB-8**

RESOLVED, the Englewood Board of Education approves the attached list of July 2017 budget transfers within the 2017-2018 budget pursuant to Policy 6422M.

**18-F-29                    APPROVAL – BILLS LIST                    TAB-9**

RESOLVED, the Board of Education approves payment of the attached bills in the total amount of \$2,135,719.21

**18-F-30                    APPROVAL – NONPUBLIC SCHOOL TEXTBOOK INITIATIVE FOR 2017-2018**

WHEREAS, the Englewood Board of Education (EBOE) received state aid from the New Jersey Department of Education (NJDOE), Division of Finance in the amount of \$96,961 to administer the Nonpublic School Textbook Initiative for the 2016-2017 fiscal period; and

WHEREAS, under the initiative, the EBOE is mandated by NJDOE to distribute said monies to the following nonpublic schools for textbooks to enhance learning among nonpublic school students:

- **\$2,027** – Ability School, 75 Knickerbocker Road, Englewood, NJ 07631;
- **\$41,523** – Dwight-Englewood School, 315 E. Palisade Avenue, Englewood, NJ 07631;
- **\$18,680** – The Elisabeth Morrow School, 435 Lydecker Street, Englewood, NJ 07631;
- **\$767** – First Presbyterian Preschool, 150 E. Palisade Avenue, Englewood, NJ 07631;
- **\$32,375** – Moriah School, 53 South Woodland Street, Englewood, NJ 07631;
- **\$1,589** – Yeshiva OHR Simcha, 101 West Forest Avenue, Englewood, NJ 07631 and

WHEREAS, the guidelines associated with the initiative require EBOE staff to meet with authorized administrators of each of the nonpublic schools referenced above to discuss: the timelines for program implementation; allowable nonpublic school purchases; ordering, delivery and tagging of equipment as EBOE property, and other related areas, be advised that due diligence will be given to each of these areas through the Office of Special Education and the Business Administrator to assure compliance with the guidelines set forth by NJDOE for program administration; now

BE IT RESOLVED, the Englewood Board of Education accepts these funds from the NJDOE for the purpose of textbook purchases at nonpublic schools located in Englewood.

**18-F-31 APPROVAL – REVISED 2017-2018 SALARIES OF FULL-TIME STAFF PAID WITH ESEA FUNDS**

WHEREAS, The Englewood Board of Education receives funding from ESEA Title I, and;

WHEREAS, a plan has been developed to address this issue by the school administration in concert with the NJDOE Regional Achievement Center, and,

BE IT RESOLVED, the Englewood Board of Education approves the funding of the following positions with the use of ESEA Title I funds in the following detail:

ESEA Title 1 Funding

Jeanette Widensky	\$94,186	100%
Angelina Croce	\$72,600	100%
Michael Hellegers	\$72,100	100%
Jin Park	\$56,100	100%

**18-F-32 APPROVAL – BERGEN FAMILY CENTER CONTRACT**

**TAB-10**

WHEREAS, the Englewood Public School District has been awarded preschool education expansion aid; and

WHEREAS, the grant application included Bergen Family Center to provide a full-day, four-year-old preschool program; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education, approves the attached contract with Bergen Family Center in the amount of \$650,000 from September 19, 2017 through June 30, 2018.

**18-F-33 APPROVAL – SCHOOL FACILITIES RENTALS**

WHEREAS, the Englewood Public School District rents facilities to outside vendors per policy 7510; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education approves the following rental:

<u>VENDOR</u>	<u>DATE</u>	<u>AMOUNT</u>
Rhythmic Gymnastics	September 2017 through June 2018	\$25,000

**PERSONNEL**

**18-P-16 APPROVAL – 2017-2018 CONTRACTED APPOINTMENTS AND EMPLOYMENT OF PERSONNEL: FULL-TIME/PART-TIME, NON-GUIDE 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 – 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.
3. Valid certification appropriate for his/her employment or assignment in New Jersey.

<b><i>N = New</i></b>	<b><i>LR = Leave Replacement</i></b>	<b><i>R = Replacement</i></b>	<b><i>RI = Reinstatement</i></b>
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(All salaries are annual unless otherwise noted)

<b>CERTIFICATED STAFF</b>				
<b>Name</b>	<b>Position/Certification</b>	<b>Loc</b>	<b>Salary/Budget</b>	<b>Effective Dates</b>
Marter, Eileen <sup>1</sup> (N)	Teacher of English as a Second Language CEAS: Teacher of English as a Second Language	DMHS	MA, Step 1 \$58,440 Budget Code: 11-240-100-101-77-000	09/19/2017- 06/30/2018

<sup>1</sup>Start date as approved or as soon as possible pending State clearance

<b>NON-CERTIFICATED STAFF</b>				
<b>Name</b>	<b>Position/Certification</b>	<b>Loc</b>	<b>Salary/Budget</b>	<b>Effective Dates</b>
Huntington, Nicole <sup>1</sup> (N)	Security Officer Part-time (NJ SORA Certificate)	DMHS	\$17.14 ph, Non-Guide (max. 25 hrs. p/w) Budget Code: 11-000-266-100-60-101-000	09/25/2017- 06/30/2018

<sup>1</sup>Start date as approved or as soon as possible pending State clearance

<b>SUBSTITUTE TEACHERS</b>				
<b>Name</b>	<b>Position</b>	<b>Loc</b>	<b>Salary/Budget</b>	<b>Effective Dates</b>
Carter, Darnell	Per-diem Substitute Teacher Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/19/2017- 06/30/2018
Gladston, Marisin	Per-diem Substitute Teacher Standard: Teacher of Bilingual/Bicultural	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/19/2017- 06/30/2018

**18-P-17 APPROVAL - 2017-2018 SALARY ADJUSTMENTS, RECLASSIFICATIONS AND TRANSFERS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the salary adjustment(s), reclassification(s) and transfer(s) be approved as provided by the budget.

Name	From	To
Mathieu, Laura <sup>1</sup>	Vice-Principal 11-months, JDMS Standard: Principal Step 5 \$129,765 Effective: 08/23/17-06/30/18 11-000-240-103-76-101-000	Acting Principal 12 months, JDMS Standard: Principal Principal, Step 1 \$136,000 Effective: 09/30/2017-10/31/2017 11-000-240-103-76-101-000

<sup>1</sup>Revised from Board Agenda 8/31/17 Res.#18-P-14

DMHS/AE OVERLOADS						
Name	Guide	Step	Base Salary	Overload	Total	Effective Dates
Arrieta, Shannon	MA+30	12-13	\$72,600	\$5,120	\$77,720	09/06/2017-06/30/2018 11-140-100-103-67-000
Astuto, Denise	MA	1	\$58,440	\$2,560	\$61,000	09/06/2017-01/26/2018 11-140-100-103-67-000
Cohen, Rachel	MA	1	\$58,440	\$5,120	\$63,560	09/06/2017-01/26/2018 11-140-100-103-67-000
Garrigo, Jose	BA	22	\$87,630	\$5,120	\$92,750	09/06/2017-06/30/2018 11-140-100-103-67-000
Ghotok, Mhamdnor	BA	1	\$54,690	\$5,120	\$59,810	09/06/2017-06/30/2018 11-140-100-103-67-000
Hemeda, Suzanne	MA	1	\$58,440	\$2,560	\$61,000	09/06/2017-01/26/2018 11-140-100-103-67-000
LaRusso, John	BA	4-5	\$55,590	\$5,120	\$60,710	09/06/2017-06/30/2018 11-140-100-103-67-000
Malone, April	MA	1	\$58,440	\$5,120	\$63,560	09/06/2017-01/26/2018 11-140-100-103-67-000
Marter, Eileen	MA	1	\$58,440	\$5,120	\$63,560	09/19/2017-06/30/2018 11-140-100-103-67-000
Moyle, Brian	BA	10-11	\$57,100	\$5,120	\$62,220	09/06/2017-06/30/2018 11-140-100-103-67-000
Murphy, Theodora	BA	10-11	\$57,100	\$5,120	\$62,220	09/06/2017-06/30/2018 11-140-100-103-67-000
Serpico, Nicholas	BA	12-13	\$57,600	\$5,120	\$62,720	09/06/2017-06/30/2018 11-140-100-103-67-000
Toussaint, Sapphire	MA	1	\$58,440	\$5,120	\$63,560	09/06/2017-01/26/2018 11-140-100-103-67-000

**Reclassifications will be effective as noted.**

Name	From	To
Abruzzese, Windsor	MA, Step 4-5 \$59,340	MA+30, Step 4-5 \$70,590 Effective: 10/01/17-06/30/18
Buzzerio, Anthony	BA, Step 6-8 \$56,100	MA, Step 6-8 \$59,850 Effective: 10/01/17-06/30/18
Coleman, Qinying	MA, Step 10-11 \$60,850	MA+30, Step 10-11 \$72,100 Effective: 10/01/17-06/30/18
Dinallo, Anthony	MA, Step 16 \$68,400	MA+30, Step 16 79,650 Effective: 10/01/17-06/30/18
Escobedo, Michelle	MA, Step 10-11 \$60,850	MA+30, Step 10-11 \$72,100 Effective: 10/01/17-06/30/18

Heredia, Diana	MA, Step 10-11 \$60,850	MA+30, Step 10-11 \$72,100 Effective: 10/01/17-06/30/18
Keenan, Andrea	BA, Step 4-5 \$55,590	MA, Step 4-5 \$59,340 Effective: 10/01/17-06/30/18
Marcellus, Martine	BA, Step 6-8 \$56,100	MA, Step 6-8 \$59,850 Effective: 10/01/17-06/30/18
Markert, Daniel	BA, Step 6-8 \$56,100	MA, Step 6-8 59,850 Effective: 10/01/17-06/30/18
Martin, Jared	MA, Step 4-5 \$59,340	MA+30, Step 4-5 \$70,590 Effective: 10/01/17-06/30/18
Mina, Jennifer	BA, Step 22 \$87,630	MA, Step 22 \$94,186 Effective: 10/01/17-06/30/18
Motyka, Joffin-Mari	MA, Step 15 \$65,480	MA+30, Step 15 \$76,730 Effective: 10/01/17-06/30/18
Park, Jin	BA, Step 6-8 \$56,100	MA+30, Step 6-8 \$71,100 Effective: 10/01/17-06/30/18
Perry, Debby	BA, Step 4-5 \$55,590	MA, Step 4-5 \$59,340 Effective: 10/01/17-06/30/18
Tarquino, Luz	BA, Step 4-5 \$55,590	MA, Step 4-5 \$59,340 Effective: 10/01/17-06/30/18
Walker, Shirley	MA, Step 16 \$68,400	MA+30, Step 16 \$79,650 Effective: 10/01/17-06/30/18
Watt, Latoya	BA, Step 4-5 \$55,590	MA, Step 4-5 \$59,340 Effective: 10/01/17-06/30/18

**18-P-18 APPROVAL - 2017-2018 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:

**New Teacher Orientation: Whereas, the Englewood Teachers’ Association Agreement provides remuneration for those who attend New Teacher Orientation, be it resolved, that the Board of Education approves the following payment for services rendered.**

Name	Assignment	Rate	Max	Effective Dates	Budget Account
Brennan, Casey	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
Dalrymple-Williams, Delores	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/30/17	11-130-100-101-67-103-000
Felice, Nikki	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
Ghotok, Mhamodor	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
Heisterman, Claudia	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
Kukalski, Jennifer	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
LaGrega, Anthony	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-120-100-101-67-103-000
Madrid, Xiomara	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
Mattessich, Brianna	New Teacher	Per ETA	\$100 per	08/29/17-	11-130-100-101-67-103-000

	Orientation	Guide	diem	08/30/17	
Miller, Erica	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-120-100-101-67-103-000
Nyfenger, Daniel	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
Sariahmed-Tolu, Sabrina	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
Schweizer, Danielle	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000
Sloane, Jonathan	New Teacher Orientation	Per ETA Guide	\$100 per diem	08/29/17-08/30/17	11-130-100-101-67-103-000

JDMS ABA PROGRAM DEVELOPMENT					
Name	Assignment	Rate	Max	Effective Dates	Budget Account
Atamian, Gary	ABA Program Training	Per ETA Guide	30 hrs	09/19/17-06/30/17	11-204-100-101-40-000-000
D’Esposito, Carmen	ABA Program Training	Per ETA Guide	30 hrs	09/19/17-06/30/17	11-204-100-101-40-000-000

BILINGUAL/ESL/PLC - PROFESSIONAL DEVELOPMENT					
Name	Assignment	Rate	Max Hours	Effective Dates	Budget Account
Barrientos, Yackelin	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Bi, Ying	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-044-100-100-66-000-000
Blanco, Maria	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Calenda, Elizabeth	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Cardona, German	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Casanova, Daisy	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Chao, Lihyun	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-044-100-100-66-000-000
Coleman, Qinying	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-044-100-100-66-000-000
Cross, Odette	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Cruz, Shirley	Bilingual- ESL & WL PD/PLC	\$30.50	10 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Csaszar, Margaret	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Formentin, Jenny	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Garrigo, Jose	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Generoso, Monica	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Gil, Saadia	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000

Gioffre, Colleen	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Gormally, Kristina	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Gutierrez, Jennifer	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Heisterman, Claudia	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Heredia, Diana	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Huang, Zishan	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-044-100-100-66-000-000
Iglesias, Maria	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Jaquinet, Cristina	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Lora, Sugeidy	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Martinez, Rosa	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Mata, Danira	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Mauder, Amanda	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Mendiola, Susana	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Mitchell, Basheba	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Nieto, Mariemma	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Pazymino, Ysoris	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Quinones, Cindy	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Reiter, Rosa	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Rentas, Diocelina	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Rodriguez, Luis	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Rodriguez, Rosie	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Rosa, Elizabeth	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Shestack, Jules	Bilingual- ESL & WL PD/PLC	\$30.50	10 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Smith, Nicole	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Tarquino, Luz	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Thomas, Erin	Bilingual- ESL & WL PD/PLC	\$30.50	10 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Tolu, Sabrina	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Torres, Jonathan	Bilingual- ESL & WL PD/PLC	\$30.50	10 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000



Welch, Lucia	Bilingual- ESL & WL PD/PLC	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Zorrilla, Rharia	Bilingual- ESL & WL PD/PLC	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000

**PARENT MEETINGS/COMMUNICATIONS**

Name	Assignment	Rate	Max Hours	Effective Dates	Budget Account
Barrientos, Yackelin	Bilingual- ESL & WL Parent Mtgs	\$30.50	20 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Bi, Ying	Bilingual- ESL & WL Parent Mtgs	\$30.50	20 hrs	09/15/17-06/30/18	20-044-100-100-66-000-000
Blanco, Maria	Bilingual- ESL & WL Parent Mtgs	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Calenda, Elizabeth	Bilingual- ESL & WL Parent Mtgs	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Cardona, German	Bilingual- ESL & WL Parent Mtgs	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Casanova, Daisy	Bilingual- ESL & WL Parent Mtgs	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Chao, Lihyun	Bilingual- ESL & WL Parent Mtgs	\$30.50	20 hrs	09/15/17-06/30/18	20-044-100-100-66-000-000
Coleman, Qinying	Bilingual- ESL & WL Parent Mtgs	\$30.50	20 hrs	09/15/17-06/30/18	20-044-100-100-66-000-000
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Gutierrez, Jennifer	Bilingual- ESL & WL Parent Mtgs	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
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Tolu, Sabrina	Bilingual- ESL & WL Parent Mtgs	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
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Welch, Lucia	Bilingual- ESL & WL Parent Mtgs	\$30.50	5 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000
Zorrilla, Rharia	Bilingual- ESL & WL Parent Mtgs	\$30.50	15 hrs	09/15/17-06/30/18	20-241-100-100-66-000-000

**18-P-19 APPROVAL – RETIREMENT, RESIGNATIONS, LEAVES OF ABSENCE, TERMINATIONS**

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

**Leaves of Absence**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date(s)</b>
Barrientos, Yackelin (McCloud)	Teacher of Elementary School Paid Medical Leave of Absence	September 28, 2017 - October 13, 2017
Iloski, Annette <sup>1</sup> (JDMS)	Teacher of Elementary School Paid Medical Leave of Absence Unpaid Medical Leave of Absence	September 6, 2017 - October 20, 2017 October 23, 2017 - January 1, 2018

<sup>1</sup> Revised - Agenda June 15, 2017 / Res.# 17-P-109

**Resignation(s)**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date</b>
Beck, Joanna (McCloud)	Teacher of Students with Disabilities	August 31, 2017 Release date amended from Res. #18-P-09 7/20/17
Lagos, Claudia (McCloud)	Teacher of Elementary School	September 7, 2017 Release date amended from Res.#18-P-10 8/17/17

**18-P-20 APPROVAL – JOB DESCRIPTIONS**

**TAB - 11**

RESOLVED, that the attached job descriptions be approved and effective immediately:

Master Teacher - Early Childhood Education	Pre-School Intervention and Referral Specialist - Early Childhood Education
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**THE ENGLEWOOD BOARD OF EDUCATION  
MINUTES – PUBLIC MEETING  
August 17, 2017 6:30 p.m.**

The meeting was called to order at 7:21 p.m. and the NJ Open Public Meeting Statement was read by Cheryl Balletto, Board Secretary.

Present: Kim Donaldson, Angela Midgette-David, George Garrison, III, Glenn Garrison, Henry Pruitt  
Absent: Elisabeth Schwartz, Molly Craig-Berry, Betty Griffin, Stephen Brown  
Also Present: Michael Brown (in place of Robert Kravitz, Superintendent of Schools), Cheryl Balletto, Business Administrator/Board Secretary, Mark Tabakin, Board Attorney, Jamie Ciofalo, Director of Pupil Services, Dorian Milteer, Director of Curriculum & Instruction

Motion by Mr. George Garrison, III, seconded by Mr. Glenn Garrison 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. Midgette-David to reconvene to public meeting.

**SUPERINTENDENT'S REPORT** (Mr. Michael Brown on behalf of Mr. Kravitz)

*Mr. Michael Brown* - In preparation for the opening of school, our facilities are in pretty good shape. The high school is prepped, both gymnasium floors are refinished and hallways are cleared and waxed. Some work is still occurring in the Common Area in preparation for the relocation of the Guidance Department. The middle school gym floor is refinished and the school is mostly prepped, with the exception of the hallways which are currently being cleared and waxed. McCloud's gym floor is refinished and the school is prepped. The second floor is scheduled to be waxed this week. Grieco is prepped. The gym floor is not currently refinished due to a facility rental but will be refinished prior to the start of school. Quarles is prepped. The gym and library area will also be waxed prior to the beginning of school.

The mailings for each school should be out by tomorrow. This mailing will be inclusive of the high school and middle school schedules. The high school schedule will reflect a Common Lunch period. This will assist in the overall scheduling process to ensure adequate student seat time and to assist in ensuring that we are meeting the needs for all of our unique programs while surpassing the state's minimum requirement. Mr. Ciofalo will now give a brief lunch and schedule overview for the high school...Mr. Ciofalo.

*Mr. Jamie Ciofalo* - The new master schedule is unique and innovative because we want all students to receive every opportunity to attain success. Therefore, it is necessary for us to follow a prescribed program of study and corresponding schedule. A prescribed schedule will ensure that every student receives every opportunity to 1) receive all courses required to meet New Jersey Department of Education and Englewood Board of Education graduation requirements; and 2) receive opportunities to fulfill program requirements i.e. Academies, Vocational, College Planning, etc.

We have the following programs built into the current master schedule, with all interlocking with at least one other program:

- Academy of Biomedicine
- Academy of Finance
- Academy of Information Systems
- Academy of Law and Public Safety
- Bergen County Vocational School AM Shared Time
- Bilingual
- Dwight Morrow College Preparatory
- Dwight Morrow Honors
- Dwight Morrow Advanced Placement
- English Language Learners
- Special Education Resource Room
- Special Education Inclusion
- Senior Internship
- Teen Pep

We are offering 502 course sections for 1,086 students for a total of 7,784 course requests that all need to fit into a school day with 7 instructional periods. To accommodate all the programs and course requests, we needed to be very innovative and creative. Therefore, we developed Master Schedule Design with Thursday available for Senior Internship and specialized programs; Zero Period for HIP Chord; and Lunch that provides Period C for Mandarin, Chorus, Vocal Ensemble and Concert Band and periods Lunch A and Lunch B for clubs and guidance programs.

## **OPENED THE PRIVILEGE OF THE FLOOR**

*Mr. Silverman* – I would like to thank the Superintendent, the Board and particularly Glenn for taking the time to meet with us to get a Power purchase agreement to install solar panels on a couple of the buildings at no cost to the school or city. Mr. Kravitz and I have been trying to figure out a way to install bat houses. They kill tons of bugs – particularly mosquitos. Perhaps one bat house on each school ground. It would be a positive thing for the city to do. One more thing, the covers are not on the dumpsters. I have seen birds of prey.

*Mr. Caviness* – How many students do we have in Quarles that we need an additional \$1.3 million? What are instructional coaches? Would someone explain to me how we put a job description on the agenda and approve someone on the same day? Is the intern program being expanded for all seniors or just for Academies students? The job description for Coordinator of Grants and Innovative Programming – it says it assists and coordinates the director in a few places. It sounds like they are in charge of the Director of Curriculum and Instruction. The majority of people I spoke to said the new lunch program will not work with 1,000 students.

*Ms. Walker* – I was a member of the school improvement committee. We went over four different schedules. This was one of them – there was no one there that thought this was a good idea. This included teachers, administrators and people from the community. I don't see that Pomptonian will be able to do this.

*Ms. Feinstein* – We do not get schedules out fast enough. I think we have to do better with that. It's too late for the teachers too. I don't know how you're going to feed 1,000 kids in one lunch period.

*Mr. Brown* – The Instructional Coaches will be working collaboratively with Mr. Milteer in all the schools. Their responsibilities will be to facilitate and assist with professional learning communities. These are not teaching positions – they are certificated teachers who are functioning as coaches.

*Mr. Ciofalo* – This schedule provides the opportunity for all seniors who choose to participate in the internship. This is an opportunity to provide more equitable exposure without those students feeling the stress of not being able to meet graduation requirements.

Motion to go to closed session at 9:23 p.m. by Mr. Glenn Garrison, seconded by Mr. Pruitt for purposes of Personnel, Litigation and Contract.

Motion by Mr. Glenn Garrison to reconvene to Public Session, seconded by Ms. Midgette-David

Motion by Mr. Pruitt, seconded by Mr. George Garrison, III to approve consent agenda as amended.

## BOARD DISCUSSION

*Mr. Brown* - Resolution 18-F-13 the amount will change as follows: maximum amount not to exceed \$1.5 million to the New Jersey Department of Education. Resolution 18-P-08 the fifth name is being administratively pulled. 18-P-10 the eighth name initials LH is being administratively pulled. Job description for the Coordinator of Grants and Innovative Programming page 2 of 3, number 16 and 17 will be combined to read as follows:

Assists and coordinates with the Director of Curriculum, Instruction and Assessment and the Director of Instruction and Technology in the development, evaluation, and improvement of innovative educational programs by creating, implementing, maintaining and enhancing excellence, scholarship, creativity, innovation, and achievement for all students.

All of the following numbers will be in sequential order.

*Ms. Balletto* – August 3 the State released expanded preschool aid. Englewood Public Schools is eligible to apply and we are considered not fully funded by the State. That was one of the requirements. I met with the Principal, the Supervisor as well as some community organizations, universities and foundations who have a lot of input into the development of this application. It is a very competitive application. What we are looking to do is to be able to supply preschool to ninety more Englewood resident age 4 students. This will be done by opening 60 seat at Bergen Family Center and 30 seats in district. Bergen Family also has a preschool-3 year old program. Which we do not have. The Professional Development that we would be providing through this grant we also have to offer to their 3-year old program. So now students who will eventually will become our kindergartners would all get exposure to what we are doing in district. Also the classes that will be set up at Bergen Family Center will have certificated pre-school through Grade 3 teachers as well as paraprofessionals must be highly qualified.

## OPENED PRIVILEGE OF THE FLOOR

*Mr. Caviness* – Does this mean that we have 90 kids that are on a waiting list? Is our Pre-K maxed out.

*Ms. Balletto* – We currently have a waiting list. Our list is over 30 students but we get calls every day.

## BOARD DISCUSSION

*Mr. George Garrison, III* – 18-A-06 When does the professional development start?

*Mr. Milteer* - That would start as soon as school starts.

*Mr. George Garrison, III* - 18-A-07 – When will the students return from the field trip? My concern is the date happens to be the opening day of football. Many freshmen are involved with band, football, cheerleading and flag twirling. I'm all for the trip, but the date doesn't jive. We need to a better job. 270 students will not be involved with opening day of football season.

18-F-15 – The emergency reserve withdrawal – will it completely cover that project? Will it cover all our blind spots? Will it complete the job? The coaches for PARCC for math and science – can one coach handle both subject areas?

*Mr. Brown* – I'm a little concerned to say it will cover "all." Areas of expertise will be in the high school.

**REVIEW OF CONSENT AGENDA**

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

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

Resolution #	Topic	Kim Donaldson	Angela Midgette-David	George Garrison, III	Glenn Garrison	Henry Pruitt
18-A-06	Approval – Purchased Services 2017-2018					
18-A-07	Approval – Field Trip			Abs		
18-F-13 <b>Amended</b>	Approval – Application For Preschool Expansion Aid					
18-F-14	Approval – Submittal To Reinstate State Aid Reduction					
18-F-15	Approval – Emergency Reserve Withdrawal					
18-P-07	Approval – 2017-2018 Contracted Appointments and Employment of Personnel: Full-Time/Part-Time, Non-Guide Employees					
<b>18-P-08*</b>	Approval – 2017-2018 Salary Adjustments, Reclassifications and Transfers					
18-P-09	Approval – 2017-2018 Extra Compensation Positions					
<b>18-P-10**</b>	Approval – Retirement, Resignations, Leaves of Absence, Terminations					
<b>18-P-11 Amended</b>	Approval – Job Descriptions					

\*18-P-08 Leslie Eaton's name administratively pulled.

\*\*18-P-10 Laura Hollander's name administratively pulled.

**NEW/OLD BUSINESS:**

None

Motion to adjourn at 10:34 p.m. by Mr. Glenn Garrison, seconded by Ms. Midgette-David.

**FINANCE**

**18-F-13 APPROVAL – APPLICATION FOR PRESCHOOL EXPANSION AID**

WHEREAS, the Englewood Public School District is eligible to apply for preschool expansion aid; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, the Englewood Board of Education authorized the Business Administrator to submit a preschool expansion aid application in the maximum amount of \$1,300,320 to the New Jersey Department of Education.

**18-F-14 APPROVAL – SUBMITTAL TO REINSTATE STATE AID REDUCTION**

WHEREAS the Englewood Board of Education received notice that 2017-2018 adjustment aid would be reduced by \$160,731; and

WHEREAS, the Englewood Board of Education reduced its 2017-2018 technology budget in the amount of \$160,731. These monies would have funded technology devices and software. These devices and software would have support all required components of the New Jersey Learning Standards and provide resources for full implementation of the new Pre-K through grade 12 curriculum; and

WHEREAS, the Englewood Board of Education is requesting additional state aid assistance in the amount of \$160,731 because the revised budget reflective of the state aid reduction fails to provide a thorough and efficient education as defined in N.J.A.C. 6A:23-1.2; now

THEREFORE BE IT RESOLVED, upon recommendation of the Superintendent the Englewood Board of Education authorized the Business Administrator to submit a request for additional state aid assistance in the amount of \$160,731; now

BE IT FURTHER RESOLVED, the Englewood Board of Education does not agree that the District is overfunded and authorizes the Superintendent and Business Administrator to submit a request to the New Jersey Department of Education that adjustment aid funds be reallocated to underfunded categories of special education, school choice, security and transportation aid in order for the Englewood Public School District be able to provide a thorough and efficient education as defined in N.J.A.C. 6A23-1.2.

**18-F-15 APPROVAL – EMERGENCY RESERVE WITHDRAWAL**

WHEREAS, the Englewood Public School District is in need of comprehensive district wide security upgrades to ensure the health, welfare and safety for staff and students; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, the Englewood Board of Education authorized the Business Administrator to withdraw \$600,000 from Emergency Reserve for the purpose of upgrading the following components to have a comprehensive district wide security system

1. Surveillance System
2. Intercom System
3. Phone System
4. Alarm System



BE IT FURTHER RESOLVED, if all funds are not utilized, the Business Administrator shall redeposit any unused funds into the emergency reserve.

**PERSONNEL**

**18-P-07 APPROVAL – 2017-2018 CONTRACTED APPOINTMENTS AND EMPLOYMENT OF PERSONNEL: FULL-TIME/PART-TIME, NON-GUIDE 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.
3. Valid New Jersey certification appropriate for his/her employment or assignment.

<i>N = New</i>	<i>LR = Leave Replacement</i>	<i>R = Replacement</i>	<i>RI = Reinstatement</i>
<b>School Codes:</b>	<i>Quarles (01)</i>	<i>Grieco (04)</i>	<i>McCloud (03)</i>
	<i>DMHS (20)</i>	<i>A@E (30)</i>	<i>Out-of-District (OOD)</i>
			<i>Central Office (60)</i>

(All salaries are annual unless otherwise noted)

<b>CERTIFICATED STAFF</b>				
<b>Name</b>	<b>Position/Certification</b>	<b>Loc</b>	<b>Salary/Budget</b>	<b>Effective Dates</b>
Formentin, Jenny (R. #6132)	Teacher of Elementary School K-6 (Bilingual) Standard: Teacher of Bilingual/Bicultural Education	03	MA+30, Step 12-13 \$72,600 11-120-100-101-73-101-000	09/01/2017-06/30/2018 <sup>3</sup>
Mendiola, Susana (R. #6711)	Teacher of Elementary School K-6 (Bilingual) Provisional: Teacher of Bilingual/Bicultural Education	04	MA+30, Step 4-5 \$70,590 11-240-100-101-73-000-000	09/01/2017-06/30/2018 <sup>3</sup>
Miller, Erica <sup>2</sup> (L.R.#6658)	Teacher of Elementary School Standard: Teacher of Elementary School K-6	04	BA, Step 1 \$54,690 11-204-100-101-40-101-000	09/01/2017-12/22/2017
Nam, Cristina (N)	Teacher of English as a Second Language Standard: Teacher of English as a Second Language	10	MA, Step 6-8 \$59,850 11-240-100-101-76-000-000	09/01/2017-06/30/2018 <sup>3</sup>
Schweizer, Danielle (R. #5705)	Teacher of Students with Disabilities Provisional: Teacher of Students with Disabilities	03	MA, Step 1 \$58,440 11-204-100-101-40-101-000	09/01/2017-06/30/2018 <sup>3</sup>
Sloane, Jonathan <sup>1</sup> (R. #6577)	Teacher of Physics CE: Teacher of Physics	20/30	MA+30, Step 4-5 \$70,590 11-140-100-101-77-101-000	09/01/2017-06/30/2018 <sup>3</sup>

			11-140-100-101-98-000-000	
Tolu, Sabrina (R. #6811)	Teacher of French CE: Teacher of French	30	BA, Step 6-8 \$56,100 11-140-100-101-98-000-000	09/01/2017- 06/30/2018 <sup>3</sup>

<sup>1</sup>Start date as approved or as soon as possible pending certification

<sup>2</sup>Non-Tenurable Leave Replacement Position

<sup>3</sup>Start date as noted or as soon as possible

#### NON-CERTIFICATED STAFF

Name	Position/Certification	Loc	Salary/Budget	Effective Dates
Carralero, Mateo (N)	Security Officer Part-time (NJ SORA Certificate)	District	\$17.14 ph, Non-Guide (max. 25 hours p/w) Budget Code: 11-000-266-100-60-101-000	09/01/2017- 06/30/2018

#### 18-P-08 APPROVAL - 2017-2018 SALARY ADJUSTMENTS, RECLASSIFICATIONS AND TRANSFERS

RESOLVED, upon recommendation of the Superintendent of Schools, that the salary adjustment(s), reclassification(s) and transfer(s) be approved as provided by the budget.

Name	From	To
Brooks, Jalesah	Student Assistance Coordinator/School Counselor - TBD MA, Step 1 \$58,440 11-000-211-100-101-60 11-000-218-100-101-60	Student Assistance Coordinator/School Counselor - JDMS/DMAE MA, Step 1 \$58,440 11-000-211-100-101-60 11-000-218-100-101-60
Coleman, Qinying	Teacher of Chinese DMHS MA, Step 10-11 \$35,883 (part-time) 11-140-100-101-98-000-000 11-140-100-101-77-101-000	Teacher of Chinese DMHS/JDMS MA, Step 10-11 \$60,850 (full-time) 11-130-100-101-76-000-000 11-140-100-101-77-000-000
Croce, Angelina	Teacher of Elementary School - Grieco MA+30, Step 12-13 \$72,600 11-120-100-101-74-101-000	Instructional Coach - Math/Science (Pre-K-6) - District MA+30, Step 12-13 \$72,600 11-000-221-102-64-101-000
Dalrymple-Williams, Delores <sup>1</sup>	Library Clerk - McCloud Non-Guide \$ 42,901 11-000-222-100-73-101-000	Assoc. School Library Media Specialist - McCloud Emergency Certificate: Assoc. School Library Media Specialist MA+30, Step 1 \$69,690 11-000-222-100-73-101-000
Eaton, Leslie	Teacher of Mathematics - AE MA, Step 21 \$89,146 11-140-100-101-98-000-000	Coordinator of Grants and Innovative Programming - District MA, Step 21 \$89,146 11-000-221-102-64-101-000
Forman, Jeff	Teacher of Elementary - Grieco MA+30, Step 22 \$104,808 11-130-100-101-73-101-000	Teacher of Elementary - JDMS MA+30, Step 22 \$104,808 11-130-100-101-73-101-000

Heisterman, Claudia	Teacher of Elementary School (Bilingual) - Grieco MA+30, Step 16 \$ 79,650 11-240-100-101-73-101-000	Teacher of Elementary School (Bilingual) - McCloud MA+30, Step 16 \$ 79,650 11-240-100-101-74-101-000
Hellegers, Michael	Teacher of English - DMHS MA+30, Step 10-11 \$72,100 11-140-100-101-77-101-000 11-140-100-101-98-000-000	Instructional Coach - Humanities (7-12) - District MA+30, Step 10-11 \$72,100 11-000-221-102-64-101-000
James, Glenda	School Social Worker - District MA+30, Step 17 \$82,850.00 11-000-219-100-101-40-000	School Social Worker - Quarles MA+30, Step 17 \$82,850.00 11-000-219-100-101-40-000
Morgan-Black, Alison	Teacher of Health - McCloud DOCT, Step 19 \$92,451.00 11-120-100-101-74-101-000	Teacher of Elementary School - Grieco DOCT, Step 19 \$92,451.00 11-120-100-101-73-101-000
Park, Jin	Teacher of Mathematics - AE BA, Step 6-8 \$56,100 11-130-100-101-76-000-000 11-140-100-101-77-101-000	Instructional Coach Math/Science (7-12) - District BA, Step 6-8 \$56,100 11-000-221-102-64-101-000
Thomas, Anthony	Teacher of Mathematics - JDMS MA, Step 22 \$ 94,186.00 11-130-100-101-76-000-000	Teacher of Mathematics - DMHS MA, Step 22 \$ 94,186.00 11-140-100-101-77-000-000
Widensky, Jeanette	Teacher of Elementary School - McCloud MA, Step 22 \$94,186 11-120-100-101-74-101-000	Instructional Coach - Humanities (Pre-K-6) - District MA, Step 22 \$94,186 11-000-221-102-64-101-000

<sup>1</sup>Start date 9/1/2017 or as soon as possible pending certification

#### 18-P-09 APPROVAL - 2017-2018 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 MEETINGS</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Ashley, Willola	Summer CST Coordinator	30.50 p/h	20 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000
Atamian, Gary	Summer CST Meetings	30.50 p/h	16 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000
Brooks, Jalesah	Summer SAC/School Counselor	30.50 p/h	20 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000
Cowan, Suzanne	Summer CST Meetings	30.50 p/h	16 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000
D'Esposito, Carmen	Summer CST Meetings	30.50 p/h	16 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000
Farrell, Kerry	Summer CST Meetings	30.50 p/h	16 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000

Kurikova, Marina	Summer CST Meetings	30.50 p/h	16 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000
Madrid, Xiomara	Learning Disability Teacher Consultant	30.50 p/h	20 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000
Salazar, Yolanda	Summer CST Meetings	30.50 p/h	16 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000
Senese, Casey	Summer CST Meetings	30.50 p/h	16 hrs	08/18/17-08/31/17	11-000-219-104-40-000-000

<b>SUMMER CHILD STUDY TEAM SERVICES</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Carlisle, Sandy	Summer CST Services - Psychologist	30.50 p/h	60 hrs	08/01/17-08/31/17	11-000-216-100-101-40-000
Pascarello, Beth	Summer CST Services - LDTC	30.50 p/h	60 hrs	08/01/17-08/31/17	11-000-216-100-101-40-000
Sullivan, Dennis	Summer CST Services - Social Worker	30.50 p/h	60 hrs	08/01/17-08/31/17	11-000-216-100-101-40-000

Revised from #18-P04 7/20/17 - dates adjusted

<b>William Paterson University Professional Development - Quarles</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Anderson, Nadra	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Banas, Christine	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Carlen, Loretta	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Chapman, Janice	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Farrell, Kerry	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Gilliard, Veronica	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Green, Daj'kia	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Heslin, Stephanie	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Hollander, Amy	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Hrbek, Jane	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Kearney, Stephanie	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Nukk, Tara	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Quinones, Cindy	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Rodriguez, Rosie	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Salazar, Yolanda	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000

Senese, Casey	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Terbuggen, Jacqueline	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Thomas, Tanya	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Vera, Haydee	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000
Walker, Shirley	WPU Professional Development	30.50 p/h	3 hrs.	08/22/2017	11-110-100-101-67-103-000

**18-P-10 APPROVAL – RETIREMENT, RESIGNATIONS, LEAVES OF ABSENCE, TERMINATIONS**

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

**Leaves of Absence**

Name	Notice/Position	Effective Date(s)
Eddings, Florence (03)	Parent Liaison Paid Medical Leave of Absence	July 27, 2017 - December 22, 2017
Iglesias, Maria (20)	Teacher of Spanish Paid Leave of Absence	September 5, 2017 - October 6, 2017
Maisonet, Cruz (60)	Assist. Transportation Coordinator Paid Medical Leave of Absence	August 22, 2017 - August 29, 2017
O’Shea, Danielle (20) <sup>1</sup>	Teacher of Social Studies Paid Medical Leave of Absence Unpaid Medical Leave of Absence	April 26, 2017 - May 11, 2017 May 12, 2017 - June 30, 2017 September 1, 2017 - December 4, 2017

<sup>1</sup>Revised from April 27, 2017 Resolution 17-P-85

**Resignation(s)/Rescinding of Positions**

Name	Notice/Position	Effective Date(s)
Alston, Megan (04)	Rescind Woodwind Instructor	August 8, 2017
Alston, Megan (03)	Teacher of Music	August 8, 2017
Hincapie, Maribel (03) <sup>1</sup>	Teacher of Elementary School	September 19, 2017
Hollander, Laura	Rescind Brass Instructor	August 8, 2017
Lagos, Claudia (03) <sup>1</sup>	Teacher of Elementary School	September 25, 2017

<sup>1</sup>60 day notice date or earlier release date pending replacement

**18-P-11 APPROVAL – JOB DESCRIPTIONS**

**TAB - 3**

RESOLVED, that the attached job descriptions be approved and effective immediately:

Coordinator of Grants and Innovative Programming	School Counselor / SAC
--	------------------------



**THE ENGLEWOOD BOARD OF EDUCATION  
MINUTES – SPECIAL PUBLIC MEETING  
August 31, 2017 6:30 p.m.**

The meeting was called to order at 6:57 p.m. and the NJ Open Public Meeting Statement was read by Cheryl Balleto, Board Secretary.

Present: Kim Donaldson, Anglea Midgette-David, Elisabeth Schwartz, Molly Craig-Berry,  
George Garrison, III, Glenn Garrison, Henry Pruitt, Stephen Brown

Absent: Betty Griffin

Also Present: Robert Kravitz, Superintendent of Schools, Cheryl Balleto, Business Administrator/  
Board Secretary, Mark Tabakin, Board Attorney

Motion by Mr. Pruitt, seconded by Mr. George Garrison, III 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. Pruitt, seconded by Mr. Glenn Garrison to reconvene to public meeting.

**APPROVAL OF MINUTES**

Motion by Mr. Pruitt, seconded by Mr. Glenn Garrison to approve Board minutes.

July 20, 2017 – Regular Board Meeting and Closed Session

The July 20, 2017 minutes passed by a unanimous vote with those Board members present.

**BOARD SECRETARY REPORT**

Motion by Mr. George Garrison, III; seconded by Ms. Craig-Berry.

The Board Secretary Report passed by a unanimous vote with those Board members present.

WHEREAS, in compliance with N.J.A.C. 6:23-2.2h, the Board of Education has received the draft and unaudited report of the School Treasurer for the month of June 2017 and Board Secretary's report for the month of June 2017; and

FUND	CASH BALANCE		APPROPRIATIONS	ENCUMBRANCES	EXPENDITURES	FUND BALANCE
General Current Expense Fund	\$ 5,791,784.04		\$68,674,708.20	\$ 146,442.19	\$ 66,549,726.67	\$ 1,978,539.34
(10),(11),(18) Current Expense			\$65,617,319.20	\$ 140,152.19	\$ 64,343,252.33	\$ 1,133,914.68
(12) Capital Outlay			\$ 3,057,389.00	\$ 6,290.00	\$ 2,206,474.34	\$ 844,624.66
(13) Special Schools						
Capital Reserve						
(20) Special Revenue Fund	\$ 1,284,642.07		\$ 4,880,718.22	\$ 2,187.07	\$ 4,006,421.98	\$ 872,109.17
(30) Capital Projects Fund	\$ (1,338,639.06)		\$ 1,920,644.12	\$ -	\$ 1,617,585.76	\$ 303,058.36
(40) Debt Service Fund	\$ 0.74		\$ 1,816,157.00		\$ 1,816,156.26	\$ 0.74
(50) Enterprise Fund	\$ 130,752.95					
(1) NET Payroll	\$ (18,730.66)					
(60) Enterprise Fund	\$ 113,346.88					
<b>TOTAL</b>	<b>\$ 5,963,156.96</b>		<b>\$77,292,227.54</b>	<b>\$ 148,629.26</b>	<b>\$ 73,989,890.67</b>	<b>\$ 3,153,707.61</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 Committee – Mr. Pruitt

**SUPERINTENDENT'S REPORT**



Acknowledgment of Thelma J. Nunery for her contribution to the Englewood Public School District.

Additionally, we are happy to accept 50 backpacks filled with school supplies from the National Association of Negro Business and Professional Women’s Club, Inc.(Teaneck-Englewood & Vicinity Club).

As an update to the school district, this is the 150<sup>th</sup> anniversary of the Englewood Public School District. We have been talking about how we can celebrate this great event.

### **OPENED THE PRIVILEGE OF THE FLOOR**

*Mr. Willoughby* – What are the solutions to stop us from having such a deplorable record? If we have good leadership we should have better results. There is a blatant disregard for taking responsibility. We have failed the children.

*Mr. Caviness* - Will we have an opportunity to ask questions when the state report is presented? Why do we still have co-advisors? I see we are hiring a head basketball coach but I do not see a freshmen or JV coach. Where are all the kids coming from for pre-K? How many investigations did we have and what is the status of the people that have been suspended?

*Mr. Kravitz* – Daily we are working hard to make changes – we are going to clean it up. It is not a simple fix. To bring ourselves back from the lowest might take two years.

Motion to go to closed session at 9:23 p.m. by Mr. Glenn Garrison, seconded by Mr. Pruitt for purposes of Personnel, Litigation and Contract.

Motion by Mr. Glenn Garrison to reconvene to Public Session, seconded by Ms. Midgette-David.

Motion by Mr. Pruitt, seconded by Mr. George Garrison, III to approve consent agenda as amended.

### **BOARD DISCUSSION**

*Mr. George Garrison, III* – 16-F-16 and 16-F-17 – are the value amounts driven by the number of students?

*Ms. Balletto* - The State of New Jersey sends notices to me. This is based upon their reports of enrollment.

*Mr. George Garrison, III* - Should there be a separate track head coach?

*Mr. Kravitz* - I believe there is only one position

*Mr. Glenn Garrison* – 18-F-26 the Chinese Delegation – where are they traveling to?

*Mr. Kravitz* – They are traveling to Beijing. They were invited by the Chinese Society that helps sponsor our Mandarin Program.

**REVIEW OF CONSENT AGENDA** Roll Call Vote on the Consent Agenda as amended – yes to all except:

Resolution #	Topic	Kim Donaldson	Angela Midgette-David	Elisabeth Schwartz	Molly Craig-Berry	George Garrison.III	Glenn Garrison	Henry Pruijt	Stephen Brown
18-A-08	Approval – Purchased Services 2017-2018								
18-A-09	Approval – Placement of Students in Suspension Alternative Program (SAP) Operated by Bergen County Special Services								
18-A-10	Approval – Comprehensive Equity Plan								
18-A-11	Approval – SOA for the Requirements of the District Professional Development Plan and District Mentoring Plan								
<b>18-A-12*</b>	Approval – First Reading of Revised Board of Education Policies				Abs				
18-A-13	Approval – Superintendent’s Harassment, Intimidation and Bullying Report								
18-A-14	Approval – Acknowledgment of Thelma J. Nunery for her Contribution to the Englewood Public School District								
18-A-15	Approval – To Reinstate Dwight Morrow High School/Academies @ Englewood Boys and Girls Bowling Varsity Sport for the 2017-2018 School Year								
18-F-13	Approval – Staff and BOE Travel								
18-F-14	Approval – Line Item Transfers								
18-F-15	Approval – Bills List								
18-F-16	Approval – Nonpublic School Technology Initiative for 2017-2018								
18-F-17	Approval – Nonpublic Security Aid Program for 2017-2018								
18-F-18 <b>Admin. W/D</b>	Approval – Nonpublic School Textbook Initiative for 2017-2018								
18-F-19	Approval – Award of School Nursing Services for Nonpublic Schools and Acceptance of Funds								
18-F-20	Approval – Private Schools for Students With Disabilities (PSSD) Allowable Costs of Meals								
18-F-21 <b>Amended***</b>	Approval – School Facilities Rentals				Abs***		No****		
18-F-22	Approval – Acceptance of 2016-17 School Funding								
18-F-23	Approval – ESEA Grant Application 2017-2018								
18-F-24 <b>Amended</b>	Approval – Application for Temporary Space for the 2017-2018 School Year								
18-F-25	Approval – Acceptance of a Donation of 50 Backpacks from the National Association of Negro Business and Professional Women’s Club (Teaneck-Englewood & Vicinity Club)								
<b>18-F-26 Addendum</b>	Approval – Staff Travel								
18-P-07	Approval – Revised Notification To Tenured / Non-Tenured Staff Pursuant To N.J.S.A. 18a:27-10								
18-P-08	Approval – 2017-2018 Contracted Appointments And Employment Of Personnel: Full-Time/Part-Time, Non-Guide Employees, And Substitutes								
18-P-09	Approval - 2016-2017 Salary Adjustments, Reclassifications And Transfers								
18-P-10	Approval - 2017-2018 Salary Adjustments, Reclassifications And Transfers								
18-P-11 <b>Amended</b>	Approval - 2017-2018 Extra Compensation Positions								
18-P-12	Approval – Retirement, Resignations, Leaves Of Absence, Terminations								
<b>18-P-13 Addendum</b>	Approval – 2017-2018 Contracted Appointments and Employment of Personnel: Full-Time, Non-Guide Employees and Substitutes								
<b>18-P-14 Addendum</b>	Approval – 2017-2018 Salary Adjustments, Reclassifications and Transfers								
<b>18-P-15 Addendum</b>	Approval – Retirement, Resignations, Leaves of Absence, Terminations								

**\*Administratively Withdrawn except Policy 5111****\*\*18-F-21 – 24 Eighty 4 Bulls administratively pulled.****\*\*\*18-F-21 – Abstain on Englewood Recreation Only.****\*\*\*\*18-F-21 – No to Englewood Recreation Only.****NEW/OLD BUSINESS**

*Mr. Brown* – I would like to discuss the Office of Fiscal Accountability & Compliance Report

The Investigation:

- The board, in consultation with and upon recommendation from Superintendent Kravitz, authorized a full investigation of certain grading irregularities uncovered by the Superintendent in the late summer of 2016.
- The investigation aimed to uncover the extent of the irregularities, whether or not the change in the student records computer system from PowerSchool to Genesis in the summer of 2016 was the cause of irregularities, the person or persons involved and related culpability, and root causes.
- The investigation was exhaustive and comprehensive while maintaining the due process rights for personnel. First public notice of the investigation was by way of Board resolution in February which was an extensive 4 page resolution detailing the issues – to the extent legally possible.
- I refer all to that document which has been a matter of public record since Feb 16, 2017. At that February meeting, the Board resolved to come back to the public with an update. This presentation will fulfill that obligation.

Five things were at stake:

- Integrity and efficacy of our grading system and granting of diplomas.
- Adequate and comprehensive education for all of our high school students.
- Accuracy of information given to board of education (board certification of graduation and hiring of personnel appropriately relied on the action and oversight of several staff members).
- Accountability and professionalism for staff members.
- Maintaining a culture of compliance throughout the district.

Summary of Investigation:

- None of irregularities was the result of computer error, computer malfunction, changing of student records computer system. In fact, it was the changing of the computer system in the summer of 2016 that brought these irregularities to the surface to Mr. Kravitz, who in turn, discussed with the Board and self-reported to the Department of Education.
- Exhaustive investigation revealed 1) extensive non-compliance with board policy and state regulations; 2) A culture of non-compliance and failure to act and 3) in my opinion, intentional obfuscation of the facts relayed to students, parents and the public.
- As of May/June 2017 corrective actions were taken so that the district was assured that all graduates in 2017 met the appropriate requirements and all personnel who would be in position for the 2017-2018 school year had the appropriate certification. Furthermore, in later 2016 and first half of 2017, the Superintendent and the Board took personnel-related action to ensure the efficacy of the hiring and certification process.
- A comprehensive corrective action plan, which includes personnel-related actions, has been developed to address issues (in some instances, many corrective action plans have already been executed).

*Mr. Tabakin* – Read the Office of Fiscal Accountability and Compliance Investigation Unit Report. (Englewood Public School District Student Records Review – OFAC Case #INV-008-17; Report of Examination July 2017).

*Mr. Kravitz* – With any OFAC Report it must be read verbatim. The Corrective Action Plan will be submitted to OFAC and then it will be posted on the website.

Motion to return to closed session at 9:45 p.m. by Mr. Pruitt; seconded by Ms. Craig-Berry to discuss Legal issues, Contracts and Personnel. No action will be taken.

## ADMINISTRATION

**18-A-08 APPROVAL – PURCHASED SERVICES 2017 – 2018**

TAB-03

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 County Special Services	Tuition See Attached List July 2017 - June 2018	11-000-100-565-40-000-000	\$2,275,160.00
Public Schools	Tuition See Attached List July 2017 - June 2018	11-000-100-562-40-000-000	\$444,773.00
Private School for Disabled-in-State	Tuition See Attached List July 2017 - June 2018	11-000-100-566-40-000-000	\$1,998,683.81
BCTS-Paramus Vo-Tech	Tuition See Attached List July 2017 - June 2018	11-000-100-564-40-000-000	\$534,000.00
DCF Regional School	Tuition See Attached List July 2017 - June 2018	State Deduction	\$131,280.00
PRNY,PC	Physical Therapy-OOD Students Various (as needed) July 2017 - June 2018	11-000-216-320-40-000-000	\$15,000.00
Cliffside Park	Transportation 2 Students-Chapel Hill July 2017 - June 2018	11-000-270-514-40-000-000	\$45,000.00 est.
ImPACT Applications, Inc. (Immediate Post-Concussion Assessment and Cognitive Testing)  Our Athletic Trainer, Andrea Pribula, is ImPact certified.	This is essential to properly treat our student athletes who may have suffered a concussion or head injury. ImPact is a computer based program used for concussion management; it is used by trained professionals in determining safe return to play decisions. It has the largest database of clinical research on concussion management and has received numerous accolades and endorsements. Currently more than 7,400 high schools use this program.	11-402-100-500-20-000-000	\$1300.00 900 Baseline with 150 Post Injury Tests Per School Organization per Year
Varsity News Network	This is an excellent media outlet and communication tool for our Athletic Department. Our Athletic Department will have their own website on which the AD and coaches directly update schedules, scores, team photos and much more. This allows our Athletic Department to text and email athletes, parents and community members safely and easily. Athletic	11-402-100-500-20-000-000	\$900.00

	<p>Alerts can be created and sent by coaches and AD from any device. Parents can subscribe to alerts from teams at any school and will receive alerts from only the teams they subscribe to. All Alerts are one-way. Phone numbers and contact details are kept private. This is a one-time payment for set up, no annual service fee, funding for this website paid for by sponsors and boosters who wish to advertise on the website.</p>		
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**18-A-09**

**APPROVAL – PLACEMENT OF STUDENTS IN SUSPENSION ALTERNATIVE PROGRAM (SAP) OPERATED BY BERGEN COUNTY SPECIAL SERVICES**

**TAB-04**

RESOLVED, that the Englewood Board of Education enter into a contract with Bergen County Special Services for the short-term placement of students grades 7 – 12 in the BCSS Suspension Alternative Program (SAP) located at 284 Hackensack Avenue in Hackensack, NJ. Students placed in the program will be those at risk of suspension for offenses other than those related to firearms or who are under consideration for expulsion. Student placement will be for a minimum of 5 consecutive days. Payment to the BCSS Suspension Alternative Program is not to exceed \$5,000 for the 2017 – 2018 school year.

**18-A-10**

**APPROVAL – COMPREHENSIVE EQUITY PLAN**

**TAB-05**

WHEREAS, in accordance with N.J.A.C. 6A:7, Managing for Equality and Equity in Education, all school districts, charter schools and renaissance school projects were required to develop a three-year CEP for 2016 to 2019 as described in the Broadcast memo from December 1, 2015. The memo also details that all school districts, charter schools and renaissance school projects must annually submit statements of assurance affirming compliance with laws, statutes and regulations governing equity in education,

BE IT RESOLVED, the Englewood Board of Education approves the 2017-18 Statement of Assurance to be returned to the County Office of Education by the September 1, 2017 deadline.

**18-A-11                    APPROVAL – STATEMENT OF ASSURANCE FOR THE REQUIREMENTS OF THE                    TAB-6A**  
**DISTRICT PROFESSIONAL DEVELOPMENT PLAN AND DISTRICT MENTORING                    TAB-6B**  
**PLAN**

WHEREAS, the Englewood Board of Education has reviewed school district PDP and Mentoring Plan for fiscal impact,

BE IT RESOLVED, the Englewood Board of Education approves the submission of the Statement of Assurance for the requirements of the District Mentoring Plan and the school district PDP for the 2017-2018 school year to the County Office of Education by September 1, 2017.

**18-A-12                    APPROVAL – FIRST READING OF BOARD OF EDUCATION POLICIES                    TAB-07**

BE IT 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,

5410	PROMOTION AND RETENTION (M)
R5410	PROMOTION AND RETENTION (M)
R2624	GRADING SYSTEM
5420	REPORTING STUDENT PROGRESS (M)
5200	ATTENDANCE (M)
R5200	ATTENDANCE (M)
5550	DISAFFECTED PUPILS (M)
R5550	DISAFFECTED PUPILS (M)
5460	HIGH SCHOOL GRADUATION (M)
5111	ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

**18-A-13                    APPROVAL – SUPERINTENDENT’S HARASSMENT, INTIMIDATION AND BULLYING**  
**REPORT**

WHEREAS, this is the second reading for the report from **July 20, 2017** in closed session meeting.

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 **August 31, 2017** closed session meeting.

**18-A-14                    APPROVAL – ACKNOWLEDGMENT OF THELMA J. NUNERY FOR HER CONTRIBUTION TO THE ENGLEWOOD PUBLIC SCHOOL DISTRICT**

WHEREAS, Thelma J. Nunery was a long-time resident of Englewood, NJ, and in her lifetime was a truly dedicated teacher who gave her time and talents for the benefit of the students and families of the Englewood School District, and

WHEREAS, Thelma began her journey in education at Public School #9 in Jersey City teaching 4<sup>th</sup> and 5<sup>th</sup> grades and earned her Bachelor of Science degree in Education from New Jersey State Teachers College in 1959. She also earned her K-8 and Learning Disabilities Teacher Consultant Certification.

WHEREAS, Thelma successfully began teaching our 6<sup>th</sup> grade students in Englewood Public Schools in January 1962 at Lincoln School. She continued to demonstrate a passion for teaching and to foster excitement in children’s learning for 30 years.

BE IT RESOLVED, that the Superintendent and the Board of Education of the City of Englewood hereby give public expression of their feelings for the loss in the passing of Thelma J. Nunery and do tender to the members of her family our heartfelt sympathy and condolence in this time of bereavement and sorrow.

**18-A-15                    APPROVAL – TO REINSTATE DWIGHT MORROW HIGH SCHOOL/ACADEMIES @ ENGLEWOOD BOYS AND GIRLS BOWLING VARSITY SPORT FOR THE 2017-2018 SCHOOL YEAR**

WHEREAS, re-instating bowling as a varsity sport. Mr. Carmine Batista (former bowling coach) was approached last school year by students about bringing back the bowling team. He held an interest meeting last spring and had thirty signatures of students who would like to participate in the winter sport if it was offered.

WHEREAS, Mr. Batista will be responsible for developing the program and communicating schedules to the Athletic Director. Practices, matches and tournaments will be held at Lodi Lanes. The district will be responsible for lane time, transportation and uniform polo shirts.

BE IT RESOLVED, that the Board of Education grants approval to reinstate the Dwight Morrow High School/Academies @ Englewood Boys and Girls Bowling Varsity Sport for the 2017-2018 school year.

## FINANCE

**18-F-13 APPROVAL – STAFF AND BOE TRAVEL****TAB-08**

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 Englewood 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; and

RESOLVED, the Englewood 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

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

**18-F-14 APPROVAL – LINE ITEM TRANSFERS****TAB-09**

RESOLVED, the Englewood Board of Education approves the attached list of June 2017 budget transfers within the 2016-2017 budget pursuant to Policy 6422M.

**18-F-15 APPROVAL – BILLS LIST****TAB-10**

RESOLVED, the Board of Education approves payment of the attached bills in the total amount of \$3,328,167.55.

**18-F-16 APPROVAL – NONPUBLIC SCHOOL TECHNOLOGY INITIATIVE FOR 2017-2018**

WHEREAS, the Englewood Board of Education (EBOE) received state aid from the New Jersey Department of Education (NJDOE), Division of Finance in the amount of \$65,490 to administer the Nonpublic School Technology Initiative for the 2017-2018 fiscal period; and

WHEREAS, under the initiative, the EBOE is mandated by NJDOE to distribute said monies to the following nonpublic schools for the acquisition of computers, educational software, distance learning equipment and other technologies to enhance learning among nonpublic school students and improve nonpublic school teachers' technology skills for instructional purposes, accordingly:

- **\$1,369** – Ability School, 75 Knickerbocker Road, Englewood, NJ 07631;
- **\$28,046** – Dwight-Englewood School, 315 E. Palisade Avenue, Englewood, NJ 07631;
- **\$12,617** – The Elisabeth Morrow School, 435 Lydecker Street, Englewood, NJ 07631;
- **\$518** – First Presbyterian Preschool, 150 E. Palisade Avenue, Englewood, NJ 07631;
- **\$21,867** – Moriah School, 53 South Woodland Street, Englewood, NJ 07631;
- **\$1,073** – Yeshiva Ohr Simcha Englewood, 101 West Forest Avenue, Englewood, NJ 07631; and
- 

WHEREAS, the guidelines associated with the initiative require EBOE staff to meet with authorized administrators of each of the nonpublic schools referenced above to discuss: the timelines for program implementation; allowable nonpublic school purchases; selection of state contract vendors for the purchase of technology equipment/peripherals; ordering, delivery and tagging of equipment as EBOE property, and other related areas, be advised that due diligence will be given to each of these areas through the Office of the Business Administrator to assure compliance with the guidelines set forth by NJDOE for program administration; and

BE IT RESOLVED, the Englewood Board of Education accepts these funds from the NJDOE for the purpose of technology purchases at nonpublic schools located in Englewood.



**18-F-17 APPROVAL – NONPUBLIC SECURITY AID PROGRAM FOR 2017-2018**

WHEREAS, the Englewood Board of Education (EBOE) received state aid from the New Jersey Department of Education (NJDOE), Division of Finance in the amount of **\$152,700** to administer the Nonpublic Security Aid Program for the 2017-2018 fiscal period; and

WHEREAS, under the program, the EBOE is mandated by NJDOE to distribute said monies to the nonpublic schools within its district for the acquisition of security services/equipment and related technology to help ensure a safe and secure school environment for all inhabitants, accordingly:

- **\$2,925** – Ability School, 75 Knickerbocker Road, Englewood, NJ 07631;
- **\$71,400** – Dwight-Englewood School, 315 E. Palisade Avenue, Englewood, NJ 07631;
- **\$28,275** – The Elisabeth Morrow School, 435 Lydecker Street, Englewood, NJ 07631;
- **\$1,125** – First Presbyterian Preschool, 150 E. Palisade Avenue, Englewood, NJ 07631;
- **\$44,475** – Moriah School, 53 South Woodland Street, Englewood, NJ 07631;
- **\$4,500** – Yeshiva Ohr Simcha Englewood, 101 West Forest Avenue, Englewood, NJ 07631; and

BE IT RESOLVED, the EBOE accepts these funds from the NJDOE for the purpose of security purchases at nonpublic schools located in the City of Englewood.

**18-F-18 APPROVAL – NONPUBLIC SCHOOL TEXTBOOK INITIATIVE FOR 2017-2018**

WHEREAS, the Englewood Board of Education (EBOE) received state aid from the New Jersey Department of Education (NJDOE), Division of Finance in the amount of **\$95,372** to administer the Nonpublic School Textbook Initiative for the 2016-2017 fiscal period; and

WHEREAS, under the initiative, the EBOE is mandated by NJDOE to distribute said monies to the following nonpublic schools for textbooks to enhance learning among nonpublic school students:

- **\$2,027** – Ability School, 75 Knickerbocker Road, Englewood, NJ 07631;
- **\$11,523** – Dwight-Englewood School, 315 E. Palisade Avenue, Englewood, NJ 07631;
- **\$18,680** – The Elisabeth Morrow School, 435 Lydecker Street, Englewood, NJ 07631;
- **\$761** – First Presbyterian Preschool, 150 E. Palisade Avenue, Englewood, NJ 07631;
- **\$32,375** – Moriah School, 53 South Woodland Street, Englewood, NJ 07631; and

WHEREAS, the guidelines associated with the initiative require EBOE staff to meet with authorized administrators of each of the nonpublic schools referenced above to discuss: the timelines for program implementation; allowable nonpublic school purchases; ordering, delivery and tagging of equipment as EBOE property, and other related areas, be advised that due diligence will be given to each of these areas through the Office of Special Education and the Business Administrator to assure compliance with the guidelines set forth by NJDOE for program administration; now

BE IT RESOLVED, the Englewood Board of Education accepts these funds from the NJDOE for the purpose of textbook purchases at nonpublic schools located in Englewood.

**18-F-19 APPROVAL – AWARD OF SCHOOL NURSING SERVICES FOR NONPUBLIC SCHOOLS AND ACCEPTANCE OF FUNDS**

WHEREAS, the Englewood Public Schools issued an RFP for a School Nursing Services for Nonpublic Schools using the competitive contracting methodology that was opened on July 8, 2014, for the 2014-2015 school year, and by resolution, that contract was awarded to Catapult Learning, and

WHEREAS, contracts awarded under competitive contracting may be renewed for subsequent terms not exceeding a total of 5 years, now

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education approves the year 4 renewal of the contract with Catapult Learning, 2 Aquarium Drive, Suite 100, Camden, NJ 08103, for the 2017-2018 year at a cost not to exceed the New Jersey DOE allocation as follows, and accepts the funds from the State Department of Education:

- **\$3,783** – Ability School, 75 Knickerbocker Road, Englewood, NJ 07631;
- **\$92,344** – Dwight-Englewood School, 315 E. Palisade Avenue, Englewood, NJ 07631;
- **\$36,569** – The Elisabeth Morrow School, 435 Lydecker Street, Englewood, NJ 07631;
- **\$1,455** – First Presbyterian Preschool, 150 E. Palisade Avenue, Englewood, NJ 07631;
- **\$57,521** – Moriah School, 53 South Woodland Street, Englewood, NJ 07631;
- **\$5,820** – Yeshiva Ohr Simcha Englewood, 101 West Forest Avenue, Englewood, NJ 07631.

BE IT RESOLVED, the Englewood Board of Education accepts these funds from the NJDOE for the purpose of nursing services at nonpublic schools located in Englewood.

**18-F-20 APPROVAL – PRIVATE SCHOOLS FOR STUDENTS WITH DISABILITIES (PSSD) ALLOWABLE COSTS OF MEALS**

WHEREAS, the Englewood Public School District, as deemed necessary, sends students to out of district private schools for students with disabilities (PSSD); and

WHEREAS, Youth Consultation Service, Inc. (YCS) operates PSSDs at various locations in New Jersey; and

WHEREAS, the YCS meals provided are discounted and/or free to the District students attending YCS PSSDs; and

WHEREAS, the District does not require YCS to charge District students for the meals being provided; now

THEREFORE BE IT RESOLVED, the Englewood Board of Education resolves that it does not require YCS PSSDs to charge students for reduced and/or paid meals; and

BE IT FURTHER RESOLVED, this resolution shall take effect immediately. All prior resolutions or parts thereof inconsistent herewith are hereby repealed to the extent of such inconsistency.

**18-F-21 APPROVAL – SCHOOL FACILITIES RENTALS**

WHEREAS, the Englewood Public School District rents facilities to outside vendors per policy 7510; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education approves the following rentals:

VENDOR	DATES	AMOUNT
Metro Community Church	7/1/17 to 6/30/18	\$156,000.00
Englewood Hospital	7/1/17 to 6/30/18	\$ 19,000.00
24 Eighty 4 Bulls	9/5/17 to 11/3/17	\$ 7,200.00
Englewood Recreation	7/1/16 to 6/30/17	-0-

**18-F-22 APPROVAL – ACCEPTANCE OF 2016-17 SCHOOL FUNDING**

WHEREAS, the Englewood Public School District submitted applications for non-pubic transportation aid and homeless tuition reimbursement for the 2016-17 school year; now

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education accepts the following state funding for the 2016-17 school year:

- Non-Public Transportation Aid - \$57,562
- Homeless Tuition Reimbursement - \$81,521

**18-F-23 APPROVAL – ESEA GRANT APPLICATION 2017-2018**

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Englewood Board of Education hereby authorizes the submission of the ESEA 2018 grant application and accepts the entitlement grant funds as outlined below:

Program Description	Original Amount	Transfer	Revised Amount
Title I	\$833,589	0	\$833,589
Title IIA	\$127,048	\$11,342	\$183,390
Title III	\$50,186	0	\$50,186
Title III Immigrant	\$16,329	0	\$16,329
Title IV	\$11,342	(\$11,342)	0
<b>TOTAL</b>	<b>\$1,038,494</b>	<b>0</b>	<b>\$1,038,494</b>

BE IT FURTHER RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education authorizes the Business Administrator to transfer title IV funds in the amount of \$11,342 to title IIA funds.

**18-F-24            APPROVAL – APPLICATION FOR TEMPORARY SPACE FOR THE 2017-2018 SCHOOL YEAR**

WHEREAS, the Englewood Public School District finds it necessary to use temporary modular classrooms for Pre-K and Kindergarten students at the Donald A. Quarles School, 186 Davison Place, Englewood, NJ and Pre-School Four Pre-school classrooms at Bergen Family Center, 44 Armory Street, Englewood, NJ; now

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Englewood Board of Education hereby authorizes the Business Administrator/Board Secretary to submit a renewal application to the County for temporary space at Donald A. Quarles School and initial temporary classroom applications and alternative toilet waiver for the Bergen Family Center for the 2017-2018 school year.

**18-F-25            APPROVAL – ACCEPTANCE OF DONATION OF BACKPACKS FROM THE TEANECK-ENGLEWOOD & VICINITY CLUB**

WHEREAS, the Englewood Public School District will receive a donation of a 50 backpacks valued at \$1,250 from The National Association of Negro Business and Professional Women’s Club, Inc.(Teaneck-Englewood & Vicinity Club); and

WHEREAS, backpacks are filled with the following school supplies:

- Black & White Composition Notebooks
- Packages of Loose-Leaf Paper (wide rule)
- Loose-Leaf Binder
- Color Marker Set
- Colored Pencil Set
- Pencil Cases (flat to insert into binder)
- Plastic Rulers
- Glue Sticks
- Small Packets of Tissues
- 1-Subject Spiral Notebooks
- Boxes of 8-Pack Crayons
- Pencils (pack)
- Pens (pack)

WHEREAS, said backpacks are targeted for use by the students of the Englewood Public School District; now

BE IT RESOLVED, the Englewood Board of Education accepts the aforementioned backpacks and thanks The Teaneck-Englewood & Vicinity Club for its support of Englewood Public School District.

**PERSONNEL**

**18-P-07 APPROVAL – REVISED NOTIFICATION TO TENURED / NON-TENURED STAFF  
PURSUANT TO N.J.S.A. 18A:27-10**

RESOLVED, the Board of Education authorizes the Superintendent of Schools to adjust the tenured/non-tenured staff list approved in resolution #17-P-90 on May 11, 2017 to adjust the salaries for Employee ID #6917 from the approved tenured and non-tenured staff members Tab 12 for the 2017-2018 school year.

**18-P-08 APPROVAL – 2017-2018 CONTRACTED APPOINTMENTS AND EMPLOYMENT  
OF PERSONNEL: FULL-TIME/PART-TIME, NON-GUIDE 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.
3. Valid certification appropriate for his/her employment or assignment in New Jersey.

<b><i>N = New</i></b>	<b><i>LR = Leave Replacement</i></b>	<b><i>R = Replacement</i></b>	<b><i>RI = Reinstatement</i></b>
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(All salaries are annual unless otherwise noted)

**CERTIFICATED STAFF**

<b>Name</b>	<b>Position/Certification</b>	<b>Loc</b>	<b>Salary/Budget</b>	<b>Effective Dates</b>
Dickert, Craig <sup>1</sup> (R. #6888)	Teacher of Music Standard: Teacher of Music	McCloud	MA, Step 4-5 \$59,340 Budget # 11-130-100-101-76-101-000	09/05/2017- 06/30/2018
Jackson, Roan <sup>1</sup> (N)	Teacher of English as a Second Language Standard: Teacher of English as a Second Language	Grieco	BA, Step 4-5 \$55,590 Budget # 11-240-100-101-74-101-000	09/05/2017- 06/30/2018
Torres, Jonathan <sup>1</sup> (R. #6492)	Teacher of English as a Second Language Standard: Teacher of English as a Second Language	McCloud	MA, Step 4-5 \$59,340 Budget # 11-240-100-101-73-101-000	09/05/2017- 06/30/2018
Flemming, Lisa <sup>1</sup> (R. #6678)	Teacher of Students with Disabilities Provisional: Teacher of Students with Disabilities / Teacher of English	DMHS	BA, Step 2-3 \$55,140 Budget # 11-212-100-101-40-101-000	09/05/2017- 06/30/2018
Klypka, Laura <sup>1/2</sup> (L.R. #6584)	Teacher of Students with Disabilities Standard: Teacher of Students with Disabilities / Teacher of Elementary K-6	McCloud	BA, Step 1 \$54,690 Budget # 11-214-100-101-40-101-000	09/05/2017- 12/15/2017
Lee, Charity <sup>1</sup> (N)	Teacher of English as a Second Language Standard: Teacher of	DMHS	MA, Step 4-5 \$59,340 Budget # 11-240-100-101-77-101-000	09/05/2017- 06/30/2018

	English as a Second Language			
Lax, Eric <sup>1</sup> (N)	Teacher of Social Studies Provisional: Teacher of Social Studies	DMHS	BA, Step 2-3 \$55,140 Budget # 11-140-100-101-77-101-000	09/05/2017- 06/30/2018

<sup>1</sup>Start date as approved or as soon as possible<sup>2</sup>Non-tenurable leave replacement position**NON-CERTIFICATED STAFF**

Name	Position/Certification	Loc	Salary/Budget	Effective Dates
Cruz, Frances <sup>1</sup> (N)	Security Officer Part-time (NJ SORA Certificate)	DMHS	\$17.14 ph, Non-Guide (max. 25 hrs. p/w) Budget Code: 11-000-266-100-60-101-000	09/05/2017- 06/30/2018
Dinatale, Joseph <sup>1</sup> (N)	Security Officer Part-time (NJ SORA Certificate)	DMHS	\$17.14 ph, Non-Guide (max. 25 hrs. p/w) Budget Code: 11-000-266-100-60-101-000	09/05/2017- 06/30/2018
Shouldis, John <sup>1</sup> (N)	Security Officer Part-time (NJ SORA Certificate)	DMHS	\$17.14 ph, Non-Guide (max. 25 hrs. p/w) Budget Code: 11-000-266-100-60-101-000	09/05/2017- 06/30/2018

<sup>1</sup>Start date as approved or as soon as possible pending State clearance**SUBSTITUTE TEACHERS**

Name	Position	Loc	Salary/Budget	Effective Dates
Cash, John	Per-diem Substitute Teacher Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/06/2017- 06/30/2018
Hampton, Andre	Per-diem Substitute Teacher Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/06/2017- 06/30/2018
Nunez-Coba, Mirna	Per-diem Substitute Teacher Substitute Credential	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/06/2017- 06/30/2018
Tactuk, Miguel	Per-diem Substitute Teacher Standard: Teacher of Mathematics	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/06/2017- 06/30/2018
Luzzi, Christina	Per-diem Substitute Teacher Standard: Teacher of Social Studies	District	\$100 - \$110 per diem, Budget Code: Dependent upon location	09/06/2017- 06/30/2018

**18-P-09 APPROVAL - 2016-2017 SALARY ADJUSTMENTS, RECLASSIFICATIONS AND TRANSFERS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the salary adjustment(s), reclassification(s) and transfer(s) be approved as provided by the budget.

Name	From	To
Armstrong, Gabriella	Per-Diem Substitute Teacher, \$100 per diem	Long-Term Substitute Teacher, \$270.30 per diem Effective: June 9, 2017 - June 23, 2017

**18-P-10 APPROVAL - 2017-2018 SALARY ADJUSTMENTS, RECLASSIFICATIONS AND TRANSFERS**

RESOLVED, upon recommendation of the Superintendent of Schools, that the salary adjustment(s), reclassification(s) and transfer(s) be approved as provided by the budget.

Name	From	To
Cardona, German	Teacher of Spanish - JDMS BA, Step 14 \$59,330 11-130-100-101-76-101-000	Teacher of Spanish - JDMS/DMHS BA, Step 14 \$59,330 11-130-100-101-76-101-000
Miller, Erica <sup>1</sup> (L.R.#6658)	Teacher of Elementary School - Grieco Standard: Teacher of Elementary School K-6 BA, Step 1 \$54,690 11-204-100-101-40-101-000	Teacher of Elementary School - McCloud Standard: Teacher of Elementary School K-6 BA, Step 1 \$54,690 11-204-100-101-40-101-000

<sup>1</sup>Leave Replacement non-tenurable position - Revised location Board Approved August 17, 2017

Name	Guide/Step	Base Salary	Program Manager Assignment	PM Adjustment	To
Di Cosmo-Ponticello, Crystal	PHD/Doct, Step 14	\$76,205.00	BioMedicine	\$6,064.00	\$82,269
Dinallo, Anthony	MA, Step 16	\$68,400.00	Info Systems	\$6,064.00	\$74,464
Eaton, Leslie	MA, Step 21	\$89,146.00	AE Admissions	\$6,064.00	\$95,210
Mazzoccoli, Anna	BA, Step 15	\$61,730.00	Finance	\$6,064.00	\$67,694
Powell, Roslyn	MA+30, Step 22	\$104,808.00	Law & Public Safety	\$6,064.00	\$110,874
Sherry, Randy	MA, Step 12-13	\$61,350.00	Pre-Engineering	\$6,064.00	\$67,414

**18-P-11 APPROVAL - 2017-2018 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:

SUMMER ACADEMIC INTEGRITY AND STAFF MORALE COMMITTEE					
Name	Assignment	Rate	Max	Effective Dates	Budget Account
Arietta, Shannon	Academic Integrity Committee	30.50 p/h	15 hrs	06/28/17-07/14/17	11-140-100-101-67-103-000
Clark, Constance	Academic Integrity Committee	30.50 p/h	15 hrs	06/28/17-07/14/17	11-140-100-101-67-103-000
Cirilli, John	Academic Integrity Committee	30.50 p/h	15 hrs	06/28/17-07/14/17	11-140-100-101-67-103-000
McClelland, Dorothy	Academic Integrity Committee	30.50 p/h	15 hrs	06/28/17-07/14/17	11-140-100-101-67-103-000
Rochman, Mindy	Academic Integrity Committee	30.50 p/h	15 hrs	06/28/17-07/14/17	11-140-100-101-67-103-000

<b>2017-2018 Advisors / Admissions</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Eaton, Leslie	AE Admissions New School Year Preparations	\$30.50 ph	100 hrs.	17-18 SY	11-140-100-101-67-103-000
Johnson, Christina	AE Admissions Clerk	\$31.84	300 hrs	08/31/17-06/30/18	11-140-100-101-67-103-000

<b>HOME INSTRUCTION</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Emont, Tamara	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Goolsarran, Jacqueline	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Iloski, Annette	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Marcellus, Martine	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Mitchell, Basheba	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Murphy, Theodora	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Oden, Lisa	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Ortiz, Albert	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Perry, Debby	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Peterkin, Claudette	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Salazar, Yolanda	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Salvatore, Nicholas	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Schweizer, Danielle	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Sperber, Jana	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Walker, Arthorine	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000
Weinberger, Judith	Home Instructor	\$30.50 ph	200 hrs.	09/06/17-06/30/18	11-150-100-101-40-101-000

<b>ATHLETICS FALL COACHING ASSIGNMENTS</b>					
<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max Hours/ Days</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Altilio, Antonietta	Head Winter Track Coach	Per ETA Guide	\$6,615	Winter Season	11-402-100-100-77-101-000
Altilio, Antonietta	Head Spring Track Coach	Per ETA Guide	\$7,560	Spring Season	11-402-100-100-77-101-000
Buzzerio, Anthony	Head Golf Coach	Per ETA Guide	\$6,615	Spring Season	11-402-100-100-77-101-000
Drumgoole, Kate	Girls Head Basketball	Per ETA	\$7,560	Winter	11-402-100-100-77-101-000



	Coach	Guide		Season	
Drumgoole, Kate	Girls Assistant Soccer Coach	Per ETA Guide	\$4,725	Fall Season	11-402-100-100-77-101-000
Esposito II, Robert	MS - Head Volleyball Coach	Per ETA Guide	\$3,150	Fall Season	11-402-100-100-76-101-000
Felice, Nikki	MS - Head Cross Country Coach	Per ETA Guide	\$3,150	Fall Season	11-402-100-100-76-101-000
Jazmin, Winfree	Winter Cheerleading Coach	Per ETA Guide	\$2,362.50	Winter Season	11-402-100-100-77-101-000
Romba, Jillian	Winter Cheerleading Coach	Per ETA Guide	\$2,362.50	Winter Season	11-402-100-100-77-101-000
Jones, Leo	Boys Head Basketball Coach	Per ETA Guide	\$7,560	Winter Season	11-402-100-100-77-101-000
Lugones, Mario	Head Baseball Coach	Per ETA Guide	\$6,615	Spring Season	11-402-100-100-77-101-000
Moyle, Brian	MS - Boys Head Soccer Coach	Per ETA Guide	\$3,150	Fall Season	11-402-100-100-76-101-000
Siu, Stephanie	MS - Head Girls Soccer Coach	Per ETA Guide	\$3,150	Fall Season	11-402-100-100-76-101-000
Sperber, Jana	Head Boys Tennis Coach	Per ETA Guide	\$6,615	Spring Season	11-402-100-100-77-101-000
Taylor, Charles	Head Wrestling Coach	Per ETA Guide	\$5,670	Winter Season	11-402-100-100-77-101-000
Warren, Teshawn	Assistant Football Coach - Volunteer	Per ETA Guide	N/A	Fall Season	11-402-100-100-77-101-000

**DWIGHT MORROW HIGH SCHOOL/ACADEMIES@ENGLEWOOD ADVISORS AND EXTRACURRICULAR ACTIVITIES**

Cirilli, John	Model UN Co-Advisor	Per ETA Guide	\$945	17-18 SY	11-401-100-100-77-101-00
Clark, Constance	Newspaper Advisor	Per ETA Guide	\$4,725 Publications (8)	17-18 SY	11-401-100-100-77-101-00
DiCosmo-Ponticello, Crystal	H.O.S.A. Advisor	Per ETA Guide	\$1,890	17-18 SY	11-401-100-100-77-101-00
Escobedo, Michelle	Junior Class Co-Advisor	Per ETA Guide	\$1,575	17-18 SY	11-401-100-100-77-101-00
Ferrara, James	District Promotional Materials	Per ETA Guide	300 hrs	17-18 SY	11-401-100-100-77-101-00
Fordice, Alison	School Treasurer	Per ETA Guide	\$5,670	17-18 SY	11-401-100-100-77-101-00
Frangiosa, Grace	Senior Class Co-Advisor	Per ETA Guide	\$2,362.50	17-18 SY	11-401-100-100-77-101-00
Gonzalez, Saadia	Advanced Placement Advisor	Per ETA Guide	\$1,890	17-18 SY	11-401-100-100-77-101-00
Meltzer, Sandy	Musical Director	Per ETA Guide	\$7,560	17-18 SY	11-401-100-100-77-101-00
Nieto, Mariemma	Future Business Leaders of America – FBLA Co-Advisor	Per ETA Guide	\$945	17-18 SY	11-401-100-100-77-101-00
O'Shea, Danielle <sup>1</sup>	Student Council Organization Co-Advisor	Per ETA Guide	\$945	17-18 SY	11-401-100-100-77-101-00
Panarese, Melanie	Yearbook Advisor Co-Advisor	Per ETA Guide	\$3307.50	17-18 SY	11-401-100-100-77-101-00
Piccinich, Kristen	Junior Class Co-Advisor	Per ETA Guide	\$1,575	17-18 SY	11-401-100-100-77-101-00

Powell, Roslyn	Mock Trial Advisor	Per ETA Guide	\$1,890	17-18 SY	11-401-100-100-77-101-00
Ravitz, Mitch	Future Business Leaders of America – FBLA Co-Advisor	Per ETA Guide	\$945	17-18 SY	11-401-100-100-77-101-00
Rochman, Mindy	Model UN Co-Advisor	Per ETA Guide	\$945	17-18 SY	11-401-100-100-77-101-00
Rochman, Mindy	Senior Class Co-Advisor	Per ETA Guide	\$2,362.50	17-18 SY	11-401-100-100-77-101-00
Rochman, Mindy	Assistant Musical Director	Per ETA Guide	\$4,725	17-18 SY	11-401-100-100-77-101-00
Rodsan, Alexa <sup>1</sup>	Student Council Organization Co-Advisor	Per ETA Guide	\$945	17-18 SY	11-401-100-100-77-101-00
Sherry, Randy	Technology Students of America Advisor	Per ETA Guide	\$1,890	17-18 SY	11-401-100-100-77-101-00
Smith, Michelle	Yearbook Advisor Co-Advisor	Per ETA Guide	\$3307.50	17-18 SY	11-401-100-100-77-101-00

<sup>1</sup>Payment will be pro-rated upon return from leave

### JANIS DISMUS MIDDLE SCHOOL ADVISORS AND EXTRACURRICULAR ACTIVITIES

Name	Assignment	Rate	Max Hrs/ Days	Effective Dates	Budget Account
Abruzzese, Windsor	Student Council Advisor	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
Acebo, Janice	National Junior Honor Society	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
Cardona, German	Chess Club Advisor	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
DeEsposito, Carmen	Gardening Club Advisor	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
Dimino, Carissa	School Treasurer	Per ETA Guide	\$3,150	2017-2018 School Year	11-401-100-100-76-101-000
Hampton, Andre	Afterschool / Saturday Detention	\$32.98 p/h	175 hrs	2017-2018 School Year	11-401-100-100-76-101-000
Kendrick, Carolyn	Afterschool / Saturday Detention	\$32.98 p/h	175 hrs	2017-2018 School Year	11-401-100-100-76-101-000
Marcellus, Martine	School Newspaper Advisor	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
Miller, Breigh	Spring Musical Costumes/Set	\$30.50	100 hrs	2017-2018 School Year	11-401-100-100-76-101-000
Motyka, Joffin	Media Club Advisor	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
Robertson, Cathy	Marketing Club Advisor (RIP the Runway)	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
Robertson, Cathy	8 <sup>th</sup> Grade Activities Advisor	Per ETA Guide	\$3,150	2017-2018 School Year	11-401-100-100-76-101-000
Sheridan, Samantha	Yearbook	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
Tisdale, Christopher	Spring Musical Director	Per ETA Guide	\$4,725	2017-2018 School Year	11-401-100-100-76-101-000
Vanamo, Jalmari	Assistant Director Spring Musical	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000
Waldeck, Erika	Math League Advisor	Per ETA Guide	\$1,890	2017-2018 School Year	11-401-100-100-76-101-000

<b>Name</b>	<b>Assignment</b>	<b>Rate</b>	<b>Max</b>	<b>Effective Dates</b>	<b>Budget Account</b>
Calenda, Elizabeth	Student Council Advisor	Per ETA Guide	\$600	2017-2018 School Year	11-120-100-101-67-103-000
Dalrymple-Williams, Delores	Yearbook Co-Advisors	Per ETA Guide	\$450	2017-2018 School Year	11-120-100-101-67-103-000
Ham, Eunson	Yearbook Co-Advisors	Per ETA Guide	\$450	2017-2018 School Year	11-120-100-101-67-103-000
Romba, Jillian	Yearbook Co-Advisors	Per ETA Guide	\$450	2017-2018 School Year	11-120-100-101-67-103-000
Salazar, Evelyn	Student Council Advisor	Per ETA Guide	\$600	2017-2018 School Year	11-120-100-101-67-103-000
Siu, Stephanie	Yearbook Co-Advisors	Per ETA Guide	\$450	2017-2018 School Year	11-120-100-101-67-103-000
Tarquino, Luz	Student Council Advisor	Per ETA Guide	\$600	2017-2018 School Year	11-120-100-101-67-103-000

**18-P-12 APPROVAL – RETIREMENT, RESIGNATIONS, LEAVES OF ABSENCE, TERMINATIONS**

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

**Resignation(s)**

<b>Name</b>	<b>Notice/Position</b>	<b>Effective Date</b>
Nam, Cristina	Teacher of English as a Second Language	August 31, 2017
Qiao-McComas, Jie	Teacher of Chinese	August 31, 2017
Silverstein, Wendy	School Psychologist	August 31, 2017

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

District of Englewood

All Funds

For The Month Ending:

7/31/2017  
~~06/30/2017~~

**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	\$5,791,784.84	\$1,298,670.28	\$612,786.37	\$6,477,668.75
Special Revenue Fund - Fund 20	\$1,284,642.07	\$212,378.00	\$22,699.54	\$1,474,320.53
Capital Projects Fund - Fund 30	(\$1,338,639.06)	\$312.50		(\$1,338,326.56)
Debt Service Fund 40	\$0.74			\$0.74
<b>Total Governmental Funds</b>	<b>\$5,737,788.59</b>	<b>\$1,511,360.78</b>	<b>\$635,485.91</b>	<b>\$6,613,663.46</b>
<b>Enterprise Fund - Fund 50</b>	<b>\$130,752.95</b>	<b>\$138,716.32</b>		<b>\$269,469.27</b>
<b>Enterprise Fund - Fund 60</b>	<b>\$113,346.88</b>	<b>\$2,664.41</b>	<b>\$7,922.26</b>	<b>\$108,089.03</b>
<b>Payroll Account (Net)</b>	<b>(\$18,730.66)</b>	<b>\$327,254.58</b>	<b>\$327,613.31</b>	<b>(\$19,089.39)</b>
<b>Total All Funds</b>	<b>\$5,963,157.76</b>	<b>\$1,979,996.09</b>	<b>\$971,021.48</b>	<b>\$6,972,132.37</b>

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	06/30/2017
Fund/Funds	

Prepared by: Robert R. Brown  
 Date: 06/30/2017

1				Balance per Bank:			
Capital One Referendum #00007047886222					\$817,824.85		
Capital One #00007047886230					\$5,091,095.02		
Capital One Compensating Balance #00007527021191					\$1,500,000.00		
Capital One Payroll #7047886141					\$26,008.94		
Petty Cash					\$931.08		
<b>Sub Total Balance Per Banks</b>							<b>\$7,435,859.89</b>
Reconciling Items:							
Additions:							
		Date	Amount				
2a		Ck#37628 cashed 2/24	\$442.00				
2b		Unlocated Difference	\$811.72				
2c							
2d		P/R Adj booked as revenue	\$8,071.78				
2		Total D.I.T.'s & Other	\$9,325.50				
3		Total Additions			\$ 9,325.50		
Deductions:							
Outstanding Checks							
4			(\$461,518.78)				
5		Ck #38659 dated 11/17/16	(\$11,534.24)				
6		Total Deductions			(\$473,053.02)		
7		Net Reconciling Items					(\$463,727.52)
8		<b>Adjusted Balance per Bank as of:</b>	<b>06/30/2017</b>				<b>\$6,972,132.37</b>
9		<b>Balance per Board Secretary's Records as of:</b>	<b>06/30/2017</b>				<b>\$6,972,132.37</b>
Reconciling Items:							
Additions:							
10		Interest Earned					
11		Other					
12		Total Additions			\$0.00		
Deductions:							
13		Bank Charges					
14		Other					
15		Total Deductions			\$0.00		
16		Net Reconciling Items					\$0.00
17		<b>Adjusted Board Secretary's Balance as of:</b>	<b>06/30/2017</b>				<b>\$6,972,132.37</b>

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 General Fund - Fund 10 (including subfunds 16 and 17)  
 Interim Balance Sheet

For 1 Month Period Ending 07/31/2017

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---		
101	Cash in bank	\$4,976,736.87
102-107	Cash and cash equivalents	\$1,500,931.08
121	Tax levy receivable	\$51,794,332.00
	Accounts receivable:	
132	Interfund	\$1,181,876.52
141	Intergovernmental - State	\$11,093,971.01
142	Intergovernmental - Federal	\$82,882.00
143	Intergovernmental - Other	\$0.48
153,154	Other (net of est uncollectible of \$_____)	\$27,280.00
		\$12,386,010.01
--- R E S O U R C E S ---		
301	Estimated Revenues	\$63,867,166.00
302	Less Revenues	(\$62,010,887.93)
		<u>\$1,856,278.07</u>

Total assets and resources

\$72,514,288.03

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
General Fund - Fund 10 (including subfunds 16 and 17)  
Interim Balance Sheet

For 1 Month Period Ending 07/31/2017

=====

LIABILITIES AND FUND EQUITY

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---	L I A B I L I T I E S ---		
421	Accounts Payable	\$1,141,134.30	
	Other current liabilities	\$322,492.15	

-----

\$1,463,626.45

=====

F U N D   B A L A N C E

--- A p p r o p r i a t e d ---			
753	Reserve for encumbrances - Current Year	\$53,612,799.30	
754	Reserve for encumbrance - Prior Year	\$146,442.19	
	Reserved fund balance:		
761	Capital reserve account -	\$2,559,005.00	
		-----	
765	Current Expense Tuition Reserve	\$700,000.00	
		-----	
766	Current Expense Emergency Reserve	\$602,000.00	
		-----	
764	Current Expense Maintenance Reserve	\$1,007,700.00	
		-----	

760	Reserved Fund Balance	\$598,748.00	
601	Appropriations	\$67,141,272.60	
602	Less : Expenditures	\$499,746.48	
603	Encumbrances	\$53,759,241.49 (\$54,258,987.97)	
		-----	
		\$12,882,284.63	

Total Appropriated		\$72,108,979.12
--- U n a p p r o p r i a t e d ---		
770	Fund Balance -	\$2,069,346.87
303	Budgeted Fund Balance	(\$3,127,664.41)

-----

TOTAL FUND BALANCE

\$71,050,661.58

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TOTAL LIABILITIES AND FUND EQUITY

\$72,514,288.03

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Englewood Public School District  
 General Fund - Fund 10 (including subfunds 16 and 17)  
 Interim Balance Sheet  
 For 1 Month Period Ending 07/31/2017

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	\$67,141,272.60	\$54,258,987.97	\$12,882,284.63
Revenues	(\$63,867,166.00)	(\$62,010,887.93)	(\$1,856,278.07)
	\$3,274,106.60	(\$7,751,899.96)	\$11,026,006.56
	(\$146,442.19)	(\$146,442.19)	
Less: Adjust for prior year encumb.			
Budgeted Fund Balance	\$3,127,664.41	(\$7,898,342.15)	\$11,026,006.56
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$3,127,664.41	(\$7,898,342.15)	\$11,026,006.56
Fund 16 (Restricted ARRA-ESF)	\$0.00	\$0.00	\$0.00
Fund 17 (Restricted ARRA-GSF)	\$0.00	\$0.00	\$0.00
TOTAL Budgeted Fund Balance	\$3,127,664.41	(\$7,898,342.15)	\$11,026,006.56



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Eaglewood Public School District  
GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/2017

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$53,674,449.00	\$51,818,170.93		\$1,856,278.07
3XXX From State Sources	\$10,109,835.00	\$10,109,835.00		.00
4XXX From Federal Sources	\$82,882.00	\$82,882.00		.00
TOTAL REVENUE/SOURCES OF FUNDS	\$63,867,166.00	\$62,010,887.93		\$1,856,278.07

	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** EXPENDITURES ***				
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$16,951,607.26	\$4,870.00	\$16,247,188.05	\$699,549.21
11-2XX-100-XXX Special Education - Instruction	\$6,979,637.00	\$21,098.39	\$6,930,704.47	\$27,834.14
11-230-100-XXX Basic Skills - Remedial Instruction	\$60,000.00	\$0.00	\$60,000.00	\$0.00
11-240-100-XXX Bilingual Education - Instruction	\$1,602,669.00	\$0.00	\$1,602,669.00	\$0.00
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$175,300.00	\$0.00	\$144,307.10	\$30,992.90
11-402-100-XXX School-Spons. Athletics - Instruction	\$875,676.17	\$0.00	\$578,647.68	\$297,028.49
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-100-XXX Instruction	\$5,836,062.00	\$0.00	\$2,206,388.00	\$3,629,674.00
11-000-211-XXX Attendance and Social Work Services	\$514,616.52	\$23,640.74	\$490,975.78	\$0.00
11-000-213-XXX Health Services	\$593,263.37	\$2,928.00	\$434,928.09	\$155,407.28
11-000-216-XXX Speech, OT,PT & Related Svcs	\$1,795,305.60	\$4,361.50	\$907,422.72	\$883,521.38
11-000-217-XXX Other Support Serv - Students Extra Srvc	\$15,000.00	\$0.00	\$0.00	\$15,000.00
11-000-218-XXX Guidance	\$1,000,564.00	\$4,920.41	\$965,186.88	\$30,456.71
11-000-219-XXX Child Study Teams	\$1,502,279.00	\$5,215.70	\$1,422,950.79	\$74,112.51
11-000-221-XXX Improv of Inst. - Instruc Staff	\$552,694.00	\$27,969.64	\$461,191.94	\$63,532.42
11-000-222-XXX Educational Media Serv/School Library	\$1,892,588.00	\$17,782.32	\$1,010,291.29	\$864,514.39
11-000-223-XXX Instructional Staff Training Services	\$40,000.00	\$0.00	\$6,046.24	\$33,953.76
11-000-230-XXX Supp. Serv.-General Administration	\$1,054,074.00	\$15,094.01	\$883,840.80	\$355,139.19
11-000-240-XXX Supp. Serv.-School Administration	\$3,179,925.00	\$166,155.31	\$2,986,776.92	\$26,992.77
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$1,243,361.80	\$87,623.58	\$1,085,250.20	\$70,488.02
11-000-261-XXX Require Maint. for School Facilities	\$624,452.00	\$5,915.23	\$349,462.59	\$269,074.18
11-000-262-XXX Custodial Services	\$4,150,501.88	(\$139.75)	\$2,999,869.63	\$1,160,772.00
11-000-263-XXX Care and Upkeep of Grounds	\$51,700.00	\$0.00	\$37,435.00	\$14,265.00
11-000-266-XXX Security	\$536,192.00	\$19,954.54	\$499,447.46	\$16,790.00
11-000-270-XXX Student Transportation Services	\$3,955,542.00	\$10,287.42	\$698,389.98	\$3,246,864.60
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$8,501,884.00	\$82,069.44	\$8,035,492.88	\$384,321.68
TOTAL GENERAL CURRENT EXPENSE	\$63,684,894.60	\$439,746.48	\$50,834,863.49	\$12,350,284.63
EXPENDITURES/USES OF FUNDS				

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 1 Month Period Ending 07/31/2017

	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** EXPENDITURES - cont'd ***				
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$13,690.00	\$0.00	\$13,690.00	\$0.00
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$834,772.00	.00	\$302,772.00	\$532,000.00
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$848,462.00	\$0.00	\$316,462.00	\$532,000.00
10-000-100-56X Transfer of Funds to Charter Schools	\$2,607,916.00	.00	\$2,607,916.00	.00
TOTAL GENERAL FUND EXPENDITURES	\$67,141,272.60	\$499,746.48	\$53,759,241.49	\$12,882,284.63

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 GENERAL FUND - FUND 10 (including subfunds 16 and 17)

SCHEDULE OF REVENUES  
 ACTUAL COMPARED WITH ESTIMATED  
 For 1 Month Period Ending 07/31/2017

	ESTIMATED	ACTUAL	UNREALIZED
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--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$51,794,332.00	\$51,794,332.00	.00
1320-1340	Other Tuition	\$1,058,520.00	.00	\$1,058,520.00
1420 -1440	Transp Fees from Other LEAs	\$185,000.00	.00	\$185,000.00
1XXX	Miscellaneous	\$636,597.00	\$23,838.93	\$612,758.07
TOTAL		\$53,674,449.00	\$51,818,170.93	\$1,856,278.07

--- STATE SOURCES ---				
3131	Extraordinary Aid	\$460,000.00	\$460,000.00	.00
3132	Categorical Special Education Aid	\$1,813,061.00	\$1,813,061.00	.00
3177	Categorical Security	\$977,741.00	\$977,741.00	.00
3178	Adjustment Aid	\$1,754,930.00	\$1,754,930.00	.00
3121	Categorical Transportation Aid	\$687,644.00	\$687,644.00	.00
3XXX	Other State Aids	\$4,416,459.00	\$4,416,459.00	\$0.00
TOTAL		\$10,109,835.00	\$10,109,835.00	\$0.00

--- FEDERAL SOURCES ---				
4200	Medicaid Reimbursement		\$82,882.00	(\$82,882.00)
4XXX	Other Federal Aids	\$82,882.00	\$0.00	\$82,882.00
TOTAL		\$82,882.00	\$82,882.00	\$0.00

--- OTHER FINANCING SOURCES ---				
TOTAL REVENUES/SOURCES OF FUNDS		\$63,867,166.00	\$62,010,887.93	\$1,856,278.07

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 1 Month Period Ending 07/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>*** GENERAL CURRENT EXPENSE ***</b>				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$1,251,235.00	.00	\$1,251,235.00	.00
11-120-100-101 Grades 1-5 - Teachers Sal.	\$4,314,685.00	.00	\$4,314,685.00	.00
11-130-100-101 Grades 6-8 - Teachers Sal.	\$3,094,262.12	.00	\$3,094,262.12	.00
11-140-100-101 Grades 9-12 - Teachers Sal.	\$6,242,972.00	\$5,673.00	\$5,996,286.64	\$241,012.36
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$80,000.00	\$0.00	\$80,000.00	\$0.00
11-150-100-320 Purchased Prof.-Ed. Services	\$20,000.00	.00	.00	\$20,000.00
11-150-100-610 General Supplies	\$1,000.00	.00	.00	\$1,000.00
11-190-100-320 Purchased Prof.-Ed. Services	\$5,500.00	.00	\$2,000.00	\$3,500.00
11-190-100-500 Other Purch. Serv. (400-500 series)	\$926,450.55	(\$290.00)	\$640,545.42	\$286,195.13
11-190-100-610 General Supplies	\$532,802.59	(\$15.00)	\$397,791.24	\$135,026.35
11-190-100-640 Textbooks	\$471,200.00	(\$498.00)	\$458,882.63	\$12,815.37
11-190-100-890 Other Objects	\$11,500.00	.00	\$11,500.00	.00
TOTAL	\$16,951,607.26	\$4,870.00	\$16,247,188.05	\$699,549.21
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities:				
11-204-100-101 Salaries of Teachers	\$1,460,094.00	\$0.00	\$1,460,094.00	\$0.00
11-204-100-320 Purchased Prof.-Ed. Services	\$30,000.00	.00	\$23,000.00	\$7,000.00
11-204-100-500 Other Purch. Serv. (400-500 series)	\$350,000.00	.00	\$350,000.00	.00
11-204-100-610 General supplies	\$3,000.00	.00	\$215.86	\$2,784.14
11-204-100-800 Other objects	\$500.00	.00	.00	\$500.00
TOTAL	\$1,843,594.00	\$0.00	\$1,833,309.86	\$10,284.14
Multiple Disabilities:				
11-212-100-101 Salaries of Teachers	\$740,546.00	\$21,098.39	\$719,447.61	\$0.00
11-212-100-320 Purchased Prof.-Ed. Services	\$5,000.00	.00	.00	\$5,000.00
11-212-100-500 Other Purch. Serv. (400-500 series)	\$1,380,000.00	.00	\$1,380,000.00	.00
11-212-100-610 General supplies	\$3,700.00	.00	.00	\$3,700.00
TOTAL	\$2,129,246.00	\$21,098.39	\$2,099,447.61	\$8,700.00
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$1,861,207.00	\$0.00	\$1,861,207.00	\$0.00
11-213-100-500 Other Purch. Serv. (400-500 series)	\$300,000.00	.00	\$300,000.00	.00
11-213-100-610 General supplies	\$2,930.00	.00	.00	\$2,930.00
TOTAL	\$2,164,137.00	\$0.00	\$2,161,207.00	\$2,930.00
Autisim:				
11-214-100-101 Salaries of Teachers	\$71,100.00	\$0.00	\$71,100.00	\$0.00
TOTAL	\$71,100.00	\$0.00	\$71,100.00	\$0.00
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	\$441,660.00	\$0.00	\$441,660.00	\$0.00
11-216-100-500 Other Purch.Serv. (400-500 series)	\$327,000.00	.00	\$323,980.00	\$3,020.00
11-216-100-600 General supplies	\$2,900.00	.00	.00	\$2,900.00

Englewood Public School District  
 GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$771,560.00	\$0.00	\$765,640.00	\$5,920.00
TOTAL SPECIAL ED - INSTRUCTION	\$6,979,637.00	\$21,098.39	\$6,930,704.47	\$27,834.14
--- Basic Skills/Remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$60,000.00	\$0.00	\$60,000.00	\$0.00
TOTAL	\$60,000.00	\$0.00	\$60,000.00	\$0.00
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$1,402,669.00	\$0.00	\$1,402,669.00	\$0.00
11-240-100-500 Other Purch. Serv.(400-500 series)	\$200,000.00	.00	\$200,000.00	.00
TOTAL	\$1,602,669.00	\$0.00	\$1,602,669.00	\$0.00
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$130,500.00	.00	\$130,500.00	.00
11-401-100-500 Purchased Services (300-500 series)	\$18,800.00	.00	\$325.00	\$18,475.00
11-401-100-600 Supplies and Materials	\$26,000.00	.00	\$13,482.10	\$12,517.90
TOTAL	\$175,300.00	\$0.00	\$144,307.10	\$30,992.90
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$472,000.00	.00	\$472,000.00	.00
11-402-100-500 Purchased Services (300-500 series)	\$279,150.00	.00	\$62,683.00	\$216,467.00
11-402-100-600 Supplies and Materials	\$124,526.17	.00	\$43,964.68	\$80,561.49
TOTAL	\$875,676.17	\$0.00	\$578,647.68	\$297,028.49
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$75,000.00	.00	\$10,320.00	\$64,680.00
11-000-100-562 Tuition to Other LEAs within State Special	\$571,236.00	.00	\$45,000.00	\$526,236.00
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$375,000.00	.00	\$375,000.00	.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$508,990.00	.00	.00	\$508,990.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$2,452,000.00	.00	\$1,655,672.00	\$796,328.00
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$1,667,941.00	.00	.00	\$1,667,941.00
11-000-100-567 Tuition Priv Sch Disbl & Otr LEA o/s State	\$45,000.00	.00	.00	\$45,000.00
11-000-100-568 Tuition - State Facilities	\$85,239.00	.00	\$64,740.00	\$20,499.00
11-000-100-569 Tuition - Other	\$55,656.00	.00	\$55,656.00	.00
TOTAL	\$5,836,062.00	\$0.00	\$2,206,388.00	\$3,629,674.00
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$212,464.00	\$7,287.12	\$205,176.88	.00
11-000-211-172 Sal.of Family Support Teams	\$150,927.52	\$5,001.50	\$145,926.02	.00
11-000-211-173 Sal. of Family Liaisons/Comm. Prnt Inv. Spec.	\$151,225.00	\$11,352.12	\$139,872.88	.00
TOTAL	\$514,616.52	\$23,640.74	\$490,975.78	\$0.00
--- Health services ---				
11-000-213-100 Salaries	\$433,763.37	\$2,928.00	\$430,835.37	.00
11-000-213-300 Purchased Prof. & Tech. Svc.	\$149,500.00	.00	\$247.00	\$149,253.00
11-000-213-500 Other Purchd. Serv.(400-500 series)	\$500.00	.00	\$295.00	\$205.00
11-000-213-600 Supplies and Materials	\$6,500.00	.00	\$3,550.72	\$2,949.28

Englewood Public School District  
 GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-213-800 Other Objects	\$3,000.00	.00	.00	\$3,000.00
TOTAL	\$593,263.37	\$2,928.00	\$434,928.09	\$155,407.28
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$786,305.60	\$4,361.50	\$781,944.10	.00
11-000-216-320 Purchased Prof. Ed. Services	\$1,000,000.00	.00	\$125,000.00	\$875,000.00
11-000-216-600 Supplies and Materials	\$9,000.00	.00	\$478.62	\$8,521.38
TOTAL	\$1,795,305.60	\$4,361.50	\$907,422.72	\$883,521.38
--- Other support services - Students - Extra Svcs				
11-000-217-320 Purchased Prof. Ed. Services	\$15,000.00	.00	.00	\$15,000.00
TOTAL	\$15,000.00	\$0.00	\$0.00	\$15,000.00
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$849,164.00	\$4,970.41	\$844,193.59	.00
11-000-218-320 Purchased Prof. - Ed. Services	\$2,000.00	.00	.00	\$2,000.00
11-000-218-500 Other Purchased Services (400-500 series)	\$98,000.00	.00	\$90,528.50	\$17,471.50
11-000-218-600 Supplies and Materials	\$16,000.00	(\$50.00)	\$5,075.45	\$10,974.55
11-000-218-800 Other Objects	\$35,400.00	.00	\$35,389.34	\$10.66
TOTAL	\$1,000,564.00	\$4,920.41	\$965,186.88	\$30,456.71
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$1,189,979.00	.00	\$1,189,979.00	.00
11-000-219-105 Sal Sec. & Clerical Asst.	\$62,600.00	\$5,215.70	\$57,384.30	.00
11-000-219-320 Purchased Prof. - Ed. Services	\$200,000.00	.00	\$133,000.00	\$67,000.00
11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs)	\$41,200.00	\$0.00	\$40,300.00	\$900.00
11-000-219-600 Supplies and Materials	\$8,000.00	.00	\$2,287.49	\$5,712.51
11-000-219-800 Other Objects	\$500.00	.00	.00	\$500.00
TOTAL	\$1,502,279.00	\$5,215.70	\$1,422,950.79	\$74,112.51
--- Improv. of Instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$404,774.00	\$27,969.64	\$365,979.36	\$10,825.00
11-000-221-500 Other Purchased Services (400-500 series)	\$136,920.00	.00	\$94,317.00	\$42,603.00
11-000-221-600 Supplies and Materials	\$11,000.00	.00	\$895.58	\$10,104.42
TOTAL	\$552,694.00	\$27,969.64	\$461,191.94	\$63,532.42
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$588,038.00	\$17,782.32	\$570,255.68	.00
11-000-222-500 Other Purchased Services (400-500 series)	\$1,181,050.00	.00	\$398,728.38	\$782,321.62
11-000-222-600 Supplies and Materials	\$123,500.00	.00	\$41,307.23	\$82,192.77
TOTAL	\$1,892,588.00	\$17,782.32	\$1,010,291.29	\$864,514.39
--- Instructional Staff Training Services ---				
11-000-223-104 Salaries Other Prof. Staff	\$11,000.00	.00	.00	\$11,000.00
11-000-223-320 Purchased Prof. - Ed. Services	\$16,000.00	.00	\$3,850.00	\$12,150.00
11-000-223-500 Other Purchased Services (400-500 series)	\$13,000.00	.00	\$2,196.24	\$10,803.76
TOTAL	\$40,000.00	\$0.00	\$6,046.24	\$33,953.76

Englewood Public School District  
 GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Support services-general administration ---				
11-000-230-101 Salaries of Teachers	\$295,758.00	\$20,051.33	\$275,706.67	\$0.00
11-000-230-331 Legal Services	\$190,000.00	.00	\$42,956.70	\$147,043.30
11-000-230-332 Audit Fees	\$103,316.00	.00	\$51,316.00	\$52,000.00
11-000-230-339 Other Purchased Prof. Svc.	\$40,000.00	.00	.00	\$40,000.00
11-000-230-530 Communications/Telephone	\$213,000.00	(\$4,957.32)	\$217,957.32	.00
11-000-230-585 BOE Other Purchased Prof. Svc.	\$6,000.00	.00	.00	\$6,000.00
11-000-230-590 Other Purchased Services	\$24,500.00	\$0.00	\$15,242.05	\$9,257.95
11-000-230-610 General Supplies	\$5,000.00	.00	\$1,048.00	\$3,952.00
11-000-230-820 Judgments Agst. School Dist.	\$122,962.00	.00	\$30,000.00	\$92,962.00
11-000-230-890 Misc. Expenditures	\$24,618.00	.00	\$24,618.00	.00
11-000-230-895 BOE Membership Dues and Fees	\$28,920.00	.00	\$24,996.06	\$3,923.94
TOTAL	\$1,054,074.00	\$15,094.01	\$683,840.80	\$355,139.19
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$2,674,525.00	\$166,155.31	\$2,508,369.69	.00
11-000-240-500 Other Purchased Services	\$476,300.00	.00	\$470,878.14	\$5,421.86
11-000-240-600 Supplies and Materials	\$27,500.00	.00	\$7,529.09	\$19,970.91
11-000-240-800 Other Objects	\$1,600.00	.00	.00	\$1,600.00
TOTAL	\$3,179,925.00	\$166,155.31	\$2,986,776.92	\$26,992.77
--- Central Services ---				
11-000-251-100 Salaries	\$811,014.00	\$66,854.91	\$744,159.09	.00
11-000-251-330 Purchased Prof. Services	\$44,000.00	.00	\$42,558.00	\$1,442.00
11-000-251-340 Purchased Technical Services	\$97,000.00	.00	\$75,000.00	\$22,000.00
11-000-251-592 Misc Pur Serv (400-500 series )	\$7,100.00	.00	\$6,819.00	\$281.00
11-000-251-600 Supplies and Materials	\$15,500.00	.00	\$9,116.43	\$6,383.57
11-000-251-890 Other Objects	\$25,999.80	\$539.63	\$5,307.76	\$20,152.41
TOTAL	\$1,000,613.80	\$67,394.54	\$862,960.28	\$50,258.98
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$242,748.00	\$20,229.04	\$202,289.92	\$20,229.04
TOTAL	\$242,748.00	\$20,229.04	\$202,289.92	\$20,229.04
TOTAL Cent. Svcs. & Admin IT	\$1,243,361.80	\$87,623.58	\$1,085,250.20	\$70,488.02
--- Required Maint.for School Facilities ---				
11-000-261-100 Salaries	\$71,652.00	\$5,970.98	\$65,681.02	.00
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$552,800.00	(\$55.75)	\$283,781.57	\$269,074.18
TOTAL	\$624,452.00	\$5,915.23	\$349,462.59	\$269,074.18
--- Custodial Services ---				
11-000-262-1XX Salaries	\$129,180.00	\$10,764.98	\$118,415.02	\$0.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$1,960,000.00	.00	\$1,941,543.59	\$18,456.41
11-000-262-490 Other Purchased Property Svc.	\$302,000.00	(\$10,904.73)	\$216,829.02	\$96,075.71
11-000-262-520 Insurance	\$415,000.00	.00	\$315,631.83	\$99,368.17
11-000-262-590 Misc. Purchased Services	\$76,000.00	.00	\$9,181.10	\$66,818.90
11-000-262-610 General Supplies	\$281,321.88	.00	\$180,769.07	\$100,552.81

Englewood Public School District  
 GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-262-622 Energy (Electricity)	\$950,000.00	.00	\$200,000.00	\$750,000.00
11-000-262-800 Other Objects	\$37,000.00	.00	\$7,500.00	\$29,500.00
TOTAL	\$4,150,501.88	(\$139.75)	\$2,989,869.63	\$1,160,772.00
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$42,000.00	.00	\$35,935.00	\$6,065.00
11-000-263-610 General Supplies	\$9,700.00	.00	\$1,500.00	\$8,200.00
TOTAL	\$51,700.00	\$0.00	\$37,435.00	\$14,265.00
--- Security ---				
11-000-266-100 Salaries	\$510,192.00	\$19,954.54	\$490,237.46	.00
11-000-266-300 Purchased Prof. & Technical Services	\$6,790.00	.00	.00	\$6,790.00
11-000-266-420 Cleaning, Repair, & Maintenance Serv.	\$9,210.00	.00	\$9,210.00	.00
11-000-266-610 General Supplies	\$10,000.00	.00	.00	\$10,000.00
TOTAL	\$536,192.00	\$19,954.54	\$499,447.46	\$16,790.00
TOTAL Oper & Maint of Plant Services	\$5,362,845.88	\$25,730.02	\$3,876,214.68	\$1,460,901.18
--- Student transportation services ---				
11-000-270-160 al Pupil Trans(Bet Home & Sch.)-reg	\$54,705.00	\$8,892.06	\$45,812.94	.00
11-000-270-162 Sal Pupil Trans-Other than Bet Home & Sch	\$175,000.00	\$1,395.36	\$173,604.64	.00
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$40,000.00	.00	\$40,000.00	.00
11-000-270-511 Contract Svc (btw Home & sch.)-vendors	\$1,723,537.00	.00	\$15,972.40	\$1,707,564.60
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$57,800.00	.00	.00	\$57,800.00
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$500,000.00	.00	\$20,000.00	\$480,000.00
11-000-270-515 Contract Svc (Sp Ed.)-joint agreements	\$750,000.00	.00	.00	\$750,000.00
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$250,000.00	.00	.00	\$250,000.00
11-000-270-593 Misc. Purchased Svc.- Transp.	\$400,000.00	.00	\$400,000.00	.00
11-000-270-615 Transportation Supplies	\$3,000.00	.00	\$3,000.00	.00
11-000-270-800 Misc. Expenditures	\$1,500.00	.00	.00	\$1,500.00
TOTAL	\$3,955,542.00	\$10,287.42	\$698,389.98	\$3,246,864.60
--- Personal Services-Employee Benefits---				
11-XXX-XXX-220 Social Security Contributions	\$435,000.00	\$21,563.73	\$413,436.27	.00
11-XXX-XXX-241 Other Retirement Contrib. - Regular	\$300,000.00	.00	.00	\$300,000.00
11-XXX-XXX-260 Workman's Compensation	\$284,800.00	.00	\$221,012.15	\$63,787.85
11-XXX-XXX-270 Health Benefits	\$7,332,084.00	\$60,505.71	\$7,251,044.46	\$20,533.83
11-XXX-XXX-290 Other Employee Benefits	\$150,000.00	.00	\$150,000.00	.00
TOTAL	\$8,501,884.00	\$82,069.44	\$8,035,492.88	\$384,321.68
Total Undistributed Expenditures	\$37,040,005.17	\$473,778.09	\$25,271,347.19	\$11,294,879.89
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$63,684,894.60	\$499,746.48	\$50,834,863.49	\$12,350,284.63
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$63,684,894.60	\$499,746.48	\$50,834,863.49	\$12,350,284.63



Englewood Public School District  
 GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
*** C A P I T A L O U T L A Y ***				
--- E Q U I P M E N T ---				
12-000-100-730	\$13,690.00	.00	\$13,690.00	.00
Undistributed expenses				
Instruction	\$13,690.00	.00	\$13,690.00	.00
Undist. Exp. - Non-instructional Services				
TOTAL	\$13,690.00	\$0.00	\$13,690.00	\$0.00
--- Facilities acquisition and construction services ---				
12-000-4XX-334	\$118,000.00	.00	\$118,000.00	.00
Architectural/Engineering Services				
12-000-4XX-450	\$532,000.00	.00	.00	\$532,000.00
Construction Services				
12-000-4XX-8XX	\$184,772.00	.00	\$184,772.00	.00
Other objects				
Sub Total	\$834,772.00	\$0.00	\$302,772.00	\$532,000.00
TOTAL	\$834,772.00	\$0.00	\$302,772.00	\$532,000.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$848,462.00	\$0.00	\$316,462.00	\$532,000.00

Englewood Public School District  
 GENERAL FUND - FUND 10 (including subfunds 16 and 17)  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 1 Month Period Ending 07/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
*** EDUCATION STABILIZATION FUND **				
*** GOVERNMENT SERVICES FUND **				
10-000-100-56X Transfer of Funds to Charter Schls.	\$2,607,916.00	.00	\$2,607,916.00	.00
TOTAL GENERAL FUND EXPENDITURES	\$67,141,272.60	\$499,746.48	\$53,759,241.49	\$12,882,284.63

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Englewood Public School District  
General Fund - Fund 10 (including subfunds 16 and 17)

For 1 Month Period Ending 07/31/2017

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:23-2.11(a).

\_\_\_\_\_  
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 1 Month Period Ending 07/31/17

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---		
101	Cash in bank	\$1,474,320.53
	Accounts receivable:	
141	Intergovernmental - State	\$580,348.00
142	Intergovernmental - Federal	\$1,441,100.00
		-----
		\$2,021,448.00
	Other Current Assets	\$570.00

--- R E S O U R C E S ---		
301	Estimated Revenues	\$3,993,973.00
302	Less Revenues	(\$675,720.00)
		-----
		\$3,318,253.00

Total assets and resources

\$6,814,591.53

=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet

For 1 Month Period Ending 07/31/17

LIABILITIES AND FUND EQUITY

--- LIABILITIES ---	
421 Accounts Payable	\$439,238.04
481 Deferred revenues	\$1,096,382.02
Other current liabilities	\$1,299,784.56

TOTAL LIABILITIES  
 -----  
 \$2,835,404.62  
 =====

FUND BALANCE

--- Appropriated ---	
753 Reserve for encumbrances - Current Year	\$474,443.17
754 Reserve for encumbrances - Prior Year	\$2,187.07
601 Appropriations	\$3,993,973.00
602 Less: Expenditures	\$16,973.16
603 Encumbrances	\$474,443.17
	(\$491,416.33)
	-----
	\$3,502,556.67

TOTAL FUND BALANCE  
 -----  
 \$3,979,186.91

TOTAL LIABILITIES AND FUND EQUITY  
 =====  
 \$6,814,591.53  
 =====

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 1 Month Period Ending 07/31/17

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
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\*\*\* REVENUES/SOURCES OF FUNDS \*\*\*

3XXX From State Sources	\$1,869,466.00	\$675,720.00		\$1,193,746.00
4XXX From Federal Sources	\$2,124,507.00	.00		\$2,124,507.00

TOTAL REVENUE/SOURCES OF FUNDS

	\$3,993,973.00	\$675,720.00		\$3,318,253.00
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\*\*\* EXPENDITURES \*\*\*

STATE PROJECTS:

Preschool Education Aid	\$1,052,190.00	.00	\$319,968.37	\$732,221.63
Nonpublic textbooks	\$96,861.00	.00	\$65,402.92	\$31,558.08
Nonpublic auxiliary services	\$9,849.00	.00	.00	\$9,849.00
Nonpublic handicapped services	\$294,784.00	.00	.00	\$294,784.00
Nonpublic nursing services	\$197,492.00	.00	.00	\$197,492.00
Nonpublic Technology Aid	\$65,490.00	.00	\$7,480.54	\$58,009.46
Other State Projects	\$152,700.00	\$0.00	\$0.00	\$152,700.00

TOTAL STATE PROJECTS

	\$1,869,466.00	\$0.00	\$392,851.83	\$1,476,614.17
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FEDERAL PROJECTS:

NCIB Title I - Part A/D	\$833,589.00	\$9,150.00	.00	\$824,439.00
I.D.E.A. Part B (Handicapped)	\$1,060,513.00	.00	\$75,000.00	\$985,513.00
NCIB Title II - Part A/D	\$138,390.00	\$5,291.66	\$3,250.00	\$129,848.34
NCIB Title III - English Language Enhancement	\$66,515.00	\$2,531.50	\$3,341.34	\$60,642.16
Vocational Education	\$25,500.00	.00	.00	\$25,500.00
Other Federal Projects	\$0.00	\$0.00	\$0.00	\$0.00

TOTAL FEDERAL PROJECTS

	\$2,124,507.00	\$16,973.16	\$91,591.34	\$2,025,942.50
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\*\*\* TOTAL EXPENDITURES \*\*\*

	\$3,993,973.00	\$16,973.16	\$474,443.17	\$3,502,556.67
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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 1 Month Period Ending 07/31/17

--- Preschool Education Aid - Instruction ---

20-218-100-101 Salaries of Teachers	\$681,828.00	.00	.00	\$681,828.00
20-218-100-500 Other purchased servs. (400-500 series)	\$305,000.00	.00	\$305,000.00	.00
20-218-100-600 General Supplies	\$18,362.00	.00	\$14,968.37	\$3,393.63
TOTAL	\$1,005,190.00	\$0.00	\$319,968.37	\$685,221.63

--- Preschool Education Aid - Support Services ---

20-218-200-511 Contract Trans. Serv. (Home & Schl.)	\$47,000.00	.00	.00	\$47,000.00
TOTAL Support Services	\$47,000.00	\$0.00	\$0.00	\$47,000.00
TOTAL PRESCHOOL EDUCATION AID	\$1,052,190.00	\$0.00	\$319,968.37	\$732,221.63

TOTAL EXPENDITURE

TOTAL EXPENDITURE	\$1,052,190.00	\$0.00	\$319,968.37	\$732,221.63
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REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Englewood Public School District

Special Revenue Fund - Fund 20  
For 1 Month Period Ending 07/31/17

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:23-2.11(a).

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

\_\_\_\_\_  
Date



REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Englewood Public School District  
 Capital Projects Fund - Fund 30  
 Interim Balance Sheet  
 For 1 Month Period Ending 07/31/17

=====

ASSETS AND RESOURCES

=====

----	A S S E T S	----	
101	Cash in bank		(\$1,338,326.56)
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$807,996.00	
141	Intergovernmental - State	\$854,951.00	
		-----	\$1,662,947.00
302	Less Revenues	(\$312.50)	-----
			-----
	Total assets and resources		\$324,307.94
			=====

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

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

Capital Projects Fund - Fund 30  
 Interim Balance Sheet  
 For 1 Month Period Ending 07/31/17

=====

LIABILITIES AND FUND EQUITY

=====

--- LIABILITIES ---

421 Accounts Payable \$43,270.00

TOTAL LIABILITIES \$43,270.00

=====

FUND BALANCE

-----

--- Appropriated ---

601 Appropriations \$303,058.36

Total Appropriated \$303,058.36

-----

--- Unappropriated ---

770 Fund balance \$281,037.94

303 Budgeted Fund Balance (\$303,058.36)

-----

TOTAL FUND BALANCE \$281,037.94

TOTAL LIABILITIES AND FUND EQUITY \$324,307.94

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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 1 Month Period Ending 07/31/17

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$0.00	\$312.50		(\$312.50)
TOTAL REVENUE/SOURCES OF FUNDS	\$0.00	\$312.50		(\$312.50)
*** EXPENDITURES ***				
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-331 Legal services	\$2,328.46	.00	.00	\$2,328.46
30-000-4XX-334 Architectural/Engineering Services	\$14.22	.00	.00	\$14.22
30-000-4XX-390 Other purchased prof. & tech. serv.	\$9.95	.00	.00	\$9.95
30-000-4XX-450 Construction services	\$289,089.82	.00	.00	\$289,089.82
30-000-4XX-610 Supplies & Materials	\$11,615.91	.00	.00	\$11,615.91
Total fac.acq.and constr. serv.	\$303,058.36	\$0.00	\$0.00	\$303,058.36
TOTAL EXPENDITURES	\$303,058.36	\$0.00	\$0.00	\$303,058.36
*** TOTAL EXPENDITURES AND TRANSFERS	\$303,058.36	\$0.00	\$0.00	\$303,058.36

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

Capital Projects Fund - Fund 30  
For 1 Month Period Ending 07/31/17

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:23-2.11(a).

\_\_\_\_\_  
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 1 Month Period Ending 07/31/17

=====

ASSETS AND RESOURCES

=====

---	A S S E T S ---	
101	Cash in bank	\$0.74
121	Tax levy receivable	\$1,813,757.00
---	R E S O U R C E S ---	
301	Estimated Revenues	\$1,813,757.00
302	Less Revenues	(\$1,813,757.00)
	Total assets and resources	\$1,813,757.74

=====

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

Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 1 Month Period Ending 07/31/17

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

Reserved fund balance:

601 Appropriations \$1,813,757.00

Total Appropriated \$1,813,757.00

--- Unappropriated ---

770 Fund Balance \$0.74

TOTAL FUND BALANCE \$1,813,757.74

TOTAL LIABILITIES AND FUND EQUITY \$1,813,757.74

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$1,813,757.00	\$0.00	\$1,813,757.00
Revenues	(\$1,813,757.00)	(\$1,813,757.00)	\$0.00
---	---	---	---
--- Change in Maint. / Capital reserve account ---	\$0.00	(\$1,813,757.00)	\$1,813,757.00
Subtotal	\$0.00	(\$1,813,757.00)	\$1,813,757.00
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	\$0.00	(\$1,813,757.00)	\$1,813,757.00

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 1 Month Period Ending 07/31/17

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210 Local tax levy	\$1,813,757.00	\$1,813,757.00		.00
Total Local Sources	\$1,813,757.00	\$1,813,757.00		\$0.00
TOTAL REVENUE/SOURCES OF FUNDS	\$1,813,757.00	\$1,813,757.00		\$0.00

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 1 Month Period Ending 07/31/17

	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
*** EXPENDITURES ***			
--- Debt Service - Regular ---			
40-701-510-910 Redemption of Principal	\$1,360,000.00	.00	\$1,360,000.00
40-701-510-834 Interest on Bonds	\$453,757.00	.00	\$453,757.00
TOTAL	\$1,813,757.00	\$0.00	\$1,813,757.00
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$1,813,757.00	\$0.00	\$1,813,757.00
*** TOTAL USES OF FUNDS ***	\$1,813,757.00	\$0.00	\$1,813,757.00



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

For 1 Month Period Ending 07/31/17

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:23-2.11(a).

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

\_\_\_\_\_  
Date



## **AGREEMENT FOR CONSULTANT SERVICES**

**AGREEMENT** this 8th day of September, 2017, by and between the Englewood School District, hereinafter referred to as "District", with its principal business address at, 274 Knickerbocker Rd, Englewood, NJ 07631, and Gravity Goldberg, LLC with a business address at 14 Terrace Drive, South Nyack, NY, 10960, hereinafter referred to as "Consultant." District and Consultant may hereinafter be collectively referred to as "the Parties."

**WHEREAS**, District desires to obtain certain services and activities from Consultant and Consultant wishes to provide such services and activities; and,

**WHEREAS**, the parties have discussed and agreed on the following terms and conditions for such Agreement.

### **IT IS THEREFORE AGREED:**

1. **Qualifications:** Consultant is qualified and if required, licensed and/or certified, to provide the services required by this Agreement and will maintain such qualifications during the term of this Agreement.
2. **Term:** The Consultant is hereby retained by District as an independent contractor. The terms of this agreement shall begin on September 8, 2017 and extend for, through and include June 25, 2018 not to exceed June 30th of the current school year. This agreement may be terminated prior to June 25, 2018 upon completion of the services and activities outlined above or upon written notice from the District.
3. **Services:** Consultant shall perform the services and work (hereinafter "Work") described as follows:

#### **9 on-site days of professional development**

4. **Schedule:** Consultant is free to devote her attention to the Work as her best determines in order to accomplish the objective of the Work and is not required to perform such work during particular hours, on particular days or in a particular location, unless noted, so long as any timeline or deadline for completion of the Project or portions of the Project as satisfied. The Consultant shall work with the District so as to coordinate any work to be performed so as to minimize the disruption to District staff and students.

5. **Fees and Charges:** Senior consultant's fees shall be set at a daily rate of \$2000 for 9 days. The total compensation of this Agreement shall not exceed \$18,000.00, without the prior written approval of the Superintendent of Schools.

6. **Independent Contractor:** Consultant is an independent contractor and not an employee of District. The Consultant is not entitled to any benefit plan afforded to the employees of District, Worker's Compensation, unemployment insurance benefits, nor any other benefit, right or privilege available to employees of District. District will provide Consultant with Internal Revenue Service Form 1099. Consultant is responsible for payment of taxes due for payments under this Agreement.

7. **Payment:** Payment pursuant to this Agreement is dependent upon the satisfactory completion of work, faithful compliance with the Agreement, acceptance of the Work by District, and periodic submission of invoice(s) describing work performed.

8. **Termination:** This Agreement shall terminate upon submission by the Consultant of the product and services described above in a form and manner satisfactory to the District or upon mutual agreement. The Parties reserve the right to terminate this Agreement upon failure by either party to meet the terms and conditions set forth herein. The District has the right to terminate this Agreement at any time, with or without cause, upon seven (7) days written notice to the Consultant.

9. **Governing Law:** This Agreement shall be governed by, construed and enforced in accordance with the law of the State of New Jersey.

**IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on the day and year written below.**

Date: 9/12/17 By: [Signature]  
District

Date: 9/8/17 By: [Signature]  
Consultant

## ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

### 5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

The Englewood Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education.

#### Eligibility to Attend School

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1.

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.S.A. 38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2 . A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, or a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1.(c), any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and



## ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly persons offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1. if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian, and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian's returns from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1. if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. When required by the Board of Education, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend this school district free of charge:

1. If the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student previously resided in the school district and if the parent or guardian is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-



## ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

3. The school district shall not be obligated for transportation costs; and

4. If the student resides on Federal property within the State pursuant to N.J.S.A. 18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing; or his or her compliance with local housing ordinances; or terms of lease.

Except as set forth in N.J.A.C. 6A:22-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

### Proof of Eligibility

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4. The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide a particular form; or subset of documents; without regard to other evidence presented.



## ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

The Board of Education shall not condition enrollment on the receipt of information or documents protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C. 6A:22-3.4(d). The Board of Education may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) or pertinent parts thereof if voluntarily disclosed by the applicant. The Board of Education may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment. However, in the case of a dispute between the school district and the parent or guardian of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the New Jersey Motor Vehicle Commission the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district.

### Registration Forms and Procedures for Initial Assessment

Registration, and initial determinations of eligibility, will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants, and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.



## ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating that the student will be attending school in another school district, or a nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-15. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere.

Enrollment or attendance at the school shall not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district shall not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with immunization rules set forth, N.J.A.C. 8:57-4.

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.





## ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

### Re-registration

All Students advancing to the next school must re-register and provide proof of eligibility as stated in this policy.

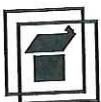
### Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22, or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

### Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22-4. et seq. and this Policy shall preclude the Board of Education from identifying, through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.

When a student, who is enrolled and attending school based on an initial eligibility determination, is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3(b). No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the



## ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

### Appeal to the Commissioner

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:38-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1.(b)(1), appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.

### Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board of Education may assess tuition, for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10; through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

If an appeal to the Commissioner is filed and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a). Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2.

### Nonresident Students

The admission of a nonresident student to school free of charge must be approved by the Board. No student otherwise eligible shall be denied admission on the basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation or sex, social or economic status, or disability. The continued enrollment of any nonresident student shall be



## ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

contingent upon the student's maintenance of good standards of citizenship and discipline.

### Children Who Anticipate Moving to or from the District

A nonresident student otherwise eligible for attendance whose parent or guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this school district may be enrolled without payment of tuition for a period of time not greater than six (6) weeks prior to the anticipated date of residency. If any such student does not become a resident of the district within six (6) weeks after admission to school, tuition will be charged for attendance commencing the beginning of the seventh (7th) week and until such time as the student becomes a resident or withdraws from school.

Students whose parent or guardian have moved away from the school district on or after commencement of the third trimester and twelfth grade students have moved parent or guardian away from the school district on or after commencement of the third trimester will be permitted to finish the school year in this school district without payment of tuition.

At the discretion of the Superintendent, children of Board of Education employees who do not reside in this school district may be admitted to school in this district with payment of tuition per the state estimated school tuition schedule, provided that the educational program of such children can be provided within school district facilities without substantial additional cost to the district, and when space exists at the discretion of the Superintendent. However, any students who have been registered June 30, 2017 shall be permitted to attend without payment of tuition, until June 30, 2018.

N.J.S.A. 18A:38-1 et seq.; 18A:38-3; 18A:38-3.1, N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-1.1 et seq.

Adopted: 28 August 2006

Revised: 14 October 2010

Revised: 30 August 2016

Revised:



# District Policy

## 5410- PROMOTION AND RETENTION (M)

Section: Students

Date Created: August, 2006

Date Edited: September, 2016

### M

The Board of Education recognizes that the way each child develops and grows is unique and that a student should be placed in the educational setting most appropriate to his or her social, physical and educational needs. Therefore, each student enrolled in this district shall progress to graduation through a continuous program of learning in harmony with his or her own development.

#### Parent/Legal Guardian Notification

Standards for student promotion shall be related to the New Jersey **Learning Core Curriculum Content** Standards, district goals and objectives, and the accomplishments of students. Promotion policies and procedures will be provided to parent(s) or legal guardian(s) as appropriate. During the school year, parent(s) or legal guardian(s) and students shall be regularly informed of the student(s) progress toward meeting promotion standards.

#### Remediation/Notification of Retention

~~A teacher who determines that a student(s) progress may not be sufficient to meet promotion standards shall notify the parent(s) or legal guardian(s) and the student.~~ The teacher shall contact the parent/guardian when a student's grade causes him or her to become an at-risk student as per R2624. The contact may be via phone, email, US mail or a live parent/teacher conference. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section. **The teacher will offer immediate consultation to the students parent(s) or legal guardian(s). Every effort shall be made to provide a remedial plan for an educationally deficient student before retention is recommended.** No student shall be retained without having a formal building level **Intervention & Referral Services Plan** in place for a minimum of two full marking periods as per R2624. **The parent(s) or legal guardian(s) and, where appropriate, the student, shall be notified in advance of the possibility of the students retention at grade level.** ~~Whenever feasible, notification will be provided no later than January 30 (full year) courses or October 30 (half year) courses.~~

#### Attendance Requirements for Promotion

School attendance shall be a factor in the determination of a student(s) promotion or retention. Only extenuating circumstances will permit the promotion of a student who has been in attendance fewer than one hundred sixty-two **four** ~~(162)~~ **(164)** days out of one hundred eighty (180) days for a student enrolled at the elementary, middle, and high school levels, including the granting of high school course credit. A request to consider extenuating circumstances must be articulated by parents/guardians to the School Principal, who will approve or deny the request.

## Retention Recommendation/Appeal Rights

~~Classroom teachers shall recommend the promotion or retention of each student to the School Principal.~~ The recommendation for retention shall be submitted by the Intervention & Referral Services team to the Building Principal with all corresponding documentation and data. Parent(s) or legal guardian(s) and adult students may appeal a promotion or retention decision to the Superintendent, whose decision shall be final.

N.J.S.A. 18A:35-4.9

Adopted: 28 August 2006

Revised: 10 December 2015

# District Regulation

## 5410 - PROMOTION AND RETENTION (M)

Section: Students  
Date Created: August, 2009  
Date Edited: August, 2009

### M

The following rules are promulgated in accordance with the policy of the Board of Education dealing with the promotion and retention of students.

#### ~~A. Standards for Student Promotion~~

~~Elementary and Intermediate Grades (PreK-8) — A student will be promoted to the next succeeding grade level when he/she demonstrates the proficiencies required for movement into the next grade.~~

~~High School (9-12) — A student will be promoted to the next grade when he/she has completed, in the current school year, the number of credits required for that grade as indicated in the current High School Student Handbook.~~

#### ~~B. Procedures for Student Promotion~~

- ~~1. — A written copy of promotion standards will be given to all parent(s) or legal guardian(s) and students at the beginning of each year.~~
- ~~2. — Parent(s) or legal guardian(s) and students will be provided a minimum of four reports each year as to a student's progress towards meeting promotion standards.~~
- ~~3. — Teachers who determine that a student's progress may not be sufficient to meet promotion standards shall notify the parent(s) or legal guardian(s) of the student and offer consultation with the parents or legal guardians.~~
- ~~4. — In grades PreK-8, the parent(s) or legal guardian(s) and where appropriate the student will be notified no later than three weeks prior to the end of the year when the possibility of a student not being promoted is determined.~~
- ~~5. — A student with fewer than 162 days attendance in grades PreK-8 will not be promoted to the next grade level. In grades 9-12 the attendance policy in effect and published in the High School Handbook will be followed.~~
- ~~6. — Extenuating circumstances as determined by the Building Principal can waive the 162-day attendance requirements for grades PreK-8. In the high school, an~~

~~attendance appeal route is available for students whose attendance is in excess of the regulations specified in the attendance policy.~~

- ~~7. Classroom teachers shall provide input to the Principal who makes the final decision concerning the promotion or retention of each student.~~

### ~~C. Procedure for Retention or Social Promotion~~

- ~~1. Grades PreK-8 Classroom teachers must initiate the process by providing to the Building Principal complete forms in accordance with the specified timelines.~~
- ~~2. The Principal will review each case and in consultation with the teacher render a final decision.~~
- ~~3. Parent(s) or legal guardian(s) and adult students may appeal a promotion/retention decision to the Superintendent whose decision is final.~~

## A. Standards for Pupil Promotion

### Elementary and Intermediate Grades (Pre-K-8)

A pupil will be promoted to the next succeeding grade level when he/she demonstrates the proficiencies required for movement into the next grade.

### High School

Pupils are required to earn a minimum of 130 credits to graduate as per policy 5460.

Pupils shall be placed in the grade level that matches the chronological year of their enrollment in high school regardless of credits earned. Grade level placement will be determined as follows:

- Pupils enrolled in their first year of high school shall be placed in the ninth grade;
- Pupils enrolled in their second year of high shall be placed in the tenth grade;
- Pupils enrolled in their third year of high school shall be placed in the eleventh grade;
- Pupils enrolled in their fourth year of high school shall be placed in the twelfth grade;
- Pupils enrolled in their fifth year of high school or beyond shall be placed in the twelfth grade as a retained student until he/she either completes all requirements set forth by policy 5460 and/or exceeds the legal age limit for enrollment.
- For tracking the district's 4-Year Adjusted Graduation Cohort, students who are identified as off-track continuing due to insufficient credits shall be placed in the chronological year of their enrollment in high school and flagged in the district's student information system as retained.

### B. Procedures for Pupil Promotion

- A written copy of promotion standards will be given to all parent(s) or legal guardian(s) and pupils at the beginning of each year.

2. Parent(s) or legal guardian(s) and pupils will be provided a minimum of four reports each year as to a pupil's progress towards meeting promotion standards.

### C. Procedure for Retention

No student shall be retained without having a formal building level Intervention & Referral Services Plan\* in place for a minimum of two full marking periods as per Policy 2624.

1. ~~Classroom teachers~~ The Intervention & Referral Services Team shall initiate the retention process by providing to the Building Principal the student's Intervention & Referral Services Plan and all corresponding data in accordance with the specified timelines.
2. The Principal will review each case, and in consultation with the Intervention & Referral Services Team, shall render a final decision.
3. Parent(s) or legal guardian(s) and adult pupils may appeal a retention decision to the Superintendent whose decision is final.

\*It should be noted that programs of intervention and referral services may not be used to delay obvious and appropriate referrals to special education (N.J.A.C. 6A:14-3 et seq.). Schools are not permitted to create any barrier for the administration of appropriate evaluations to determine the existence or nature of students' educational disabilities.

Issued: 13 August 2009



# REGULATION

## BOARD OF EDUCATION

### ENGLEWOOD

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No. R2624

PROGRAM

#### ENGLEWOOD PUBLIC SCHOOLS PHILOSOPHY OF GRADING

The Englewood Public Schools philosophy of grading is founded in the belief that each student is a unique learner, and as a unique learner must be provided with individualized opportunities to explore our curriculum and a multitude of opportunities to demonstrate their mastery of all academic standards. It is our goal to encourage all students to become lifelong learners who value authentic learning. As authentic learners, we want our students to embrace the value in measuring individual learning, not using grades solely as a means to rank achievement.

The Englewood Public Schools shall enforce policies that require for zero tolerance of failure without documented evidence of the development and implementation of tiered interventions. It shall be the responsibility of the subject teacher to develop and implement the first level of tiered interventions and to collect, aggregate and evaluate data of the progress for each intervention in preparation for review by the Intervention and Referral Services Team. (See Failure Prevention: Student Achievement Program section on page 3 of this document.)

#### **Grades 1-12**

#### **100% Assessment of Content**

#### **Grades 1-6**

Content assessment shall be a combination of the following: written, verbal, or computer based quizzes; tests; research papers; presentations; and graded class work. There shall be a minimum of five (5) gradebook entries each marking period in combination from the list above in support of differentiated instruction and assessment. Therefore, all graded work that is selected by the teacher to be entered into the gradebook must be rigorous and contain content and questions that support New Jersey Learning Standards. All gradebook entries must have content standards listed on the graded assignment/assessment.

#### **Grades 7-12**

Marking period grades are calculated using the Total Points System. The final marking period average is the total of points earned divided by the total possible points as distributed across a minimum of ten (10) gradebook entries each marking period that meet the minimum total point requirement as listed below. Gradebook entries shall be a combination of the following: written, verbal, or computer based quizzes; tests; research papers; presentations; and graded class work. Graded homework may be entered as an assessment grade. All graded work that is selected by the teacher to be entered into the gradebook must be rigorous and contain content and questions that support New Jersey Learning Standards. All gradebook entries must have content standards listed on the graded assignment/assessment.

- Grades 7 and 8 - 500 minimum total points
- Grades 7 and 8 Honors level courses - 600 minimum total points
- Grades 9 through 12 - 600 minimum total points
- Grades 9 through 12 Honors level courses - 700 minimum total points
- Grades 9 through 12 Advanced Placement level courses - 750 minimum total points

## Homework

Homework is designed to reinforce the district's curriculum by providing students with the opportunities to independently practice skills, review content, integrate and apply skills learned in class to solving problems and producing creative works, and develop independent study skills. Homework must have a clear connection to preparing students for assessment of content.

The Board of Education acknowledges the educational validity of work assigned to pupils for completion outside the classroom as an adjunct to and extension of the instructional program of the schools.

The Superintendent shall develop regulations for the assignment of homework according to these guidelines:

1. Homework should be a properly planned part of the curriculum, extending and reinforcing the learning experience of the school;
2. Homework should help children learn by providing practice in the mastery of skills, experience in data gathering and integration of knowledge, and an opportunity to remediate learning problems;
3. Homework should help develop the pupil's responsibility and provide an opportunity for the exercise of independent work and judgment;
4. The number, frequency, and degree of difficulty of homework assignments should be based on the ability and needs of the pupil and take into account other activities that make a legitimate claim on the pupil's time;
5. As a valid educational tool, homework should be clearly assigned and its product carefully evaluated and that evaluation should be reported to the pupil;
6. The schools should recognize the role of parent(s) or legal guardian(s) by suggesting ways in which parent(s) or legal guardian(s) may assist the school in helping a child carry out assigned responsibilities;
7. Homework should always serve a valid learning purpose; it should never be used as a punitive measure.

## Failure Prevention: Student Achievement Program

The purpose of the Student Achievement Program is to ensure that students are learning and that the district's grading system is being utilized to measure learning--not to inflate grades.

An at-risk pupil is one who has a marking period or projected final average of 67 or below at any time during the course of the academic year. Any graded assessment that results in a grade of UIF must be re-taught and re-assessed via the Achievement Program procedures if that grade lowers the pupil's average at or below a 67.

It is the responsibility of the teacher to identify at-risk pupils enrolled in their class and to provide best-practice interventions for instruction and assessment that meet the unique needs of each at-risk pupil.

The teacher shall provide every at-risk student with multiple opportunities to earn a passing grade for any failed assignment. These may include graded homework, class work, quizzes, tests, projects, etc. The student may not receive a grade higher than 65 if the child satisfactorily completes the failed assignment, regardless of the number of attempts. *The only exception is if the newly graded assignment's true grade is above a 65, and the child needs the true grade to attain a 65 average for the marking period.*

### **Level 1\***

The teacher shall develop and maintain a record of all Evidence of Interventions provided to assist each at-risk student who has a live Genesis Gradebook average of 67 or below. The teacher shall maintain this record in the student's *Genesis Gradebook Notes* section. The teacher shall contact the parent/guardian when a student's grade causes him or her to become a Level 1 at-risk student. The contact may be via phone, email, US mail or a live parent/teacher conference. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.

### **Level 2\***

Any student who completes the marking period with a grade of 64.4 or below shall receive an **Incomplete** for the marking period. The teacher shall develop and implement a Pre-Referral Plan and maintain a record of all action taken for each Level 2 student. The teacher shall provide a Level 2 student with multiple opportunities to earn a passing grade for any failed assignment. A Level 2 student shall receive at maximum of 5 weeks to earn a passing grade for any failed assignment that will result in a 65 average for the marking period. The teacher shall contact the parent/guardian of Level 2 students weekly to provide information regarding the student's Level 2 requirements and intervention progress. The contact may be via phone, email, US mail or a live parent/teacher conference. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.

### **Level 3\***

A Level 2 student will be elevated to Level 3 if the student does not respond to Level 2 interventions or does not attain the goals and objectives set forth in Level 2 despite all efforts by the teacher and student to attain success. At this point, the student is deemed at risk for academic failure and for becoming disaffected. In an effort to not discourage the student from remaining engaged in the learning process, a Level 2 student shall receive the grade of I in lieu of an F/UIF on the Interim Report or Marking Period Grade while a Pre-Referral Plan is in place. The teacher shall immediately submit the Level 2 Pre-Referral Plan and all accompanying data to the building Intervention & Referral Services Coordinator for review. The Intervention & Referral

Services Team shall review the teacher's Pre-Referral Plan and data to determine if a formal I&RS Plan is required.

No student shall receive an end of course grade of F or UIF without approval from the teacher's supervisor or principal. A supervisor or principal shall review the teacher's Evidence of Interventions and Pre-Referral Plan from Levels 1-3 to determine if all interventions have been exhausted in an effort to assist the student. If the supervisor or principal deems that a student did not receive all required opportunities as set forth by this policy and regulation, then the teacher shall be required to provide multiple opportunities for the student to exhibit mastery of the standards for all areas not yet mastered.

No student shall be retained without having a formal building level Intervention & Referral Services Plan in place for a minimum of two full marking periods.

\*It should be noted that programs of intervention and referral services may not be used to delay obvious and appropriate referrals to special education (N.J.A.C. 6A:14-3 et seq.). Schools are not permitted to create any barrier for the administration of appropriate evaluations to determine the existence or nature of students' educational disabilities.

It should also be noted that the Student Achievement Program procedures as listed above may be utilized for a student who is not deemed at-risk. Teachers shall utilize best practices of differentiated instruction and assessment at any time to ensure that each student is reaching his or her full potential.

## Grades 1-12

The grading system consists of thirteen letter grades as follows:

A+	A	A-
B+	B	B-
C+	C	C-
D+	D	F
UIF	NC	WF
NM	P	W

UIF – Urgent Intervention Failure (59.4 or below)

I - Incomplete Status

NM - No credit due to ungraded status or course audit

NC - No grade/No credit due to attendance policy

P - Pass for specific courses and/or student populations

W - Withdrew from class (for any course dropped after the first marking period with a cumulative passing numerical average)

WF - Withdrew from class failing (for any course dropped after the first marking period with a cumulative failing numerical average)

Any final grade average ending in .5 or above will be rounded UP to the next whole number.  
i.e., 65.7 is rounded up to 66

### Summer School/Online Grading System

All courses taken for credit recovery or new credit through an approved summer school or online provider will be recorded on the student's official transcript as P (grades of 64.5 and above) or F (all grades of 64.4 and below). The grade will not count toward the student's grade point average and will not be used to calculate class rank. For the purpose of athletic grade point average calculation, the Director of Athletics may use the GPA value of the actual alpha grade earned in the course to calculate GPA for eligibility.

### NCAA Clearinghouse Credits and Grading

Prospective NCAA student-athletes are forewarned that NCAA Clearinghouse may not accept the credits earned from all approved summer school/online providers. Transfer prospective NCAA student-athletes are forewarned that the NCAA Clearinghouse may not accept the credits earned from previously attended high school programs. Also, the NCAA Clearinghouse will automatically convert every final grade of P to D and will use the value of the D when calculating the student's GPA for eligibility. Therefore, prospective NCAA athletes are discouraged from participating in programs of study that require P/F grading.

## 5420- REPORTING STUDENT PROGRESS (M)

Section: Students  
Date Created: August, 2006  
Date Edited: October, 2016

### M

Report cards and Progress Reports are standard communications from the school. Parent conferences are regularly scheduled to allow parent(s) or legal guardian(s) and teachers to meet in order to discuss pupil progress. If the school experience is to be a vital, productive one for the children, then home-school contact must be constantly maintained, even beyond the district-mandated opportunities.

Parent(s) or legal guardian(s) appreciate hearing from the school as soon as possible when a problem arises. This allows the parent(s) or legal guardian(s) to get involved when their intervention can make a difference. Parent(s) or legal guardian(s) should be contacted immediately when a student is deemed at-risk as per the district's Failure Prevention - Student Achievement Program as outlined below:

1. ~~Children fail to do assignments, especially major work;~~  
-
2. ~~When they fail tests;~~  
-
3. ~~When they are having difficulty either academically or behaviorally in class.~~  
-

~~Teachers should not allow more than two or three missed assignments to accumulate before contacting parent(s) or legal guardian(s), and certainly failed tests and quizzes, when occurring regularly, should be noted with written communication (electronic or otherwise).~~

~~Contact may take the form of phone calls or note sent home. In some cases, teacher may believe a phone call is necessary. In either case, parent(s) or legal guardian(s) can help if they are involved in the process.~~

### Failure Prevention: Student Achievement Program

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An at-risk pupil is one who has a marking period or projected final average of 67 or below at any time during the course of the academic year. Any graded assessment that results in a grade of UIF must be re-taught and re-assessed via the Achievement Program procedures if that grade lowers the pupil's average at or below a 67.

It is the responsibility of the teacher to identify at-risk pupils enrolled in their class and to provide best-practice interventions for instruction and assessment that meet the unique needs of each at-risk pupil.

The teacher shall provide every at-risk student with multiple opportunities to earn a passing grade for any failed assignment. These may include graded homework, class work, quizzes, tests, projects, etc. The student may not receive a grade higher than 65 if the child satisfactorily completes the failed assignment, regardless of the number of attempts. The only exception is if the newly graded assignment's true grade is above a 65, and the child needs the true grade to attain a 65 average for the marking period.

#### Level 1\*

The teacher shall develop and maintain a record of all Evidence of Interventions provided to assist each at-risk student who has a live Genesis Gradebook average of 67 or below. The teacher shall maintain this record in the student's Genesis Gradebook Notes section. The teacher shall contact the parent/guardian when a student's grade causes him or her to become a Level 1 at-risk student. The contact may be via phone, email, US mail or a live parent/teacher conference. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.

#### Level 2\*

Any student who completes the marking period with a grade of 64.4 or below shall receive an Incomplete for the marking period. The teacher shall develop and implement a Pre-Referral Plan and maintain a record of all action taken for each Level 2 student. The teacher shall provide a Level 2 student with multiple opportunities to earn a passing grade for any failed assignment. A Level 2 student shall receive at maximum of 5 weeks to earn a passing grade for any failed assignment that will result in a 65 average for the marking period. The teacher shall contact the parent/guardian of Level 2 students weekly to provide information regarding the student's Level 2 requirements and intervention progress. The contact may be via phone, email, US mail or a live parent/teacher conference. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.

#### Level 3\*

A Level 2 student will be elevated to Level 3 if the student does not respond to Level 2 interventions or does not attain the goals and objectives set forth in Level 2 despite all efforts by the teacher and student to attain success. At this point, the student is deemed at risk for academic failure and for becoming disaffected. In an effort to not discourage the student from remaining engaged in the learning process, a Level 2 student shall receive the grade of I in lieu of an F/UIF on the Interim Report or Marking Period Grade while a Pre-Referral Plan is in place. The teacher shall immediately submit the Level 2 Pre-Referral Plan and all accompanying data to the building Intervention & Referral Services Coordinator for review. The Intervention & Referral Services Team shall review the teacher's Pre-Referral Plan and data to determine if a formal I&RS Plan is required.

No student shall receive an end of course grade of F or UIF without approval from the teacher's supervisor or principal. A supervisor or principal shall review the teacher's Evidence of Interventions and Pre-Referral Plan from Levels 1-3 to determine if all interventions have been



exhausted in an effort to assist the student. If the supervisor or principal deems that a student did not receive all required opportunities as set forth by this policy and regulation, then the teacher shall be required to provide multiple opportunities for the student to exhibit mastery of the standards for all areas not yet mastered.

No student shall be retained without having a formal building level Intervention & Referral Services Plan in place for a minimum of two full marking periods.

\*It should be noted that programs of intervention and referral services may not be used to delay obvious and appropriate referrals to special education (N.J.A.C. 6A:14-3 et seq.). Schools are not permitted to create any barrier for the administration of appropriate evaluations to determine the existence or nature of students' educational disabilities.

It should also be noted that the Student Achievement Program procedures as listed above may be utilized for a student who is not deemed at-risk. Teachers shall utilize best practices of differentiated instruction and assessment at any time to ensure that each student is reaching his or her full potential.

Marking, Report Cards, Progress Reports

### The Englewood Public School District Grading Scale

Evaluation Key- Kindergarten

M – Meets expectations

W – Working towards grade level expectations

NI – Needs Improvement

N/A –Not assessed at this point

Englewood Public School District

Grading Scale (Grades 1-12)

*Grades 1-6		** Grades 7-12			
		Numerical credit to apply for grade point average. Applies only to grades 9-12.			
*Letter Grade	*Numerical Grade	**AP	**Honors	**College Prep	**Numerical Grade
A	95 – 100	5.0	4.5	4.0	95 – 100
A-	90 – 94	4.8	4.3	3.8	90 – 94
B+	87 – 89	4.5	4.0	3.5	87 – 89
B	83 – 86	4.0	3.5	3.0	83 – 86
B-	80 – 82	3.8	3.3	2.8	80 – 82
C+	77 – 79	3.5	3.0	2.5	77 – 79
C	73 – 76	3.0	2.5	2.0	73 – 76
C-	70 – 72	2.3	2.3	1.8	70 – 72
D	64.5 – 69	2.0	2.0	1.0	64.5 – 69
F	60 - 64.4	0	0	0	60 - 64.4
UIF	59.9 or below	0	0	0	59.9 or below

UIF – Urgent Intervention Failure (59.4 or below)

I - Incomplete Status

NM - No credit due to ungraded status or course audit

NC - No grade/No credit due to attendance policy

P - Pass for specific courses and/or student populations

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## Report Cards

Report cards are issued four times a year on the dates specified. Teachers hand out the Report of Pupil Progress to the pupils and collect the signed envelope. The original copy is placed in the child's folder annually.

## Between the Issuing of Report Cards

It is assumed that between the issuing of report cards, teachers are at work with pupils on whatever plan the teacher has set up for individual help to the children to assist them toward achieving their grade level. With such pupils, particularly frequent informal reporting to parent(s) or legal guardian(s) is essential.

It is recommended that teachers keep in contact with parent(s) or legal guardian(s) through:

1. Informal notes: positive in tone, some congratulatory, some warnings of a dropping of interest, brief, friendly, etc.
2. Telephone calls: encouraging, warning, inquiring, investigating, cheery, informing, etc.
3. Informal contacts: through the sending home of a piece of work showing progress, etc.
4. Electronic Communication

## Genesis Electronic Grade Books

Also referred to as a class register, marking book, or roll book, grade books are official records of pupil attendance and academic progress.

All electronic grade books are the property of the school and are kept as part of the permanent record of a pupil. They must be clear and neatly kept. Electronic grade books must reflect a variety of evaluative criteria.

Every pupil should be recorded accurately in the electronic grade book. A key or legend must be noted prominently in the electronic book to indicate what any symbol used, what it stands for, and how grades are determined. All work, whether it be homework, tests, projects, or other assignments, must be clearly labeled in the electronic book. Tests, quizzes, homework, and other instruments used to assess pupil progress are recorded in the electronic grade book. It is critical that teachers provide to pupils adequate numbers and variety of assignments in order to fairly and properly grade them.

### Progress Reports

~~The purpose of the Progress Report is to communicate information about the status of pupil achievement and conduct accessible through the parent portal.~~

~~In deciding which pupils should receive Progress Reports, teachers should keep in mind the following:~~

- ~~1. — A standard form progress report be sent home mid-way through the marking period to inform the parent(s) or legal guardian(s) of the possible failure of the child... As well, it is advisable for pupils whose grade has dropped more than a whole letter grade (e.g. C to D) to receive a Progress Report.~~
- ~~2. — No child is to receive a failure on his/her report card unless he/she has been issued a Progress Report.~~
- ~~3. — Teachers should exercise professional judgment in determining which pupils receive Progress Reports. A useful guideline is to alert parent(s) or legal guardian(s) to any deviation or negative change in performance or conduct. Sending the form gives the parent(s) or legal guardian(s) and pupil the opportunity to improve performance.~~
- ~~4. — In addition to sending Progress Reports to stress the need for improvement, teachers are strongly encouraged to send Progress Reports to acknowledge outstanding achievement.~~

~~A progress report form is available to teachers to use in communicating with parent(s) or legal guardian(s). Although suggested dates are usually midway through the marking period, these reports may be sent home at any time during the school year and for any reason the teacher deems necessary (encouragement, warning of possible failure, disciplinary reasons, request for parent conference, and others). Teachers are obliged to contact parent(s) or legal guardian(s) regarding some deviation of the pupil's normal pattern of learning.~~

N.J.A.C. 6:3-4A.1

Adopted: 28 August 2006

Revised: 10 December 2015

# District Policy

## 5200- ATTENDANCE (M)

Section: Students  
Date Created: August, 2006  
Date Edited: January, 2016

### M

In accordance with the provisions of N.J.S.A. 18A:38-25, every parent, guardian, or other person having control and custody of a child between the ages of six and sixteen shall cause the child to regularly attend school. The Board of Education requires students enrolled in the school district attend school regularly in accordance with the laws of the State.

In accordance with the provisions of N.J.A.C. 6A:16-7.6 and for the purposes of this Policy and Regulation 5200, a student's absence from school will be ~~excused, or unexcused~~ **verified, or unverified** that counts toward truancy.

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. A student who is absent from school for observing a religious holiday shall not be deprived of any award, eligibility, or opportunity to compete for any award, or deprived of the right to take an alternate test or examination that was missed because of the absence provided there is a written ~~excuse~~ documentation of such absence ~~signed by the parent~~ as per **Regulation 5200**.

Prolonged or repeated absences, ~~excused or unexcused~~, **verified or unverified**, from school or from class, deprive students of the educational and classroom experiences deemed essential to learning and may result in retention at grade level for districts with secondary school(s) or loss of credit ~~or removal from a course~~ that would count toward the high school diploma in accordance with policies of this Board.

Students shall be subjected to the school district's response for ~~unexcused~~ **unverified** absences that count toward truancy during the school year as outlined in N.J.A.C. 6A:16-7.6(a)4 and Regulation **5200**.

~~Unexcused~~ **Unverified** absences from school or from classes within the school day may subject a student to consequences that may include the denial of a student's participation in co-curricular activities and/or athletic competition. Repeated absences from school interfere with efforts of this Board and its staff in the maintenance of good order and the continuity of classroom instruction and such absences may result in ~~the removal of the student from~~ **denial of credit for** a class or course of study.

The Superintendent shall calculate and monitor the average daily attendance rate for the district and for each school in the district. Whenever the average daily attendance rate

does not meet the New Jersey Department of Education requirements the Superintendent or designee shall develop a district improvement plan to improve student attendance pursuant to N.J.A.C. 6A:30-5.2.

N.J.S.A. 18A:36-14; 18A:38-25

N.J.S.A. 34:2-21.1 et seq.

N.J.A.C. 6A:16-7.6; 6A:32-8.3

Adopted: 28 August 2006  
Revised: 19 November 2015

# District Regulation

## 5200 - ATTENDANCE (M)

Section: Students

Date Created: October, 2007

Date Edited: January, 2017

### A. Definitions

1. For the purposes of school attendance, a "day in session" shall be a day on which the school is open and students are under the guidance and direction of a teacher or teachers engaged in the teaching process. Days on which school is closed for such reasons as holidays, teachers' institutes, and inclement weather shall not be considered as days in session.
2. A "school day" shall consist of not less than four hours, except that one continuous session of two and one-half hours may be considered a full day of Kindergarten.
3. "A day of attendance" shall be one in which the student is present for a full day under the guidance and direction of a teacher while school is in session.
  - a. Whenever over-crowded conditions make it necessary to hold two separate sessions with a different group of students in each session, a student attending for all of either session shall be regarded as having attended for the full day. An excused absence for any reason shall not be counted as a day of attendance in the school register.
4. A "half-day class" shall be considered the equivalent of a full day's attendance only if in session for four hours or more, exclusive of recess periods or lunch periods.

### B. Attendance Recording

1. A record of the attendance of all students on roll in a school register shall be kept each day that school is in session by a teacher or other authorized person. It shall be the duty of this person to keep the attendance records according to these rules and the specific instructions issued by the Commissioner of Education.



2. No student shall be recorded as present unless the school is in session and the student so recorded is under the guidance and direction of a teacher in the teaching process.
3. A student shall be recorded as absent in the school register when not in attendance at a session of the school while a member of the school, except students excused due to religious holidays who shall be recorded as excused.
4. A student shall be recorded as either present, absent, or excused for religious observance, every day the school is in session after the student enters until the date the student is transferred to another school, transferred to an individual home instruction record, or officially leaves the school system.
5. The Commissioner shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse students for religious observance upon the written request signed by the parent or person standing in loco parentis.
6. The mere presence of a student at roll call shall not be regarded as sufficient attendance for compliance with N.J.A.C. 6A:32-8.3. In a school which is in session during both the forenoon and the afternoon, a student shall be present at least one hour during both the forenoon and the afternoon in order to be recorded as present for the full day. In a school which is in session during either the forenoon or the afternoon, a student shall be present at least two hours in the session in order to be recorded as present for the full day.
7. A student not present in school because of his/her participation in an approved school activity, such as a field trip, meeting, cooperative education assignment, or athletic competition will be considered to be in attendance.

C. ~~Unverified Absences That Count Toward Truancy/Excused Absences-~~

1. ~~“An unverified absence that counts toward truancy” is a student’s absence from school for a full or a portion of a day for any reason that is not an “excused absence” as defined below.~~
2. ~~“An excused absence” is a student’s absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, or any absence for the reasons listed below:-~~

## Unverified Absences That Count Towards Truancy

1. "An unverified absence that counts toward truancy" is a student's absence from school for a full or a portion of a day for any reason that is not a "verified absence" as defined below.
2. "A verified absence" is a student's absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16 or any absence for the reasons listed below:
  - o The student's illness supported by notification to the school by the student's parent documentation as provided by a medical professional that includes the date(s) of absence(s);
  - o The student's required attendance in court supported by documentation as provided by an official of the court that includes the date(s) of absence(s);
  - o Where appropriate, when consistent with Individualized Education Programs, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. §§ 794 and 705(20), and individualized health care plans;
  - o The student's suspension from school;
  - o Family illness or death supported by notification to the school by the student's parent;
  - o Visits to post-secondary educational institutions supported by documentation as provided by the student's school counselor that includes the date(s) of absence(s);
  - o Interviews with a prospective employer or with an admissions officer of an institution of higher education supported by documentation as provided by the student's school counselor that includes the date(s) of absence(s);
  - o Examination for a driver's license supported by documentation as provided by the New Jersey Motor Vehicle Commission that includes the date(s) of absence(s);
  - o Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day supported by documentation as provided by a medical professional that includes the date(s) of absence(s);
  - o Take Our Children to Work Day supported by documentation as provided by the student's school counselor that includes the date(s) of absence(s);
  - o An absence considered excused by a New Jersey Department of Education rule supported by documentation as provided by the parent that includes the date(s) of absence(s);

- An absence for a reason not listed above, but deemed excused by the Principal upon a written request by the student's parent stating the reason for the absence and requesting permission for the absence to be an excused absence.

3. "Truancy" means ten or more cumulative unverified absences that count toward truancy of a student between the ages of six and sixteen as determined by the Board's Attendance Policy and Regulation pursuant to N.J.A.C. 6A:16-7.6(a)4.iii. and the definition of school day pursuant to N.J.A.C. 6A:32-8.3. Any absence not listed in C.23. above shall be an unverified absence counted toward truancy.

4. "Unverified tardiness" may constitute an unverified absence that counts toward truancy in accordance with Policy 5240.

D. Notice to School of a Student's Absence

1. The parent or adult student is requested to call the school office before the start of the student's school day.
2. The parent of the student or an adult student who will attend the morning session, but will not attend the afternoon session should call or provide notice to the school office before the start of the afternoon session.
3. The parent or adult student who anticipates a future absence or anticipates that an absence will be prolonged should notify the school office to arrange make-up work.

E. Readmission to School After an Absence

- 1. A student returning from an absence of any length of time must provide documentation that includes the cause and date(s) of absence(s) prior to readmission to school;
- 2. A note Documentation from the parent/guardian in the form of paper or electronic correspondence explaining a student's absence for a non-communicable illness for a period of more than (3) three school days. Said documentation must be accompanied by a physician's statement of the student's illness with medical clearance to return to school.
- 3. A student who has been absent by reason of having or being suspected of having a communicable disease must present to the school nurse written evidence Documentation from a physician that attests to the student as of being free of communicable disease, in accordance with Policy 8451.

F. Instruction

1. Teachers shall cooperate in the preparation of home assignments for students who anticipate an excused absence of ~~(3) three~~ **two (2) or more consecutive** school days duration. The parent or student must request such home assignments.
2. A student who anticipates an absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy 2412. The parent must request home instruction.
3. Students absent for any reason are expected to make up the work missed. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.
4. In general, students will be allowed a reasonable amount of time as determined by the teacher to make up missed work.
5. A student who missed a test or an exam shall be offered an opportunity to take the test, exam, or an appropriate alternate test.

G. Denial of Course Credit

1. The teacher will determine the credit **points** to be awarded a student for make-up work. Where class participation is a factor in the learning process, the teacher may consider a student's absence in determining a final grade, except absences for the observance of a religious holiday or absence for a student's suspension from school will not adversely affect the student's grade. The teacher may record an incomplete grade for a student who has not had a full opportunity to make up missed work.
2. A secondary student may be ~~dropped from a course or~~ denied course credit when he/she has been absent from ~~(10%) percent~~ **sixteen (16)** or more of the class sessions for a full year course; **eight (8) or more of the class sessions for a semester course; and four (4) or more of the classes for a quarter course,** whatever the reason for the absence, except that absences for the observance of a religious holiday or absences caused by a student's suspension will not count toward the total.
  - ~~A secondary student who has been dropped from a course of study may be assigned to an alternate program.~~
  - A secondary student denied course credit **due to excessive absenteeism** ~~after completing the course~~ will be permitted to **attend a credit completion session** participate in a Board approve credit recovery program to regain the denied credit. The student's credit

recovery program will be coordinated through Intervention & Referral Services for general education student, through the Child Study Team for students with an Individualized Education Program, or through the Section 504 Team for students with a Section 504 Plan. provided the student has not been absent from the class more than (15%) percent of the available class sessions.

1. An elementary student may be retained at grade level, in accordance with Policy 5410, when he/she has been absent (10%) percent **sixteen (16)** or more school days, whatever the reason for the absence, except that absences for the observance of a religious holiday and absences due to student's suspension will not count toward the total.
- H. School District Response **to** Unverified Absences During the School Year That Count Toward Truancy
1. For up to **four (4)** cumulative unverified absences that count toward truancy, the Principal or designee shall:
    - a. ~~Make a reasonable attempt to notify the student's parent of each unverified absence prior to the start of the following school day; Immediately refer the student to the building Intervention & Referral Services Team for attendance difficulties;~~
    - b. ~~Make a reasonable attempt to determine the cause of the unverified absence, including through contact with the student's parent;~~  
Immediately contact the parent/guardian of the student via certified US Mail and electronic mail (if applicable) to notify of the student's current attendance status. The notification shall include a copy of the District's Attendance Policy and Regulation. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.
    - c. ~~Identify, in consultation with the student's parents, needed action designed to address patterns of unverified absences, if any, and to have the child return to school and maintain regular attendance;~~
    - d. c. Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-10, if a potentially missing or abused child situation is detected; and
    - e. d. Cooperate with law enforcement and other authorities and agencies, as appropriate.
  2. For between **five (5) and eight (8)** cumulative unverified absences that count toward truancy, the Principal or designee shall:
    - a. ~~Make a reasonable attempt to notify the student's parent of each unverified absence prior to the start of the following school day;~~

Immediately contact the parent/guardian of the student via certified US Mail and electronic mail (if applicable) to notify of the student's current attendance status and to request the parent/guardian attend a meeting with the Principal or designee and the Intervention & Referral Services Team. The notification shall include a copy of the District's Attendance Policy and Regulation. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.

~~refer the student to the building Intervention & Referral Services Team for attendance difficulties;~~

- b. ~~Make a reasonable attempt to determine the cause of the unverified absence, including through contact with the student's parent;~~
- e. b. Evaluate the appropriateness of action taken pursuant to N.J.A.C. 6A:16-7.6(a)4.i.(3) and H.1.c. above;
- c. Refer to a court or court program pursuant to N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below;
- d. Proceed in accordance with N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-10, if a potential missing or abused child situation is detected; and
- e. Cooperate with law enforcement and other authorities and agencies, as appropriate.
- d. ~~Develop an action plan to establish outcomes based upon the student's patterns of unverified absences and to specify the interventions for supporting the student's return to school and regular attendance, which may include any or all of the following:~~
  - (1) ~~Refer or consult with the building's Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;~~
  - (2) ~~Conduct testing, assessments, or evaluations of the student's academic, behavioral, and health needs;~~
  - (3) ~~Consider an alternate educational placement;~~

~~(4) Make a referral to or coordinate with a community-based social and health provider agency or other community resource;~~

~~(5) Refer to a court or court program pursuant to N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below;~~

~~(6) Proceed in accordance with N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-10, if a potential missing or abused child situation is detected; and~~

~~(7) Engage the student's family.~~

~~e. Cooperate with law enforcement and other authorities and agencies, as appropriate.~~

3. For ten **nine (9)** or more cumulative unverified absences that count toward truancy, a student between the ages of six and sixteen is truant, pursuant to N.J.S.A. 18A:38-25, and the Principal or designee shall:

a. **Immediately contact the parent/guardian of the student via certified US Mail and electronic mail (if applicable) to notify of the student's current attendance status and to request the parent/guardian attend a meeting with the Principal or designee and the Intervention & Referral Services Team. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section. The notification shall include a copy of the District's Attendance Policy and Regulation.**

a. **The Principal or designee and Intervention & Referral Services Team shall make a determination regarding the need for a court referral for the truancy, per N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below;**

b. Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;

- c. Cooperate with law enforcement and other authorities and agencies, as appropriate; and
  - d. Proceed in accordance with N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School, and other applicable State and Federal statutes, as required.
4. A court referral may be made as follows:
- a. When unverified absences that count toward truancy are determined by school officials to be violations of the compulsory education law, pursuant to N.J.S.A. 18A:38-25, and the Board of Education's policies, in accordance with N.J.A.C. 6A:16-7.6(a), the parent may be referred to Municipal Court.
    - (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Municipal Court; or
  - b. When there is evidence of a juvenile-family crisis, pursuant to N.J.S.A. 2A:4A-22.g, the student may be referred to Superior Court, Chancery Division, Family Part.
    - (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Juvenile-Family Crisis Intervention Unit.
5. For a student with a disability, the attendance plan and its punitive and remedial procedures shall be applied, where applicable, in accordance with the student's IEP, pursuant to 20 U.S.C. §§ 1400 et seq., the Individuals with Disabilities Education Act; the procedural protections set forth in N.J.A.C. 6A:14; accommodation plan under 29 U.S.C. §§ 794 and 705(20); and individualized health care plan and individualized emergency healthcare plan pursuant to N.J.A.C. 6A:16-2.3(b)5.xii.



6. All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with N.J.A.C. 6A:16-7.6(a)4.i. and H.1. above for each student with up to four cumulative unverified absences that count toward truancy.

a. For each student attending a receiving school with five or more cumulative unverified absences that count toward truancy, the absences shall be reported to the sending school district.

(1) The sending school district shall proceed in accordance with the Board of Education's policies and procedures pursuant to N.J.A.C. 6A:16-7.6(a) and H.5. above and the provisions of N.J.A.C. 6A:16-7.6(a)4.ii. through iv. and H.2. through H.5. above, as appropriate.

#### I. Discipline

For nine (9) or more cumulative unverified absences that count toward truancy, the following action may be taken by the Principal or designee,

1. Students may be denied participation in co-curricular and social activities. ~~if the Board establishes attendance standards for participation.~~
2. Students may be denied participation in athletic competition. ~~if the Board establishes attendance standards for participation.~~
3. Students may be required to attend morning, after school or Saturday Opportunity Sessions to regain instructional time lost due to excessive absenteeism.
3. 4. No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

#### J. Recording Attendance

1. Teachers must accurately record the students present, tardy, or absent each day in each session or each class. Attendance records must also record students' attendance at out-of-school curricular events such as field trips.

2. A record shall be maintained of each excused absence and each unverified absence that counts toward truancy as defined in Policy and Regulation 5200.
3. A report card will record the number of times the student was absent and tardy in each marking period.
4. A student's absence for observance of a religious holiday will not be recorded as such on any transcript or application or employment form.

K. Appeal

1. Students may be subject to appropriate discipline for their school attendance record.
2. A student who has been retained at grade level for excessive absences may appeal that action in accordance with Policy 5410.
3. A student who has been ~~dropped from a course and/or~~ denied course credit for excessive absences may appeal that action in accordance with the following procedures:
  - a. The student shall file a written appeal to the Principal or designee within five school days of receiving notice of the action. The appeal should state the reasons for each absence, any documentation that may support reducing the number of absences for the purposes of course credit, and reasons why the student should either continue to be enrolled in the course or receive course credit for a class the student completed.
  - b. The Principal or designee will respond in writing no later than seven school days after receiving the student's appeal. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.
  - c. If the student is not satisfied, he/she may submit a written request to the Principal for consideration by an Attendance Review Committee.
  - d. On a student's request for consideration by an Attendance Review Committee, the Principal shall convene an Attendance Review Committee. The Attendance Review Committee shall meet informally to hear the student's appeal. The student's parent and teacher(s) may attend the meeting.

- e. The Attendance Review Committee shall decide the appeal and inform the student in writing within seven school days of the meeting.
- f. The student may appeal an adverse decision of the Attendance Review Committee to the Superintendent, the Board of Education, and the Commissioner of Education in accordance with Policy 5710, Pupil Grievance and N.J.S.A. 18A. An appeal to the Attendance Review Committee shall be considered to have exhausted the first two steps of the grievance procedure outlined in Policy 5710.

L. Attendance Records

- 1. Attendance records for the school district and each school will be maintained and attendance rates will be calculated as required by the New Jersey Department of Education. The school district will comply with all attendance requirements and any improvement plans as required by the Department of Education.

Issued: 4 October 2007

Revised: 11 August 2016

# District Policy

## 5550- DISAFFECTED PUPILS (M)

Section: Students  
Date Created: August, 2006  
Date Edited: August, 2006

### M

The Board of Education believes that the educational needs of all students should be served. The Board will make every reasonable effort to identify and serve disaffected students whose learning is impeded by environmental circumstances, the student's attitude, or an inappropriate instructional program.

For the purposes of this policy, "disaffected student" means the student who has instructional needs that are not being met by the regular instructional program and who is performing well below his/her social or academic capacity.

Disaffected students may include students unable to function properly within a traditional school program; students of average or above average intelligence and ability who achieve below their potential; students unable to establish occupational or future goals; students with a pattern of behavior problems, including problems with attendance and tardiness; students who lack motivation, direction, and decision making ability; students who possess a poor self-image; students suffering stressful family settings; students hostile toward adults and authority figures; students in difficulty with community and law enforcement agencies; and students lacking interest in school and avoiding involvement in school activities.

Teaching staff members shall be alert to students experiencing difficulty in their classes. Any such student who does not appear to be disabled may be referred to the Intervention & Referral Services Team (I&RS). A disaffected student who may have disabilities shall be referred to the Child Study Team for evaluation in accordance with Policy No. 2460M.

N.J.A.C. 6A:16-7.1 et seq.  
N.J.A.C. 6A:14-1.1 et seq.

Adopted: 28 August 2006

# District Regulation

## 5550 - DISAFFECTED PUPILS (M)

Section: Students  
Date Created: March, 2007  
Date Edited: March, 2007

### M

#### A. Grades Kindergarten (K) Through Grade Six (6)

1. Each student's work habits, behavior, products, and records will be continually monitored for signs of disaffection by teaching staff members responsible for the student's instructional program. Such signs of disaffection might include, but need not be limited to, the student's:

- a. Working below potential set by IQ indicators,
- b. Depressed standard test scores,
- c. Excessive absenteeism or truancy,
- d. Change in personality or work habits,
- e. Marked irritability, lassitude, or hypersensitivity.

~~2. The teacher or other professional staff member who observes signs that a student may be disaffected will confer with the student assistance counselor or other professional, as designated by the School Principal. If it is determined that concern about the student's welfare is warranted, the student's parent(s) or legal guardian(s) will be called in and made aware of the problems, and steps to deal with the student's disabling attitude will be proposed.~~

~~3. Once a student is identified as disaffected, steps to offset the effects of disaffection may be initiated. Such steps may include:~~

~~a. Referring the student to the Pupil Assistance Committee for Intervention and Referral Services, which includes close monitoring to assess effectiveness of the recommended strategies and/or services to ameliorate the disaffection;~~

~~b. A meeting with the learning disabilities teacher consultant to help teachers shape classroom strategies that might reduce disaffection;~~

- ~~e. Building on the student's strengths to help bolster his/her sense of self-worth;~~
- ~~d. Providing instructional alternatives to stimulate the student's interest by utilizing such devices as calculators, computers, educational games, and teaching machines;~~
- ~~e. Assigning the student to another teacher or class, when such change is determined to be in the best interests of the child.~~

B. Grades Seven (7) and Eight (8)

1. A disaffected student in the middle school may be identified by one or more of the following signs:
  - a. Argumentative behavior and truculence,
  - b. Willful disregard of school rules and lack of concern for others,
  - c. Disrespect for authority figures,
  - d. Excessive absenteeism or truancy,
  - e. Acting-out and/or aggressive behavior, and
  - f. Working below his/her potential.
- ~~2. The teacher or other professional staff member who observes signs that a student may be disaffected will confer with the school guidance counselor or student assistance counselor, as designated by the School Principal. If it is determined that concern about the student's welfare is warranted, the student's parent(s) or legal guardian(s) will be called in and made aware of the problems, and steps to deal with the student's disabling attitude will be proposed.~~
- ~~3. Once a student is identified as disaffected, the following steps will be taken:-~~
  - ~~a. The student will be referred to the school guidance office for counseling where:-~~
    - ~~(1) The parent(s) or legal guardian(s) may be asked to seek outside support services; and/or-~~
    - ~~(2) The teaching staff members responsible for the student may be asked to observe the student, formally monitor his/her progress, and report regularly to the guidance counselor.~~

- ~~b. The student's schedule may be modified as necessary.~~
- ~~c. The learning disabilities teacher consultant may be consulted to help teachers shape strategies that may reduce the disaffection.~~
- ~~d. The student may be referred to the Pupil Assistance Committee for Intervention and Referral Services, which includes close monitoring to assess effectiveness of the recommended strategies and/or services to ameliorate the disaffection.~~

C. Grades Nine (9) through Twelve (12)

1. The disaffected high school student may be identified by the following signs:
  - a. A drop in school performance,
  - b. Decreased attentiveness and disinterest in school work,
  - c. Marked irritability, lassitude, and hypersensitivity,
  - d. Evidence of class cutting, excessive absence, and/or truancy,
  - e. An inability to articulate occupational or educational goals, and
  - f. Hostility towards authority figures.
- ~~2. The teaching staff member who observes a disaffected student will alert the guidance counselor to a possible problem.~~
- ~~3. The guidance counselor will confer with the student's teacher, review the student's record, and meet with the student and his/her parent(s) or legal guardian(s). A remedial plan or program may result from this conference.~~
- ~~4. If such a remedial plan or program is not successful or cannot be defined satisfactorily, the student may be referred to the Pupil Assistance Committee for Intervention and Referral Services in order to develop a plan and/or services and/or other interventions which the Committee deems to be in the best interests of the student.~~

It is the responsibility of the teacher to identify at-risk or disaffected pupils enrolled in their class and to provide best-practice interventions for instruction and assessment that meet the unique needs of each at-risk pupil.

#### Academic Difficulties

The teacher shall provide every at-risk student with multiple opportunities to earn a passing grade for any failed assignment. These may include graded homework, class work, quizzes, tests, projects, etc. The student may not receive a grade higher than 65 if the child satisfactorily

completes the failed assignment, regardless of the number of attempts. *The only exception is if the newly graded assignment's true grade is above a 65, and the child needs the true grade to attain a 65 average for the marking period.*

#### **Level 1\***

The teacher shall develop and maintain a record of all Evidence of Interventions provided to assist each at-risk student who has a live Genesis Gradebook average of **67** or below. The teacher shall maintain this record in the student's *Genesis Gradebook Notes* section. The teacher shall contact the parent/guardian when a student's grade causes him or her to become a Level 1 at-risk student. The contact may be via phone, email, US mail or a live parent/teacher conference. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.

#### **Level 2\***

Any student who completes the marking period with a grade of 64.4 or below shall receive an **Incomplete** for the marking period. The teacher shall develop and implement a Pre-Referral Plan and maintain a record of all action taken for each Level 2 student. The teacher shall provide a Level 2 student with multiple opportunities to earn a passing grade for any failed assignment. A Level 2 student shall receive at maximum of 5 weeks to earn a passing grade for any failed assignment that will result in a 65 average for the marking period. The teacher shall contact the parent/guardian of Level 2 students weekly to provide information regarding the student's Level 2 requirements and intervention progress. The contact may be via phone, email, US mail or a live parent/teacher conference. All parent/guardian contact shall be recorded in the student's Genesis Gradebook Notes section.

#### **Level 3\***

A Level 2 student will be elevated to Level 3 if the student does not respond to Level 2 interventions or does not attain the goals and objectives set forth in Level 2 despite all efforts by the teacher and student to attain success. At this point, the student is deemed at risk for academic failure and for becoming disaffected. In an effort to not discourage the student from remaining engaged in the learning process, a Level 2 student shall receive the grade of I in lieu of an F/UIF on the Interim Report or Marking Period Grade while a Pre-Referral Plan is in place. The teacher shall immediately submit the Level 2 Pre-Referral Plan and all accompanying data to the building Intervention & Referral Services Coordinator for review. The Intervention & Referral Services Team shall review the teacher's Pre-Referral Plan and data to determine if a formal I&RS Plan is required.

No student shall receive an end of course grade of F or UIF without approval from the teacher's supervisor or principal. A supervisor or principal shall review the teacher's Evidence of Interventions and Pre-Referral Plan from Levels 1-3 to determine if all interventions have been exhausted in an effort to assist the student. If the supervisor or principal deems that a student did not receive all required opportunities as set forth by this policy and regulation, then the teacher shall be required to provide multiple opportunities for the student to exhibit mastery of the standards for all areas not yet mastered.



No student shall be retained without having a formal building level Intervention & Referral Services Plan in place for a minimum of two full marking periods.

Behavioral Difficulties

See Regulation 5600 STUDENT DISCIPLINE/CODE OF CONDUCT (M)

Attendance Difficulties

See Regulation 5200 ATTENDANCE (M)

\*It should be noted that programs of intervention and referral services may not be used to delay obvious and appropriate referrals to special education (N.J.A.C. 6A:14-3 et seq.). Schools are not permitted to create any barrier for the administration of appropriate evaluations to determine the existence or nature of students' educational disabilities.

It should also be noted that the Student Achievement Program procedures as listed above may be utilized for a student who is not deemed at-risk. Teachers shall utilize best practices of differentiated instruction and assessment at any time to ensure that each student is reaching his or her full potential.

Issued: 16 March 2007

# POLICY GUIDE

Section: Students

5460. HIGH SCHOOL GRADUATION (M)

Date Created: May, 1988

Date Edited: March, 2016

## 5460. HIGH SCHOOL GRADUATION (M)

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 130 credits in courses designed to meet all the New Jersey Core Curriculum Content Standards including, but not limited to, the following credits:

1. 20 (At least twenty) credits in language arts literacy aligned to grade nine through twelve standards;
2. 15 (At least fifteen) 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 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. 15 (At least fifteen) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
4. 15 (At least fifteen) credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry-based science course effective with 2012-2013 grade nine class;
5. 15-20 A minimum of four (3.75) 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;
  - a. Successful completion of Teen Pep 12 fulfills the grade 12 requirements for health, safety and physical education so long as the student successfully completed the health,

safety and physical education curriculum offered during grades 9-11. The New Jersey Student Learning Standards for Comprehensive Health and Physical Education are combined and provide for the completion of standards prior to the completion of grade 12.

6. 5 (At least five) credits in visual and performing arts;
7. 5 (At least five) credits in world languages or student demonstration of proficiency as set forth in N.J.A.C.6A:8-5.1(a)2ii(2);
  - a. Students' Native Language - ELLs may use their native language to satisfy the requirement when entering the ninth grade or at subsequent grade levels as newly arrived students from their native country. Students that have been speaking their native language since a very young age and throughout their prior educational experience will satisfy the world languages requirement. The district may implement proficiency testing, if desired.
  - b. Study of English - ELLs who take an additional English or English as a Second Language (ESL) class may use that second English class to fulfill the world languages requirement.
8. 2.5 (At least two and one-half) credits in financial, economic, business, and entrepreneurial literacy;
9. Technological literacy, consistent with the Core Curriculum Content Standards, integrated throughout the curriculum;
10. 5 (At least five) credits in 21<sup>st</sup> century life and careers, or career-technical education (Practical Arts); and
11. Electives as determined by the high school program sufficient to total a minimum of 120 credits.

As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.

Content equivalent means courses or activities that include the same or equivalent knowledge and skills as those found in traditionally titled courses which are required for high school graduation and which are aligned with the Core Curriculum Content Standards. This content must be taught by certified teachers, may be integrated in one or more courses, may be titled differently, or may present material in an interdisciplinary or spiral format. N.J.A.C. 6A:8-1.3

The Board may adopt "Option 2" graduation requirements as provided under N.J.A.C. 6A:8- 5.1.2

“Option 2”, or program completion, permits district boards of education to determine and establish curricular activities or programs aimed at achieving the Core Curriculum Content Standards for promotion and graduation purposes. “Option 2” serves as an alternative to traditional high school courses and involves in-depth experiences that may be provided by school district personnel or instructors not employed by the school district. “Option 2” may include, but is not limited to, one or more of the following: interdisciplinary or theme-based programs, independent study, magnet programs, student exchange programs, distance learning, internships, community service, co-curricular or extra-curricular programs, and/or other structured learning experiences. N.J.A.C. 6A:8-5.1(a)1ii.

In addition, N.J.A.C. 6A:8-5.1(a)1ii(3) permits district boards of education to recognize successful completion of an accredited college course that assures achievement of the knowledge and skills delineated in the Core Curriculum Content Standards or includes learning that builds on and goes beyond the standards.

“Option 2” allows local school districts to design and implement curricular programs that meet the needs of all students. The regulations support student participation in deep and meaningful learning experiences that advance student learning and focus on student interest and abilities. “Option 2” allows a student to obtain credit for learning experiences outside of the traditional classroom environment. Some of these experiences may provide real-world connections not available in the school setting. Other learning experiences may go beyond what the traditional high school can provide, allowing students to participate in research, international study, or college-level work.

Transfer pupils must meet all State and local requirements in order to graduate.

The Superintendent shall put into effect the procedures necessary to assess each pupil upon entry into the system, and, annually thereafter, to identify those pupils not meeting the State or district proficiency requirement. He/she shall develop the programs necessary to remedy these deficiencies at the lowest possible grade level.

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; and
    - (6) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
  - b. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the Core Curriculum Content Standards shall:
    - (1) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
    - (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 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 standards achieved 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 may consist of: (select one or more options)
    - 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. Additional Graduation Requirements

1. Attendance requirements as indicated in Policy and Regulation 5200;
2. Any statutorily mandated requirements for earning a high school diploma; and
3. Any Statewide assessment graduation requirements as determined by the New Jersey Department of Education, and as outlined in C. below.

C. Statewide Assessment Graduation Requirements

1. The New Jersey Department of Education (NJDOE) is transitioning 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.
  - a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
  - b. The district shall develop and implement procedures for assessing whether a student with a disability has met any alternate requirements for graduation individually determined in an IEP.
2. 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 the diploma of the school attended or the diploma of the school district of residence.
  - a. If the school the student is attending declines to issue a diploma to the student, the 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.
3. Students with disabilities who meet the standards for graduation according to the school district's graduation requirements shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.
4. A student with a disability whose IEP 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.
5. 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 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 Board of Education requirements.



2. The 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 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 district's requirements for a State-endorsed diploma, and the 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.

#### J. Early Graduation

The Board of Education may grant a high school diploma to a pupil who has not completed the twelfth grade. Each request for early graduation will be considered individually by the Board, which shall be guided by the recommendation of the Superintendent and the high school Principal.

A pupil will be permitted early graduation from high school only if he or she has satisfied the number of course credits for graduation and has demonstrated the required proficiencies, and has a satisfactory attendance record as defined by policy and regulation.

A pupil permitted to graduate before the end of the twelfth grade will be issued a State-endorsed diploma certifying that he/she has met all State and local requirements for graduation. The diploma will bear the date of its issuance. The pupil may be permitted to participate in graduation ceremonies with his/her classmates without formal readmission to the school district on application to and approval of the high school Principal.

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:

**Englewood Public Schools**  
**Option 2**  
**Requirements for Individual Program Approval**

I. Background Information

As stated in Englewood Board of Education Policy 5460, the Board of Education may adopt graduation requirements that enable students to receive high school credits for alternative learning experiences that enable them to fulfill or exceed the expectations set forth in the New Jersey Core Curriculum Content Standards. Option 2 (N.J.A.C. 6A:8-5.1(a) 12) of the high school graduation requirements allows the Englewood Public School District to design and/or approve educational experiences that serve as an alternative to traditional instruction and provide meaningful learning experiences which support student achievement of the New Jersey Learning Standards. Option 2 allows schools to provide enhanced educational opportunities for all the students by multiple and diverse pathways.

2. Important Information

1. There is an application included as part of these regulations that is to be completed by the individual seeking approval for the earning of credit outside the traditional Englewood Public School District courses offered as described in the high school Program of Studies.
2. The application must be completed and submitted at least thirty (30) days prior to the beginning of the proposed program. All required information must be attached to this application. The application should be submitted to the Option 2 Coordinator.
3. Option 2 program/courses during the high school years are available to students in grades nine (9) through twelve (12).
4. This application will be reviewed by a committee of the Englewood Public School District Superintendent of Schools and/or his/her duly appointed designee(s). The

applicant will be notified in writing of the pending status, and/or approval/rejection of the application. If additional information is requested by the review committee, this information must be submitted within one (1) week.

5. If the application is submitted by a student and/or parent, it is the responsibility of the student to maintain academic standing and enrollment in an approved Option 2 program. Any failure to complete an approved program may jeopardize the student's ability to meet graduation requirements. The Englewood Public Schools cannot guarantee placement in an equivalent Englewood Public Schools course in the case of a student withdrawing from an approved Option 2 Program.

6. Englewood Public Schools reserves the right to determine the number of credits to be awarded. Any credits earned via this Option 2 procedure will not be factored into grade point average calculation. However, the course and actual grade earned will be noted on the student's official transcript.

7. When considering awarding credit under Option 2, Englewood Public Schools is most concerned with:

a. Does the content of the course/program directly relate to the New Jersey Core Curriculum Content Standards (NJCCCS) for successful completion of high school graduation requirements?

b. Is the program taught/organized by a qualified professional?

c. What are the goals, objectives, activities, and assessment methods of this program?

d. What is the total number of hours associated with this program?

e. Are there any issues involving student safety?

8. When applying for credit through Option 2, the applicant(s) is/are responsible for:

- a. Successfully completing the application and providing all requested information in the stated time frame;
- b. Maintaining attendance and academic records for the approved Option 2 Program;
- c. Securing professional credentials of instructors/coordinators/personnel and ensuring that the program is safe and in compliance with child safety and/or labor laws. If (Note: Under NJ law, all employees of the Englewood Board of Education are fingerprinted for purposes of background checks. The Program Instructor, if not directly employed by the Englewood Board of Education, may not have been required to submit to such background checks. It is the student/parent/guardian's responsibility to check the background information if the program is provided by an independent provider.);
- e. Providing the Englewood Public Schools with all requested information including, but not limited to academic progress, course syllabus, final grade report, instructor credentials, assessment methods, links to NJLS and proof of attendance;
- f. Understanding that the student's attendance at Englewood Public Schools is only required when the student is participating in an Englewood-sponsored program or class. (If a student is participating in an outside, approved Option 2 Program and the program is not scheduled to meet, that student is not to report to the Englewood Public Schools unless they have a regularly scheduled class at the Englewood Public Schools.);
- g. Providing a student summary report on how the identified course objectives have been met (signed off by the instructor);
- h. Providing final grade reports from an approved Option 2 program no later than two (2) weeks after the conclusion of the program. (Please note that any final grade report that needs to be considered for graduation purposes must be received by the

Englewood Public Schools no later than June 1st. Also, programs that are not finished by the end of the stated time frame will receive a failing grade notation except in cases beyond the student's control.).

9. If the Englewood Public Schools Option 2 Committee declines the application, the student can appeal this decision. The following must occur:

a. The student shall notify the principal within five (5) days of notification from the committee. Included in this written appeal to the principal must be the reason(s) why the student feels s/he should be granted permission for the Option 2 program.

b. The principal will gather information and notify the student of his/her decision, in writing, within five (5) days.

c. If the decision is upheld and the student still wishes to appeal s/he must submit a written appeal to the Superintendent of Schools within five (5) school days of receipt of the principal's notification. The superintendent's decision will be communicated to the student in writing within five (5) school days.

## 2I. Performance or Competency Assessment

Performance or competency assessments are not offered for the awarding of credit in place of completing actual courses/programs.

Utilize these regulations when completing the Option 2 Application. Please be sure to include and attach all required information to expedite the processing of the application.

PROFESSIONAL DEVELOPMENT FOR TEACHERS  
AND SCHOOL LEADERS (M)

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AND SCHOOL LEADERS

The Board of Education encourages all teaching staff members to pursue a program of continuing professional development by course work or matriculation in institutions of higher learning, participation in workshops and conferences, membership in professional organizations, and/or independent scholarship.

Teaching staff members may be permitted to: visit other schools and classrooms; attend local, regional, or national conferences; participate in committees, workshops, and panels, both within and outside the district. Requests for participation in such professional development activities must be submitted in writing to the Superintendent or designee for approval. In addition, the Board of Education must approve all travel expenditures in accordance with N.J.S.A. 18A:11-12 and the State of New Jersey Department of the Treasury, Office of Management and Budget Circulars 08-19-OMB and 06-14-OMB (OMB Circulars) and any superseding circulars and any additional requirements set forth in N.J.A.C. 6A:23A-7 et seq.

A teaching staff member who has been granted time off and/or approved to be reimbursed for a professional development activity shall submit to the Superintendent or designee, with a copy to the School Business Administrator/Board Secretary, within ten working days, a brief written report that includes the primary purpose of the travel, the key issues addressed at the event, and their relevance to improving instruction or the operations of the school district.

All active teachers, defined as staff whose positions require possession of the instructional or educational services certificates in accordance with N.J.A.C. 6A:9C-8 through 11 and 13 and all active school leaders serving on a permanent or interim basis whose positions require possession of the Chief School Administrator, Principal, or Supervisor endorsement in accordance with N.J.A.C. 6A:9B-12 shall comply with the professional development requirements as outlined in N.J.A.C. 6A:9C-4.1 et seq.



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## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS (M)

To meet the professional development requirement, each teacher shall be guided by an individual Professional Development Plan (PDP), which shall include at least twenty hours per year of qualifying activities as outlined in N.J.A.C. 6A:9C-4.4. The PDP shall be developed by each teacher's supervisor in consultation with the teacher and shall align with the Professional Standards for Teachers in N.J.A.C. 6A:9-3.3 and the Standards for Professional Learning in N.J.A.C. 6A:9C-3.3. The PDP shall be ~~effective for one year, updated annually in accordance with N.J.A.C. 9C-4.4(d), and shall include at least the minimum requirements outlined in N.J.A.C. 6A:9C-4.4(e).~~

District-level and school-level professional development planning and implementation shall be in accordance with the requirements of N.J.A.C. 6A:9C-4.2.

Implementation of the professional development requirement for school leaders shall be in accordance with N.J.A.C. 6A:9C-4.3.

The Board of Education shall comply with the monitoring and assistance requirements as outlined in N.J.A.C. 6A:9C-4.4.

The Board shall monitor and enforce the professional development requirements for teachers and school leaders set forth in N.J.A.C. 6A:9C-4.1 et seq. and shall actively assist and support the provision of opportunities and resources, and the efforts by teachers and school leaders to meet the professional development requirements.

N.J.S.A. 18A:31-2; 18A:6-111

N.J.A.C. 6A:9-3.3; 6A:13-2.1; 6A:9B-12;

6A:9C-3.3; 6A:9C-4.1 et seq.; 6A:9C-8 through 11 and 13

Adopted: 26 August 2004

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Revised: 30 August 2016

Revised:





## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

### R 3240 PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

- A. Definitions (N.J.A.C. 6A:9C-2.1)
1. The definitions set forth in N.J.A.C. 6A:9-2.1 shall apply to the words and terms used in N.J.A.C. 6A:9C-3 et seq. and 6A:9C-4 et seq. and Policy and Regulation 3240.
- B. Components of Professional Development – (N.J.A.C. 6A:9C-3.2)
1. Professional development shall align with the Professional Standards for Teachers and the Professional Standards for School Leaders in N.J.A.C. 6A:9-3, the standards for professional learning in N.J.A.C. 6A:9C-3.3, student learning and educator development needs, and school, school district, and/or State improvement goals.
  2. Professional development shall encompass a broad range of professional learning that contributes to improved practice, including, but not limited to, participation in the work of established collaborative teams of teachers, school leaders, and other administrative, instructional, and educational services staff members who commit to working together to accomplish common goals and who are engaged in a continuous cycle of professional improvement focused on:
    - a. Evaluating student learning needs through ongoing reviews of data on student performance; and
    - b. Defining a clear set of educator learning goals based on the rigorous analysis of data on student performance.
  3. Professional learning shall incorporate coherent, sustained, and evidenced-based strategies that improve educator effectiveness and student achievement, such as job-embedded coaching or other forms of assistance to support educators' transfer of new knowledge and skills to their work.
  4. Professional learning may be supported by external expert assistance or additional activities that:



## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

- a. Address defined student and educator learning goals;
  - b. Advance primarily ongoing school-based professional learning; and
  - c. Include, but are not limited to, courses, workshops, institutes, networks, and conferences provided by for-profit and nonprofit entities outside the school such as universities, educational service agencies, technical assistance providers, networks of content specialists, and other education organizations and associations.
- C. Standards for Professional Learning (N.J.A.C. 6A:9C-3.3)
1. Professional learning that increases educator effectiveness and improves results for all students shall be guided by the following standards:
    - a. Learning communities: Occurs within learning communities committed to continuous improvement, collective responsibility, and goal alignment;
    - b. Leadership: Requires skillful leaders who develop capacity, advocate, and create support systems for professional learning;
    - c. Resources: Requires prioritizing, monitoring, and coordinating resources for educator learning;
    - d. Data: Uses a variety of sources and types of student, educator, and system data to plan, assess, and evaluate professional learning;
    - e. Learning designs: Integrates theories, research, and models of human learning to achieve its intended outcomes;



## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

- f. Implementation: Applies research on change and sustains support for implementation of professional learning for long-term change; and
  - g. Outcomes: Aligns its outcomes with educator performance and student curriculum standards.
- D. Requirements for and Implementation of Teachers' Individual Professional Development Plans (N.J.A.C. 6A:9C-4.4)
- 1. Each teacher shall be guided by an individualized Professional Development Plan (PDP), pursuant to N.J.S.A. 18A:6-128.a, which shall include at least twenty hours per year of qualifying experiences. The twenty-hour annual requirement shall be based on the length of full-time employment and reduced by a pro rata share reflecting part-time employment, or an absence, including the use of family or medical leave.
  - 2. The content of each individual PDP shall be developed by each teacher's supervisor in consultation with the teacher and shall align with the Professional Standards for Teachers in N.J.A.C. 6A:9-3 and the Standards for Professional Learning in N.J.A.C. 6A:9C-3.3.
  - 3. **Each teacher's individual PDP shall be updated annually no later than October 31, except:**
    - a. **If the teacher is hired after October 1, the PDP shall be developed within twenty-five working days of his or her hire.**
  - 43. The individual PDP shall be ~~effective for one year, updated annually, and~~ modified during the year, as necessary, and shall specify at least:
    - a. One area for development of professional practice derived from the results of observations and evidence accumulated through the teacher's annual performance evaluation; and



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## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

- b. One area for development of professional practice derived from individual, collaborative team, school, or school district improvement goals.
54. Progress on the individual PDP shall be discussed at the annual summary conference, pursuant to N.J.A.C. 6A:10-2.4, but may occur more frequently throughout the year.
65. Evidence of progress toward meeting the requirements of the teacher's individual PDP may be provided by the teacher and/or his or her **designated** supervisor, and shall be reviewed as part of each annual summary conference.
- ~~6. All teachers governed by the professional development requirements shall have an individual PDP within thirty instructional days of the beginning of their respective teaching assignments.~~
7. A teacher's individual PDP goals may necessitate more than the recommended minimum requirements outlined in N.J.A.C. 6A:9C-4.
8. Additional hours of qualifying experiences may be required for teachers in low-performing schools, as determined by the Commissioner of Education.
9. The teacher's designated supervisor shall:
  - a. Use the teacher performance evaluation process and the professional development planning process to monitor each teacher's progress in meeting the professional development requirements and shall take appropriate steps to assure such progress. If a teacher's progress is found to be inadequate, the teacher's designated supervisor shall take appropriate remedial action by applying sound and accepted principles of progressive supervision and other appropriate means; and



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- b. Maintain accurate records of each teacher's progress in meeting the individual professional development requirements, pursuant to N.J.A.C. 6A:9C-4.3 and N.J.A.C. 6A:9C-4.4. Such records shall include a copy of each teacher's current PDP and timeline, as well as any documentation and evidence showing the teacher's progress toward meeting the plan's requirements.
10. If a teacher leaves the employ of one New Jersey school district and is hired by another, the previous employing school district shall share with the new employing school district the teacher's individual PDP and all supporting documentation. If the current individual PDP is found to be unsuitable to the teacher's new assignment, the new employing school district shall ensure a revised individual PDP and timeline is created ~~within thirty days of hire by the employee's new supervisor in collaboration with the new teacher~~ **in accordance with N.J.A.C. 6A:9C-4.4.**
- E. School-Level Plans for Professional Development Implementation (N.J.A.C. 6A:9C-4.2)
- 1. The Principal shall oversee the development and implementation of a plan for school-level professional development and shall ensure:
    - a. The school-level professional development plan includes a description of school-level and team-based professional learning aligned with identified school goals, and includes teacher and student learning needs; and
    - b. All teachers receive the necessary opportunities, support, and resources to complete individual professional development requirements pursuant to N.J.A.C. 6A:9C-4.4(a).
  - 2. The school-level plan shall become part of the school district plan for professional development overseen and reviewed by the Superintendent of Schools.



## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

- F. Requirements for District-Level Plans for Professional Development Implementation (N.J.A.C. 6A:9C-4.2)
1. The school district plan shall provide information on school-level and district-wide professional development learning opportunities, the resources being allocated toward their support, a justification for the expenditures, and include any professional development required by statute or regulation.
  2. The Superintendent of Schools or designee shall oversee the development and implementation of the school district plan to address the school district's professional development needs and shall review on an annual basis the school district plan to assess its effectiveness and revise it, as necessary, to meet the school district's learning goals for students, teachers, and school leaders.
  3. When overseeing and reviewing the school district plan, the Superintendent or designee shall:
    - a. Review school-level professional development plans;
    - b. Assess the learning needs of students, teachers, and school leaders based on educator evaluation data, school-level plans, and data from school- and district-level performances;
    - c. Plan, support, and implement professional learning activities that address the **New Jersey Student Learning Standards** ~~CCCS~~, and that align with the Standards for Professional Learning in N.J.A.C. 6A:9C-3.3 and the Professional Standards for Teachers and School Leaders in N.J.A.C. 6A:9-3;
    - d. Develop and update, as necessary, the district mentoring plan for non-tenured teachers including novice professional teachers who hold a CE or CEAS, in accordance with N.J.A.C. 6A:9C-5.3;
    - e. Present the plan to the Board of Education to review for fiscal impact; and



## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

- f. Certify annually to the Department of Education, through a statement of assurance, that the school district is meeting the requirements for the school district plan as set forth in N.J.A.C. 6A:9C-4.2 and that it includes requirements of the district mentoring plan pursuant to N.J.A.C. 6A:9C-5.3.
  4. School districts sending to the same middle and/or high school may form a regional consortium to develop one district-wide plan based on the sending schools' plans.
- G. Requirements for and Implementation of School Leaders' Professional Development Plans (N.J.A.C. 6A:9C-4.3)
  1. Each school leader shall create, implement, and complete an individual PDP that:
    - a. Aligns with the Professional Standards for School Leaders set forth in N.J.A.C. 6A:9-3.4 and the Standards for Professional Learning in N.J.A.C. 6A:9C-3.3;
    - b. Derives from the results of observations, evidence, and recommendations included in the annual performance evaluation of the school leader;
    - c. Identifies professional learning goals that address specific individual, school, or school district goals;
    - d. Grounds professional learning in objectives related to improving teaching, learning, and student achievement, and aligns to the school and/or school district plan for professional development; and
    - e. Includes training on: school law, ethics, and governance pursuant to N.J.S.A. 18A:26-8.2 and other statutory requirements related to student safety, bullying and harassment, and well-being.
  2. **Each school leader's individual PDP shall be developed by October 31 except:**
    - a. **If the school leader is hired after October 1, the PDP shall be developed within twenty-five working days of his or her hire.**



## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

32. The Superintendent of Schools shall develop an individual PDP for review by the Board of Education. In developing the individual PDP, the following process shall be followed:
- a. The Board shall review the Superintendent's individual PDP, including the individual training needs pursuant to N.J.A.C. 6A:9C-4.3(a)5, and shall ensure the individual PDP aligns to school district goals and to the school district's plan for professional development.
  - b. The Superintendent shall submit annually to the Board evidence of progress toward completion of the individual PDP. The Superintendent also shall submit every three to five years, depending on the length of his or her contract with the Board, summative evidence of plan completion.
  - c. The Superintendent may appeal to the Executive County Superintendent if he or she disagrees with the Board regarding PDP contents or progress toward completion. The Executive County Superintendent shall have final decision-making authority on all such matters.
43. ~~Each~~ **Each** Leaders whose positions requires a Principal or supervisor endorsement, or whose positions requires a Chief School Administrator endorsement but who **does** ~~do~~ not serve as a Chief School Administrator or Superintendent of a school district, shall develop in collaboration with **his or her designated supervisor** ~~the Superintendent or designee~~ an individual PDP and shall provide evidence **to his or her designated supervisor** of progress toward fulfillment of his or her plan. Each Superintendent or designee shall:
- a. Review each Principal's, supervisor's, or other school leader's individual PDP, including the individual training needs pursuant to N.J.A.C. 6A:9C-4.3(a)5, and shall ensure it aligns to school and school district goals and the school district's plan for professional development;
  - b. Meet with the Principal, supervisor, or other school leader at mid-year to assess progress toward his or her PDP's completion or modification; and





# REGULATION

## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

- c. Review the individual PDP's status as part of the Principal's, supervisor's, or other school leader's annual performance evaluation.
  54. The school leader's designated supervisor, or the Board of Education in the case of the Superintendent, shall:
    - a. Use the performance evaluation process and professional development planning process to monitor the school leader's progress in meeting the professional development requirements. If a school leader's progress is found to be inadequate, the school leader's designated supervisor or the Board shall take appropriate remedial action by applying sound and accepted principles of progressive supervision and other appropriate means; and
    - b. Maintain accurate records of each school leader's progress in meeting the individual professional development requirements, pursuant to N.J.A.C. 6A:9C-4.3. Such records shall include a copy of each school leader's current PDP and timeline, as well as any documentation and evidence showing the school leader's progress toward meeting the plan's requirements.
  65. If a school leader leaves the employ of one New Jersey school district and is hired by another, the school leader's designated supervisor, or the Board of Education in the case of the Superintendent, shall ensure a revised individual PDP appropriate to the new assignment is developed in collaboration with the school leader.
- H. Assistance (N.J.A.C. 6A:9C-4.1)
  1. The Board of Education shall ensure all teachers and school leaders receive the necessary opportunities, support, and resources to engage in ongoing professional learning and to complete the requirements of their respective professional development plans.



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## PROFESSIONAL DEVELOPMENT FOR TEACHERS AND SCHOOL LEADERS

Issued: 2 November 2007

Revised: 30 August 2016

Revised:



## 7100 LONG-RANGE FACILITIES PLANNING (M)

### M

The Board of Education recognizes that sound planning based on accurate information is essential to the provision of suitable educational facilities. In order to ensure that future district construction is planned on the basis of need, the Board, in accordance with N.J.S.A. 18A:7G-4 and N.J.A.C. 6A:26-2.1 et seq., will maintain and submit a Long-Range Facilities Plan (LRFP) to the New Jersey Department of Education. Except as provided in N.J.A.C. 6A:26-3.164, no school facilities project will be considered or approved unless the district's LRFP has been submitted to and approved by the Commissioner of Education.

**Long-range facilities planning by the school district shall be in accordance with the provisions of N.J.A.C. 6A:26-2 et seq.**

~~The district may submit an amendment to an approved LRFP for review and approval by the Commissioner of Education at any time whenever it seeks to undertake a capital project that is inconsistent with the approved LRFP then in effect.~~

#### ~~Early Childhood Program Aid (ECPA) Districts Only~~

~~The district will amend their LRFP annually, immediately following approval of the district's ECPA plan, to ensure that it is consistent with the approved ECPA plan required pursuant to N.J.S.A. 18A:7F-16 and N.J.A.C. 6A:24-3 et seq. or N.J.A.C. 6:19-3.1.~~

~~The Board shall review all facilities annually to determine if any of them are substandard pursuant to 6A:26-8.1 et seq. All substandard facilities must be initially approved by the County Superintendent of Schools. Such approvals are given for a maximum of two consecutive years, unless inspected by the New Jersey Department of Education, Division of Finance. The Board shall not continue their use without the express written consent of the County Superintendent of Schools. No substandard educational facility will be approved unless inspected by the Division of Facilities and Transportation in the Department of Education to ensure:~~

- ~~1. The facilities meet health, safety and educational adequacy standards for temporary, substandard facilities, as specified in N.J.A.C. 6A:26;~~



# POLICY

- ~~2. A plan has been developed by the district and approved by the County Superintendent of Schools to upgrade the facilities to standard, fully approved conditions.~~

~~The County Superintendent will annually monitor the district's plans to upgrade facilities to fully approved status. The district will provide funds in the next immediate annual budget to correct the deficiencies about which the district is notified by the County Superintendent on or before October 1 annually. Failure to budget for the correction of deficiencies and to implement the corrections by the next September 1 following the October 1 notice will result in the Division of Facilities and Transportation ordering that the substandard facility be abandoned immediately.~~

~~The factors as outlined in N.J.A.C. 6A:26-8.1(e) will be taken into account in making a determination upon any application for the use of emergency substandard facilities.~~

~~N.J.S.A. 18A:7G-1 et seq.; 18A:11-1; 18A:33-1 et seq.; 18A:46-13  
N.J.A.C. 6:23-1.1 et seq.; 6A:26-2.1 et seq.; 6A:26-8.1 et seq.~~

Adopted: 28 August 2006  
Revised:



# REGULATION

## ENGLEWOOD BOARD OF EDUCATION

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LONG-RANGE FACILITIES PLANNING (M)

### R 7100 LONG-RANGE FACILITIES PLANNING (M)

M

~~In order to plan for facilities needs and meet the requirements set forth in N.J.A.C. 6A:26-2.1 et seq., the Superintendent shall cause the completion of the Long Range Facilities Plan (LRFP). The LRFP will include the requirements as set forth in N.J.A.C. 6A:26-2.2 et seq. Except as provided in N.J.A.C. 6A:26-3.16, no school facilities project will be considered or approved unless the district's LRFP has been submitted to and approved by the Commissioner of Education.~~

~~The district may submit an amendment to an approved LRFP for review and approval by the Commissioner of Education at any time whenever it seeks to undertake a capital project that is inconsistent with the approved LRFP then in effect.~~

#### ~~[Early Childhood Program Aid (ECPA) Districts Only~~

~~The district will amend their LRFP annually, immediately following approval of the district's ECPA plan, to ensure that it is consistent with the approved ECPA plan required pursuant to N.J.S.A. 18A:7F-16 and N.J.A.C. 6A:24-3 et seq. or N.J.A.C. 6:19-3.1.]~~

#### A. Responsibilities of the School District - N.J.A.C. 6A:26-2.1

1. The school district shall amend its Long Range Facilities Plan (LRFP) at least once every five years following the approval of the 2005 LRFP on software made available by the New Jersey Department of Education (NJDOE) and in accordance with the instructions for completing the software.
2. The LRFP shall detail the school district's school facilities, other facilities, temporary facilities, and the school district's plan for meeting school facilities needs during the ensuing five years.

#### B. Completion of Long Range Facilities Plans - N.J.A.C. 6A:26-2.2

1. Each LRFP shall include:
  - a. Enrollment projections for the school district for the five years covered by the plan in accordance with the requirements of N.J.A.C. 6A:26-2.2(a)1;



- b. The functional capacity of every school facility in the school district in accordance with N.J.A.C. 6A:26-2.2(a)2;
- c. An inventory of every school facility, other facility, and temporary facility in the school district in accordance with N.J.A.C. 6A:26-2.2(a)3;
- d. An inventory of all school district-owned land in accordance with N.J.A.C. 6A:26-2.2(a)4;
- e. A listing of the approximate size and nature of any new sites that may be needed for school facilities projects set forth in the LRFP in accordance with N.J.A.C. 6A:26-2.2(a)5;
- f. An inventory of all building systems within each facility in accordance with N.J.A.C. 6A:26-2.2(a)6;
- g. A determination of the life expectancy of all building systems;
- h. A determination of any building system deficiencies in each school facility and the required remediation;
- i. The school district's proposed school facilities projects, other capital projects, and preliminary scopes of work in accordance with N.J.A.C. 6A:26-2.2(a)9 and N.J.S.A. 18A:7G-5(m);
- j. The school district's proposed programmatic models for school facility types and capacities the school district intends to operate in the ensuing five years;
- k. A comparison of the school district's proposed programmatic models with the facilities efficiency standards and identification of all types of spaces, sizes of spaces, and number of spaces inconsistent with those standards in accordance with N.J.A.C. 6A:26-2.2(a)11;
- 1. A comparison of the school district's programmatic models with the existing inventory and how the school



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- district proposes to convert the existing inventory to programmatic models;
- m. The school district's proposed plans for new construction and renovation of other facilities in the five years ensuing in accordance with N.J.A.C. 6A:26-2.2(a)13;
  - n. For each school facility set forth in the LRFP for which the school district is seeking approval of additional space or waiver of a facility efficiency standard to be approved as part of the LRFP, the school district shall submit documentation supporting the request in accordance with N.J.A.C. 6A:26-2.3(c);
  - o. For each school facility to be replaced, a preliminary comparison of the cost of replacement of the school facility verses the cost to rehabilitate the school facility;
  - p. Preliminary data to support each proposed new school facility or addition, renovation to an existing school facility, and the removal from the school district's inventory of school facilities for each school facility to be sold, converted to non-school facility use, or razed;
  - q. A preliminary estimate of the cost of every school facilities project set forth in the LRFP; and
  - r. The Board resolution approving submission of the LRFP.
2. Each LRFP shall include a determination by the school district of the number of unhoused students for the ensuing five-year period calculated in accordance with N.J.A.C. 6A:26-2.2(b)1.
  3. Approved area for unhoused students shall be determined according to the formula as outlined in N.J.A.C. 6A:26-2.2(c).
  4. Superintendents in Early Childhood Program Aid (ECPA) districts are strongly encouraged to meet and collaborate with community childhood education providers to meet the needs of



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unhoused students in the LRFP in accordance with N.J.A.C. 6A:26-2.2(d).

5. The school district shall incorporate the facilities efficiency standards in the LRFP and seek any necessary waiver or special Commissioner approval in accordance with N.J.A.C. 6A:26-2.2(e)1 and 2.

C. LRFP Submission Procedure - N.J.A.C. 6A:26-2.1

1. Except as provided in N.J.A.C. 6A:26-3.14, no school facilities project shall be considered or approved unless the school district's LRFP has been submitted to the NJDOE and approved by the Commissioner.
2. The school district shall submit its LRFP to the planning board(s) of the municipality(ies) in which the school district is situated, no later than the date the school district submits the LRFP to the Commissioner. No LRFP shall be considered complete until comments have been received from the planning board(s) or until forty-five days have passed from the planning boards' receipt of the LRFP in accordance with N.J.A.C. 6A:26-2.1(c).
3. In accordance with the provisions of N.J.A.C. 6A:26-2.1(d), a school district sending students to another school district pursuant to N.J.S.A. 18A:38-8 et seq. shall expeditiously provide all information necessary for the receiving school district to complete its LRFP, including but not limited to, demographic information necessary to prepare enrollment projections. Both sending and receiving school districts must submit a LRFP. If a send-receive relationship is terminated pursuant to N.J.S.A. 18A:38-21, both the sending and receiving school districts shall promptly submit an amended LRFP.
4. An amended LRFP must be submitted to the NJDOE, in accordance with the provisions of N.J.A.C. 6A:26-2.1(e), if one or more school districts withdraw from a regional school district or a regional school district dissolves.





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5. At any time, a school district may submit an amendment to an approved LRFP for review and approval by the Commissioner.
  6. A school district's approved LRFP shall remain in effect until an amended LRFP is approved.
- D. Review and Approval of Long-Range Facilities Plan - N.J.A.C. 6A:26-2.3
1. Within ninety days of receipt of a LRFP from a school district that has not previously submitted a LRFP, the Division of Administration and Finance (Division) shall determine where the plan is fully and accurately complete and whether all information necessary to review the plan has been filed by the school district.
    - a. When a LRFP is determined to be complete, the Division shall notify the school district in writing that the plan is deemed complete.
    - b. When a LRFP is determined to be incomplete, the Division shall notify the school district in writing and require the submission of additional information as detailed in the notification. Only after the Division determines all requested information has been submitted and the information is accurate shall it determine a plan to be complete.
  2. Within sixty days of the date of notification that the plan is complete, the Commissioner shall notify the school district of the final determination of the LRFP. A final determination shall set forth information as outlined in N.J.A.C. 6A:26-2.3(b).
  3. A school district shall amend its approved LRFP whenever it seeks to undertake a capital project that is inconsistent with the approved LRFP in effect. The amendment request shall be accompanied by a Board of Education resolution approving the submission of the LRFP amendment and shall be in



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- accordance with the requirements of N.J.A.C. 6A:26-2.3(c)1 through 4.
4. The Commissioner may extend the deadline for reviewing each LRFP if at any time the number of LRFPs pending before the Commissioner for review exceeds twenty percent of the total number of operating school districts in the State pursuant to N.J.A.C. 6A:26-2.3(d).
  5. A school district that has an approved LRFP may begin undertaking feasibility studies for new construction identified in accordance with N.J.A.C. 6A:26-2.3(b)6. For school districts required to use the New Jersey Schools Development Authority (Development Authority), the activities also shall be undertaken under the auspices of the Development Authority and in accordance with N.J.S.A. 18A:7G-5 and N.J.A.C. 6A:26-2 et seq.

Issued: 16 March 2007  
Revised:



## SERVICES TO NONPUBLIC SCHOOL PUPILS (M)

### 2700 SERVICES TO NONPUBLIC SCHOOL PUPILS (M)

The Board of Education shall provide, in accordance with law and to the limit of State aid available for such purposes, services to students enrolled in nonpublic schools located within this school district in which a child may legally fulfill compulsory school attendance requirements and which complies with Title VI of the Civil Rights Act of 1964.

For the purpose of this Policy, "district of attendance" shall mean the school district in which the nonpublic school is located.

- A. Special Education and Related Services - N.J.S.A. 18A:46-19; N.J.S.A. 18A:46A-1; N.J.A.C. 6A:14-6

The Board of Education of the district of attendance, as required by Federal law and regulation under Part B of the Individuals with Disabilities Education Act (IDEA), shall provide a genuine opportunity for the equitable participation of students with disabilities who are enrolled in nonpublic schools or early childhood programs by their parents. The district of attendance shall make the final decisions with respect to the services to be provided to eligible students with disabilities enrolled in nonpublic schools or early childhood programs. Services shall be provided only upon the written consent of the parent and shall be provided in a location determined by the Board pursuant to N.J.S.A. 18A:46-19.5. The district of attendance shall spend an amount of money equal to a proportionate amount of Federal funds available under Part B of the IDEA for the provision of services to students with disabilities who are attending nonpublic schools.

The district of attendance, after timely and meaningful consultation with representatives of the nonpublic school, shall undertake a child find process in accordance with IDEA and its implementing regulations to determine the number of parentally placed children with disabilities attending nonpublic schools located within the district. As part of the child find process the district shall consult with private school representatives and representatives of parents of parentally placed nonpublic school children with disabilities in the design and development



## SERVICES TO NONPUBLIC SCHOOL PUPILS (M)

of special education and related services for such children in accordance with N.J.A.C. 6A:14-6.1(c)1. Furthermore, services may be provided by district personnel or through contracts with individuals, approved clinics, or agencies. In addition, services provided shall be secular, neutral, and non-ideological. Those procedural safeguards available to nonpublic school students with disabilities and their parents as specified by Federal law and rules under Part B of the IDEA shall apply in accordance with N.J.A.C. 6A:14-6.1(e).

If a nonpublic school student with a disability will receive special education or related services from the district, the district shall initiate and conduct meetings according to N.J.A.C. 6A:14-2.3(k) to develop, review, and revise a service plan for the student and ensure a representative of the nonpublic school or early childhood program attends each meeting pursuant to N.J.A.C. 6A:14-6.1(f)2.

The Board shall provide for the services of a certified speech-language specialist for each child attending a nonpublic school located in the school district and classified pursuant to N.J.S.A. 18A:46-8 as requiring the services of a certified speech-language specialist. Services for children enrolled in nonpublic schools shall be provided only upon the consent of the parent or guardian and shall be provided in a location determined by the Board pursuant to rules and regulations of the State Board of Education. The Board shall provide for such transportation and maintenance and the cost shall be paid from State aid received by the district in accordance with N.J.S.A. 18A:46-19.6. Contracts for speech correction services shall be in accordance with N.J.S.A. 18A:46-19.7. Costs and provisions for speech correction services shall be managed in accordance with N.J.S.A. 18A:46-19.7 and N.J.S.A. 18A:46-19.8.

The Board shall provide for the receipt of auxiliary services by children between the ages of five and twenty residing in the State and enrolled full-time in a nonpublic school located in the district in accordance with N.J.S.A. 18A:46A-3. Auxiliary services shall mean compensatory education services for the improvement of students' communication skills; supportive services acquiring communication proficiency in the English language for children of limited English-speaking ability; and home instruction services. Services for children enrolled in nonpublic schools shall be provided only upon the consent of the parent and in a location



## SERVICES TO NONPUBLIC SCHOOL PUPILS (M)

determined by the Board pursuant to rules and regulations of the State Board of Education. The cost of transportation for auxiliary services shall be managed in accordance with N.J.S.A. 18A:46A-6. Contracts for auxiliary services shall be managed in accordance with N.J.S.A. 18A:46A-7. Cost limitations for auxiliary services shall be managed in accordance with N.J.S.A. 18A:46A-8. Calculation of the costs by the Commissioner shall be managed in accordance with N.J.S.A. 18A:46A-9.

B. Health Services - N.J.S.A. 18A:40-23 through 31; N.J.A.C. 6A:16-2.5

The Board shall provide nursing services for students who are enrolled full-time in a nonpublic school located in their district pursuant to N.J.S.A. 18A:40-23. The services shall include assistance with medical examinations; including dental screening, conducting screening of hearing examinations, the maintenance of student health records, and notification of local or county health officials of any student who has not been properly immunized; and conducting examinations of students between the ages of ten and eighteen for the condition known as scoliosis. The Board shall adopt written policies and procedures extending the emergency care provided to public school students to those students who are enrolled full-time in the nonpublic school or are injured or become ill at school or during participation on a school team or squad in accordance with N.J.A.C. 6A:16-2.5(b).

Nursing services funded by the Board pursuant to N.J.S.A. 18A:40-23 et seq. shall be provided by a registered nurse licensed by the New Jersey State Board of Nursing who is an employee of the school district or a third-party contractor or is an independent contractor. The Board shall either employ a qualified independent contractor to provide nursing services or shall contract, pursuant to N.J.S.A. 18A:40-28, with other district Boards of Education or with a public or private agency approved by the Commissioner to provide nursing services, pursuant to N.J.A.C. 6A:14-5.2. Prior to any change in the provision of nursing services, the Board shall provide timely and meaningful consultation with appropriate nonpublic school representatives, including parents, pursuant to N.J.S.A. 18A:40-28.

The nursing services provided to nonpublic school students shall not include instructional services in accordance with N.J.A.C. 6A:16-2.5(f).



## SERVICES TO NONPUBLIC SCHOOL PUPILS (M)

A nonpublic school may decline nursing services required or permitted by submitting to the district of attendance notification in accordance with N.J.A.C. 6A:16-2.5(g). A student who is enrolled in a nonpublic school and whose parent objects to the student receiving any service provided under N.J.A.C. 6A:16-2.5 shall not be compelled to receive the service except for a physical or medical examination to determine whether the student is ill or infected with a communicable disease pursuant to N.J.S.A. 18A:40-30.

The Board of Education shall provide health services based upon the following: the funding for services shall be based upon the nonpublic school enrollment on the last school day prior to October 16 of the preceding school year; a report provided to the New Jersey Department of Education (NJDOE) by the district of attendance or nonpublic school that includes the nonpublic school enrollment on the last school day prior to October 16 of the preceding school year; and the funds expended by the district of attendance for administrative costs shall be limited to the actual costs or six percent of the funds allocated annually for each participating nonpublic school, whichever is less. Administrative costs shall include, but not be limited to, the costs related to the district of attendance annual consultation, bidding, program and contract management, and oversight and quality control.

The Superintendent or designee of the district of attendance in which a nonpublic school is located shall confer annually with the administrator of the nonpublic school for the following purposes: to advise the nonpublic school of the amount of funds allocated to it by the NJDOE for the provision of health services for full-time students enrolled in the nonpublic school; to agree on the basic health services that shall be provided; the additional medical services, equipment, or supplies that may be provided as set forth in N.J.S.A. 18A:40-23 et seq.; to discuss the criteria to be used in the selection of a nursing service provider by the district of attendance for the nonpublic school; and to ascertain the level of satisfaction of the nonpublic school with the current nursing service provider. If the Superintendent or designee and the nonpublic school administrator cannot reach agreement regarding the health services and additional medical services to be provided, the County Office of Education shall provide assistance; to assure that a description of the provision of nursing services is reflected in the nursing services plan of the district of attendance; and to ensure nonpublic school students in the district of attendance who are knowingly without medical coverage have access to the New Jersey



## SERVICES TO NONPUBLIC SCHOOL PUPILS (M)

FamilyCare program and to make information accessible regarding the program to the nonpublic school students, pursuant to N.J.S.A. 18A:40-34. The Superintendent or designee must submit a report to the Executive County Superintendent on or before October 1 annually in accordance with N.J.A.C. 6A:16-2.5(k).

- C. Textbook Aid to Public and Nonpublic Schools - N.J.S.A. 18A:58-37 et seq.; N.J.A.C. 6A:23A-20 et seq.

N.J.S.A. 18A:58-37.3 requires the Board in which a nonpublic school is located to purchase and to loan, without charge, upon individual requests, textbooks to students in the nonpublic school or schools located within the district of attendance when such students are residents of the State. The Board shall not be required to expend funds for the purchase and loan of textbooks in excess of the amounts provided in State aid. Students who are enrolled in a nonpublic school whose parents do not maintain a residence in this State are not eligible to receive such textbooks. Students who are enrolled in a nonpublic school whose tuition is paid by the district of attendance are not eligible to receive such textbooks. The Board shall distribute to all students on an equitable basis existing book stocks and newly purchased textbooks purchased pursuant to N.J.S.A. 18A:58-37.1 et seq. The Board shall not discriminate against students in either public or nonpublic schools.

An individual written request for the loan of textbooks shall be signed by the parent(s) of nonpublic school students and shall be submitted directly to the Board of the district of attendance or may be forwarded collectively by the nonpublic school. Requests must be received by the Board by March 1 preceding the school year. All individual requests must be made in accordance with N.J.A.C. 6A:23A-20.3.

In accordance with N.J.A.C. 6A:23A-20.4, all textbooks purchased under the provisions of N.J.S.A. 18A:58-37.1 et seq. shall remain the property of the district which shall indicate such ownership in each book by a label. The Board shall be responsible for the receipt of the textbooks from the

vendor and inventory of such textbooks. The Board may require that the textbooks be returned to the district at the end of the school year or may enter into agreements with the nonpublic schools to store such books. In the event of such an agreement, the Board shall not pay storage charges of any kind to a nonpublic school for this service.



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SERVICES TO NONPUBLIC SCHOOL PUPILS (M)

The Board's accounting entries in relation to expenditures for the purchase of textbooks shall be managed in accordance with N.J.A.C. 23A-20.5.

N.J.S.A. 18A:40-23 through 31; 18A:46-19; 18A:46A-1; 18A:58-37 et seq.  
N.J.A.C. 6A:14-6; 6A:16-2.5; 6A:23A-20 et seq.

Adopted: 28 August 2006  
Revised:





Grieco Grade: 1-3	Montclair Art Museum Montclair, NJ Purpose: The purpose of the trip is to expose the students to an art museum setting where they will critique the art of Charles Burchfield and explore a hands-on experience in the art studio.	October 18, 2017	Students: 40  Chaperones/ Teachers	Admission for Students:  Transportation: 11-000-270-512-05-220-000  Paid by District: 2 (Subs) 11-000-213-100-60-103-000 1 (Nurse) 11-000-213-100-67-103-000  Contribution/Grant/Fundraiser:  Overall Cost of Trip:  Final Cost to District:	<u>\$440</u>  <u>\$350</u>  <u>\$200</u> <u>\$150</u> <u>\$790</u> <u>\$1,140</u> <u>\$350</u>
Quarles Grade: K	Flat Rock Brook Nature Center Englewood, NJ Purpose: Students will observe and describe the properties of trees and leaves.	October 3, 2017	Students: 38  Chaperones/ Teachers:  Blanco	(Admissions)  Paid by Flat Rock: (Transportation)  Paid by District: (Nurse) 11-000-213-100-67-103-000  Overall Cost of Trip:  Final Cost to District	<u>\$0</u>  \$0  <u>\$150</u> <u>\$150</u> <u>\$150</u>
Quarles Grade: K	Flat Rock Brook Nature Center Englewood, NJ Purpose: Students will observe and describe the properties of trees and leaves.	October 2, 2017	Students: 36  Chaperones/ Teachers:  Gormally	(Admissions)  Paid by Flat Rock: (Transportation)  Paid by District: (Nurse) 11-000-213-100-67-103-000  Overall Cost of Trip:  Final Cost to District	<u>\$0</u>  \$0  <u>\$150</u> <u>\$150</u> <u>\$150</u>
Quarles Grade: K	Flat Rock Brook Nature Center Englewood, NJ Purpose: Students will observe and describe the properties of trees and leaves.	October 4, 2017	Students: 30  Chaperones/ Teachers:  Donnelly	(Admissions)  Paid by Flat Rock: (Transportation)  Paid by District: (Nurse) 11-000-213-100-67-103-000  Overall Cost of Trip:  Final Cost to District	<u>\$0</u>  \$0  <u>\$150</u> <u>\$150</u> <u>\$150</u>
Quarles Grade: K	Flat Rock Brook Nature Center Englewood, NJ Purpose: Students will observe and describe the properties of trees and leaves.	October 5, 2017	Students: 29  Chaperones/ Teachers:  Rosenzweig	(Admissions)  Paid by Flat Rock: (Transportation)  Paid by District: (Nurse) 11-000-213-100-67-103-000  Overall Cost of Trip:  Final Cost to District	<u>\$0</u>  \$0  <u>\$150</u> <u>\$150</u> <u>\$150</u>

Quarles Grade: K	Flat Rock Brook Nature Center Englewood, NJ Purpose: Students will observe and describe the properties of trees and leaves.	October 6, 2017	Students: 24  Chaperones/ Teachers:  Moronta	(Admissions)  Paid by Flat Rock: (Transportation)  Paid by District: (Nurse) 11-000-213-100-67-103-000  Overall Cost of Trip:  Final Cost to District	<u>\$0</u>  \$0  \$150  \$150  <u>\$150</u>
Quarles Grade: K	Flat Rock Brook Nature Center Englewood, NJ Purpose: Students will observe and describe the properties of trees and leaves.	October 10, 2017	Students: 35  Chaperones/ Teachers:  Borowski	(Admissions)  Paid by Flat Rock: (Transportation)  Paid by District: (Nurse) 11-000-213-100-67-103-000  Overall Cost of Trip:  Final Cost to District	<u>\$0</u>  \$0  \$150  \$150  <u>\$150</u>
Quarles Grade: K	Flat Rock Brook Nature Center Englewood, NJ Purpose: Students will observe and describe the properties of trees and leaves.	October 10, 2017	Students: 18  Chaperones/ Teachers:  Manziano	(Admissions)  Paid by Flat Rock: (Transportation)  Paid by District: (Nurse) 11-000-213-100-67-103-000  Overall Cost of Trip:  Final Cost to District	<u>\$0</u>  \$0  \$150  \$150  <u>\$150</u>
DMHS Grade: 12	Rutgers and NJIT University Newark, NJ Purpose: College access and tours.	October 17, 2017 & November 14, 2017	Students: 50  Chaperones/ Teachers	(Admissions)  Paid by ZONE: (Transportation)  Overall Cost of Trip:  Final Cost to District	<u>\$0</u>  \$650  \$650  <u>\$0</u>
DMHS Grade: 11 & 12	Camp Bernie Murray, NJ Purpose: This trip is for peer educators to get to know one another and build a team for the upcoming year. Peer educators will develop critical skills and a foundation of knowledge to become expert peer educators.	October 17-19, 2017	Students: 27  Chaperones/ Teachers	Admission for Students: 11-190-100-500-20-000-000 Transportation: 11-000-270-512-20-221-000 Paid by District: 2 (Subs) x 3 days 11-140-100-101-80-102-000 Overnight Stipend 11-140-100-101-67-103-000  :  Overall Cost of Trip:  Final Cost to District:	<u>\$4,654.50</u>  <u>\$700</u>  <u>\$600</u>  <u>\$330</u>   <u>\$6284.50</u>  <u>\$6284.50</u>

## **2017 -2018 FIELD TRIP DESTINATION LIST**

911 Memorial (New York, NY)  
1803 House, Emmaus PA  
Abma's Farm, Wyckoff, NJ  
Abyssinian Baptist Church – Harlem, NY  
Actor's Home  
Adventure Aquarium (Camden, NJ)  
Adventure to Health, Freehold, NJ  
African Art Museum of the SMA Fathers (Tenafly, NJ)  
African Burial Grounds (National Monument, NYC)  
Afro-American Historical & Cultural Museum, Phila PA  
Agricultural and Industrial Museum of York County  
American Labor Museum  
Amherst College (Amherst, MA)  
Amish Country (Lancaster, PA)  
Annual BTM Cultural Activity (Newfoundland, NJ)  
Annual Interact (Wyckoff, NJ)  
Annual Educational Symposium (Cliffside, NJ)  
Annual RYLA Educational (Honesdale, PA)  
AOIT Academy (Academy of Information Technology)  
Apollo Theater (Harlem, NY)  
Apple & Pumpkin Picking (Warwick, NY)  
Arabic Business Center (South Paterson, NJ)  
Architectural Tour  
Arts Center  
Asia Society  
AT&T Hacemos (Florham, NJ)  
Barclay Farmstead  
Barnard College (New York, NY)  
Barnes & Noble  
Barnum and Bailey Circus, Meadowlands  
Barracks Museum, Trenton, NJ  
Bartholomew Road (Piscataway, NJ)  
Battleship New Jersey  
Bayway Lumber (Linden, NJ)  
Bergen Community College  
Bergen Academies - 200 Hackensack Avenue, Hackensack, NJ  
Bergen County Technical School (Hackensack, NJ)  
Bergen Performing Arts Center (NJ)  
Bergen County Justice Center  
Bergen County Sheriff's Office  
Bergen County Law and Public Safety Institute (Mahwah)  
Bergenfield/Teaneck Armory  
Berkeley College (West Paterson)  
Betsy Ross House  
Black River and Western Railroad  
Blacks in Wax Museum, (Baltimore, MD)  
Bloomingdale's Dept Store  
Blue Moon Restaurant, Englewood, NJ  
BMW of North America  
Bogota Gulf Club  
Bounce Factory, Warren, NJ  
Boston University (Boston, MA)  
Boston College  
Boston- Freedom Trail  
Boston- MIT  
Boston- Harbor

## **2017 -2018 FIELD TRIP DESTINATION LIST**

Boston , MA  
Botto House (North Haledon, NJ)  
Bowling  
Boystown Youth Retreat Center (Kearney, NJ)  
Buehler Challenger & Science Center, Paramus, NJ  
Branch Brook Park Skating Rink  
Brandon Field Park (Marshall St. Paterson)  
Bridgeton Historic District  
Broadway Theaters in New York City  
Bronx Zoo (Bronx, NY)  
Bronx Supreme Court  
Brooklyn Aquarium  
Brooklyn Museum of Art  
Brown University (Providence, RI)  
Brownstone House (Paterson, NJ)  
Carnegie Mellon University (Pittsburg, PA)  
C.A. Northnagle Log House  
C.A.S.A. (Center on Addiction and Substance Abuse)  
C.U.M.A.C. Center of United Methodist Aid to the Community Ecumenically  
Concerned Helping Others (CUMAC/ECHO)  
Calvary Adult Medical Day Care (Paterson, NJ)  
Camden Aquarium  
Camden Children Garden  
Camp Vacamus  
Cape May Zoo (Wildwood, NJ)  
Carnevale Center (Pompton Lakes, NJ)  
Center of Performing Arts  
Central Park NY  
Cherry Grove Farm  
Children's Museum of the Native American  
Children's Museum, Paramus, NJ  
Chinatown, NY  
Circle Line Tours  
Civil War and Underground Railroad Museum of Phila PA  
Colgate University (Hamilton, NY)  
College of New Jersey  
Colonial Williamsburg; Jamestown; Virginia Aquarium & Marine Science Center  
(Williamsburg, VA)  
Columbia University (New York, NY)  
Community Food Bank of New Jersey (Hillside, NJ)  
Community Theater Morristown  
Connecticut Children's Theatre  
Continental Arena, (Secaucus, NJ)  
Cornell University (Ithaca, NY)  
Craigmear (NY)  
Craigmear Recreation Complex, Newfoundland, NJ  
Crayola Factory  
Culinary Institute of New York  
Dartmouth College (Hanover, NH)  
DAM Motorcycle Works  
Daniel Boone Homestead  
DECA Regional, (Randolph, NJ)  
DECA State (Cherry Hill, NJ)  
Demarest Farms (Hillsdale, NJ)  
Dey Mansion  
Diggerland USA, West berlin, NJ

## **2017 -2018 FIELD TRIP DESTINATION LIST**

Don Bosco Tech HS  
Dover Business College  
Downtown Newark, NJ  
Drew University  
Drumthwacket Estate, Princeton NJ  
East Jersey State Prison  
Edison National Historic Site  
Ellis Island  
Energy & Environmental Resource Center  
Elizabeth Morrow High School (Englewood, NJ)  
Engineering Day, NJIT  
Englewood Fire Department  
Englewood IHOP  
Englewood Hospital (Englewood, NJ)  
Englewood Municipal Court  
Englewood Police Department  
Englewood Post Office  
Englewood Public Library (Englewood, NJ)  
Englewood Public Schools  
Empire State Building, New York, NY  
Essex County College, Newark, NJ  
Eva's Village  
Fairleigh Dickson University  
Fairleigh Dickinson University School of Computer Engineering  
Farms View Roadstand  
Farmstead Estate  
Fashion Institute of New York  
FBI Offices in Newark  
Felician College (Chamber Theatre Performance) Lodi, NJ  
Field Station Dinosaurs, Leonia, NJ  
Firehouse  
Flat Rock Brook Nature Center (Englewood, NJ)  
Forest Lodge (Warren, NJ)  
Fort Dix, NJ  
Fort Hancock, NJ  
Fort Lee Historic Park  
Foundations for the Handicapped  
Franklin Institute Philadelphia, PA  
Franklin Mining Museum  
Frederici Tour  
Freedom Tower (Formally One World Trade, NYC)  
Garden State Flower Show  
Garden State Plaza  
Garrett Morgan Academy, Paterson, NJ  
Garrett (West Paterson, NJ)  
Georgetown University (Washington, DC)  
Giant Stadium, Secaucus, NJ  
Gina's Bakery  
Goffle Brook Park  
Governor's Mansion - Princeton  
Granada Restaurant, Hawthorne, NJ  
Greater Newark - A Walk Through Winter  
Greater Newark Conservatory  
Green Meadow Farm – Hazlet, NJ  
Guggenheim, New York, NY  
Hackensack Environmental Center

## **2017 -2018 FIELD TRIP DESTINATION LIST**

Hackensack Regional High School, Hackensack, NJ  
Hall of Science  
Hamilton Club  
Hamlet, Budd Lake  
Happiness is Camping (Blairstown, NJ)  
Harlem Renaissance - New York City  
Harvard University (Cambridge, MA)  
Hayden Planetarium  
Heaven Hill Farms, (Vernon, NJ)  
Heritage Museum (Hohokus NJ)  
Hershey Factory, Pennsylvania  
High Point State Park Sussex County  
Highlands/Sandy Hook, NJ  
Hispanic Society of American Museum and Library, NY  
Historic Cape May, whale watching (Cape May, NJ)  
Historically Black Colleges and Universities (HBCU)  
HOC's Hackensack University Hospital  
HOC's Preakness Hospital New Jersey  
Holocaust Museum, NY  
Holy Name Hospital Teaneck, NJ  
Home Depot  
Ice Vault Wayne, NJ  
Imagine That!  
IMAX Theater  
Independence Hall  
Indian Heritage Museum  
Institute Of Coastal Education (Sandy Hook)  
Instituto Cervantes  
International HS Paterson, NJ  
Intrepid Museum  
iPlay America  
IZOD Center– East Rutherford, NJ  
Jeepers Kapkowski Drive (Elizabeth NJ)  
Jenkinson's Aquarium – (Point Pleasant, NJ)  
Jersey Central Power and Light Company (JCP & L, Forked River)  
Jersey Explorer Children's Museum, (E Orange, NJ)  
Job Site Kinnelon, NJ  
Jockey Hollow  
John Jay Homestead  
Juvenile Awareness Program  
Kb Elmwood Supply Garfield, NJ  
Kean University, Union, NJ  
Lake Compounce  
Lake Mitch  
Lambert Castle  
Lancaster Science Factory, Lancaster, PA  
Land of Make Believe Hope, NJ  
Langan Engineering - North Jersey Site  
Legoland Discovery Center Westchester  
Lehigh University  
Lentini Farm  
Liberty Bell and Children's Museum (Phila, PA)  
Liberty Nursing Home – (Jersey City, NJ)  
Liberty Science Center, (Jersey City, NJ)  
Liberty State Park  
Lifers Group, Inc.

## **2017 -2018 FIELD TRIP DESTINATION LIST**

Lighthouse and Marine Institute, Sandy Hook, NJ  
Lincoln Center for Performing Arts  
Lincoln Tech/Cittone Institute  
Longstreet Farm  
Lowe's Home Supplies  
Lower East Side Tenement Museum  
Madame Tussand's  
Masker Orchards, NY  
Massachusetts Institute of Technology (Cambridge, MA)  
Math and Physics Day at Great Adventure  
Mayo Performing Art Center, Morristown, NJ  
McDonald's  
McFaul Wildlife Center, Wyckoff, NJ  
Meadowlands Arena  
Meadowlands Environment Center  
Meadowlands Experience Tour  
Meadowlands Planetarium  
Medieval Times Castle  
Menlo Park Museum  
Metropolitan Museum of Art  
MLK Memorial (Atlanta, GA)  
Monster Mini Golf  
Monroe Village  
Montclair Art Museum  
Montclair Kimberly Academy, Montclair, NJ  
Montclair Memorial Auditorium  
Montclair State University, Montclair, NJ  
Morris Canal  
Morris County Community College, Randolph, NJ  
Morris Museum Morristown, NJ  
Morris Museum - Earth Explorers  
Morristown National Historical Park (Morristown, NJ)  
Morristown Community Theatre, Morristown, NJ  
Mountain Lakes High School  
Mountain Side Inn, Clifton  
Museo del Barrio  
Museum of Early Trades And Crafts (Madison)  
Museum of Indian Culture  
Museum of Jewish Heritage  
Museum of Modern Art (MOMA)  
Museum of Natural Arts and History  
Museum of Natural History, New York, NY  
Museum of Television & Radio  
Museum of the Underground Railroad (Cincinnati, Ohio)  
Museum Village  
Mystic Museum of Art, Mystic , CT  
N.J./N.Y. Aquarium  
National Aquarium, Baltimore, Maryland  
National Archives; Arlington Cemetery; Union Station; Jefferson, Lincoln, Viet Nam  
Veterans, Korean & FDR Memorials (Washington, DC)  
National Black Theater (Harlem, NY)  
National Constitution Center  
National Museum of Mathematics  
National Museum of the American Indian  
National Theater of Arts & Education  
Native Lands - Knoll Country Club, Parsippany, NJ

## **2017 -2018 FIELD TRIP DESTINATION LIST**

NBC Studio, New York, NY  
NETS Facility  
New Jersey Apartment Assoc. Annual Children's Holiday Party  
New Jersey Botanical Garden  
New Jersey City University  
NJIT  
New Jersey Historical Society  
New Jersey Museum of Agriculture  
New Jersey Naval Museum  
New Jersey Performing Arts Center (NJPAC)  
New Jersey State House Tour  
NJSO  
New Jersey Supreme Court  
New Jersey's Science & Technology University (NJIT)  
New Roberto Clemente School, NJ  
New York City Aquarium  
New York City Central Park Zoo  
New York City Library  
New York Metropolitan Museum of Art  
New York City – The NY Stock Exchange  
New York State Unified Court System  
New York Stock Market  
New York University  
Newark Bears Professional Baseball Club, Newark  
Newark International Airport  
Newark Museum, Newark, NJ  
Newark Symphony Hall  
Newseum Washington, DC  
NJ Audubon Lorrimer Sanctuary  
NJ Bergen County Veterans Hospital  
NJ Department of Transportation  
NJ Historical Society, Newark, NJ  
NJIT – (Newark, NJ)  
NJ King Performing Art Center, Wanaque/Ringwood, NJ  
NJ Law Center (Newark )  
NJ Symphony at the New Roberto Clemente School  
NJ Transit/MCC  
Nutcracker (Hackensack, NJ)  
NY International Auto Show  
NY Philharmonic/Lincoln Center, Manhattan, NY  
Oasis - A Haven for Women and Children  
Ocean Institute  
Ogdensburg Mine Tour  
Palermo Supply Co. Clifton, NJ  
Palermo Supply Co., Ridgewood, NJ  
Panther Academy Paterson, NJ  
Paper Mill Playhouse, Milburn , NJ  
Paramus Catholic High School  
Paramus Museum  
Parisan Beauty Academy Hackensack, NJ  
Partnership w Facilities, Paterson, NJ  
Passaic County Administration Building (Paterson, NJ)  
Passaic County Courty House, Paterson, NJ  
Passaic County Jail/Tour, Paterson, NJ  
Passaic County Safety Complex (Wayne, NJ)  
Passaic County Technical Institute, Wayne, NJ



## **2017 -2018 FIELD TRIP DESTINATION LIST**

Passaic Valley Water Commission  
Paterson Great Falls Museum  
Paterson Historic District, Paterson, NJ  
Pathmark  
Paul Revere trail, harbor, James River, other historic sites (Boston, MA)  
Pax Amicus Castle Theater Road-Budd Lake, NJ  
PCCC Children Theatre Production  
Pennings Orchards  
Pennington Park Paterson, NJ  
People's Court (television studio)  
Pequest Trout Hatchery (Oxford)  
Petco  
Philadelphia – The Mint  
Pocono Indian Museum

Pocono Valley Resort  
Point Pleasant  
Port Authority NY/NJ  
Portuguese Tavern  
Preakness Health Center  
Princeton, NJ (Governor's Mansion, Princeton University, Cemetery, etc)  
Prudential Center Tour  
Pyramid Mountain  
Radio City Music Hall New York,  
Ramapo College, Ramapo, NJ  
Ramapo Reservation, Mahwah, NJ  
Raptor Trust  
Raritan Valley Community College, North Branch, NJ  
Reeves Reed Aquarium  
Repertorio Espanol  
Richfield Farms, Clifton, NJ  
Ringwood Manor  
Rockefeller Plaza, New York, NY  
Rockland Center for Holocaust Studies  
Rosa L. Parks School of Fine & Performing Arts, Paterson, NJ  
Rose Science Center  
Rowan University (PLTW Host School)  
Rutgers Law School (Newark)  
Rutgers University, Newark  
Rutgers University, Piscataway  
Schomburg Center for Research in Black Culture  
Schoolhouse Museum, Ridgewood NJ  
Secor Farms, Mahwah, NJ  
SES Americom - Princeton / New Brunswick  
Seton Hall University  
Sevilla Restaurant  
Schaumburg Library – Harlem, NY  
Shakespeare Theatre, Elizabeth, NJ  
Shea Center for Performing Arts @WPU  
Shea Stadium  
Shop Rite Supermarket  
Six Flags  
Skate 22 Rt. 22, West Union, NJ  
Sky Zone  
SMA Father's Museum, Tenafly, NJ  
Sony Science Center, NY

## **2017 -2018 FIELD TRIP DESTINATION LIST**

Sovereign Bank Arena - Trenton, NJ  
Space Farms Vernon, NJ  
Spanish Repertory  
Spirit of New Jersey  
St. Joseph Medical Center Paterson, NJ  
St. Michael's Jr. Daycare- NJ  
St. Peters University-NJ  
State Botanical Garden at Skylands Manor  
State Fair Trailer Sales Pompton Plains, NJ  
State Farm Headquarters  
State House (Trenton, NJ)  
State Park (Sandy Hook)  
State Theater (New Brunswick NJ)  
Statue of Liberty & Ellis Island  
Sterling Hill Mineral Mine  
Stevens Institute of Technology (Hoboken, NJ)  
Steven's University- Senior Project/Innovation  
Stony Brook Millstone watershed Ass (\$305.00)  
Storming Robots, Branchburg, NJ  
Stop and Shop  
Stryer – (Mahwah, NJ)  
Sylvia's Restaurant Harlem-NY  
T-Bowl Lanes  
Teaneck-World of Wings Museum  
Teen Summit – ERASE NJ  
Teterboro Airport, Hackensack, NJ  
Teterboro Aviation Museum  
The Cloisters  
The College of New Jersey  
Theater Company (Budd Lake, NJ)  
Theatre in Lodi, NJ  
Theatre in Morristown, NJ  
Theatre Works – Montclair, NJ  
Theatreworks USA  
Thomas Edison Museum  
Tomb of General Ulysses Grant (New York, NY)  
Train ride from downtown Paterson to Glen Rock, NJ  
Training Christian Health Center New Jersey  
Turtle Back Zoo  
U.S. Constitution Center, Philadelphia  
U.S. Naval Academy (Annapolis, MD)  
Unbelieva-Bills  
Union County Performing Arts  
United Nations Building  
Universal Soul Circus  
University of Maryland  
University of Medicine & Dentistry, New Jersey  
University of Pennsylvania  
USS Ling (New Jersey Naval Museum in Hackensack, NJ)  
Valley Forge National Historic Park  
Van Saun Park, Bergen County NJ  
Van Stueben House  
Victorian Gardens, New York, NY  
Vassar College (Poughkeepsie, NY)  
Washington Crossing Park, Washington Crossing PA  
Washington Crossing State Park, Titusville, NJ

## ***2017 -2018 FIELD TRIP DESTINATION LIST***

Washington, DC  
Washington's Headquarters Morristown, NJ  
Waterloo Village, Stanhope NJ  
Waterways  
Wax Museum, Baltimore, Maryland  
Wax Museum, New York  
Wayne Valley High School  
Web Page Contest Newark, NJ  
Weis Ecology Center in Ringwood, NJ  
Wendy's, Bergenfield, NJ  
West Hudson Laundromat, Englewood, NJ  
Westbrook Middle School  
West Point Academy (West Point, NY)  
Westside Park/Totowa Oval Paterson, NJ  
Whitehouse and Capitol Building, Washington, D.C.  
Wightman's Farm  
Wild West City  
William Paterson University  
William Trent  
Winakung at Waterloo Inc.  
Windy Brow Orchards  
Wyckoff Ecology Center  
Wyndham Garden Hotel, Saddlebrook, NJ  
Yale University (New Haven, CT)  
Yale University Art Gallery  
Yankee Stadium  
Yates Musical Theatre  
YMCA Camp Bernie  
YMCA Camp Mason  
YM-YWHA of North Jersey

**September 18, 2017**  
**Staff/Board Travel**

PURPOSE	DESTINATION	DATE	NAME	BUDGET CODE	REGISTRATION	TRAVEL/ ACCOMODATIONS	SUBSTITUTE	TOTAL
Orton-Gillingham Training	Secaucus, NJ	10/16-10/20/17	Michele Smith	11-000-223-580-02-000-000	\$1,075.00	\$21.00	\$0.00	\$1,096.00
"Everyone has a Right to Read" IDA and IMSLEC	Hilton's Somerset Double Tree Hotel Somerset, NJ	10/13/2017	Robin Dym	11-110-100-101-80-102-000	\$0.00	\$0.00	\$100.00	\$100.00
			Diane Emhardt	11-110-100-101-80-102-000	\$0.00	\$0.00	\$100.00	\$100.00
Preschool Education Expansion Aid Orientation	NJDOE Trenton, NJ	9/29/2017	Arlene Ng	11-000-240-580-02-000-000	\$0.00	\$21.08	\$0.00	\$21.08
			Gina Edone	11-000-240-580-02-000-000	\$0.00	\$21.08	\$0.00	\$21.08
NSTA Area Conference on Science Education	Baltimore Convention Center Baltimore, MD	10/4-10/7/17	Marianna Cane	11-000-223-580-02-000-000 11-110-100-101-80-102-000	\$195.00	\$223.18	\$200.00	\$618.18
IMSE Comprehensive Orton-Gillingham Training	Secaucus, NJ	10/16-10/17/17	Michele Smith	11-000-223-580-02-000-000	\$1,075.00	\$39.37	\$0.00	\$1,114.37
NJAFPA (New Jersey Association of Federal Program Administrators)	South River, NJ	9/28/17, 11/17/17, 1/25/18, 3/16/18	Mercedes Tellez-Gil	20-241-200-500-66-000-000	\$0.00	\$32.48	\$0.00	\$32.48
ESSA Title 1 Committee of Practitioners	NJDOE Trenton, NJ	9/29/17, 1/26/18, 3/16/18, 5/18/18	Mercedes Tellez-Gil	20-241-200-500-66-000-000	\$0.00	\$77.12	\$0.00	\$77.12
"Everyone Has the Right to Read"	Hilton Somerset Double Tree	10/13/2017	Robin Dym	11-000-223-580-02-000-000	\$0.00	\$0.00	\$100.00	\$100.00
2017 NJSCA Annual Fall Conference for School Counselors	Pines Manor Edison, NJ	9/29/2017	Zuri Golston					No Cost to District

# Englewood Public School District

## Monthly Transfer Report

va\_s1701  
07/01/2017

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	16,914,769.12	9,738.14	16,924,507.26	1,692,450.73	27,100.00	0.16	1,719,550.73	699,549.21
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	10,452,611.60	0.00	10,452,611.60	1,045,261.16	0.00	0.00	1,045,261.16	926,355.52
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	1,037,600.00	20,776.17	1,058,376.17	105,837.62	( 7,400.00)	-0.70	98,437.62	328,021.39
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>28,404,980.72</b>	<b>30,514.31</b>	<b>28,435,495.03</b>					<b>1,953,926.12</b>
Tuition	11-000-100-XXX 16-000-100-XXX 17-000-100-XXX 18-000-100-XXX	5,831,562.00	0.00	5,831,562.00	583,156.20	4,500.00	0.08	587,656.20	3,629,674.00
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	5,494,910.89	0.00	5,494,910.89	549,491.09	8,400.00	0.15	557,891.09	1,124,490.89
Improvement of Instruction Services and Instructional Staff Training Services	1X-000-221-XXX 1X-000-223-XXX	592,694.00	0.00	592,694.00	59,269.40	0.00	0.00	59,269.40	97,486.18
General Administration	1X-000-230-XXX	1,007,258.00	51,316.00	1,058,574.00	105,857.40	( 4,500.00)	-0.43	101,357.40	355,139.19
School Administration	1X-000-240-XXX	3,180,225.00	0.00	3,180,225.00	318,022.50	( 300.00)	-0.01	317,722.50	26,992.77
Central Services & Administrative Information Technology	1X-000-25X-XXX	1,243,362.00	0.00	1,243,362.00	124,336.20	( 0.20)	0.00	124,336.00	70,488.02
Operation and Maintenance of Plant Services	1X-000-26X-XXX	5,304,524.00	58,321.88	5,362,845.88	536,284.59	0.00	0.00	536,284.59	1,460,901.18
Student Transportation Services	1X-000-270-XXX	3,945,542.00	0.00	3,945,542.00	394,554.20	10,000.00	0.25	404,554.20	3,246,864.60

# Englewood Public School District Monthly Transfer Report

va\_s1701  
07/01/2017

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	8,547,084.00	0.00	8,547,084.00	854,708.40	( 45,200.00)	-0.53	809,508.40	384,321.68
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>35,147,161.89</b>	<b>109,637.88</b>	<b>35,256,799.77</b>					<b>10,396,358.51</b>
Equipment	12-XXX-XXX-73X 15-XXX-XXX-73X	0.00	6,290.00	6,290.00	629.00	7,400.00	117.65	8,029.00	0.00
Facilities Acquisition and Construction Services	12-000-4XX-XXX	834,772.00	0.00	834,772.00	0.00	0.00	0.00	0.00	532,000.00
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4XX-931	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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>834,772.00</b>	<b>6,290.00</b>	<b>841,062.00</b>					<b>532,000.00</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	2,607,916.00	0.00	2,607,916.00	260,791.60	0.00	0.00	260,791.60	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>66,994,830.61</b>	<b>146,442.19</b>	<b>67,141,272.80</b>					<b>12,882,284.63</b>

\_\_\_\_\_  
School Business Administrator Signature

\_\_\_\_\_  
Date

# Englewood Public School District

## Expense Account Adjustment Analysis By Adjustment#

va\_exaa2.082406

07/01/2017

Current Cycle : July

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
000003	JULY TRANSFER	11-140-100-101-77-101-000	REG PROGRAM-GRADES 9-12	07/14/2017	CBALLETTO	\$2,816,876.36	(\$61,200.00)	\$2,755,676.36
	JULY TRANSFER	11-190-100-610-05-000-000	GENERAL SUPPLIES	07/14/2017	CBALLETTO	\$9,800.00	\$61,200.00	\$71,000.00
<b>Total for Adjustment #</b>						<b>000003</b>	<b>\$0.00</b>	
000009	July Transfer	11-000-252-100-63-000-000	ADMIN TECH SALARY	07/02/2017	CBALLETTO	\$242,748.00	(\$242,748.00)	\$0.00
	July Transfer	11-000-252-100-68-000-000	SALARIES	07/02/2017	CBALLETTO	\$0.00	\$242,748.00	\$242,748.00
<b>Total for Adjustment #</b>						<b>000009</b>	<b>\$0.00</b>	
000010	JULY TRANSFER	11-000-213-600-05-000-000	SUPPLIES AND MATERIALS	07/02/2017	CBALLETTO	\$0.00	\$500.00	\$500.00
	JULY TRANSFER	11-000-213-800-05-000-000	OTHER OBJECTS	07/02/2017	CBALLETTO	\$0.00	\$2,500.00	\$2,500.00
	JULY TRANSFER	11-000-222-600-05-000-000	SUPPLIES AND MATERIALS	07/02/2017	CBALLETTO	\$5,000.00	(\$3,000.00)	\$2,000.00
	JULY TRANSFER	11-000-240-580-05-000-000	OTHER PURCHASED SERVICES	07/02/2017	CBALLETTO	\$0.00	\$3,000.00	\$3,000.00
	JULY TRANSFER	11-000-240-600-05-000-000	SUPPLIES AND MATERIALS	07/02/2017	CBALLETTO	\$6,800.00	(\$3,300.00)	\$3,500.00
	JULY TRANSFER	11-000-270-512-05-220-000	CONTR SERV(OTH. THAN BET	07/02/2017	CBALLETTO	\$0.00	\$10,000.00	\$10,000.00
	JULY TRANSFER	11-000-291-260-63-000-000	WORKER'S COMP INS	07/02/2017	CBALLETTO	\$330,000.00	(\$45,200.00)	\$284,800.00
	JULY TRANSFER	11-190-100-320-05-000-000	PURCHASED PROFESSIONAL-E	07/02/2017	CBALLETTO	\$0.00	\$1,000.00	\$1,000.00
	JULY TRANSFER	11-190-100-500-05-000-000	OTHER PURCHASED SERVICES	07/02/2017	CBALLETTO	\$0.00	\$14,000.00	\$14,000.00
	JULY TRANSFER	11-190-100-610-05-710-000	GEN SUPPLY MANDARIN PROG	07/02/2017	CBALLETTO	\$0.00	\$10,000.00	\$10,000.00
	JULY TRANSFER	11-190-100-640-05-000-000	TEXTBOOKS	07/02/2017	CBALLETTO	\$0.00	\$8,000.00	\$8,000.00
	JULY TRANSFER	11-190-100-890-05-000-000	OTHER OBJECTS	07/02/2017	CBALLETTO	\$0.00	\$2,500.00	\$2,500.00
<b>Total for Adjustment #</b>						<b>000010</b>	<b>\$0.00</b>	
000018	JULY TRANSFER	11-140-100-101-67-103-000	REG PROGRAM-GRADES 9-12	07/31/2017	CBALLETTO	\$270,000.00	(\$136,000.00)	\$134,000.00
	JULY TRANSFER	11-190-100-640-20-000-000	REG PROGRAM-UNDISTRIBUTE	07/31/2017	CBALLETTO	\$117,200.00	(\$64,000.00)	\$53,200.00
	JULY TRANSFER	11-190-100-640-60-000-000	TEXTBOOKS	07/31/2017	CBALLETTO	\$198,000.00	\$200,000.00	\$398,000.00
<b>Total for Adjustment #</b>						<b>000018</b>	<b>\$0.00</b>	
000020	JULY TRANSFER	11-000-213-600-03-000-000	HEALTH SUPPLIES	07/31/2017	CBALLETTO	\$2,500.00	(\$1,301.00)	\$1,199.00
	JULY TRANSFER	11-000-213-600-40-000-000	HEALTH SUPPLIES	07/31/2017	CBALLETTO	\$0.00	\$1,301.00	\$1,301.00
<b>Total for Adjustment #</b>						<b>000020</b>	<b>\$0.00</b>	
000026	JULY TRANSFER	11-000-230-890-63-000-000	GEN ADMIN OTHER OBJECTS	07/31/2017	CMCCALLUM	\$0.00	\$80.00	\$80.00
	JULY TRANSFER	11-000-230-895-63-000-000	GEN ADMIN OTHER OBJECTS	07/31/2017	CMCCALLUM	\$29,000.00	(\$80.00)	\$28,920.00
<b>Total for Adjustment #</b>						<b>000026</b>	<b>\$0.00</b>	
000031	JULY TRANSFER	11-000-100-569-40-227-000	TUITION ADJUSTMENTS	07/31/2017	CMCCALLUM	\$30,000.00	\$4,500.00	\$34,500.00
	JULY TRANSFER	11-000-230-820-63-459-000	COURT JUDGEMENTS	07/31/2017	CMCCALLUM	\$150,000.00	(\$4,500.00)	\$145,500.00
<b>Total for Adjustment #</b>						<b>000031</b>	<b>\$0.00</b>	
000038	JULY TRANSFER	11-000-100-568-40-000-000	TUITION STATE FACILITIES	07/31/2017	CBALLETTO	\$106,395.00	(\$21,156.00)	\$85,239.00
	JULY TRANSFER	11-000-100-569-40-227-000	TUITION ADJUSTMENTS	07/31/2017	CBALLETTO	\$34,500.00	\$21,156.00	\$55,656.00

# Englewood Public School District

## Expense Account Adjustment Analysis By Adjustment#

va\_exaa2.082406  
07/01/2017

Current Cycle : July

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
<b>Total for Adjustment #</b>						<b>000038</b>	<b>\$0.00</b>	
000039	JULY TRANSFERS	12-000-400-334-71-000-000	FA & CS ARCH/ENG SVCS	07/31/2017	CBALLETTO	\$50,000.00	\$68,000.00	\$118,000.00
	JULY TRANSFERS	12-000-400-450-20-000-000	CONSTRUCTION SERVICES	07/31/2017	CBALLETTO	\$600,000.00	(\$68,000.00)	\$532,000.00
<b>Total for Adjustment #</b>						<b>000039</b>	<b>\$0.00</b>	
000040	JULY TRANSFER	11-402-100-500-20-000-000	ATHLETICS	07/31/2017	CBALLETTO	\$230,000.00	(\$7,400.00)	\$222,600.00
	JULY TRANSFER	12-000-100-732-20-000-000	EQUIPMENT NON INSTRUCTIO	07/31/2017	CBALLETTO	\$0.00	\$7,400.00	\$7,400.00
<b>Total for Adjustment #</b>						<b>000040</b>	<b>\$0.00</b>	
000041	JULY TRANSFER	11-000-218-800-20-000-000	GUIDANCE OTHER	07/31/2017	CBALLETTO	\$15,000.00	\$8,400.00	\$23,400.00
	JULY TRANSFER	11-190-100-500-07-000-000	REG PROGRAM-UNDISTRIBUTE	07/31/2017	CBALLETTO	\$150,000.00	(\$10,400.00)	\$139,600.00
	JULY TRANSFER	11-190-100-500-10-000-000	REG PROGRAM-UNDISTRIBUTE	07/31/2017	CBALLETTO	\$85,000.00	(\$500.00)	\$84,500.00
	JULY TRANSFER	11-190-100-890-07-000-000	OTHER OBJECTS	07/31/2017	CBALLETTO	\$0.00	\$2,000.00	\$2,000.00
	JULY TRANSFER	11-190-100-890-10-000-000	REG PROGRAM-UNDISTRIBUTE	07/31/2017	CBALLETTO	\$2,000.00	\$500.00	\$2,500.00
<b>Total for Adjustment #</b>						<b>000041</b>	<b>\$0.00</b>	
000042	JULY TRANSFER	11-000-221-102-64-101-000	IMPVT OF INSTRUCTION SAL	07/31/2017	CBALLETTO	\$404,774.00	(\$10,825.00)	\$393,949.00
	JULY TRANSFER	11-000-221-102-65-101-000	IMPVT OF INSTRUCTION SAL	07/31/2017	CBALLETTO	\$0.00	\$10,825.00	\$10,825.00
<b>Total for Adjustment #</b>						<b>000042</b>	<b>\$0.00</b>	
000043	JULY TRANSFER	11-000-230-820-63-459-000	COURT JUDGEMENTS	07/31/2017	CBALLETTO	\$145,500.00	(\$22,538.00)	\$122,962.00
	JULY TRANSFER	11-000-230-890-61-000-000	GEN ADMIN OTHER OBJECTS	07/31/2017	CBALLETTO	\$0.00	\$13,550.00	\$13,550.00
	JULY TRANSFER	11-000-230-890-62-000-000	MISCELLANEOUS EXPENDITUR	07/31/2017	CBALLETTO	\$0.00	\$3,010.00	\$3,010.00
	JULY TRANSFER	11-000-230-890-63-000-000	GEN ADMIN OTHER OBJECTS	07/31/2017	CBALLETTO	\$80.00	\$5,978.00	\$6,058.00
<b>Total for Adjustment #</b>						<b>000043</b>	<b>\$0.00</b>	
000044	JULY TRANSFER	11-000-266-300-60-000-000	UE S PUR PRO & TECH SVCS	07/31/2017	CBALLETTO	\$10,000.00	(\$3,210.00)	\$6,790.00
	JULY TRANSFER	11-000-266-420-60-000-000	UE S CLN, RPR, & MNT SVC	07/31/2017	CBALLETTO	\$6,000.00	\$3,210.00	\$9,210.00
<b>Total for Adjustment #</b>						<b>000044</b>	<b>\$0.00</b>	
000045	JULY TRANSFER	11-000-223-104-60-000-000	STAFF TRAINING SALARY	07/31/2017	CBALLETTO	\$0.00	\$11,000.00	\$11,000.00
	JULY TRANSFER	11-000-223-320-03-000-000	STAFF TRAINING ED SVCS	07/31/2017	CBALLETTO	\$14,000.00	(\$11,000.00)	\$3,000.00
<b>Total for Adjustment #</b>						<b>000045</b>	<b>\$0.00</b>	
<b>Total Current Appropriation Adjustments</b>							<b>\$0.00</b>	



# Englewood Public School District

## Expense Account Adjustment Analysis By Adjustment#

va\_exaa2.082406  
07/01/2017

Current Cycle : July

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
000001	BUDGET TRANSFER	11-000-213-320-40-000-000	HEALTH - ED SERVICES	07/13/2017	CMCCALLUM	\$150,000.00	(\$500.00)	\$149,500.00
	BUDGET TRANSFER	11-000-213-500-40-000-000	OTHER PURCHASED SERVICES	07/13/2017	CMCCALLUM	\$0.00	\$500.00	\$500.00
			<b>Total for Adjustment #</b>		<b>000001</b>		<b>\$0.00</b>	
000002	BUDGET TRANSFER	11-190-100-500-20-000-000	REG PROGRAM-UNDISTRIBUTE	07/13/2017	CMCCALLUM	\$0.00	\$3,350.55	\$3,350.55
	BUDGET TRANSFER	11-190-100-610-20-000-000	REG PROGRAM-UNDISTRIBUTE	07/13/2017	CMCCALLUM	\$204,650.00	(\$3,350.55)	\$201,299.45
			<b>Total for Adjustment #</b>		<b>000002</b>		<b>\$0.00</b>	
000019	BUDGET TRANSFER	11-000-230-585-63-000-000	BOE OTHER PURCHASED SERV	07/31/2017	CMCCALLUM	\$6,500.00	(\$500.00)	\$6,000.00
	BUDGET TRANSFER	11-000-230-590-61-000-000	OTHER PURCH SERV (400-50	07/31/2017	CMCCALLUM	\$0.00	\$500.00	\$500.00
			<b>Total for Adjustment #</b>		<b>000019</b>		<b>\$0.00</b>	
<b>Total Current Appropriation Adjustments</b>							<b>\$0.00</b>	

# Englewood Public School District

## Expense Account Adjustment Analysis By Adjustment#

Current Cycle : July

va\_exaa2.082406  
07/01/2017

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
000011	Transfer	11-190-100-500-10-000-000	REG PROGRAM-UNDISTRIBUTE	07/01/2017	RSIMS	\$89,000.00	(\$4,000.00)	\$85,000.00
	Transfer	11-190-100-610-10-000-000	REG PROGRAM-UNDISTRIBUTE	07/01/2017	RSIMS	\$40,000.00	\$4,000.00	\$44,000.00
Total for Adjustment # 000011							\$0.00	
<b>Total Current Appropriation Adjustments</b>							<b>\$0.00</b>	

**Englewood Public School District**  
**Bills And Claims Report By Vendor Name**  
for Batch 56 and Check Date is from 09/01/2017 to 09/30/2017

va\_bill5.10272014  
08/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
CAPITAL ONE BANK/ 6982	18-00167	11-000-291-220-63-000-000/ EMP BENEFITS SOC SEC		HP	PAYROLL 09-15-2017	1805	11,235.51
GROSS, ROBERT & ABIGAIL/ 7731	18-00418	11-000-100-562-40-000-000/ TUITION IN STATE SPECIAL		CF	TUITION IN STATE SPECIAL	40753	45,000.00
MARIO'S HVAC LLC/ 8911	18-00267	11-000-261-420-71-510-000/ HVAC MAINTENANCE		CF	HVAC MAINTENANCE	40754	4,998.00
RICHMAN, HOWARD/ 8919	18-00428	11-401-100-500-20-000-000/ PURCHASED SERVICES (300-		CF	PURCHASED SERVICES (300-	40757	325.00
SANTANDER BANK N.A./ 8921	18-00430	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #2003733	40755	179,160.94
SANTANDER LEASING LLC/ 8920	18-00429	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #2028133	40756	46,946.89
<b>Total for Unposted Checks</b>							<b>\$287,666.34</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

08/01/2017

for Batch 56 and Check Date is from 09/01/2017 to 09/30/2017

*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 09/14/2017 at 11:36:43 AM

**Fund Summary**

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$276,430.83		\$11,235.51		\$287,666.34
GRAND	TOTAL	\$276,430.83	\$0.00	\$11,235.51	\$0.00	\$287,666.34

Chairman Finance Committee

Member Finance Committee

# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batches 57,58 and Check Date is 09/18/2017

va\_bill5.10272014  
08/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
AGILE SPORTS TECHNOLOGIES/ 6861	18-00234	11-402-100-500-20-000-000/ ATHLETICS		CF	VARIOUS INVOICES	40758	3,499.00
AGNELLO, MICHAEL/ 7249	18-1015	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40759	115.00
ALCAN GLASS/ 8402	18-00095	11-000-270-420-63-000-000/ CLEANING, REPAIR, & MAIN		CP	INV #4892, 4901	40760	550.00
AMTNJ/ 1158	18-00254	11-000-223-580-03-000-000/ STAFF TRAINING TRAVEL		CF	INV #2017-SI-16	40761	149.00
ATLANTIC BUSINESS PRODUCTS/ 1226	18-00019	11-000-251-340-63-000-000/ CENTRAL SVCS TECH SVC		CP	INV #CNIN671635,656936	40762	229.41
AUTOZONE NORTHEAST, INC./ 6216	18-00107	11-000-262-420-71-549-000/ VEHICLE REPAIRS		CP	VARIOUS INVOICES	40763	521.21
BECKERS SCHOOL SUPPLIES/ 1325	18-70550	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #1487958-IN	40764	17.54
BENJAMIN BROS. INC./ 4757	18-00108	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	VARIOUS INVOICES	40765	818.68
BERGEN ARTS AND SCIENCES CHARTER SCHOOL/ 7162	18-00042	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CP	SEPT 2017	40766	1,666.00
BERGEN COMMUNITY COLLEGE/ 1383	17-01831	P1-190-100-500-07-000-000/ REG PROGRAM-UNDISTRIBUTE	17-01831	CP	fall 2016, spring 2017	40767	10,506.00
BERGEN ETTC/ 1362	17-02929	P1-000-223-320-05-000-000/ PURCHASED PROFESSIONAL - 17-02929		CF	inv #2017313	40768	225.00
	17-02928	P1-000-223-320-05-000-000/ PURCHASED PROFESSIONAL - 17-02928		CF	inv #2017224	40768	200.00
<b>Total for BERGEN ETTC/ 1362</b>							<b>\$425.00</b>
BLICK ART MATERIALS/ 5120	18-70285	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #8033046	40769	88.40
BLUNDO, JOE/ 8411	18-1022	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40770	91.00
	18-1028	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40770	91.00
<b>Total for BLUNDO, JOE/ 8411</b>							<b>\$182.00</b>
BRIGGS, WAYNE/ 7419	18-0008	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40771	91.00

\* 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 Batches 57,58 and Check Date is 09/18/2017

va\_bill5.10272014  
08/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
BUREK, SUSAN/ 7738	18-1018	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40772	115.00
CABLEVISION LIGHTPATH, INC./ 7094	18-00022	11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE		CP	ACCT #51267	40773	26,357.98
CAPUTO, NICHOLAS/ 7317	18-1012	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40774	80.00
CATALANO MUSICAL PRODUCTS/ 8899	18-70323	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #GG8311711	40775	30.00
	18-70322	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #GG8311710	40775	30.00
					<b>Total for CATALANO MUSICAL PRODUCTS/ 8899</b>		<b>\$60.00</b>
CDW-G/ 4584	18-00016	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #JRX2834,JSS0166	40776	3,053.73
CENTER FOR RESPONSIVE SCHOOLS, INC./ 8843	18-00230	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #IN3-00113294	40777	1,061.00
CINTAS CORPORATION NO.2/ 8483	18-00032	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	INV #5008581736	40778	197.24
CLARKE, HOWARD/ 8924	18-1016	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40779	115.00
CLASSROOM DIRECT/ 6339	18-00228	20-501-100-640-33-000-000/ N.P TEXTBOOKS		CF	INV #208118763188	40780	83.82
CONTE, MIKE/ 7243	18-0006	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40781	91.00
CRESKILL BOARD OF EDUCATION/ 1749	17-01503	P2-253-100-500-40-000-000/ OTHER PURCHASED SERVICES	17-01503	CP	jan 2017	40782	495.00
CROSS CNTY CLINICAL & EDUCATIONAL SVCS/ 7923	18-00299	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	#104081,104078,104049,104052	40783	3,400.00
CROWN TROPHY/ 1755	18-00337	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	INV #RE-43135	40784	132.00
DE MICHELE, PATRICK/ 8636	18-1010	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40785	91.00
DEMCO EDUCATIONAL CORP/ 1792	18-70302	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #6184628	40786	95.09

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<b>Unposted Checks</b>							
DIAMOND ROCK WATER COMPANY/ 6466	18-00088	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	INV #21505712	40787	324.00
DISCOUNT SCHOOL SUPPLY / EARLY CHILDHOOD/ 8608	18-70495	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #204844610101	40788	29.22
	18-70498	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #204844570101	40788	45.69
	18-70308	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #204843200101	40788	29.68
	18-70304	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #204843190101	40788	44.36
	18-70313	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #204843210101	40788	41.56
	18-70316	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #204843240101	40788	44.60
					<b>Total for DISCOUNT SCHOOL SUPPLY / EARLY CHILDHOOD/ 8608</b>		<b>\$235.11</b>
DOYLE, KEVIN/ 7231	18-1021	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40789	80.00
E.A. MORSE & CO., INC./ 8898	18-70225	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #645490	40790	32.20
EAI EDUCATION/ 4639	18-70307	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #INV0834740	40791	45.16
	18-70310	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #INV0834737	40791	79.00
	18-70312	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #INV0834736	40791	57.76
	18-70321	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #INV0835398	40791	29.48
	18-70459	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #INV0835397	40791	79.82
					<b>Total for EAI EDUCATION/ 4639</b>		<b>\$291.22</b>

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<b>Unposted Checks</b>							
EAST COAST FIRE SYSTEMS/ 1633	18-00114	11-000-261-420-71-507-000/ FIRE EXTINGUISHERS		CP	VARIOUS INVOICES	40792	2,892.65
EDUCATIONAL DATA SERVICES/ 1897	18-00033	11-000-251-330-63-000-000/ CENTRAL SCVS - SERVICE		CP	INV / REF #240	40793	2,215.00
ENGLEWOOD ON THE PALISADES/ 2045	18-00043	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CP	SEPT 2017	40794	212,836.00
ESPOSITO, PAUL/ 8926	18-1024	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40795	91.00
ESQUIRE DEPOSITION SOLUTIONS, LLC/ 8869	17-02779	P1-000-230-331-63-401-000/ GENERAL ADMIN LEGAL FEES	17-02779	CF	inv #inv0984152	40796	1,103.70
ESSEX REGIONAL EDUCATIONAL SVCS COMM/ 8767	17-02933	P1-000-270-514-40-000-000/ TRANS SPECIAL VENDORS	17-02933	CF	June 2017 tuition	40797	2,995.85
EXPRESS HEATING CO. INC./ 1948	18-00138	11-000-261-420-71-503-000/ MAINTENANCE BOILER		CP	VARIOUS INVOICES	40798	8,560.48
FAGAN, ROBERT JR./ 8927	18-1025	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40799	91.00
	18-1029	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40799	91.00
					<b>Total for FAGAN, ROBERT JR./ 8927</b>		<b>\$182.00</b>
FEA/ 2132	18-00264	11-000-240-580-03-000-000/ SCHOOL ADMIN TRAVEL		CF	INV #38732	40800	149.00
	18-00263	11-000-240-580-03-000-000/ SCHOOL ADMIN TRAVEL		CF	INV #38731	40800	149.00
	18-00265	11-000-240-580-03-000-000/ SCHOOL ADMIN TRAVEL		CF	INV #38730	40800	149.00
	18-00269	11-000-240-580-03-000-000/ SCHOOL ADMIN TRAVEL		CF	INV #38664	40800	149.00
	18-00335	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	INV #38959	40800	450.00
					<b>Total for FEA/ 2132</b>		<b>\$1,046.00</b>
FIRST STUDENT INC. 1309/ 2155	18-00358	11-000-270-511-63-223-000/ EXTENDED SCH DAY TRANSP		CF	INV #11378147	40801	15,737.40
FISHER SCIENTIFIC ED./ 2158	18-70410	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #5423304	40802	41.48
	18-70428	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #5319419	40802	27.96

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<b>Unposted Checks</b>							
<b>Total for FISHER SCIENTIFIC ED./ 2158</b>							<b>\$69.44</b>
FREY SCIENTIFIC CO./ 2195	18-70430	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #302500159175	40803	42.68
GARCIA, MERCEDES/ 2228	18-00301	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	JULY - AUG 2017	40804	4,950.00
GARCIA, RICHARD/ 2231	18-00302	11-000-219-320-40-000-000/ CHILD STUDY TEAM SVCS		CP	JULY - AUG 2017	40805	2,250.00
GLEICH, JAMES/ 8922	18-1013	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40806	80.00
GLOBAL COMPLIANCE NETWORK/ 6747	18-00338	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	INV #7131	40807	1,400.00
GOODYEAR AUTO SERVICE CENTER/ 5596	18-00155	11-000-270-615-63-000-000/ TRANSPORTATION SUPPLIES		CP	INV #235500,235566	40808	40.70
GOVCONNECTION, INC./ 5400	18-00159	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #55090980	40809	17,700.00
	18-00120	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CP	VARIOUS INVOICES	40809	891.48
<b>Total for GOVCONNECTION, INC./ 5400</b>							<b>\$18,591.48</b>
HANDWRITING WITHOUT TEARS/ 2388	18-00256	20-501-100-640-34-000-000/ N.P TEXTBOOKS		CF	INV #1138062-1	40810	65.00
HANSEN, DAVID/ 7569	18-1023	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40811	91.00
	18-1030	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40811	91.00
<b>Total for HANSEN, DAVID/ 7569</b>							<b>\$182.00</b>
HEINEMAN/ 5021	18-00224	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #6807714	40812	751.92
HENRY SCHEIN INC./ 2437	18-70291	11-190-100-610-98-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #44319343	40813	55.00
	18-70300	11-000-213-600-02-000-000/ HEALTH SUPPLIES		CF	INV #44314877	40813	32.48
<b>Total for HENRY SCHEIN INC./ 2437</b>							<b>\$87.48</b>
HOUGHTON MIFFLIN HARCOURT/ 1076	18-00091	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #953260722	40814	10,578.18

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<b>Unposted Checks</b>							
HOUGHTON MIFFLIN HARCOURT/ 1076	18-00093	11-190-100-640-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #953266297	40814	4,877.02
	18-00137	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #953266296	40814	5,103.62
<b>Total for HOUGHTON MIFFLIN HARCOURT/ 1076</b>							<b>\$20,558.82</b>
HOWARD INDUSTRIES, INC./ 6469	18-00353	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #17-00797040,17-00797189	40815	3,963.00
	18-00328	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CF	INV #17-00796418	40815	752.94
	18-00040	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CP	#17-00794701,00796416,00796514	40815	585.00
<b>Total for Howard Industries, Inc./ 6469</b>							<b>\$5,300.94</b>
INTEGRITY HOUSE/ 8691	18-00322	11-000-100-561-63-241-000/ TUITION - DISPLCED REG		CF	TUITION - DISPLCED REG	40816	4,800.00
JEWEL ELECTRIC SUPPLY CO./ 2659	18-00121	11-000-262-610-71-603-000/ ELECTRICAL SUPPLIES		CP	various invoices	40817	5,794.32
JOHNSON CONTROLS/ 2685	18-00391	11-000-261-420-71-510-000/ HVAC MAINTENANCE		CF	INV #1-54581665678	40818	760.79
JOHNSON REST EQUIP CO-NJ/ 8890	17-02866	50-910-310-610-63-000-000/ GENERAL SUPPLIES		CF	INV #494425,493726	40819	5,250.00
		50-910-310-732-63-000-000/ FOOD SERVICES		CF	INV #494425,493726	40819	13,170.30
<b>Total for Johnson Rest Equip Co. - NJ/ 8890</b>							<b>\$18,420.30</b>
JOSTENS/ 2700	18-00279	11-000-218-600-20-000-000/ GUIDANCE SUPPLIES		CF	INV #20430156	40820	9.18
KELLER, CHARLES/ 7583	18-0005	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40821	91.00
KOWALSKI, ZIGGY/ 8646	18-1011	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40822	80.00
KROLLDISCOVERY/ 8881	18-00424	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	BAL DUE INV #P0100005690	40823	116.79
KURTZ BROS., INC./ 8609	18-70501	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #63839.00	40824	3.52
	18-70505	11-190-100-610-98-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #63840.00	40824	157.30
	18-70510	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #63842.00	40824	25.33

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<b>Unposted Checks</b>							
KURTZ BROS., INC./ 8609	18-70514	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #63843.00	40824	48.81
	18-70540	20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	INV #63845.00	40824	18.84
	18-70552	20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	INV #63846.00	40824	1.25
	18-70555	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #63847.00	40824	2.78
	18-70508	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #63841.00	40824	54.19
	18-70487	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #63837.00	40824	76.20
	18-70562	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #63848.00	40824	29.96
					<b>Total for KURTZ BROS., INC./ 8609</b>		<b>\$418.18</b>
LAKESHORE LEARNING MATERIALS/ 4766	18-70488	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #5443690817	40825	80.97
	18-70517	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #5444040817	40825	114.27
	18-70523	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #5444080817	40825	71.96
	18-70519	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #5444010817	40825	68.33
	18-70541	20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	INV #5444640817	40825	26.99
	18-70542	20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	INV #5444610817	40825	26.99
	18-70545	20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	INV #5444600817	40825	33.29
	18-70548	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #5444300817	40825	26.95
	18-70565	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #5444180817	40825	44.99
	18-70567	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #5444410817	40825	44.99
	18-70568	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #5444440817	40825	38.68
					<b>Total for LAKESHORE LEARNING MATERIALS/ 4766</b>		<b>\$578.41</b>
LEARNING A-Z/ 5710	18-00184	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #1819897	40826	109.95

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<b>Unposted Checks</b>							
LEIFER, ROBERT & AMY/ 8666	18-00314	11-000-230-820-63-459-000/ COURT JUDGEMENTS		CP	1ST PAYMENT DUE	40827	15,000.00
MATHUSEK SPORT FLOORS/ 3021	17-02678	11-000-261-420-71-518-000/ FLOOR REPAIRS		CF	FLOOR REPAIRS	40828	5,000.00
		11-000-262-800-71-000-000/ OTHER OBJECTS		CF	OTHER OBJECTS	40828	5,000.00
		11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40828	16,250.00
					<b>Total for MATHUSEK SPORT FLOORS/ 3021</b>		<b>\$26,250.00</b>
MC DONOUGH, SHAWN/ 8923	18-1014	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40829	80.00
MCELROY, KEVIN/ 7259	18-0007	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40830	91.00
MISSION ONE EDUCATIONAL STAFFING SERV LL/ 7338	18-00060	11-000-218-500-63-722-000/ MISSION ONE		CP	INV #INV039349,040040	40831	24,212.65
	18-00061	20-218-100-500-02-723-000/ PRESCHOOL PURCH SVC		CP	INV #INV040039	40831	2,400.65
					<b>Total for MISSION ONE EDUCATIONAL STAFFING SERV LL/ 7338</b>		<b>\$26,613.30</b>
MUNICIPAL CAPITAL CORP/ 6893	18-00024	11-000-262-490-63-202-000/ OTHER PURCHASED PROPERTY		CP	LEASE #15921, OCT 2017	40832	6,373.07
	18-00025	11-000-262-490-63-202-000/ OTHER PURCHASED PROPERTY		CP	LEASE # 12519, OCT 2017	40832	1,139.99
					<b>Total for MUNICIPAL CAPITAL CORP/ 6893</b>		<b>\$7,513.06</b>
MYERSACK, JOE/ 8925	18-1020	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40833	80.00
MYLOCKER/ 6996	18-00063	11-401-100-600-20-000-000/ COCURRICULAR ACTIVITIES		CF	INV #B21926	40834	3,034.70
NASCO/ 2537	18-70506	11-190-100-610-98-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #56685624388	40835	40.78
	18-70408	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #564598,579895	40835	86.78
	18-70319	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #562470	40835	30.19
	18-70435	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #562523	40835	26.98

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<b>Unposted Checks</b>							
NASCO/ 2537	18-70444	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #562520	40835	58.38
	18-70423	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #562519	40835	32.50
	18-70416	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #562518	40835	105.51
	18-70479	11-000-219-600-40-000-000/ CHILD STUDY TEAM SUPPLY		CF	INV #560754,574138	40835	50.31
	18-70309	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #558339	40835	31.81
	18-70406	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #558441	40835	113.25
	18-70306	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #558424	40835	44.23
	18-70564	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #556214	40835	44.97
	18-70281	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #589849	40835	6.38
	18-70521	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #584656	40835	37.18
					<b>Total for NASCO/ 2537</b>		<b>\$709.25</b>
NATIONAL ART & SCHOOL SUPPLIES INC./ 8594	18-70267	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #682556	40836	29.50
	18-70252	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #681900	40836	29.20
					<b>Total for NATIONAL ART &amp; SCHOOL SUPPLIES INC./ 8594</b>		<b>\$58.70</b>
NJ SCHOOL BOARDS INSURANCE GROUP/ 3320	18-00326	11-000-291-260-63-000-000/ WORKER'S COMP INS		CF	INV #CON-0000020660	40837	20,137.01
	18-00325	11-000-262-520-63-455-000/ PROP & CASUALTY INS		CF	INV #CON-0000020419	40837	314,582.16
		11-000-291-260-63-000-000/ WORKER'S COMP INS		CF	INV #CON-0000020419	40837	29,581.98
	18-00362	11-000-262-520-63-455-000/ PROP & CASUALTY INS		CF	INV #CON-0000020725	40837	1,049.67
					<b>Total for NJ SCHOOL BOARDS INSURANCE GROUP/ 3320</b>		<b>\$365,350.82</b>

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<b>Unposted Checks</b>							
NJASBO/ 2562	18-00312	11-000-251-890-63-000-000/ CENTRAL SVC OTHER OBJECT		CF	INV #1718	40838	475.00
ORIENTAL TRADING CO./ 3410	18-00205	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #684948624-01	40839	103.89
PASSAIC ARTS AND SCIENCE CHARTER SCHOOL/ 8544	18-00045	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CP	SEPT 2017	40840	4,540.00
PHILLIPS, JACK/ 7876	18-1017	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40841	115.00
PITNEY BOWES INC./ 2646	18-00027	11-000-251-592-63-000-000/ CENTRAL SVCS - OTHER SVC		CP	ACCT #00116343352	40842	1,650.00
POMPTONIAN FOOD SERVICE/ 3536	18-00289	50-910-310-500-63-000-000/ FOOD SERVICES		CP	2017-2018 START-UP MONEY	40843	519.00
PRITCHARD INDUSTRIES/ 4537	18-00127	11-000-262-420-71-500-000/ CUST/MAINT EXTRA HOURS		CP	INV #0020013557,13663,13688	40844	875.00
	18-00126	11-000-262-420-71-501-000/ CUST/MAINT CONTRACT		CP	INV #0020013481,13581...JUL-AUG	40844	312,275.10
					<b>Total for PRITCHARD INDUSTRIES/ 4537</b>		<b>\$313,150.10</b>
R.D. SALES, LLC./ 3630	18-00129	11-000-261-420-71-519-000/ SECURITY ALARMS		CP	INV #DH13595	40845	318.00
	18-00130	11-000-261-420-71-526-000/ LOCKSMITH SERVICES		CP	INV #DH13645,13558	40845	2,016.75
					<b>Total for R.D. SALES, INC./ 3630</b>		<b>\$2,334.75</b>
RAPP, JIM/ 7256	18-1027	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40846	91.00
RE, JOE/ 7862	18-1031	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40847	91.00
REALLY GOOD STUFF/ 6385	18-70489	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #6123852	40848	42.82
	18-70493	11-190-100-610-03-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #6129474	40848	15.53
	18-70511	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #6147559	40848	65.66
	18-70515	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #6123850	40848	58.82
	18-70522	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #6147558,6145624	40848	68.73
	18-70520	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #6125016	40848	29.04

\* 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 Batches 57,58 and Check Date is 09/18/2017

va\_bill5.10272014  
08/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
REALLY GOOD STUFF/ 6385	18-70525	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #6146591	40848	93.42
	18-70531	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #6142758	40848	47.68
	18-70533	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #6123804	40848	45.57
	18-70543	20-218-100-600-02-000-000/ PRESCHOOL SUPPLIES		CF	INV #6129459	40848	32.84
	18-70559	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #6146590	40848	33.85
	18-70556	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #6129458	40848	5.54
	18-70507	11-190-100-610-98-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #6129473	40848	27.99
<b>Total for REALLY GOOD STUFF/ 6385</b>							<b>\$567.49</b>
RED CIRCLE SOLUTIONS/ 7870	18-00372	11-000-266-420-60-000-000/ UE S CLN, RPR, & MNT SVC		CF	INV #20172973	40849	1,200.00
	18-00139	11-000-266-420-60-000-000/ UE S CLN, RPR, & MNT SVC		CF	INV #2017S1010	40849	8,010.00
<b>Total for RED CIRCLE SOLUTIONS/ 7870</b>							<b>\$9,210.00</b>
RESERVE ACCOUNT/ 2662	18-00029	11-000-230-890-63-000-000/ GEN ADMIN OTHER OBJECTS		CF	ACCT #17147240	40850	4,500.00
		11-000-230-890-69-000-000/ GEN ADMIN OTHER OBJECTS		CF	ACCT #17147240	40850	2,000.00
		11-190-100-890-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	ACCT #17147240	40850	1,500.00
<b>Total for RESERVE ACCOUNT/ 2662</b>							<b>\$8,000.00</b>
RIDGEWOOD PRESS/ 3699	18-00370	11-000-222-600-68-000-000/ SUPPLIES AND MATERIALS		CF	INV #112147	40851	885.00
	18-00332	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	INV #110343	40851	133.60
<b>Total for RIDGEWOOD PRESS/ 3699</b>							<b>\$1,018.60</b>
ROTO-ROOTER/ 4376	18-00132	11-000-261-420-71-513-000/ PLUMBING/HEATING		CP	INV #000386837,000387707	40852	200.00
SATALLITE SPORTS GROUP/ 6975	17-01633	P1-000-218-320-03-000-000/ GUIDANCE ED SERVICES	17-01633	CF	inv #00012648	40853	1,397.00
SCHOOL HEALTH SUPPLY CO/ 2768	18-70484	11-190-100-610-02-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #3325405-00	40854	13.17
	18-70477	11-190-100-610-05-000-000/ GENERAL SUPPLIES		CF	INV #3325410-00	40854	28.56
<b>Total for SCHOOL HEALTH CORP/ 2768</b>							<b>\$41.73</b>

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# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batches 57,58 and Check Date is 09/18/2017

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08/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
SCHOOLDUDE.COM/ 3854	18-00157	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #INV-08099	40855	11,884.02
SCRIVANI, ART/ 7684	18-0002	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40856	60.00
SEBBA, STEVEN/ 8388	18-0003	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40857	60.00
SHINGELO, ANGELO/ 7685	18-0004	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40858	60.00
SHOKOOHY, EHSAN/ 8673	18-1019	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40859	58.00
SOUTH JERSEY ENERGY/ 8506	18-00059	11-000-262-622-71-516-000/ ELECTRICITY		CP	VARIOUS ACCTS	40860	560.10
SPECTROTEL/ 8624	18-00030	11-000-230-530-71-615-000/ COMMUNICATION TELEPHONE		CP	ACCT #346472	40861	5,618.49
STEWART & STEVENSON POWER PRODUCTS, LLC/ 6588	18-00154	11-000-262-420-71-548-000/ REPAIR		CF	INV #2483712,2483711	40862	4,521.00
SUCCESS ADVERTISING, INC./ 7606	18-00364	11-000-230-590-69-000-000/ GEN ADMIN OTHER SVC		CF	INV #297909,298974,298733	40863	13,126.45
SUEZ WATER/ 4901	18-00031	11-000-262-490-71-522-000/ WATER SERVICES		CP	VARIOUS ACCTS	40864	4,129.74
TARIARCO ARTS & CRAFTS, LLC/ 8596	18-70233	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #580285	40865	89.65
	18-70254	11-190-100-610-20-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #584910	40865	61.20
	18-70268	11-190-100-610-10-000-000/ REG PROGRAM-UNDISTRIBUTE		CF	INV #580310	40865	47.21
					<b>Total for TRIARCO ARTS &amp; CRAFTS, LLC/ 8596</b>		<b>\$198.06</b>
TEANECK COMMUNITY CHARTER SCH./ 4120	18-00046	10-000-100-561-63-238-000/ TRANSFER OF FUNDS TO CHA		CP	SEPT 2017	40866	980.00
THE BOOKSOURCE/ 6297	18-00194	20-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	INV #661061	40867	78.54
	17-02838	P2-501-100-640-32-000-000/ N.P. TEXTBOOKS		CF	inv #658277	40867	123.25
					<b>Total for THE BOOKSOURCE/ 6297</b>		<b>\$201.79</b>

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# Englewood Public School District

## Bills And Claims Report By Vendor Name

for Batches 57,58 and Check Date is 09/18/2017

va\_bill5.10272014  
08/01/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Unposted Checks</b>							
THE SHERWIN-WILLIAMS CO./ 4603	18-00082	11-000-262-610-71-611-000/ PAINT SUPPLIES		CP	VARIOUS INVOICES	40868	8,503.79
TURNITIN, LLC/ 7191	18-00330	11-000-222-500-68-000-000/ ED MEDIA TECH SERVICE		CF	INV #IN11130021	40869	4,523.00
UNIQUE SCAFFOLDING SYSTEMS, LLC/ 17-02876 8892		P1-000-261-420-71-511-000/ MASONRY	17-02876	CP	INV #5812,5496,5544	40870	6,700.00
UNITED HEALTH CARE / SPECTERA INC./ 3966	18-00005	11-000-291-270-63-452-000/ VISION BENEFITS		CP	INV #20170817000176	40871	6,465.60
UNIVERSAL ELECTRIC MOTOR SERV./ 4332	18-00135	11-000-261-420-71-504-000/ ELECTRICAL REPAIRS		CP	INV #0209193,0208860	40872	456.02
UNIVERSAL SUPPLY GROUP, INC./ 4334	18-00136	11-000-262-610-71-612-000/ PLUMBING/HEAT SUPPLIES		CP	INV #S5770655.001,\$5754700.001	40873	2,001.05
VICCHIO, MICHAEL/ 7468	18-0009	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40874	91.00
W.W. GRAINGER INC/ 2060	18-00083	11-000-262-610-71-610-000/ MISC SUPPLIES		CP	VARIOUS INVOICES	40875	8,625.88
WAACK, RON/ 7372	18-1026	11-402-100-500-20-000-000/ ATHLETICS		CF	ATHLETICS	40876	91.00
WALKER, ARTHORINE/ 4428	18-1032	11-213-100-610-40-000-000/ RESOURCE ROOM/CENTER		CF	RESOURCE ROOM/CENTER	40877	75.88
WALSH-MERKEL, ROBYN MA, CCC-SLP/ 4740	18-00148	11-204-100-320-40-000-000/ SPEC ED-LEARN & LANG DIS		CP	AUG 2017 EVALS	40878	810.00
WB MASON CO., INC./ 5743	17-02639	P1-000-221-600-64-000-000/ IMPVOT OF INST SUPPLIES	17-02639	CP	inv #i43488218	40879	164.42
WEINER LAW GROUP/ 4452	18-00354	11-000-230-331-40-403-000/ LEGAL SERV - SPECIAL ED		CF	INV #206054	40880	42.00
		11-000-230-331-63-401-000/ GENERAL ADMIN LEGAL FEES		CF	INV #206053,206055,206056	40880	37,837.55
					<b>Total for WEINER LAW GROUP/ 4452</b>		<b>\$37,879.55</b>
					<b>Total for Unposted Checks</b>		<b>\$1,294,588.32</b>

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**Englewood Public School District**  
**Bills And Claims Report By Vendor Name**  
for Batches 57,58 and Check Date is 09/18/2017

va\_bill5.10272014  
08/01/2017

*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 09/14/2017 at 11:30:17 AM

Fund Summary		Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	10		\$220,022.00				\$220,022.00
	10	11		\$1,028,838.64				\$1,028,838.64
	10	P1		\$23,291.97				\$23,291.97
	Fund 10	TOTAL		\$1,272,152.61				\$1,272,152.61
	20	20		\$2,878.16				\$2,878.16
	20	P2		\$618.25				\$618.25
	Fund 20	TOTAL		\$3,496.41				\$3,496.41
	50	50		\$18,939.30				\$18,939.30
	GRAND	TOTAL		\$1,294,588.32	\$0.00	\$0.00	\$0.00	\$1,294,588.32

Chairman Finance Committee

Member Finance Committee

**Englewood Public School District**  
**Bills And Claims Report By Account Number**  
AUGUST 15, 2017 PAYROLL

va\_bill1.10272014  
07/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-211-100-60-101-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	3,643.56
11-000-211-172-76-000-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	2,500.75
11-000-211-173-60-101-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	5,676.06
11-000-213-100-67-103-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	2,272.25
11-000-213-100-76-101-000/ HEALTH SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	HEALTH SALARIES	3	1,387.75
11-000-216-100-40-101-000/ RELATED SERVICES SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	RELATED SERVICES SALARY	3	5,108.75
11-000-216-100-67-103-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	1,875.75
11-000-218-104-67-103-000/ SALARIES OF OTHER PROFES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF OTHER PROFES	3	1,952.00
11-000-219-104-67-103-000/ SALARIES OF OTHER PROFES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF OTHER PROFES	3	1,952.00
11-000-219-105-40-101-000/ CHILD STUDY TEAM SEC	18-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SEC	3	3,261.26
11-000-221-102-64-101-000/ IMPVPT OF INSTRUCTION SAL	18-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVPT OF INSTRUCTION SAL	3	5,658.87
11-000-222-100-60-101-000/ ED MEDIA SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	3	8,933.56
11-000-222-100-60-104-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	1,441.38
11-000-223-104-60-000-000/ STAFF TRAINING SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	STAFF TRAINING SALARY	3	10,971.78
11-000-230-100-61-101-000/ GENERAL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	3	13,197.08
11-000-230-100-62-101-000/ GENERAL ADMIN - SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN - SALARY	3	6,715.00
11-000-230-100-67-103-000/ GENERAL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	3	116.83
11-000-240-103-07-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	3	12,425.31
11-000-240-103-60-101-000/ SALARIES OF PRINCIPALS/A	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	3	5,765.62
11-000-240-103-73-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	3	5,765.62
11-000-240-103-74-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	3	12,362.91
11-000-240-103-75-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	3	11,189.57
11-000-240-103-76-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	3	11,023.40
11-000-240-103-77-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	3	35,394.94
11-000-240-103-98-101-000/ SALARIES OF PRINCIPALS/A	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	3	17,332.99

\* 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

AUGUST 15, 2017 PAYROLL

va\_bill1.10272014  
07/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-251-100-63-000-000/ CENTRAL SERVICE SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICE SALARY	3	23,203.18
11-000-251-100-69-000-000/ CENTRAL SERVICES SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICES SALARY	3	10,244.12
11-000-252-100-63-000-000/ ADMIN TECH SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	ADMIN TECH SALARY	3	6,715.00
11-000-252-100-68-000-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	3,399.52
11-000-261-100-71-101-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	2,985.49
11-000-262-104-71-000-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	3	5,382.49
11-000-266-100-60-101-000/ SECURITY SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SECURITY SALARIES	3	11,341.16
11-000-270-160-60-000-000/ SAL. FOR PUPIL TRANS(BET	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	3	4,446.03
11-000-270-162-60-000-000/ SAL. FOR PUPIL TRANS(BET	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	3	2,432.82
11-110-100-101-80-102-000/ REG PROGRAM-PRESCH/KINDE	18-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-PRESCH/KINDE	3	250.00
11-140-100-101-67-103-000/ REG PROGRAM-GRADES 9-12	18-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	3	8,509.50
11-140-100-101-80-102-000/ REG PROGRAM-GRADES 9-12	18-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	3	321.13
11-212-100-101-40-101-000/ MULTIPLE DISABILITIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	MULTIPLE DISABILITIES	3	24,544.88
20-231-100-100-66-000-000/ TITLE I TEACHER SAL	18-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I TEACHER SAL	3	1,830.00
20-231-100-100-66-103-020/ TITLE I EXTRA COMP DMHS	18-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE I EXTRA COMP DMHS	3	9,150.00
20-241-100-100-66-000-000/ TITLE III SAL OF TEACH	18-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE III SAL OF TEACH	3	1,647.00
<b>Total for Unposted Checks</b>							<b>\$304,327.31</b>

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

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**Englewood Public School District**  
**Bills And Claims Report By Account Number**  
 AUGUST 15, 2017 PAYROLL

va\_bill1.10272014  
 07/01/2017

Run on 08/24/2017 at 11:32:21 AM

*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.*

Fund Summary		Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
		10	11			\$291,700.31		\$291,700.31
		20	20			\$12,627.00		\$12,627.00
		GRAND	TOTAL	\$0.00	\$0.00	\$304,327.31	\$0.00	\$304,327.31

Chairman Finance Committee

Member Finance Committee

# Englewood Public School District

## Bills And Claims Report By Account Number

### AUGUST 31, 2017 PAYROLL

va\_bill1.10272014  
07/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-211-100-60-101-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	4	3,643.56
11-000-211-172-76-000-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	4	2,500.75
11-000-211-173-60-101-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	4	5,676.06
11-000-216-100-40-101-000/ RELATED SERVICES SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	RELATED SERVICES SALARY	4	4,087.00
11-000-218-104-67-103-000/ SALARIES OF OTHER PROFES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF OTHER PROFES	4	3,934.50
11-000-219-105-40-101-000/ CHILD STUDY TEAM SEC	18-0010		4614 / E.B.O.E.- PAYROLL	HP	CHILD STUDY TEAM SEC	4	2,951.75
11-000-221-102-64-101-000/ IMPVT OF INSTRUCTION SAL	18-0010		4614 / E.B.O.E.- PAYROLL	HP	IMPVT OF INSTRUCTION SAL	4	5,658.87
11-000-222-100-60-101-000/ ED MEDIA SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	ED MEDIA SALARY	4	8,814.06
11-000-222-100-60-104-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	4	1,950.54
11-000-223-104-60-000-000/ STAFF TRAINING SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	STAFF TRAINING SALARY	4	10,971.78
11-000-230-100-61-101-000/ GENERAL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN SALARY	4	12,030.02
11-000-230-100-62-101-000/ GENERAL ADMIN - SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	GENERAL ADMIN - SALARY	4	6,715.00
11-000-240-103-07-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	4	12,425.31
11-000-240-103-60-101-000/ SALARIES OF PRINCIPALS/A	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	4	5,765.62
11-000-240-103-73-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	4	5,765.62
11-000-240-103-74-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	4	12,362.91
11-000-240-103-75-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	4	11,189.57
11-000-240-103-76-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	4	11,023.40
11-000-240-103-77-101-000/ SCHOOL ADMIN SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SCHOOL ADMIN SALARY	4	32,735.84
11-000-240-103-98-101-000/ SALARIES OF PRINCIPALS/A	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES OF PRINCIPALS/A	4	17,332.99
11-000-251-100-63-000-000/ CENTRAL SERVICE SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICE SALARY	4	23,203.18
11-000-251-100-69-000-000/ CENTRAL SERVICES SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	CENTRAL SERVICES SALARY	4	10,798.04
11-000-252-100-63-000-000/ ADMIN TECH SALARY	18-0010		4614 / E.B.O.E.- PAYROLL	HP	ADMIN TECH SALARY	4	6,715.00
11-000-252-100-68-000-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	4	3,399.52
11-000-261-100-71-101-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	4	2,985.49

\* 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**  
**AUGUST 31, 2017 PAYROLL**

va\_bill1.10272014  
07/01/2017

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
<b>UNPOSTED CHECKS</b>							
11-000-262-104-71-000-000/ SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES	4	5,382.49
11-000-266-100-60-101-000/ SECURITY SALARIES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SECURITY SALARIES	4	9,117.05
11-000-270-160-60-000-000/ SAL. FOR PUPIL TRANS(BET	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	4	4,446.03
11-000-270-162-60-000-000/ SAL. FOR PUPIL TRANS(BET	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SAL. FOR PUPIL TRANS(BET	4	307.80
11-140-100-101-67-103-000/ REG PROGRAM-GRADES 9-12	18-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	4	2,623.00
11-140-100-101-80-102-000/ REG PROGRAM-GRADES 9-12	18-0010		4614 / E.B.O.E.- PAYROLL	HP	REG PROGRAM-GRADES 9-12	4	1,899.50
20-241-100-100-66-000-000/ TITLE III SAL OF TEACH	18-0010		4614 / E.B.O.E.- PAYROLL	HP	TITLE III SAL OF TEACH	4	427.00
60-057-100-100-02-000-000/ SALARIES - QUARLES	18-0010		4614 / E.B.O.E.- PAYROLL	HP	SALARIES - QUARLES	4	297.99
<b>Total for Unposted Checks</b>							<b>\$249,137.24</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**  
**AUGUST 31, 2017 PAYROLL**

va\_bill1.10272014  
07/01/2017

*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 08/24/2017 at 02:08:19 PM

Fund Summary	Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	11			\$248,412.25		\$248,412.25
	20	20			\$427.00		\$427.00
	60	60			\$297.99		\$297.99
	GRAND	TOTAL	\$0.00	\$0.00	\$249,137.24	\$0.00	\$249,137.24

Chairman Finance Committee

Member Finance Committee



**SHARED SERVICES AGREEMENT**

**THIS AGREEMENT** is made this \_\_\_ day of \_\_\_\_\_, 2017, by and between **THE ENGLEWOOD BOARD OF EDUCATION** (“Englewood” or “Board”) with principal offices located at 274 Knickerbocker Road, Englewood, New Jersey and **BERGEN FAMILY CENTER** (“College”) with principal offices located at 44 Armory Street, Englewood, New Jersey 07631.

**WITNESSETH**

**WHEREAS**, Englewood is a board of education organized and existing pursuant to *N.J.S.A. 18A:10-1, et seq.*, and

**WHEREAS**, the Parties have mutually agreed to authorize this Agreement; and

**WHEREAS**, the Parties agree that the terms of this Agreement shall not interfere or conflict with the other party’s use of its own facilities; and

**WHEREAS**, the Parties have determined that there exists a need for additional full day four year old preschool education program. This program is being funded via the State of New Jersey Preschool Education Expansion Aid.

**WHEREAS**, the Parties contemplate that no services shall be otherwise provided pursuant to this Agreement except in accordance with applicable federal, state, and local laws and regulations governing the provision of educational and related service; such services shall be in compliance with the approved Preschool Education Expansion Aid grant application attached to this agreement and

**NOW, THEREFORE**, in consideration of the terms and conditions hereinafter set forth, the Parties agree as follows:

1. **Facility**. The Program shall be located at the Bergen Family Center. Four

classrooms and bathrooms shall be used for the sole purpose of a full day preschool program for four year old children who are residents of the City of Englewood.

2. **Obligations of the Parties.** The Board will utilize the Center to establish an off site campus of the Board which shall fulfill the following requirements:

a. **Specialized Educational Programs.** The Board in partnership with Bergen Family Center shall develop and implement a Full Day Preschool School (“Program”) that shall be offered to Englewood residents. The Program shall include the utilization of the same educational curriculum and resource materials as Quarles School. The school day shall be the same school time and calendar as Quarles School as outlined in Schedule A. Each classroom can contain a maximum of fifteen students. Each classroom shall have one teacher and one paraprofessional.

b. **Supervision of Students.** The Bergen Family Center will provide for the supervision of students of record. The Bergen Family Center shall provide a copy of the supervisor’s certificate to the Englewood Board of Education.

c. **Teachers** will be employed by the Bergen Family Center. All teachers must hold the appropriate certificate (Pre –K through 3) as issued by the New Jersey Department of Education. A list of teachers and copies of their certification must be submitted to the Englewood Board of Education. Teachers shall receive Step 1 compensation on the Englewood Teachers Association agreement and be offered in kind benefits.

d. **Paraprofessionals** shall be employed by the Bergen Family Center. All paraprofessionals must be highly qualified as defined by the New Jersey Department of Education. A list of paraprofessionals and proof of highly qualified documentation must be submitted to the Englewood Board of Education.

e. **Classroom Resources and Supplies** The Englewood Board of Education shall provide all classroom furniture, instructional supplies, books, technology and any other items deemed necessary for instruction. These items shall be property of Englewood Board of Education.

f. **Professional Development** The Englewood Board of Education shall develop a series of professional development and provide a calendar. Bergen Family Center teachers shall report to Quarles school per the professional development calendar. The series will be offered to all staff at Quarles Early Childhood Center and Bergen Family Center.

g. **Technology Infrastructure Resources** The Bergen Family Center shall give Englewood Board of Education use of WIFI systems and any other appropriate infrastructure resources deemed necessary. The staff hired by Bergen Family Center shall have Englewood Public School District email addresses, access to student database and any other electronic records deemed necessary by the Board of Education. Englewood Public School district shall provide technology maintenance support and shall be the only entity to have access to the district's network.

h. **Nursing Services** – Bergen Family Center shall provide nursing services to students on a daily basis.

i. **Master Teacher** The Englewood Public School District shall employ a master teacher who will coordinate the curriculum and program development at the Bergen Family Center. The master teacher will ensure the appropriate curriculum and resources are being used in compliance with New Jersey Student Learning Standards. The master teacher shall follow the Englewood Board of Education approved job description.

j. **PIRT** The Englewood Public School District shall employ a Preschool Intervention and Referral Team Specialist. The PIRT staff member shall help develop intervention and referral programs for students in need of services. They will coordinate with the teacher, master teacher, social worker and leadership team to ensure full implementation of any plans developed. The PIRT shall follow the Englewood Board of Education approved job description.

k. **Student Records and Data.** The Bergen Family shall keep all student records confidential and locked in a file proof cabinet.

l. **State Criminal Background Check.** Every staff member provided by the Center and the Englewood Board of Education under this Agreement shall be required to pass a State criminal background check fully compliant with all of the requirements of *N.J.S.A.* 18A:6-7.1, *N.J.A.C.* 6A:9-17.3 and *N.J.A.C.* 6A:32-15.1 and code governing the Bergen Family Center, without cost to the Board. Prior to providing any services under this Agreement, the Center and Englewood Board of Education shall provide written proof to the Board that each staff member assigned has passed the criminal background check and is not disqualified under the provisions or terms set forth in *N.J.S.A.* Title 18A.

m. **Transportation** – The Englewood Board of Education will provide transportation for students at Bergen Family Center.

n. **Food Services** – All students shall receive breakfast and lunch on a daily basis to be provided the Bergen Family Center.

o. **Security and Safety.** The Parties acknowledge that the Board's students may be minors and as such their safety and security are paramount interests. The Center shall bear the cost of security during the time when Program offerings

are in session, but the Parties agree that the Board may augment security (at its own cost) as it deems appropriate. All required safety and security drills including but not limited to fire, lockdown and bus drills shall be conducted at the Bergen Family Center and reported to the Englewood Board of Education.

p. **Payment to Bergen Family Center** The Bergen Family Center annual contract shall be \$650,000. This amount is based upon the State of New Jersey approved Preschool provided budget attached to this agreement. Payments shall be made in monthly installments. The Center shall submit to the Englewood Board of Education invoices, payroll records and other supporting documentation on a monthly basis prior to payment.

q. **Term of Agreement.** This Agreement shall commence September 19, 2017 and shall terminate on June 30, 2018. The Parties can renew this Agreement upon written notice at least six (6) months prior to the expiration of the Agreement. Any extension to this Agreement (or changes to the terms of the Agreement) shall be in writing and approved by resolution of a majority of the membership of both the Board and the Center. The Agreement is contingent upon Preschool Education Expansion Funding from the State of New Jersey Department of Education. Both parties agree that if Preschool Education Expansion Funding from the State of New Jersey Department of Education is cancelled then the agreement is void and programs shall be cancelled.

- r. **DEFAULT:** The following events shall constitute default of this Agreement:
- a. The assessment by either party that the other has not performed the obligations set forth in this Agreement hereunder in an adequate or satisfactory manner.
  - b. Failure of either party to perform or fulfill any other covenants or conditions set

forth in this Agreement, when such failure continues for a period of thirty (30) days after notice of such failure from the non-defaulting party. In the event that the Center must relocate the Program but cannot do so in suitable facilities approved by the Board, such failure shall constitute default.

c. Termination under this Subparagraph of this Agreement shall be effectuated by either party's providing six (6) months' written notice of its intent to terminate this Agreement. Such termination shall be effective upon the expiration of the aforementioned six (6) month period.

s. **TERMINATION:** In the event of default as defined in Section 6 of this Agreement, except as set forth in Subsection (3) of Section 6, the non-defaulting party may serve upon the defaulting party a written notice of its intent to terminate this Agreement and demand that the defaulting party cure such default within sixty (60) days from the date of such written notice. If the defaulting party cures the default within sixty (60) days from the date of such notice, then the notice of intent to terminate shall have no force or effect. If, however, the defaulting party has not cured the default by the end of the sixty (60) day period, after the expiration of the sixty (60) day period, the non-defaulting party may serve upon the defaulting party written notice of the former party's intent to terminate this Agreement upon the expiration of ten (10) days from the date of such written notice. At the expiration of the ten (10) day period, the Agreement shall terminate. The rights granted pursuant to this Section 6 are in addition to any other rights and remedies for breach of contract available to the non-defaulting party at law or in equity.

t. **Modification.** This Agreement may only be modified by written instrument and signed by parties to this Agreement.

u. **Insurance.** The Center shall provide insurance coverage as set forth immediately herein below. The College shall furnish to the Board a Certificate of such insurance coverage containing a thirty (30) day advance cancellation clause; and which said coverage shall name the Board as an additional insured for the Center: All Center personnel shall be fully and properly insured for Worker's Compensation coverage as required by the laws of the State of New Jersey.

a. Comprehensive General Liability Insurance coverage in the amount of \$2,000,000.00 aggregate combined single limit bodily injury and property damage, including personal liability covering the risk of false arrest, false imprisonment, and malicious prosecution, defamation of character, libel and slander.

11. **Assignment.** The Parties shall retain the work under their respective control and shall not assign, transfer, or sublet or otherwise dispose of this Agreement or any right to responsibility hereunder, without the previous written consent of the Parties. The Parties shall not assign, in any way, (no monies due) space at the Center unless by and with the like consent of the Center and the Board. Consent by the Center and the Board of an assignment of this Agreement shall not, in any way, release the Parties from their covenants, conditions and terms of this Agreement and the duties imposed hereunder.

12. **Indemnification.** The Parties shall mutually indemnify and hold each other, all representatives thereof, harmless from and against any and all claims, damages, losses and expenses to the extent caused by the Parties negligent acts, errors, intentional acts or omissions in the performance of their services and responsibilities under this Agreement. The Parties agree

that no additional hold harmless agreement will be needed for the use of the fields and/or facilities and that no security deposit shall be provided to the Board.

13. **Notices.** All notices under this Agreement shall be in writing and delivered by mail or courier to the addresses set forth below:

*For the Englewood Board of Education*  
Office of the Superintendent  
274 Knickerbocker Road  
Englewood, NJ 07631

*For the Bergen Family Center*  
Office of the President  
44 Armory Street  
Englewood, NJ 07631

14. **Merger.** This Agreement merges and supersedes all prior negotiations, representations and/or agreements between the parties relating to the subject matter of this Agreement and constitutes the entire Agreement between the parties.

15. **No Construction against Draftsperson.** This Agreement shall be deemed to have been drafted jointly by counsel for their respective parties hereto, and there shall be no inference drawn against any party as a result of their participation in the drafting of this Agreement.

16. **Governing Law.** This Agreement shall be governed, construed and interpreted in accordance with the law of the State of New Jersey as it applies to contracts made and performed in New Jersey. The Superior Court of the State of New Jersey, in the County of Essex, shall have jurisdiction to hear and determine any claim or disputes pertaining directly or indirectly to the Agreement or to any matter arising therefrom. Each of the parties hereby expressly submits and consents in advance to such jurisdiction in any action or proceeding commenced by the other in such court.



17. **Severability.** In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal, or unenforceable in any respect, the Parties hereto shall negotiate in good faith and agree to such amendments, modifications, or supplements of, or to this Agreement, or such other appropriate actions as shall, to the maximum extent practicable in light of such determination, implement and give effect to the intentions of the parties as reflected herein. All other provisions of the Agreement shall remain in full force and effect.

18. **Non-Waiver.** It is understood and agreed that nothing which is contained in this Shared Services Agreement shall be construed as a waiver on the part of the Parties, or of any right which is not explicitly waived in this Agreement. A party's waiver of a breach of any term of this Agreement shall not constitute a waiver of any subsequent breach of the same or another terms contained in this Agreement. A party's subsequent acceptance of performance by the other party shall not be construed as a waiver of a preceding breach of this Agreement other than failure to perform the particular duties so accepted.

19. **Entire Agreement.** This Agreement sets forth the entire understanding of the Parties hereto with respect to the transactions contemplated herein. No change or modification of this Agreement shall be valid unless the same is in writing, duly authorized and signed by all the Parties hereto. Should any bona fide dispute arise between the parties with respect to any of the terms and conditions hereunder, such bona fide dispute shall be presented to the New Jersey State Board of Mediation for mediation. The parties agree that every best effort shall be made by both parties to resolve any and all disputes prior to mediation and, if no resolution is reached, the dispute shall be presented to mediation. In the event mediation fails, all disputes arising under this Agreement shall be subject to binding arbitration. Notwithstanding anything contained herein, and without prejudice to the right and ability of the parties to enter into any other shared

services agreements with other public, non-profit or private entities or school districts, in the event any party enters into any such other shared services, or other agreement(s) during the term of this Agreement, the terms and conditions provided in this Agreement shall not be amended, altered or affected in any way except by mutual written agreement of the Parties.

20. **Headings.** The paragraph headings in this Agreement are included herein for convenience of reference only and are not intended to define or limit the scope of any provision of this Agreement.

21. **Counterparts.** This Agreement may be executed in any number of counterparts, which taken together, shall constitute but one instrument. It is not necessary that all parties sign all or any one of the counterparts, but each party must sign at least one counterpart for the Agreement to be effective.

22. **Authority to Bind.** The Undersigned represent that they have the requisite authority to sign this Agreement on behalf of their respective parties.

23. **Miscellaneous:**

The Parties represent, warrant and covenant to each other as follows:

- a. Each is duly qualified and has the power, authority and legal right to enter into and perform its obligations set forth in this Agreement and has secured any and all necessary approvals for same.
- b. The execution, delivery and performance of this Agreement (1) has been approved by each Parties' Board, (2) does not require any consent, approval or referendum of voters, and (3) will not violate any judgment, order, law or regulation applicable to the party or any provisions of the Parties' resolutions.

- c. The execution of this Agreement, and the performance of all obligations set forth herein, do not conflict with, and will not, nor with the passage of time or the giving of notice, constitute a breach of or event of default under any charter, ordinances or resolutions of the party or any agreement, indenture, contract, instrument or applicable laws to which the party is a party or by which it is bound, to the best of the Parties' knowledge.
- d. This Agreement has been duly executed and delivered and, as of the Contract Date, constitutes a legal, valid and binding obligation of the party, enforceable in accordance with its terms, except to the extent that the enforcement thereof is limited by any applicable insolvency, reorganization, moratorium or other Laws relating to or limiting creditor's rights generally and the application of general principles of equity.
- e. To the best knowledge of the Parties (after reasonable inquiry), there is no action, suit or proceeding, at law or in equity, before or by any court or Governmental Authority, pending or threatened against it, wherein an unfavorable decision, ruling or finding would materially adversely affect the performance by the party of its obligations hereunder, or which, in any way, would adversely affect the validity or enforceability of this Agreement.
- f. The Parties will take all actions necessary to effectuate the terms of this Agreement, and they shall perform their obligations under the terms of this Agreement.
- g. The Parties shall refrain from taking any actions that would adversely affect or be inconsistent with the rights and/or obligations of the other Party under the terms of this Agreement.
- h. The Parties hereby covenant, agree and acknowledge as follows:

1. The Parties may possess and come to possess confidential student records that have been created, discovered or developed in the course of the Program.
2. Each party shall keep confidential all student records/information and will not without the prior written consent of the other party use for its benefit or disclose at any time, except to the extent required by the performance the Agreement or by law, any such information.
3. This Section shall survive termination of the Agreement.
4. Any document provided by and among the Parties that may be deemed a “public document” or “public record” under the Right to Know Law or the Open Public Records Act shall be subject to disclosure according to law.

**IN WITNESS HEREOF**, the Parties have set their hand and seals and caused this Agreement to be executed the day and year first above written.

ATTEST

Affix Corporate Seal if Corporation:

**BERGEN FAMILY CENTER**

\_\_\_\_\_

Secretary/Witness

By: \_\_\_\_\_

ATTEST:

**ENGLEWOOD BOARD OF EDUCATION**

\_\_\_\_\_

Secretary

By: \_\_\_\_\_

**JOB DESCRIPTION**

**POSITION: MASTER TEACHER – EARLY CHILDHOOD EDUCATION**

**QUALIFICATIONS:**

1. Hold a New Jersey instructional certificate with an Early Childhood Education endorsement, and other appropriate endorsement(s) for the position.
2. Have a minimum of three to five (3-5) years teaching in general education preschool programs.
3. Have background in providing professional development through workshops and/or mentoring.
4. Have experience with developmentally appropriate early childhood assessments.
5. Demonstrate knowledge and understanding of early childhood education, child growth and development, effective instructional strategies, classroom management, learning assessment and diagnosis, and research related to learning and students needing to learn early childhood education.
6. Have the ability to implement developmentally appropriate curricula and structured teaching practices for the preschool teacher.
7. Exhibit a personality that demonstrates enthusiasm and interpersonal skills to relate well with students, staff, administration, parents, and the community.
8. Demonstrate the ability to communicate effectively, both orally and in writing, using proper grammar and vocabulary.
9. Have knowledge of basic and advanced software applications for data management, information retrieval, visual and audio presentations, and telecommunications.

**REPORTS TO:** The Master Teacher — Early Childhood Education reports to the Principal and Supervisor and/or his/her designee.

**JOB GOAL:** The Master Teacher — Early Childhood Education provides in-classroom support to help preschool teachers improve their classroom practice.

**PERFORMANCE RESPONSIBILITIES:**

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

1. Makes Center visitations: models, observes, coaches and provides feedback to teachers.
2. Develops, facilitates and presents staff development instruction.
3. Manages program operational needs and conducts programmatic assessments in preschool classrooms.
4. Accepts special assignments.
5. Maintains activity logs.
6. Coordinates with direct service staff.
7. Facilitates transition of students from Pre-School and Kindergarten.
8. Maintains personal professional development.
9. Coordinates and plans time management and meetings deadlines.

10. Establishes high standards and expectations for all students for academic performance and responsibility for behavior.
11. Displays the highest ethical and professional behavior and standards when working with students, parents, school personnel, and other agencies associated with the school.
12. Assists preschool teachers to plan and implement sequential learning experiences for students using a variety of instructional strategies, consistent with the District and school's philosophy, mission statement, instructional goals, school level objectives, and the New Jersey Student Learning Standards. The learning experiences shall follow and use approved curricula and instructional materials.
13. Assists preschool teachers in planning and implementing instruction to ensure that Early Childhood Education pupils exceed the New Jersey Student Learning Standards in one or more of the seven content areas: Language Arts Literacy; Mathematics; Science; Social Studies; World Languages; Comprehensive Health and Physical Education; and Visual and Performing Arts.
14. Demonstrates how to engage the learners in differentiated learning experiences for the range of skill levels and developmental needs found in the classroom, managing, when appropriate, multiple instructional activities simultaneously.
15. Assists in providing and effectively organizing a variety of materials, equipment, media, and community resources to support the instructional program, using school-approved procedures.
16. Models how to monitor the pacing of instruction and budgets class time efficiently by providing clear directions, outlining expectations, and effectively bringing to closure instructional experiences.
17. Teaches effective presentation skills when employing direct instruction, including appropriate vocabulary and examples, clear and legible visuals, and articulate and audible speech.
18. Uses excellent written and oral skills when communicating with students, parents, and staff.
19. Provides instruction to teachers on how to establish a nurturing, supportive, and positive classroom climate that encourages student responsibility, develops using positive motivation, clear classroom routines, challenging instructional strategies, and effective classroom management techniques.
20. Seeks assistance of the parents and the Principal/Supervisor when needed.
21. Establishes a professional rapport with teachers that earns their respect.
22. Communicates regularly with teachers, seeking their support and advice, so as to create a cooperative relationship to support the child in the school.
23. Teaches how to assess and diagnose the learning, social, and emotional needs and styles of students, using a variety of assessment techniques and data.
24. Plans and adjusts the learning experiences accordingly, requesting advice and assistance from specialists when appropriate.
25. Supports teachers in employing a variety of methods for students to demonstrate learning and accomplishments.
26. Demonstrates how to create a stimulating, attractive, organized, emotional, healthy, and safe classroom, with proper attention to the visual, acoustic, and thermal environments.
27. Completes in a timely fashion all records and reports as required by law and regulation and/or requested by the administration.

- 
28. Maintains accurate records.
  29. Works cooperatively with adults assigned to the classroom (e.g., paraprofessionals, student teachers, parents, and volunteers), establishing clear expectations for roles and responsibilities.
  30. Serves as a role model for other teachers, demonstrating the importance and relevance of learning, accepting responsibility, and demonstrating pride in the honorable profession of teaching.
  31. Maintains positive, cooperative, and mutually supportive relationships with the administration, instructional staff, students, parents, and representatives of resource agencies within the community.
  32. Attends required staff meetings and serves, as appropriate, on staff committees.
  33. Participates in curriculum and program development, and in the selection of materials and equipment to support instruction.
  34. Notifies immediately appropriate personnel of 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.
  35. Continues to grow professionally through collaboration with colleagues and professional growth experiences.
  36. Summarizes, interprets, and disseminates current developments in learning, instructional strategies and classroom management through reading of professional journals, participation in professional development, and involvement in professional organizations.
  37. Recommends to the administration the supplies and equipment needed to support instruction and assist with ordering, following established procedures.
  38. Maintains safe working conditions and safely operates electronic and other equipment needed to carry out job functions and responsibilities.
  39. Protects confidentiality of records and information gained as part of exercising professional duties and uses discretion in sharing such information within legal confines.
  40. Performs any duties that are within the scope of employment and certifications, as assigned by the administrators, and not otherwise prohibited by law or regulation.
  41. Adheres to New Jersey school law, State Board of Education rules and regulations, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.
  42. Performs such other tasks and assumes such other responsibilities 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:** Ten (10) month employee. 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 applicable).

**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.

**BOE APPROVAL:**

**RESOLUTION:**

DRAFT



# ENGLEWOOD PUBLIC SCHOOL DISTRICT

## JOB DESCRIPTION

### **POSITION: PRESCHOOL INTERVENTION AND REFERRAL SPECIALIST – EARLY CHILDHOOD EDUCATION**

#### **QUALIFICATIONS:**

1. Hold a valid New Jersey educational services certificate in one of the following areas:  
Learning Disabilities Teacher Consultant endorsement;  
School Psychologist endorsement;  
School Social Worker endorsement;  
Speech Language Specialist endorsement; or  
Hold a valid New Jersey instructional certificate with appropriate special education endorsement(s).
2. Have a minimum of three (3) years experience in areas related to early childhood education.
3. Demonstrate knowledge and understanding of early childhood education, child growth and development, effective instructional strategies, classroom management, learning assessment and diagnosis, and research related to learning and students needing to learn early childhood education.
4. Ability to assist preschool staff in addressing children's persistent challenging behaviors.
5. Have knowledge and training in early childhood education, child development, the District chosen curriculum, and positive behavior supports.
6. Exhibit a personality that demonstrates enthusiasm and interpersonal skills to relate well with students, staff, administration, parents, and the community.
7. Demonstrate the ability to communicate effectively both orally and in writing, using proper grammar and vocabulary.
8. Have knowledge of basic and advanced software applications for data management, information retrieval, visual and audio presentations, and telecommunications.

**REPORTS TO:** The Preschool Intervention and Referral Specialist — Early Childhood Education reports to the Principal and Supervisor and/or his/her designee.

**JOB GOAL:** The Preschool Intervention and Referral Specialist — Early Childhood Education consults with Master Teacher(s) and preschool classroom teachers to adapt and modify teaching practices to help preschool children meet the Preschool Standards.

#### **PERFORMANCE RESPONSIBILITIES:**

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

1. Provides support and suggested interventions to preschool teachers, families and other preschool and Early Childhood personnel so that all children can succeed within the general education classrooms.
2. Provides professional development to Early Childhood staff, classroom teachers, paraprofessionals, special education support staff, administrative staff, and parent and families on the District's social and emotional curriculum, CSEFEL, TACSEI and the

four levels of the pyramid model including PBS, the District's PIRT Protocol and Request for Assistance (RFA).

3. Coordinates the administration of a developmentally based screening such as the Early Screening Inventory-Revised.
4. Establishes a PIRT assistance Protocol including a Request for Assistance (RFA) form.
5. Establishes and manages a case file for each child with an REA, including a PIRT Intervention Plan if needed.
6. Conducts classroom visits to observe, coach, model strategies, make verbal and written recommendations, and provides feedback regarding a child's Intervention Plan.
7. Modifies and adapts a child's Intervention Plan throughout the year as necessary.
8. Evaluates the progress of the child and, if necessary, facilitates a written referral to the District Child Study Team.
9. Facilitates transitions from Early Intervention, Kindergarten and Child Study Team as necessary.
10. Makes Center visitations: models, observes, coaches and provides feedback to teachers.
11. Develops, facilitates and presents staff development instruction.
12. Manages program operational needs.
13. Accepts special assignments.
14. Maintains activity log.
15. Coordinates with direct service staff.
16. Maintains personal professional development.
17. Coordinates planning and time management for meeting deadlines.
18. Establishes high standards and expectations for all students for academic performance and responsibility for behavior.
19. Displays the highest ethical and professional behavior and standards when working with students, parents, school personnel, and other agencies associated with the school.
20. Provides instruction to teachers on how to establish a nurturing, supportive, and positive classroom climate that encourages student responsibility, using positive motivation, clear classroom routines, challenging instructional strategies, and effective classroom management techniques.
21. Disciplines students in a fair and consistent manner, using school approved procedures.
22. Seeks assistance of the parents and the Principal when needed.
23. Establishes a professional rapport with teachers that earns their respect.
24. Communicates regularly with teachers, seeking their support and advice, so as to create a cooperative relationship to support the child in the school.
25. Teaches how to assess and diagnoses the learning, social, and emotional needs and styles of students, using a variety of assessment techniques and data.
26. Plans and adjusts the learning experiences accordingly, requesting advice and assistance from specialists when appropriate.
27. Employs a variety of methods for students to demonstrate learning and accomplishments.
28. Maintains records and provides evidence of growth and progress to parents and to students.
29. Demonstrates how to create a stimulating, attractive, organized, functional, healthy, and safe classroom, with proper attention to the visual, acoustic, and thermal environments.
30. Works cooperatively with adults assigned to the classroom (e.g., paraprofessionals, student teachers, parents, and volunteers), establishing clear expectations for roles and responsibilities.
31. Serves as a role model for other teachers demonstrating the importance and relevance of learning, accepting responsibility, and demonstrating pride in the honorable profession of teaching.

32. Maintains positive, cooperative, and mutually supportive relationships with the administration, instructional staff, students, parents, and representatives of resource agencies within the community.
33. Attends required staff meetings and serves, as appropriate, on staff committees.
34. Participates in curriculum and program development, and in the selection of materials and equipment to support instruction.
35. Notifies immediately appropriate personnel of 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.
36. Continues to grow professionally through collaboration with colleagues and professional growth experiences.
37. Summarizes, interprets, and disseminates current developments in learning, instructional strategies and classroom management through reading of professional journals, participation in professional development, and involvement in professional organizations.
38. Recommends to the administration the supplies and equipment needed to support instruction and assists with ordering, following established procedures.
39. Maintains safe working conditions and safely operates electronic and other equipment needed to carry out job functions and responsibilities.
40. Protects confidentiality of records and information gained as part of exercising professional duties and uses discretion in sharing such information within legal confines.
41. Performs any duties that are within the scope of employment and certifications, as assigned by the Principal and Supervisor, and not otherwise prohibited by law or regulation.
42. Adheres to New Jersey school law, State Board of Education rules and regulations, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.
43. Performs such other tasks and assumes such other responsibilities 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:** Ten (10) month employee. 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 applicable).

**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.

**BOE APPROVAL:**

**RESOLUTION:**