

# ATTACHMENTS

FEBRUARY 19, 2019

(Attached will not be available at the  
Board Meeting)

# **MONTCLAIR PUBLIC SCHOOLS**



**PUBLIC BOARD MEETING HELD ON**

**MONDAY, JANUARY 14, 2019 AT 5:30 PM  
GEORGE INNESS ANNEX ATRIUM  
141 PARK STREET  
MONTCLAIR, NEW JERSEY**

MINUTES OF THE PUBLIC BOARD MEETING  
HELD MONDAY, JANUARY 14, 2019 AT 5:30 PM  
GEORGE INNESS ANNEX ATRIUM  
141 PARK STREET, MONTCLAIR, NEW JERSEY

A. STATEMENTS

1. Meeting Notice at 5:30 pm

Let the minutes reflect that adequate notice of this meeting has been approved in the following manner:

1. On Monday, November 26, 2018, notice of this meeting was posted on the public bulletin board in the first floor main hall of the Board of Education building, 22 Valley Road and filed with the Township Clerk. The time, date and location of this meeting were accurately set forth therein.
2. On Wednesday, November 28, 2018, notice of this meeting was posted in the Herald News. The date, time and location of this meeting were accurately set forth therein.
3. On Thursday, November 29, 2018, notice of this meeting was posted in the Montclair Times. The date, time and location of this meeting were accurately set forth therein.

"Please be advised that this meeting is considered a public meeting under the law and may be taped, broadcast, used or reproduced in ways and in mediums beyond the control of the Board of Education. Individual statements and opinions expressed are solely those of the speakers and do not necessarily represent the Montclair Board of Education.

Please keep in mind that if you directly disclose personally identifiable information or personally sensitive data regarding yourself or others during this public meeting, this information may be collected and used by others. Accordingly, the Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board bears no responsibility and will not be liable for any comments made by members of the public. Speakers should, therefore, carefully evaluate their statements for individual consequences under the law, and should obtain any appropriate professional advice prior to speaking."

B. ROLL CALL

	PRESENT	ABSENT
Laura Hertzog	x	
Priscilla Church	x	
Jessica de Koninck	x	
Latifah Jannah	x	
Joseph Kavesh	x	

Anne Mernin		x
Eve Robinson	x	

**C. RESOLUTION FOR EXECUTIVE SESSION**

**Joe Kavesh moved to approve the following**

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:

- a matter rendered confidential by federal or state law;
- material the disclosure of which constitutes an unwarranted invasion of individual privacy;
- a collective bargaining agreement and/or negotiations related to it;
- any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting
- pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege

**AND BE IT FURTHER RESOLVED**, that upon the recommendation of the Superintendent, to the Montclair Board of Education that the minutes of this closed session be made public when the need for confidentiality no longer exists.

**Seconded by Jessica de Koninck and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			



**WHEREAS,** Montclair High School was closed for instruction on September 11, 2018 and September 12, 2018 due to structural issues; therefore be it

**RESOLVED,** that upon the recommendation of the Superintendent, the Montclair Board of Education approves school to be in session for Montclair High School students, grades 9-12, on January 22, 2019 and March 1, 2019 on an abbreviated day schedule for students; and Montclair High School staff to provide their normally scheduled instructional time on an abbreviated day, and to participate, thereafter, in the Professional Development session (pm), on these days.

**Jessica de Koninck moved to approve the following resolution:**

B. Montclair High School in session on March 1, 2019 (abbreviated day for students/staff PD in pm) and May 24, 2019 on an abbreviated day for students/staff

**WHEREAS,** it is the obligation of the Montclair Board of Education to ensure that the required number of school days are completed for each school year, for all students and staff; and

**WHEREAS,** Montclair High School was closed for instruction on September 11, 2018 and September 12, 2018 due to structural issues; therefore be it

**RESOLVED,** that upon the recommendation of the Superintendent, the Montclair Board of Education approves school to be in session for Montclair High School students, grades 9-12, on March 1, 2019 on an abbreviated day schedule for students; and Montclair High School staff to provide their normally scheduled instructional time on an abbreviated day, and to participate, thereafter, in the Professional Development session (pm), on March 1, 2019 and on May 24, 2019 on an abbreviated day schedule for students/staff.

**Seconded by Joe Kavesh and approved by a vote of 6-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

J. COMMENTS FROM THE PUBLIC

The Board will allow time for the public to comment on agenda and non-agenda items.

K. MINUTES – Attachments

**Jessica de Koninck moved to approve the following minutes:**

1. Public/Executive Session held on November 7, 2018
2. Public/Executive Session held on November 19, 2018
3. Public/Executive Session held on December 5, 2018
4. Public/Executive Session held on December 17, 2018

**Seconded by Priscilla Church and approved by a vote of 6-0/5-0-1**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x		x #2	
Anne Mernin				
Eve Robinson	x			

L. BOARD OF EDUCATION - None

M. BUSINESS OFFICE

1. Approval of Conference and Travel Requests

**Joe Kavesh moved to approve the following resolution:**

**WHEREAS**, New Jersey Administrative Code N.J.A.C. 23B and Board of Education policy require approval of the Board of Education prior to expending Board of Education funds for travel and related expenses, and

**WHEREAS**, the travel must be directly related to the employee's or Board member's current responsibilities,

**NOW, THEREFORE, BE IT RESOLVED** that upon the recommendation of the Superintendent to the Montclair Board of Education that the following Board members and employees are approved for travel-related reimbursements for an amount up to the estimated cost indicated:

**CONFERENCE AND TRAVEL EXPENSES**

<u>CONFERENCE</u>	<u>DATE</u>	<u>BOARD MEMBER/ EMPLOYEE</u>	<u>SCHOOL DEPT.</u>	<u>ESTIMATED COST</u>	<u>EDUCATIONAL PURPOSE</u>	<u>LOCATION</u>
MOTOR ISSUES AND AUTISM/ EDUCATION RESOURCES	3/8-9/19	ERICKA HEGGINS ABBY CAMPBELL JOLENE JURKOVIC	DLC	\$435.00 EACH	THIS TRAINING WILL HELP TO IDENTIFY MOTOR CHALLENGES IN CHILDREN WITH AUTISM.	CEDAR KNOLLS, N.
2019 NJSBGA EXPO/NSPMA CONFERENCE/ NJSBGA	3/10-13/19	JOHN ESCHMANN	B & G	\$964.34	THIS CONFERENCE IS PART OF HIS CEFM REQUIREMENT	AC, NJ
100 <sup>TH</sup> ANNUAL HPE CONVENTION/ NJASPERD	2/24-27/19	FRANCINE BONCZKOWSKI	MHS	\$0	THIS CONFERENCE WILL ALLOW HER TO REMAIN CURRENT IN PE.	LONG BRANCH, NJ
BELS MEETING WORKSHOP/ BELS	1/15/19	MICHELE MADDEN	MHS	\$0	SHE IS THE BELS LIAISON FOR THE DISTRICT LIBRARIES.	RIDGEWOOD, NJ
NJ DECA/ DECA	1/22/19	KEN SCHNITZER	MHS	\$0	MONTHLY MEETING OF DECA ADVISORS.	WOODBRIIDGE, NJ
ESSEX COUNTY STUDENT ART EXHIBIT/ ART EDUCATORS OF NJ	3/22/19	CATHERINE KONDRECK	GLENFIELD	\$0	ANNUAL EXHIBIT FOR YOUTH ART MONTH.	NEWARK, NJ
TECHSPO '19/ NJASA	1/31-2/1/19	JOSEPH PELLIGRINO	TECH	\$749.64	NETWORK WITH GENESIS USERS.	AC, NJ
NJSSC SEMINAR/ NJ SUPERINTENDENT'S STUDY COUNCIL	1/17/19	CHRISTOPHER GRABER	TECH	\$0	EFFECTIVE COMMUNICATIONS SEMINAR.	S. ORANGE, NJ
NORTHERN NJ ELA SUPERVISOR MTG. NORTHERN NJ ELA SUPERVISOR GROUP	1/25/19	MARCOS VARGAS	DECI	\$25.00	THESE MEETINGS PROVIDE INFORMATION IN THE FIELD OF K-12 ELA.	PARSIPPANY, NJ



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NATIONAL CONFERENCE ON EDUCATION/ AASA	2/14-17/19	KENDRA JOHNSON	CO	\$2,937.47	THIS CONFERENCE WILL PROVIDE ADDITIONAL LEADERSHIP SKILLS.	LOS ANGELES, CA
REGIONAL LEADERSHIP TRAINING: MAKING MEETING MATTER/ NJSBA	2/9/19	PRISCILLA CHURCH	CO	\$50.00	THIS MEETING WILL PROVIDE WAYS TO IMPROVE THE IMPACT OF BOARD MEETINGS AND TO BECOME A BETTER BOARD MEMBER.	MONTVILLE, NJ
PENNY KITTLE: TEACHING POETRY TO TRANSFORM THINKING ABOUT WRITING/ RUTGERS LITERACY CENTER	1/15/19	KRISTINE NORAT	BUZZ ALDRIN	\$0	THIS WORKSHOP WILL SUPPORT THE CURRICULUM FOR CONTEMPORARY POETRY THAT SHE WILL BE TEACHING.	NEW BRUNSWICK, NJ
ACCESS, CHOICE AND TIME: HOW TO CREATE ATTENTIVE AND CRITICAL READERS/ RUTGERS LITERACY CENTER	2/27/19	KRISTINE NORAT	BUZZ ALDRIN	\$0	THIS WORKSHOP WILL SUPPORT THE CURRICULUM FOR THE SAIL COURSE.	NEW BRUNSWICK, NJ
STRONGE INSTITUTE FOR LEADING AND LEARNING/ DR. JAMES STRONGE	3/25/19	YESENIA BUDHU HOWELL	CO	\$295.00	THIS WORKSHOP WILL FOCUS ON HIRING THE BEST TEACHERS TO ENSURE AN EFFECTIVE TEACHER IN EVERY CLASSROOM.	MONROE TOWNSHIP, NJ
PRESENTATION/ WEST ESSEX CAMPUS ESSEX COUNTY COLLEGE/ WEST CALDWELL, NJ	3/22/19	TRACIE MORRISON	MHS	\$0	THE PURPOSE OF THE SEMINAR IS TO TEACH THE HISTORY OF COMMUNITY COLLEGE AND WHY IT MAY BE A GOOD OPTION FOR STUDENTS/FAMILIES.	WEST CALDWELL, NJ
NATIONAL SCIENCE TEACHERS ASSOCIATION/ NSTA	4/11-14/19	SUSAN BARTOL BERMEO	HILLSIDE	\$374.00	SHE IS PRESENTING AT THIS WORKSHOP AND ATTENDING ADDITIONAL WORKSHOPS. RELATED TO TEACHING SCIENCE.	ST. LOUIS, MO
COACHING/ INSPIREA INSTRUCTION	1/30/19, 2/21/19, 3/21/19, 4/17/19, 5/16/19, 6/11/19	JILL MCLAUGHLIN	NISHUANE	\$500.00	THESE SMALL GROUP SESSIONS WILL ALLOW HER TO LEARN BEST PRACTICES AND NETWORK WITH OTHER COACHES FROM AROUND NJ.	SOMERVILLE, NJ
LEGAL ONE – THE PRINCIPAL/AP/VP SURVIVAL GUIDE/ NJPSA	1/17/19	JEFFREY FREEMAN PATRICK KRENN TOM ADAMO SALLY HOWELL-REMBERT	EDGEMONT WATCHUNG HILLSIDE MHS	\$200 EACH	THIS WORKSHOP WILL FOCUS ON AMONG OTHER THINGS, DAILY SCHOOL OPERATIONS, DUTIES AND RESPONSIBILITIES, STUDENT	CHERRY HILL, NJ

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					ACCOUNTABILITY, TIPS, SUGGESTIONS AND TIME SAVING EXERCISES.	
NJAAHPERD ANNUAL CONVENTION/ NJAAHPERD	2/25-26/19	BIANCA CAMPBELL	MHS	\$0	THIS CONFERENCE WILL PROVIDE FRESH IDEAS FOR MORE MEANINGFUL CONTENT IN HEALTH AND PE.	LONG BRANCH, N
FRONT DESK SAFETY AND SECURITY/ CAREERTRACK	2/26/19	JOAN P. CHURCHMAN	CO	\$99.00	THIS TRAINING WILL ASSIST IN ENSURING THE SAFETY OF PEOPLE AT CO.	SADDLE BROOK, N
STRATEGIES AND STRUCTURES FOR TEACHING READING AND WRITING/ HEINEMANN	2/28/19	BRIANA COLEMAN	BULLOCK	\$231.60	THIS WORKSHOP WILL PROVIDE STRATEGIES FOR TEACHING READING AND WRITING.	LIVINGSTON, NJ
NJIDA/NJSHA CONFERENCE/ NJ BRANCH INTERNATIONAL DYSLEXIA ASSOCIATION AND NJSHA	3/15/19	SUSAN SYNNOTT JENNA JORDAN	BULLOCK	\$218.90 \$209.03	THIS CONFERENCE WILL FOCUS ON TIPS FOR STRUGGLING READERS.	GARWOOD, NJ
INTERVENTION AND REFERRAL SERVICES: THE NEXT GENERATION	2/6/19	DIANA BRACY FRANK SEDITA JENNIFER GOFORTH MARCOS VARGAS LISA ROLLINS	MHS CO CO CO CO	\$174.00 EACH	THIS CONFERENCE WILL PROVIDE STRATEGIES AND TECHNIQUES TO WORK COLLABORATIVELY WITH THE I R & S TEAM MEMBERS.	MONROE TOWNSHIP, NJ
EQUITY LEADERS SYMPOSIUM PART 2/ RUTGERS GRADUATE SCHOOL OF EDUCATION	3/3/19	KENDRA JOHNSON ANNE MERNIN LATIFAH JANNAH	CO	\$460.00	THIS SEMINAR WILL DISCUSS THE ETHNOGRAPHY OF CITIZENSHIP, RACE AND SCHOOLING	NEW BRUNSWICK, NJ
EQUITY LEADERS SYMPOSIUM PART 2/ RUTGERS GRADUATE SCHOOL OF EDUCATION	3/3/19	GAYL SHEPARD ANTHONY GROSSO CHERLY HOPPER	MHS/GLENFIELD	\$460.00	THIS SEMINAR WILL DISCUSS THE ETHNOGRAPHY OF CITIZENSHIP, RACE AND SCHOOLING	NEW BRUNSWICK, NJ
EQUITY LEADERS SYMPOSIUM PART 2/ RUTGERS GRADUATE SCHOOL OF EDUCATION	3/3/19	MIRTA ALSINA TARA CRISAFULLI SYRETTA CARRINGTON	MHS/GLENFIELD	\$460.00	THIS SEMINAR WILL DISCUSS THE ETHNOGRAPHY OF CITIZENSHIP, RACE AND SCHOOLING	NEW BRUNSWICK, NJ

**BE IT FINALLY RESOLVED** that reimbursement will be made for expenses that are in accordance with Board of Education policy and for which original receipts are submitted to the Business Office.

**Seconded by Eve Robinson and approved by a vote of 6-0 /4-0-2**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x		x self 2/9/19	
Jessica de Koninck	x			
Latifah Jannah	x		x self 3/3/19	
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

**2. Monthly Budget Reports and Bills and Claims – Attachments**

**Joe Kavesh moved to approve the following resolution:**

RESOLVED that pursuant to N.J.A.C. 6A:23-2.11 (c) 3, the Montclair Board of Education certifies 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), and that pursuant to N.J.A.C. 6A:23-2-11 (c) 4, after review of the board secretary’s monthly financial reports, in the minutes of the Board each month, the Montclair Board of Education certifies that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 (b), and

BE IT FURTHER RESOLVED that the Montclair Board of Education approves the attached Bills List for January 2019 in the amount of \$2,940,569.76

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby approve the request for tax levy from the Township of Montclair in the amount of \$9,700,000.00 for the month of January 2019.

BE IT FINALLY RESOLVED that upon the recommendation of the Superintendent, the Montclair Board of Education acknowledges receipt of the Secretary’s Report for the month of November 2018 and Treasurer’s report for the month of November 2018.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			

Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

3. Acceptance of Donation From Mindful Breath Foundation

**Joe Kavesh moved to approve the following resolution:**

**WHEREAS**, Mindful Breath Foundation has generously offered to pay for staff members at Nishuane School to participate in an online course called Mindfulness Essentials at a cost of \$62.50 per person, and

**WHEREAS**, there are 11 staff members interesting in participating which would make the total donation \$687.50,

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the acceptance of the donation from Mindful Breath Foundation and thanks them for their generosity.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

4. Revised Approval of Professional Services Contract With Parette Somjen Architects for Project – District Wide Structural Assessment

**Joe Kavesh moved to approve the following resolution:**

**WHEREAS**, N.J.S.A. 18A:18A-5 states in part “Any purchase, contract or agreement... may be made, negotiated or awarded by the Board of Education by resolution at a public meeting without public advertising for bids...”, and

**WHEREAS**, the nature of these contract awards generally relate to the provision of professional services, and

**WHEREAS**, the Montclair Board of Education is in need of assessing the structural condition of all of the schools in our district, and

**WHEREAS**, the District’s Architect, Parette Somjen, is able to provide this assessment,

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the Professional Services contract with Parette Somjen Architects for the District Wide Structural Assessment in the amount of \$95,500.00.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

5. Project Application and Schematic Plans for the Stairs Replacement at the Montclair High School

**Joe Kavesh moved to approve the following resolution:**

**WHEREAS**, the Montclair Board of Education needs to replace (4) existing stairs for the Montclair High School, and

**WHEREAS**, N.J.A.C. 6:26 requires the submission of a Project Application and Drawings for all projects, and

**WHEREAS**, in accordance with the Educational Facilities Construction and Financing Act, the proposed project is NOT included in the district’s Long Range Facility Plan that was previously submitted to the New Jersey Department of Education,

**NOW THEREFORE BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the submission of the Project Application and Drawings to the Department of Education, Bureau of Facility Planning Services by Parette Somjen Architects.

**BE IT FURTHER RESOLVED**, this project shall be funded through a Bond Ordinance and the Board of Education is seeking Debt Service Aid funding.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

6. Resolve Student #013897 Educational Program

**Joe Kavesh moved to approve the following resolution:**

**RESOLVED** that upon the recommendation of the Superintendent, the Montclair Board of Education approves the settlement agreement with respect to student # 013897, as discussed in Executive Session.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

7. Approval of the Kean Course – ID 1800 Holocaust, Genocide, and Modern Humanity for Dual – Credit at Montclair High School – Attachments

**Joe Kavesh moved to approve the following resolution:**

**WHEREAS**, the NJ Department of Education has established the New Jersey Commission on Holocaust Education requiring education on the Holocaust and genocide in elementary and secondary education, and

**WHEREAS**, Montclair High School and Kean University wish to enter into an educational affiliation whereby high school students in grades 11 or 12 may, with the recommendation of the Montclair Public School District, do advanced college level work, enroll in ID 1800 course offered at Montclair High School and receive 3 college credits from Kean University for successfully completing the course,

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education, in consideration of the mutual promises hereinafter contained, approves the attached agreement between the Montclair High School and Kean University.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

**8. Award of Contract to Troy & Banks, Inc. Utility Bill Audit and Cost Recovery Services on Behalf of the Educational Data Services Cooperative Purchasing Contract**

**Joe Kavesh moved to approve the following resolution:**

**WHEREAS**, Title 18A:18A-10 provides that, a Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

**WHEREAS**, the Montclair Board of Education has the need on a timely basis, to procure goods and services utilizing state contracts and desires to authorize its purchasing agent for the 2018-2019 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year, and

**WHEREAS**, the Montclair Board of Education desires to have an audit conducted to review various services which would provide possible immediate and long-term savings, and

**WHEREAS**, Troy & Banks, Inc. Utility Bill Audit and Cost Recovery Services, Bid #ESCNJ 17/18-38, Co-op #65MCESCCPS, offers this service at a customer-found savings/credit paid to the customer at 78%, and provides this service for the following:

- Cable TV Service
- Fire Hydrants
- Natural Gas
- Electricity
- Street Lighting
- Water
- Sewage

- Landline Telephone/Data Service
- Wireless Telephone/Data Service

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education authorizes the District purchasing agent to award the contract to Troy & Banks, Inc. Utility Bill Audit and Cost Recovery Services, on behalf of the Educational Data Services Cooperative Purchasing Contract.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

9. Resolve Student #982380 Educational Program

**Joe Kavesh moved to approve the following resolution:**

**RESOLVED** that upon the recommendation of the Superintendent, the Montclair Board of Education approves the settlement agreement with respect to student # 982380, as discussed in Executive Session.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

**N. PUPIL SERVICES**

1. Out of District Placements



**Joe Kavesh moved to approve the following resolution:**

**WHEREAS**, the Superintendent recommends that the Board approves the out-of-district placements for the students listed below:

Student ID	School	Tuition	Effective Date
033695	Barnstable Academy	\$66,100.00	9/6/18
982642	Mountain Springs Preparatory Academy	\$53,025.00	1/7/2019

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the placement of these students.

**Seconded by Eve Robinson and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

2. H.I.B. Report

**Joe Kavesh moved to approve the following resolution:**

- A. **BE IT RESOLVED** that the Board hereby affirms the Superintendent's decision in HIB Investigation Involving SID #066024 from 12/11/2018 for reason set forth in the Superintendent's Report to the Board and directs the Board Secretary/ School Business

Administrator to transmit a copy of the Board's decision to the affected students' parents forthwith.

- a. Substantiated: Yes
- b. In-school suspension
- c. Parent Conference; Administration, CST and Counselor
- d. Follow conversation with Case manager counselor
- e. Use of the Student Activity Workbook

B. BE IT RESOLVED that the Board hereby affirms the Superintendent's decision in HIB Investigation Involving SID # SID #066024 from 12/11/2018 for reason set forth in the Superintendent's Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board's decision to the affected students' parents forthwith.

- a. Substantiated: Yes
- b. ½ day in school suspension
- c. Parent Conference; Administration, CST and Counselor
- d. Follow conversation with Case manager counselor

C. BE IT RESOLVED that the Board hereby affirms the Superintendent's decision in HIB Investigation Involving SID # SID #057282 from 12/11/2018 for reason set forth in the Superintendent's Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board's decision to the affected students' parents forthwith.

- a. Substantiated: Yes
- b. In-school suspension 1 day
- c. Parent Conference; Administration, CST and Counselor
- d. Follow conversation with Case manager counselor
- e. Home room schedule change
- f. Increased communication with outside therapist
- g. Use of the Student Activity Workbook

D. BE IT RESOLVED that the Board hereby affirms the Superintendent's decision in HIB Investigation Involving SID # SID #982298 from 12/07/2018 for reason set forth in the Superintendent's Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board's decision to the affected students' parents forthwith.

- a. Substantiated: No
- b. Lunch detention: Apology letter
- c. Counseling in school

E. BE IT RESOLVED that the Board hereby affirms the Superintendent's decision in HIB Investigation Involving SID # SID #987035 from 12/17/2018 for reason set forth in the Superintendent's Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board's decision to the affected students' parents forthwith.

- a. Substantiated: No
- b. Counseling in school

- F. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation Involving SID # SID #985536 from 12/17/2018 for reason set forth in the Superintendent’s Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.
- a. Substantiated: Yes
  - b. Apology letter
  - c. Parent Conference: additional support out of school counseling
  - d. In school counseling for support
- G. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation Involving SID # SID #983391, 056326,059782 from 12/23/2018 for reason set forth in the Superintendent’s Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.
- a. Substantiated: Yes
  - b. Saturday detention
  - c. Counseling; sensitivity, Student activity workbook
  - d. In school counseling for support
- H. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation Involving SID # SID #045535, 986147, 045195 from 01/09/2019 for reason set forth in the Superintendent’s Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.
- a. Substantiated: Yes
  - b. Suspension 3- 5 days,
  - c. Police notification by victim,
  - d. Counseling; sensitivity, Student activity workbook
  - e. In school counseling for support

**Seconded by Eve Robinson and approved by a vote of 6-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

O. OPERATIONS AND SCHOOL SUPPORT SERVICES

1. Revision to the School Calendar for 2018-2019 School Year – Attachment

**Joe Kavesh moved to approve the following resolution:**

**WHEREAS,** the Board of Education is required to annually adopt a school and staff calendar,

**WHEREAS,** Montclair High School was closed for instruction on September 11, 2018 and September 12, 2018 due to structural issues and the students and staff are required to make up the lost time,

**NOW THEREFORE BE IT RESOLVED** that upon the recommendation of the Superintendent, the Montclair Board of Education adopts the revised School Calendar for the 2018-2019 school year.

**Seconded by Priscilla Church and approved by a vote of 6-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

P. DEPARTMENT OF EQUITY, CURRICULUM AND INSTRUCTION

1. Approval of Field Trips

**Jessica de Koninck moved to approve the following resolution:**

**WHEREAS,** THE NEW JERSEY DEPARTMENT OF EDUCATION ACCOUNTABILITY REGULATIONS REQUIRE APPROVAL OF ALL SCHOOL RELATED FIELD TRIPS BY THE BOARD OF EDUCATION AND,

**WHEREAS,** THE FIELD TRIP MUST BE DIRECTLY RELATED TO INSTRUCTION AND CLASS WORK,

**NOW, THEREFORE, BE IT RESOLVED THAT UPON THE RECOMMENDATION OF THE SUPERINTENDENT THAT THE BOARD OF EDUCATION APPROVE THE FOLLOWING FIELD TRIPS:**

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DATE OF TRIP	SCHOOL	GRD	TEACHER	DESTINATION	COST	PURPOSE	DURING SCHOOL HRS.
1/30/2019	Bradford	2	Chisholm	MSU 1 Normal Avenue Montclair, NJ	\$0	<b>Walking:</b> Music Students will see the Shanghai Quartet and meet the musician's part of the study of Classical music.	Yes 2 hrs.
March 2019	Bradford	K	Cahill	Montclair State University 1 Normal Avenue Montclair, NJ	\$0	<b>Walking:</b> The students will walk to the photo lab at MSU. They will be doing FOSS Materials & Motion study of Paper, natural resources, light.	Yes 2 hrs.
4/3/2019	Buzz Aldrin	6-8	Taylor	TCNJ 2000 Pennington Road Ewing, NJ	\$50	Students will engage in national competition, challenging their STEM skills & knowledge.	Yes 14 hrs.
4/7/2019	Buzz Aldrin	6	Berger	Museum of Natural History Central Park W. 79 <sup>th</sup> Street NYC, NY	\$30	Students will use the Museum as a site for an informational scavenger hunt including information from Social Studies, Science and Health disciplines	Yes 5.5 hrs.
4/4/2019	Edgemont	1	Hart/Haggerty	Montclair State University 1 Normal Avenue Montclair, NJ	\$22	Reinforce classroom curricula while expanding students understanding of the arts- theater performance " Cat in the Hat".	
2/8/2019	Glenfield	7	Gill	Funplex 182 Rt. 10W East Hanover, NJ	\$45	Students will work in cooperative groups and team building skills. Students will learn aspects of physicals through motions	Yes 3 hrs.
2/15- 2/16/2019	Glenfield	6-8	Maloy-Furer	Cornell University Ithaca, New York	\$0	Students will compete in the Cornell Invitationals Science Olympiad Competition	No 1 day
2/22/2019	Glenfield	8	Ramiccio	Clary Anderson Arena 411 Chestnut St. Montclair, NJ	\$15	Engage kinesthetic intelligence build courage/ Discipline & establish team building for house and community rapport between students and teachers.	Yes 5 hrs.
3/4/2019	Glenfield	7	Aboushi	Urban Air 69 Wesley St. South Hackensack, NJ	\$40	Community House Building	Yes 5 hrs.

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4/12/2019	Glenfield	5	Lofrano	Bowie Clairidge Theatre 486 Bloomfield Ave. Montclair, NJ	\$12	View movie version of The Watsons Go Birmingham following Language Arts reading, study and assessments of novel.	Yes 3 hrs.
1/5/2019	Hillside	4/5	D'Amico	Fordham University 441 E. Fordham Rd Bronx, NY	\$0	<b>Drums of Thunder:</b> Performance	No 4.5 hrs.
6/5/2019	Hillside	5	Kline/Deslonde/ Bongiovanni/Hart/ Tripucka	Liberty Hall Museum Kean University 1003 Morris Ave. Union, NJ	\$25	Students will evaluate analyze and determine the significance of New Jersey's role in American Revolution	Yes 6 hrs.
6/6/2019	Hillside	5	Frankle/Bostic/Eckardt /Brantner	Liberty Hall Kean University 1003 Morris Ave Union, NJ	\$25	Students will evaluate, analyze and determine the significance of New Jersey's role in American Revolution	Yes 4 hrs.
6/6/2019	Hillside	4	Hart/Senior	Branch Brook Park 7 <sup>th</sup> Ave. & Clinton Ave Newark, NJ	\$25	Students will get an introduction into the physics of roller skating by discussing the components of motion. Students will answer open-ended questions by inventing their own skate design.	Yes 4.5 hrs.
6/10/2019	Hillside	4	Hart/Senior	Branch Brook Park 7 <sup>th</sup> Ave. & Clinton Ave Newark, NJ	\$25	Students will get an introduction into the physics of roller skating by discussing the components of motion. Students will answer open-ended questions by inventing their own skate design.	Yes 4.5 hrs.
2/1/2019	Hillside	4/5	D'Amico	Ziegfield Theater 54th & 6th Avenue N.Y.C., NY	\$0	Drums of Thunder: Performance for the Colgate Company Superbowl Theme	Yes 5 hrs.
1/23/2019	Montclair H.S.	12	Wingren	We the People State Finals 640 Bartholemeu Dr. Piscataway, NJ	\$0	Students will compete at Rutgers University at the "We the People" the Citizen and the Constitution' State Finals	Yes 7.5 hrs.
2/22/2019	Montclair H.S.	12	Barroqueiro	Seton Hall University 400 S. Orange Ave. S.Orange, NJ	\$0	Students will visit, Seton Hall University and see graduate students present their work. (As seniors)	Yes 2.5 hrs.
3/19/2019	Montclair H.S.	10-12	Willecke	Princeton University 68 Nassau St. Princeton, NJ	\$30	The Students will be participating in Certamen and Academic Competition	Yes 8 hrs.
3/21/2019	Montclair H.S.	10-12	Lubitz/Walker	First Lutheran Church 153 Park Street	\$0	CSI's 4 <sup>th</sup> Annual Celebration of Women!	Yes 2.5 hrs.

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3/22/2019	Montclair H.S.	10	Mino/Trajkouska/ Owen	Montclair, NJ Mills Reservation Highland Avenue Cedar Grove, NJ	\$10	Students will be able to see and map geologic features that correspond to types of rocks, minealogy and plate tectonics	Yes 3.5 hrs
3/28-31/2019	Montclair H.S.	9-12	Wingren/Manos	U Penn Model Congress Competition 3549 Chestnut St. Philadelphia, Pa	\$350	Students will compete at the	Yes 3.5 hrs.
3/29/2019	Montclair H.S.	12	Barroqueiro	Seton Hall 400 S. Orange Ave S. Orange, NJ	\$0	Students will visit Seton Hall University and see graduate students present their work (as seniors)	Yes 2.5 hrs.
4/3/2019	Montclair H.S.	11	Morrison	NJ NACAC National College Fair 300 Plaza Dr. Meadowlands Expo Center Secaucus, NJ	\$5	Students have an opportunity to interact with college reps and are better prepared for the college admissions process.	Yes 5.5 hrs.
2/27/2019	Watchung	K-5	Piller/Byron	Paper Mill Playhouse 22 Brookside Drive Millburn, NJ	\$10	Students will enjoy a live performance of Stone Soup. They will understand elements of a folktale.	Yes 5 hrs.

**BE IT FINALLY RESOLVED THAT THE FIELD TRIPS ARE APPROVED IN ACCORDANCE WITH THE NEW JERSEY DEPARTMENT OF EDUCATION ACCOUNTABILITY REGULATIONS.**

**Seconded by Eve Robinson and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

**Q. PERSONNEL**

1. Approval of Appointments/Emergent Hires for the 2018-2019 School Year

**Joe Kavesh moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following Appointments, contingent upon a satisfactory criminal background check and Personnel clearance:

Name	Title	Location	Salary	Replacing	Effective
Elaine Berenson	LT Special Education Teacher/ELA	Montclair High School	\$59,800 MA/Step 1 <i>Prorated</i>	Lisa Honczarenko – <i>medical leave of absence</i>	01/02/19 - 03/29/19
Casey MacVicar	LT Kindergartern Teeahcer	Bradford School	\$55,025 BA/Step 1 <i>Prorated</i>	Rachel Bailey- <i>maternity leave of absence</i>	02/11/19- 05/10/19
Amber Davis	Physical Therapist (.5)	District	\$35,575 DR/Step 6 <i>Prorated</i>	New Position	01/22/19- 06/30/19
Diana Grassi	LT English/ Language Arts	Buzz Aldrin School	\$55,025 BA/Step 1 <i>Prorated</i>	Gayle Murphy – <i>resigned</i>	01/22/19- 06/30/19
Elizabeth A. Marflak	Math Teacher	Montclair High School	\$55,025 BA/Step 1 <i>Prorated</i>	KimberlyRobinson –Wilson - <i>resigned</i>	01/22/19 – 06/30/19
Lauren Muldoon	Paraprofessional	Glenfield School	\$23.05/hr	New Position	01/22/19- 06/30/19
Clare Morcella	LT First Grade Teacher	Northeast School	\$55,025 BA/Step 1 <i>Prorated</i>	Sherry Kaczka- <i>maternity leave of absence</i>	01/15/19- 06/30/19
Samuel Ralosky	Paraprofessional	Glenfield School	\$23.05/hr	New Position	01/22/19- 06/30/19
Richard Sumliner	LT Math Teacher	Montclair High School	\$150/day	Marlene Awad - <i>leave of absence</i>	01/09/19- 02/28/19
Monique Von Wiegen	Paraprofessional	Northeast School	\$23.05/hr.	Janine Cifaretto - <i>resigned</i>	01/22/19- 06/30/19

**Seconded by Latifah Jannah and approved by a vote of 5-0-1**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x		x Buzz #1	



Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

2. Approval of Staff Separations: Resignations, Retirements & Terminations for the 2018-2019 School Year

**Joe Kavesh moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education accepts the following Staff Separations:

Staff	Title	Location	Effective	Separation Type
Julie Dominick	English Teacher	Glenfield School	03/01/19	Retirement <i>25 years of service</i>

**Seconded by Latifah Jannah and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

3. Approval of Leave of Absence for the 2018-2019 School Year

**Joe Kavesh moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following request for Leave of Absences:

<b>Staff</b>	<b>Title</b>	<b>Location</b>	<b>Reason</b>	<b>Effective</b>
Marlene Awad	Math Teacher	Montclair High School	Authorized Leave of Absence ( <i>sick days credited to attendance allotment</i> )	10/01/18-12/31/18 <b>with pay</b>
			Medical Leave of Absence	01/01/19 – 02/28/19 <b>with pay</b>
Rachel Bailey	Kindergarten Teacher	Bradford School	Maternity Leave of Absence	02/11/19-04/07/19 <b>with pay</b>  04/08/19-05/10/19 <b>without pay</b>
Andrea Bonvini	English Teacher	Montclair High School	Medical Leave of Absence <i>(Intermittent Leave)</i>	01/02/19-06/26/19 <b>with pay</b>
Shovine Flora	Paraprofessional	Northeast School	Medical Leave of Absence	01/02/19-06/01/19 <b>with pay</b>
Gabrielle Georges	Special Education Teacher	Bullock School	Maternity Leave of Absence	03/18/19-04/15/19 <b>with pay</b>
				04/16/19-06/30/19 <b>without pay</b>
Holly Gomes	Pre-K Teacher	Developmental Learning Center	Medical Leave of Absence	01/02/19 -01/14/19 with pay
Jorge Larrea	Art Teacher	Northeast	Extended Medical Leave of Absence	12/11/18-05/01/19 without pay
Alexandra Scriffiano	Third Grade Teacher	Hillside School	Maternity Leave of Absence	03/07/19-05/01/19 with pay 05/02/19-06/14/19 without pay
Amanda Senior	Fourth Grade Teacher	Hillside School	Medical Leave of Absence	01/14/19-01/28/19 with pay

Seconded by Latifah Jannah and approved by a vote of 6-0

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

4. Approval of Staff Transfers for the 2018-2019 School Year

Joe Kavesh moved to approve the following resolution:

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following staff transfer:

Staff	From Title	To Title	From Location	To Location	From Salary	To Salary	Effective	Note
Tyreek Hunter	Custodian	Head Custodian	Nishuane School	George Innes Annex	\$54,646 Line A/ Step 8	\$62,988 Line C/ Step 8	01/15/19	Chris Moser- <i>promoted</i>
Judith Thompson	Secretary	Secretary	Nishuane School	Watchung School	\$49,390 + \$500 Line B/ 10 month	\$59,691 + \$500 Line B/ 12 month	02/01/19	Maryann Wasko - <i>retiring</i>

Seconded by Latifah Jannah and approved by a vote of 6-0

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			

Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

5. Approval of Substitute Teachers/Administrators 2018-2019 School Year

**Joe Kavesh moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board approves the following Substitute Teacher appointments, contingent upon a satisfactory criminal history background check and Personnel clearance.

Substitutes	TITLE	Rate
Terrance Brooks	Substitute Teacher	\$110/day
Jeshanah Cutting	Substitute Teacher	\$110/day
Cheick Mbaye	Substitute Teacher	\$110/day
Mary Miuccio	Substitute Teacher	\$110/day
Shivone Richards	Substitute Teacher	\$110/day
Matthew Yang	Substitute Teacher	\$110/day
Linda Dunston Thompson	Substitute Principal	\$600/day

**Seconded by Latifah Jannah and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

6. Approval of Salary Corrections & Adjustments for the 2018-2019 School Year

**Joe Kavesh moved to approve the following resolution:**

**BE IT RESOLVED** Be it resolved that upon the recommendation of the Superintendent, the Board of Education approves the following Salary Adjustments:

<b>Staff</b>	<b>Title</b>	<b>Location</b>	<b>Salary From:</b>	<b>Salary To:</b>	<b>Effective</b>	<b>Note</b>
Courtney Anderson	Special Education Teacher	Glenfield School	\$84,108	\$67,840	2018-2019	6 <sup>th</sup> period removed
Vanessa Anderson	Special Education Teacher	Glenfield School	\$87,861	\$73,217	2018-2019	6 <sup>th</sup> period removed
Beth Borowski	Payroll Supervisor	Central Office	\$82,759	\$86,059	2018-2019	\$3300 <i>Longevity</i>
Isis Burr	Paraprofessional	Buzz Aldrin School	\$26,203.68	\$32,353	2018-2019	<i>Step 3</i>
Emile DeByl	Fourth Grade Teacher	Edgemont School	\$57,950	\$62,725	2018-2019	<i>MA/Step 4</i>
Lori Franklin	Occupational Therapist	Developmental Learning Center (DLC)	\$75,937	\$78,337	01/24/19 – 06/30/19	\$2400 National Board Certification
Jeffrey Freeman	Principal	Edgemont School	\$134,671	\$131,271	11/01/18-06/30/19	\$3400 <i>Rescind Longevity</i>
Silvia Jankowski	World Language Teacher	Montclair High School	\$126,504	\$105,420	2018-2019	6 <sup>th</sup> period removed
Mara Mazur	Secretary	Hillside School	\$37,721	\$38,221	2018-2019	\$500 <i>BA Degree</i>
Laura Schwartz	Nurse	Montclair High School	\$81,265	\$83,665	2018-2019	National Board Certification
Steven Titus	Math Teacher	Glenfield School	\$90,948	\$75,790	2018-2019	6 <sup>th</sup> period removed
Tracey Wolfson	Special Education Teacher	Glenfield School	\$120,538	\$100,448	2018-2019	6 <sup>th</sup> period removed

**Seconded by Latifah Jannah and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

**7. Approval of Stipends for Extra Work for the 2018-2019 School Year**

**Joe Kavesh moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following stipends, contingent upon Personnel clearance. Contingent upon approval of an employees' immediate supervisor and Central Office Administrators, all Montclair Public School staff members are approved for hourly extra work beyond their contractual hours.

Staff	Position	Location	Amount	Date
Diana Bracy	Curriculum & Support Work	Montclair High School	\$49/hr	01/15/19-06/30/19
Piedad Gutierrez	Facilitator for <i>Comprehensive Input in the World Language Classroom</i>	Hillside School	\$49/hr.	01/22/19
Sheri Horowitz	District Math Night	Montclair High School	\$49/hr	01/08/19-01/14/19
Thomas Manos	Model Congress	Montclair High School	\$3036	10/23/18-06/30/19
William Wingren	Model Congress	Montclair High School	\$3036	10/23/18-06/30/19
Brenda Pepper	Play Director Level I	Montclair High School	\$3626	2018-2019

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Patricia Dowling	Nurse – Athletic Physicals	Montclair High School	\$49/hr.	01/2019 02/2019 03/2019
Patricia Feely	Nurse – Athletic Physicals	Montclair High School	\$49/hr	01/2019 02/2019 03/2019
Eva McGorry	Nurse – Athletic Physicals	Montclair High School	\$49/hr	01/2019 02/2019 03/2019
Jerilyn Mullen	Nurse – Athletic Physicals	Montclair High School	\$49/hr	01/2019 02/2019 03/2019
Laura Schwartz	Nurse – Athletic Physicals	Montclair High School	\$49/hr	01/2019 02/2019 03/2019
Christina Sumas	Nurse – Athletic Physicals	Montclair High School	\$49/hr	01/2019 02/2019 03/2019
Anne Riordan	Nurse – Athletic Physicals	Montclair High School	\$49/hr	01/2019 02/2019 03/2019
Debra Rolandelli	Nurse Athletic Physicals	Montclair High School	\$49/hr	01/2019 02/2019 03/2019
Michelle Leibowitz	English Teacher	Montclair High Schools	\$49/hr	12/1/2018- 12/21/2018
Susan Lovine	Guidance Secretary	Montclair High Schools	Hourly Rate	12/1/2018- 12/21/2018  (Add 2 hours)

**Seconded by Latifah Jannah and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			



Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

8. Approval of 6<sup>th</sup> period stipends for the 2018-2019 School Year

**Joe Kavesh moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following 6<sup>th</sup> Period Stipends:

Staff	Title	Location	Stipend	Replacing	Effective
Jessica Buel	Teacher	Montclair High School	\$63.71/day x 13 days = \$828.23	Nick Stambuli	01/02/19-01/18/19
Tara Crisafulli	Teacher	Montclair High School	\$63.71/day x 13 days = \$828.23	Nick Stambuli	01/02/19-01/18/19
Shawne Greene	Teacher	Montclair High School	\$65.37/day x 5 days = \$326.85	Marlene Awad	01/02/19 – 01/06/19 (Extended)
Laura Heyman	Teacher	Montclair High School	\$69.14/day x 13 days = \$898.82	Nick Stambuli	01/02/19-01/18/19
Joseph Kiernan	Teacher	Montclair High School	\$100.45/day x 5 days = \$502.25	Marlene Awad	01/02/19 – 01/06/19 (Extended)
Louis Racioppe	Teacher	Montclair High School	\$97.90/day x 13 days = \$1,272.70	Nick Stambuli	01/02/19-01/18/19
Gustavo Vasquez-Mendez	Teacher	Montclair High School	\$55.03/day x 13 days = \$715.39	Nick Stambuli	01/02/19-01/18/19

**Seconded by Latifah Jannah and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			



Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

9. Approval to Rescind 6<sup>th</sup> Period Stipends for the 2018-2019 School Year

**Joe Kavesh moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education rescinds the following 6<sup>th</sup> Period Stipend:

Staff	Title	Location	Stipend	Dates	Note
Jonathan Fuchs	Teacher	Glenfield Middle School	\$3,049.80	01/14/19-04/01/19	Approved 12/05/18 Board Agenda

**Seconded by Latifah Jannah and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

10. Supplemental Instruction/Support (Title I – School Improvement Grant (SIG) and Title I) for the 2018-2019 School Year

**Joe Kavesh moved to approve the following resolution:**

WHEREAS, the Montclair Board of Education is committed to providing high-quality, supplemental instruction to students;

WHEREAS, the Montclair Board of Education approves the hourly supplemental support through Title I funding as outlined below;

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School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Charles H. Bullock	Jessica Dehn	Teacher	Teacher Coordinator	\$49.00	11/13/18	5/22/19
	Gabrielle Georges	Teacher	ELA Teacher	\$49.00	11/13/18	5/22/19
	Jenna Jordan	Teacher	Math Teacher	\$49.00	11/13/18	5/22/19
	Mariah Jackson	Teacher	Substitute Teacher	\$49.00	11/13/18	5/22/19
	Yvette Velez-Torres	Teacher	Substitute Teacher	\$49.00	11/13/18	5/22/19
	Beth Albert	Secretary	Secretary	Hourly Rate	11/13/18	5/22/19
	Christine Langton	Nurse	Nurse	\$49.00	11/13/18	5/22/19
	Janis Vascimini	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Diana Laurie	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Briana Coleman	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Jackie Mason	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Michele Mau	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Georgette Mbayed	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Katie Harms	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Jessica Little	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Kari Kontoleon	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Beverly D'Andrea	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Stephanie LaVail	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Melissa Hodgins	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Evelyn Colon	Teacher	Teacher	\$49.00	2/12/19	6/13/19
Brenda Coe	Teacher	Teacher	\$49.00	2/12/19	6/13/19	
Gregory McGrath	Teacher	Teacher	\$49.00	2/12/19	6/13/19	
Kay Whang	Teacher	Teacher	\$49.00	2/12/19	6/13/19	
Beverly Weitzman	Teacher	Teacher	\$49.00	2/12/19	6/13/19	
Susan Synnott	Teacher	Teacher	\$49.00	2/12/19	6/13/19	
Peggy McGrath	Teacher	Teacher	\$49.00	2/12/19	6/13/19	
Jill M. Franciose	Teacher	Teacher	\$49.00	2/12/19	6/13/19	
School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Buzz Aldrin	Nisha Gandhi	Teacher	Lead Teacher	\$49.00	11/13/18	6/5/19
	Jeff Gannon	Teacher	ELA Teacher	\$49.00	11/13/18	6/5/19
	Eric Polhill	Teacher	ELA Teacher	\$49.00	11/13/18	6/5/19
	Jennifer D'Agostino	Teacher	Math Teacher	\$49.00	11/13/18	6/5/19
	Paulette Schlatmann	Teacher	Math Teacher	\$49.00	11/13/18	6/5/19
	Jeff Lambert	Secretary	Physical Ed Teacher	\$49.00	11/13/18	6/5/19
	Leslie Torres	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	6/5/19
	Joy Valentine	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	6/5/19
	Cheryl Cottle	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Jacqueline Brower	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Sharon Chambers	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Luke Fess	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Shivan Persad	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Brian Cunado	ICS/Teacher/Special Ed	ICS/Teacher/Special Ed	\$49.00	12/05/18	6/5/19

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School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Edgemont	Avril Fagan	Teacher	Lead Teacher	\$49.00	11/15/18	5/30/19
	Regina O'Connor	Teacher	ELA Teacher	\$49.00	11/15/18	5/30/19
	Smita Dharsi	Teacher	ELA Teacher	\$49.00	11/15/18	5/30/19
	Kaitlin Corcoran	Teacher	Math Teacher	\$49.00	11/15/18	5/30/19
	Kara Mancini	Teacher	Math Teacher	\$49.00	11/15/18	5/30/19
	Emilie DeByl	Teacher	Physical Ed Teacher	\$49.00	11/15/18	5/30/19
	Lisa Adams	Teacher	Paraprofessional	Hourly Rate	11/15/18	5/30/19
	Carissa Olivi	Teacher	Paraprofessional	Hourly Rate	11/15/18	5/30/19
	Sade Henry	Psychologist	Teacher	\$49.00	11/15/18	5/30/19
	Lori Mascellino	Secretary	Teacher	\$49.00	11/15/18	5/30/19
School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Hillside	Lino Martire	Teacher	Lead Teacher	\$49.00	11/13/18	5/30/19
	Heather DesLonde	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Karja Longmore	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Sabra Scott	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Ashley Bostic	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Sally Solo	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Cabral Edley	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Alex Solomon	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Anthony Latti	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Kari Brantner	Teacher	Substitute Teacher	\$49.00	11/13/18	5/30/19
	Mara Mazur	Secretary	Secretary	Hourly Rate	11/13/18	5/30/19
School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Glenfield	Vincent Pelli	Teacher	Lead Teacher	\$49.00	11/13/18	5/30/19
	Teri Landau	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Courtney Anderson	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Kay Cox	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Trish Macaluso	Secretary	Secretary	Hourly Rate	11/13/18	5/30/19
	Steven Titus	Teacher	Math Teacher	\$49.00	11/19/18	5/30/19
	Rhonda Smith	Teacher	ELA Teacher	\$49.00	11/19/18	5/30/19
	Brad Turner	Teacher	Math Teacher	\$49.00	12/17/18	5/30/19
	Scott Berman	Teacher	ELA Teacher	\$49.00	12/17/18	5/30/19
		Lynn O'Sullivan	Teacher	Math Teacher	\$49.00	12/17/18
School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Nishuane	Candace Cuthbert	Teacher	Co-lead Teacher	\$49.00	11/13/18	5/30/19
	Dan O'Connor	Teacher	Co-lead Teacher	\$49.00	11/13/18	5/30/19
	Jenna DePasquale	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Fern Seaman	Teacher	Teacher	\$49.00	11/13/18	5/30/19
		Caitlyn Adamo	Teacher	Substitute Teacher	\$49.00	11/13/18

	Tara Wentzell	Teacher	Substitute Teacher	\$49.00	11/13/18	5/30/19
	Nina Baber	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Lenore Lawshe	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Keara McMahon	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Amillah Williamson	Counselor	Counselor	\$49.00	11/13/18	5/30/19
	Joan Ruggiero	Secretary	Secretary	Hourly Rate	11/13/18	5/30/19

**NOW THEREFORE BE IT RESOLVED** that upon the recommendation of the Superintendent, the Montclair Board of Education approves the supplemental work provided above to Montclair Public Schools operating a targeted-assistance and school wide Title I programs

**Note: The Title I and SIA supplementary staffing is a running list. The running list will be added to the Personnel Report whenever there is an update. There are no updates as of 01/14/2019.**

**Seconded by Latifah Jannah and approved by a vote of 6-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

R. BOARD COMMENTS

S. ANNOUNCEMENT OF FUTURE MEETING DATES

The next public meeting of the Montclair Board of Education will be held on Wednesday, February 6, 2019 at 5:30 pm in the George Inness Annex Atrium at 141 Park Street. The meeting will go into closed session until approximately 7:30 pm when it will re-open to the public.

T. ADJOURNMENT at 11:32 pm

**Joe Kavesh moved to adjourn**

**Seconded by Jessica de Koninck and approved by a vote of**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	<b>x</b>			
Priscilla Church	<b>x</b>			
Jessica de Koninck	<b>x</b>			
Latifah Jannah	<b>x</b>			
Joseph Kavesh	<b>x</b>			
Anne Mernin				<b>x</b>
Eve Robinson	<b>x</b>			

# **MONTCLAIR PUBLIC SCHOOLS**



**MONTCLAIR, NEW JERSEY**

**BOARD RETREAT**

**WEDNESDAY JANUARY 30, 2019 AT 5:30 PM  
AT  
22 VALLEY ROAD  
MONTCLAIR, NEW JERSEY**

MINUTES OF THE BOARD RETREAT  
HELD WEDNESDAY, JANUARY 30, 2019 AT 5:30 PM  
AT 22 VALLEY ROAD  
MONTCLAIR, NEW JERSEY

A. CALL TO ORDER

B. STATEMENTS AT 5:30 PM

1. Meeting Notice

Let the minutes reflect that adequate notice of this meeting has been approved in the following manner:

1. On Wednesday, January 16, 2019, notice of this meeting was posted on the public bulletin board in the first floor main hall of the Board of Education building, 22 Valley Road and filed with the Township Clerk. The time, date and location of this meeting were accurately set forth therein.
2. On Saturday, January 19, 2019, notice of this meeting was posted in the Herald News. The date, time and location of this meeting were accurately set forth therein.
3. On Thursday, January 24, 2019, notice of this meeting was posted in the Montclair Times. The date, time and location of this meeting were accurately set forth therein.

"Please be advised that this meeting is considered a public meeting under the law and may be taped, broadcast, used or reproduced in ways and in mediums beyond the control of the Board of Education. Individual statements and opinions expressed are solely those of the speakers and do not necessarily represent the Montclair Board of Education.

Please keep in mind that if you directly disclose personally identifiable information or personally sensitive data regarding yourself or others during this public meeting, this information may be collected and used by others. Accordingly, the Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board bears no responsibility and will not be liable for any comments made by members of the public. Speakers should, therefore, carefully evaluate their statements for individual consequences under the law, and should obtain any appropriate professional advice prior to speaking."

C. THE PLEDGE OF ALLEGIANCE

D. ROLL CALL

	PRESENT	ABSENT
Laura Hertzog	X	
Priscilla Church	X	
Jessica de Koninck	X	
Latifah Jannah		X
Joseph Kavesh		X
Anne Mernin	X	
Eve Robinson	X	

Latifah Jannah arrived at 5:36 pm, Joe Kavesh arrived at 5:32 pm

E. COMMENTS FROM THE PUBLIC

The Board will allow time for the public to comment on agenda and non-agenda items.

F. BOARD RETREAT

1. 2018-2019 Administrative Goals
2. 2019-2020 Budget

G. RESOLUTION FOR EXECUTIVE SESSION AT 7:10 PM

**Jessica de Koninck moved to approve the following**

**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:

- material the disclosure of which constitutes an unwarranted invasion of individual privacy;
- any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting



**AND BE IT FURTHER RESOLVED**, that upon the recommendation of the Superintendent, to the Montclair Board of Education that the minutes of this closed session be made public when the need for confidentiality no longer exists.

**Seconded by Priscilla Church and approved by a vote of 7-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin	x			
Eve Robinson	x			

H. RETURN TO OPEN SESSION AT 9:30 AM

I. ANNOUNCEMENT OF FUTURE MEETING DATES

The next Board of Education meeting will be a Board Workshop held on Wednesday, February 6, 2019. It will open at 5:30 pm and go immediately into Executive Session until approximately 7:30 pm. This meeting will be held in the George Inness Annex Atrium at 141 Park Street.

J. ADJOURNMENT AT 9:31 PM

**Joe Kavesh moved to adjourn**

**Seconded by Jessica de Koninck and approved by a vote of 7-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog	x			
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin	x			
Eve Robinson	x			

# **MONTCLAIR PUBLIC SCHOOLS**



## **PUBLIC BOARD MEETING HELD ON**

**WEDNESDAY, FEBRUARY 6, 2019 AT 5:30 PM  
GEORGE INNESS ANNEX ATRIUM  
141 PARK STREET, MONTCLAIR, NEW JERSEY**

MINUTES OF THE PUBLIC BOARD MEETING  
HELD WEDNESDAY, FEBRUARY 6, 2019 AT 5:30 PM  
GEORGE INNESS ANNEX ATRIUM  
141 PARK STREET, MONTCLAIR, NEW JERSEY

A. STATEMENTS

1. Meeting Notice at 5:30 pm

Let the minutes reflect that adequate notice of this meeting has been approved in the following manner:

1. On Monday, November 26, 2018, notice of this meeting was posted on the public bulletin board in the first floor main hall of the Board of Education building, 22 Valley Road and filed with the Township Clerk. The time, date and location of this meeting were accurately set forth therein.
2. On Wednesday, November 28, 2018, notice of this meeting was posted in the Herald News. The date, time and location of this meeting were accurately set forth therein.
3. On Thursday, November 29, 2018, notice of this meeting was posted in the Montclair Times. The date, time and location of this meeting were accurately set forth therein.

“Please be advised that this meeting is considered a public meeting under the law and may be taped, broadcast, used or reproduced in ways and in mediums beyond the control of the Board of Education. Individual statements and opinions expressed are solely those of the speakers and do not necessarily represent the Montclair Board of Education.

Please keep in mind that if you directly disclose personally identifiable information or personally sensitive data regarding yourself or others during this public meeting, this information may be collected and used by others. Accordingly, the Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board bears no responsibility and will not be liable for any comments made by members of the public. Speakers should, therefore, carefully evaluate their statements for individual consequences under the law, and should obtain any appropriate professional advice prior to speaking.”

B. ROLL CALL

	PRESENT	ABSENT
Laura Hertzog		X
Priscilla Church	X	

Jessica de Koninck	X	
Latifah Jannah	X	
Joseph Kavesh	X	
Anne Mernin		X
Eve Robinson	X	

**C. RESOLUTION FOR EXECUTIVE SESSION**

**Jessica de Koninck moved to approve the following**

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:

- a matter rendered confidential by federal or state law;
- material the disclosure of which constitutes an unwarranted invasion of individual privacy;
- a collective bargaining agreement and/or negotiations related to it;
- any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting
- pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege

**AND BE IT FURTHER RESOLVED**, that upon the recommendation of the Superintendent, to the Montclair Board of Education that the minutes of this closed session be made public when the need for confidentiality no longer exists.

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			

Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

- D. RETURN TO OPEN SESSION at 7:36 pm
- E. THE PLEDGE OF ALLEGIANCE
- F. ROLL CALL

	PRESENT	ABSENT
Laura Hertzog		X
Priscilla Church	X	
Jessica de Koninck	X	
Latifah Jannah	X	
Joseph Kavesh	X	
Anne Mernin		X
Eve Robinson	X	

G. SUPERINTENDENT’S REPORT

- 1. Governor’s Educators of the Year Recognitions
- 2. Montclair High School – Possible Graduation Venues

H. BOARD OF EDUCATION DISCUSSION

- 1. Committee and Liaison Reports

I. COMMENTS FROM THE PUBLIC

The Board will allow time for the public to comment on agenda and non-agenda items.

J. MINUTES – None

K. BOARD OF EDUCATION - None

L. BUSINESS OFFICE

- 1. Approval of Conference and Travel Requests

**Eve Robinson moved to approve the following resolution:**

**WHEREAS**, New Jersey Administrative Code N.J.A.C. 23B and Board of Education policy require approval of the Board of Education prior to expending Board of Education funds for travel and related expenses, and

**WHEREAS**, the travel must be directly related to the employee’s or Board member’s current responsibilities,

**NOW, THEREFORE, BE IT RESOLVED** that upon the recommendation of the Superintendent to the Montclair Board of Education that the following Board members and employees are approved for travel-related reimbursements for an amount up to the estimated cost indicated:

<b>CONFERENCE AND TRAVEL EXPENSES</b>						
<b>CONFERENCE</b>	<b><u>DATE</u></b>	<b><u>BOARD MEMBER/ EMPLOYEE</u></b>	<b><u>SCHOOL DEPT.</u></b>	<b><u>ESTIMATED COST</u></b>	<b><u>EDUCATIONAL PURPOSE</u></b>	<b><u>LOCATION</u></b>
LANGUAGE AS COMMUNICATION & LITERACY/ RUTGERS UNIVERSITY	2/1/19	FRANK SEDITA	DECI	\$0	THIS CONFERENCE WILL FOCUS ON BRIDGING LANGUAGES AND CULTURES IN THE MODERN WORLD LANGUAGE CLASSROOM.	NEW BRUNSWICK, NJ
NORTHEAST CONFERENCE ON THE TEACHING OF FOREIGN LANGUAGES 65 TH ANNUAL CONFERENCE/ NECTFL	2/8 & 9/19	FRANK SEDITA	DECI	\$240.00	THIS CONFERENCE WILL FOCUS ON THE THEME OF "AUTHENTIC LANGUAGE, AUTHENTIC LEARNING".	NEW YORK, NY
NJ TIERED SYSTEM OF SUPPORT FOCUS ON MATH/ FEA/NJPSA	2/14/19, 3/27/19	JENNIFER GOFORTH LISA ROLLINS	DECI	\$298.00 EACH	THIS WORKSHOP WILL PROVIDE TOOLS FOR IMPROVING INSTRUCTIONAL SYSTEMS AND SUPPORTS FOR MATHEMATICS WITHIN THE NJ TIERED SYSTEM OF SUPPORTS FRAMEWORK.	MONROE TWNS, NJ
LEADERSHIP TRAINING – MAKING MEETINGS MATTER/ NJSBA	2/9/19	EVE ROBINSON	CO	\$50.00	THIS WORKSHOP WILL PROVIDE STRATEGIES FOR EFFECTIVE BOARD MEETINGS DESIGNED TO DRIVE STUDENT ACHIEVEMENT AND DISTRICT SUCCESS.	MONTVILLE, NJ
ANNUAL NJ PUPIL TRANSPORTATION CONFERENCE/ STS OF NJ	3/28-29/19	CHRISTINE HARRIS	CO	\$867.40	ALL OF THE WORKSHOPS HAVE AN ELEMENT OF TEAM BUILDING PLUS DISASTER TRAINING.	AC/NJ
NJSSNA SPRING CONFERENCE/ NJSSNA	3/29-30/19	PATRICIA LOZITO	NORTHEAST	\$199.00	AGENDA TOPICS INCLUDE CARING FOR STUDENTS WITH FOOD ALLERGY, SCOLIOSIS UPDATES, VAPING AND MENTAL HEALTH.	EAST PRINCETON, NJ

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NJPSAFFEA SOCIAL EMOTIONAL LEARNING THROUGH MINDFUL PRACTICES/ NJPSAFFEA	1/10/19	NAMI KUWABARA	BULLOCK	\$229.42	THIS CONFERENCE TAUGHT HOW TO BUILD SELF-REGULATION THROUGH MINDFULNESS PRACTICES IN THE CLASSROOM.	BRICK, NJ
NATIONAL SCIENCE TEACHERS ASSOCIATION/ NSTA	4/11-14/19	SUSAN BARTOL BERMEO	HILLSIDE	\$374.00	SHE WILL BE PRESENTING AND ATTENDING WORKSHOPS RELATED TO SCIENCE.	ST. LOUIS, MO
TRANSGENDER STUDENT RIGHTS: IMPLEMENTING NJ LATEST GUIDANCE/ NJPSAFFEA	2/25/19	AMILLAH PINNICK WILLIAMSON	NISHUANE	\$150.00	THIS TRAINING WILL INCREASE KNOWLEDGE AND READINESS IN SUPPORTING THE NEEDS OF TRANSGENDER STUDENTS AND THEIR FAMILIES.	MONROE TWNS, NJ
STRATEGIES AND STRUCTURES FOR TEACH READING AND WRITING/ HEINEMANN	2/28/19	CANDACE CUTHBERT JILL MCLAUGHLIN	NISHUANE	\$249.00 EACH	PARTICIPATION WILL STRENGTHEN READING AND WRITING INSTRUCTION WITHIN CLASSROOMS.	LIVINGSTON, NJ
ENGAGING AND TEACHING DIVERSE LEARNERS WORKSHOP/ NJ ASSOCIATION OF SCHOOL ADMINISTRATORS	2/11/19	AVRIL FAGAN	EDGEMONT	\$0	THIS WORKSHOP WILL PROVIDE INFORMATION ON TEACHING DIVERSE STUDENTS HOW TO FOCUS AND RETAIN INFORMATION OBTAINED FROM THE INTERNET.	PARAMUS, NJ
CREATING AN IPA AND PREPARING THE WAY/ FLENJ	3/7/19	ALEXANDRA WOODY STEPHANIE SAVOIA JUNE THOMPSON	BUZZ ALDRIN	\$125.00 \$175.00 \$175.00 MFEE GRANT	INTEGRATED PERFORMANCE ASSESSMENTS (IPA) ARE INTEGRAL TO A MODEL WORLD LANGUAGE PROGRAM THAT ADHERES TO A PROFICIENCY BASED, 90% IN THE TARGET LANGUAGE CLASSROOM.	MONROE TWNS, NJ
EDUCATORS' EXCHANGE/ MSU	4/9/19	YESENIA BUDHU HOWELL FRANK SEDITA JENNIFER GOFORTH	CO	\$0 EACH	JOB RECRUITMENT	MSU, NJ
TENURE & SENIORITY/ CALIFON CONSULTANTS LLC	4/12/19	YESENIA BUDHU HOWELL	CO	\$351.00	LEARNING THE LAWS REGARDING TENURE AND SENIORITY.	EDISON, NJ
NJSLA DISTRICT TEST & TECH COORDINATOR TRAINING	2/21/19	SHIVAN PERSAD ALLEN REGAR	BUZZ ALDRIN MHS	\$0	TRAINING FOR TECH COORDINATOR IS NEEDED FOR ADMINISTRATION OF NJSLA.	WHIPPANY, NJ

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TRANSGENDER STUDENT RIGHTS/ LEGAL ONE/FEA	2/25/19	ANDREW EVANGELISTA REBECCA WEINTRAUB BEN BRENNAN DEBORAH COMEAU AMILLAH PINNOCK	CO GLENFIELD BUZZ ALDRIN GLENFIELD NISHUANE	\$205.00 \$175.00 \$175.00 \$175.00	THIS WORKSHOP WILL PROVIDE INFORMATION ON THE RIGHTS OF TRANSGENDER STUDENTS AND HOW TO IMPLEMENT THEM.	MONROE TWNS, N
2019 NEA NATIONAL LEADERSHIP SUMMIT/ NEA	3/15-17/19	MIRTA ALSINA GAYL SHEPARD SIHHVOYNE TRIM	MHS	\$1,158.00 \$1,758.00 \$1,758.00	THIS CONFERENCE WILL PROVIDE LEADERSHIP SKILLS.	DENVER, CO
JENNIFER SERRAVALLO	2/28/19	MELISSA TOTARO	WATCHUNG	\$249.00 PTA	THIS WORKSHOP WILL PROVIDE STRATEGIES THAT CAN BE IMPLEMENTED DURING INDEPENDENT READ AND WRITING.	LIVINGSTON, NJ
STRENGTHENING YOUR TITLE I PROGRAM/ BER	3/6-7/19	LISA ROLLINS	CO	\$620.00	THIS SEMINAR WILL PROVIDE INFORMATION TO HELP HER WORK WITH TEACHERS TO IDENTIFY AND IMPLEMENT INSTRUCTIONAL STRATEGIES TO INCREASE SCHOOL WIDE STUDENT ACHIEVEMENT.	NEW BRUNSWICK, NJ
SPRING 2019 EDUCATION CAREER FAIR/ WILLIAM PATERSON	3/29/19	YESENIA BUDHU HOWELL	CO	\$100.00	JOB RECRUITMENT	WAYNE, NJ
2019 NAEA NATIONAL CONVENTION/ NATIONAL ART EDUCATION ASSOCIATION	3/14-16/19	BRIENNE KVETKUS	GLENFIELD	\$0	THIS CONVENTION PROVIDES TEACHERS WITH BEST PRACTICES AND METHODOLOGIES THROUGH HANDS ON WORKSHOPS AND MUSEUM AND STUDIO TOURS.	BOSTON, MA
2019 MANDATORY DISTRICT TEST & TECHNOLOGY COORDINATOR TRAINING/ NJDOE	2/21/19	ALLEN REGAR	MHS	\$0	THIS IS MANDATORY TRAINING FOR THE TEST AND TECHNOLOGY COORDINATOR.	WHIPPANY, NJ
AP BIOLOGY READING/ COLLEGE BOARD/ETS	6/10-17/19	SUSAN ECKERT	MHS	\$0	NETWORKING OPPORTUNITY FOR BIO TEACHERS.	KANSAS CITY, MO
AP MATH READING/ COLLEGE BOARD/ETS	6/10-18/19	SCOTT FEINSTEIN	MHS	\$0	NETWORKING OPPORTUNITY FOR MATH TEACHERS.	KANSAS CITY, MO



AP ENVIRONMENTAL SCIENCE READING/ COLLEGE BOARD/ETS	6/30-31/19, 6/3-7/19	ALYSON WASKO	MHS	\$0	NETWORKING OPPORTUNITY FOR MATH TEACHERS.	CINCINNATI, OH
TRANSFINDER TRAINING SUMMIT/ TRANSFINDER	5/6-8/19	CONSTANCE MATTISON	CO	\$1928.05	THIS CONFERENCE WILL PROVIDE INTENSE TRAINING ON THE DISTRICT TRANSPORTATION SOFTWARE SYSTEM.	AUSTIN, TX
NORTHEAST CONFERENCE/ NECTFL	2/8-9/19	TIM AGNAGNOSTIS	RENAISSANCE	\$235.00	THIS CONFERENCE WILL EXPAND THE NUMBER OF SOURCES FOR HIS DAILY PLANNING.	NYC, NY
DAANJ/STATE ATHLETIC DIRECTORS CONFERENCE/ DAANJ	3/11-15/19	PATRICK SCARPELLO	MHS	\$1248.64	CONFERENCE WILL FOCUS ON BEST PRACTICES IN MANAGING AN ATHLETIC DEPARTMENT.	AC. NJ

**BE IT FINALLY RESOLVED** that reimbursement will be made for expenses that are in accordance with Board of Education policy and for which original receipts are submitted to the Business Office.

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x		X self 2/9/19	

2. Approval of Bills List (List 1) - Attachments

**Eve Robinson moved to approve the following resolution:**

RESOLVED that pursuant to N.J.A.C. 6A:23-2.11 (c) 3, the Montclair Board of Education certifies 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), and that pursuant to N.J.A.C. 6A:23-2-11 (c) 4, after review of the board

secretary's monthly financial reports, in the minutes of the Board each month, the Montclair Board of Education certifies that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 (b), and

BE IT FURTHER RESOLVED that the Montclair Board of Education approves the attached Bills for the month of February 2019 in the amount of \$43,827.52.

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

- Acceptance of Grant Award and Approval of Submission of the Grant Application for Every Student Succeeds Act's Elementary and Secondary Education Act (ESEA) Reallocation of Title 1 Part A for Fiscal Year 2019

**Eve Robinson moved to approve the following resolution:**

**WHEREAS** the State Department of Education requires Boards of Education to accept and/or refuse the grant allocations and approve the submission of Every Student Succeeds Act (ESEA) grant application;

**WHEREAS** the State Department of Education has informed the district that the Charles H. Bullock Elementary School and Glenfield Middle School are eligible for the fiscal year 2019 for a reallocation of Title I Part A carryover funds to support the following programs: STEM, SEL, Arts and Early Transitions.

<u>School</u>	<u>Amount</u>
Charles H. Bullock Elementary School	\$ 14,176
Glenfield Middle School	\$ 20,352

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education accepts the reallocation of ESEA Title I Part A carryover funds and approves the submission of the grant application for the fiscal year 2019.

**Seconded by Priscilla Church and approved by a vote of 5-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog				<b>x</b>
Priscilla Church	<b>x</b>			
Jessica de Koninck	<b>x</b>			
Latifah Jannah	<b>x</b>			
Joseph Kavesh	<b>x</b>			
Anne Mernin				<b>x</b>
Eve Robinson	<b>x</b>			

**M. PUPIL SERVICES**

**1. H.I.B. Report**

**Priscilla Church moved to approve the following resolution:**

- A. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation Involving SID #056985 from 1/08/2019 for reason set forth in the Superintendent’s Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.**
  - a. Substantiated: Yes
  - b. In school counseling; explore community resources for student
  
- B. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation Involving SID #065904 from 1/02/2019 for reason set forth in the Superintendent’s Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.**
  - a. Substantiated: No
  - b. Supportive counseling
  
- C. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation Involving SID #983138 from 1/04/2019 for reason set forth in the Superintendent’s Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.**
  - a. Substantiated: No
  - b. Lunch detention
  - c. Conference with school principal
  - d. Referral to community resources
  - e. Separate students from classes
  
- D. BE IT RESOLVED that the Board hereby affirms the Superintendent’s decision in HIB Investigation Involving SID #056003 from 1/09/2019 for reason set forth in the Superintendent’s Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.**
  - a. Substantiated: Yes
  - b. In school suspension 1 day
  - c. Student Activity Workbook
  - d. Counseling in school

Appeal Parent to (3) teachers

- A. **Hearing an Appeal; Superintendent’s decision in HIB Investigation Involving three teachers as Alleged offenders** from the 11/07/2018 hearing for reason set forth in the Superintendent’s Report to the Board and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board’s decision to the affected students’ parents forthwith.
- a. Substantiated: No
  - b. The file was reviewed
  - c. All redacted document was sent

**Seconded by Latifah Jannah and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				X
Priscilla Church	X			
Jessica de Koninck	X			
Latifah Jannah	X			
Joseph Kavesh	X			
Anne Mernin				X
Eve Robinson	X			

N. OPERATIONS AND SCHOOL SUPPORT SERVICES – None

O. DEPARTMENT OF EQUITY, CURRICULUM AND INSTRUCTION

1. Approval of Field Trips

**Eve Robinson moved to approve the following resolution:**

**WHEREAS,** THE NEW JERSEY DEPARTMENT OF EDUCATION ACCOUNTABILITY REGULATIONS REQUIRE APPROVAL OF ALL SCHOOL RELATED FIELD TRIPS BY THE BOARD OF EDUCATION AND,

**WHEREAS,** THE FIELD TRIP MUST BE DIRECTLY RELATED TO INSTRUCTION AND CLASS WORK,

**NOW, THEREFORE, BE IT RESOLVED** THAT UPON THE RECOMMENDATION OF THE SUPERINTENDENT THAT THE BOARD OF EDUCATION APPROVE THE FOLLOWING FIELD TRIPS:

DATE OF TRIP	SCHOOL	GRD	TEACHER	DESTINATION	COST	PURPOSE	DURING SCHOOL HRS.
Various Dates (Starting February-June)	Bradford	K-5	Bautista	George Segal Act Gallery- MSU 1 Normal Avenue Montclair, NJ	\$0	<b>Walking:</b> The students will go on a walking trip to Montclair State University to see the Art Gallery.	Yes 2 hrs

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4/18/2019	Bradford	K &1	Cahill/Metzinger/ Barroqueiro/Bailey/ Richardson/Gismondi/ Ehrmann/Sullivan	Jenkinsons Aquarium 300 Ocean Ave, Point Pleasant Beach, NJ	\$20	FOSS Animal Unit study of sea life	Yes 6 hrs.
April 10, 17 May 1, 8, 15, 22, 29 June 5, 12, 19 (Weather Permitting)	Bradford	3-5	Chisholm/Melhuish/ De Candio	Mountainside Park 505 U. Mountain Ave. Montclair, NJ	\$0	"Music at Mountainside" – Music Native, Rhythm with gross motor movements, generalize environments, developing Social Skills	Yes 1 hrs.
3/12/2019	Buzz Aldrin	6-8	Lawton	Middlesex County College 2600 Woodbridge Ave. Edison, NJ	\$0	State Competition	Yes 10 hrs.
5/16- 5/17/2019	Charles H. Bullock	4	LaVail	Fairview Lake YMCA Camp	\$50	Support our Environmental Magnet and character building	Yes 1 day
6/7/2019	Charles H. Bullock	5	Coe/McGrath/Whang/	Old Barracks Museum 101 Barracks St. Trenton, NJ I-Play America 110 Schanick Rd. Freehold, NJ	\$50	As culminating experience at CHB students will journey back in time to 1777 at the Old Barracks Museum and be part of an interactive experience. Then we will visit I-Play & as lasting memorable social experience at an indoor amusement park.	Yes 7.5hrs.
6/11/2019	Charles H. Bullock	1	Mason/Coleman/ Winter	Essex Co. Environment Centre 621-B Eagle Rock Ave. Roseland, NJ	\$10	Students learn about plants and animals their habitats and growth, which they will experience on this trip.	Yes 5 hrs
2/15/2019	Edgemont	2	Dharsi/Manano	Montclair Art Museum 35 S. Mountain Ave. Montclair, NJ	\$0	<b>Walking:</b> The Students will touring the Art museum and writing about what they see.	Yes 2 hrs.
3/12/2019	Edgemont	3	Pastorino/O'Connor	The Town Hall Theater 123 W. 43 <sup>rd</sup> St. NYC, NY	\$15	A supplement to our study of Black History and Women's History to see "Freedom Train"	Yes 3.5 hrs.
3/12/2019	Glenfield	6-8	Maloy-Furer	Science Olympiad Middlesex County College	\$0	The Glenfield Science Olympiad team placed well in the NJIT regional competition and can proceed on the state level.	Yes 11 hrs.
2/1/2019	Hillside	4-5	D'Amico	Ziegfeld Theater 54 <sup>th</sup> & 6 <sup>th</sup> Avenue New York, NY	\$0	<b>Drums of Thunder-</b> Performance for the Colgate Company Super Bowl Theme.	Yes 5 hrs.

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2/3/2019	Hillside	4-5	D'Amico	Fordham University Bronx, N.Y.	\$0	<b>Drum of Thunder-</b> Halftime Show	No 4.5 hrs.
3/2/2019	Hillside	4-5	D'Amico	Wells Fargo Center 3601 S. Broad St. Philadelphia, Pa	\$0	<b>Drums of Thunder-</b> Halftime Performance for the Philadelphia 76ers.	Yes 5 hrs.
4/14/2019	Hillside	4-5	D'Amico	Branch Brook Park Bloomfield Ave. Newark, NJ	\$0	<b>Drums of Thunder-</b> 45 Minute Performance at the Newark Cherry Blossom Festival	Yes 3.5 hrs.
5/30/2019	Hillside	4	Senior/Gerdes/Adamo/ Hart	Van Saun Zoological Park 216 Forest Avenue Paramus, NJ	\$20	Program Class at the Zoo: "Amazing Adaptions" Connects to our Science Standard NGSS: L22	Yes 5.5 hrs.
3/5/2019	Montclair H.S.	9-11	Morrison/Fields	New Jersey City University 354 Westside Avenue Jersey City, NJ	\$0	College Tour with provide students with opportunity to learn about colleges and the application process.	Yes 3 hrs.
4/17/2019	Montclair H.S.	10	Smith-Morgan/ Vasquez	Vanillamore 349 Bloomfield Ave. Montclair, NJ	\$0	<b>Walking:</b> Giving students the opportunity to enjoy literature in a non- threatening way. Encouraging the love of learning. Discussing and sharing literature while enjoying the social aspect of the trip.	Yes 2 hrs.
2/5/2019	Montclair H.S.	9-12	Burroughs/Coogan	NJSBF Bar Foundation 1 Constitution Square New Brunswick, NJ	\$0	Mock Trial Competition	Yes 5 hrs.
3/25/2019	Nishuane	K	Paolazzi/O'Connor	Jenkinson's Aquarium 300 Ocean Ave. Point Pleasant Beach, NJ	\$15	Hands on experience demonstrating the effects of the environment on ocean life.	Yes 5 hrs.
5/1/2019	Nishuane	2	Cuthbert	MSU-Memorial Auditorium 1 Normal Avenue Montclair, NJ	\$15	Standard RL 1-10	Yes 2.5 hrs.
5/29/2019	Northeast	4	Jecki	Turtle Back Zoo 560 Northfield Ave. West Orange, NJ	\$25	To encourage students to think critically and make meaningful connections to biology, ecology and animal evolution habitats. Participate in an education course offered at the zoo.	Yes 5 hrs.

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2/8/2019	Renaissance	7	Thomas	African Burial Ground 290 Broadway New York, NY	\$5	Students will visit a museum honoring the earliest African American residents of the region.	Yes 5.5 hrs.
2/15/2019	Renaissance	7	Thomas	African Burial Ground 290 Broadway New York, NY	\$5	Students will visit a museum honoring the earliest African American residents of the region.	Yes 5.5 hrs.
3/5/2019	Renaissance	8	Noori	Mayo Performing Arts Center 100 South St. Morristown, NJ	\$20	Students will learn about the life & history of Harriet Tubman and her efforts during the civil war. Students will be able to make connections to broader topics such as intolerance and prejudice.	Yes 3 hrs.
3/15/2019	Renaissance	7	Thomas	Chelsea Art Galleries 15 <sup>th</sup> – 22 <sup>nd</sup> St. New York, NY	\$5	Students visit art galleries located throughout the Chelsea Art District. Integrate art literature and history in modern art.	Yes 5.5 hrs.
3/22/2019	Renaissance	7	Thomas	Chelsea Art Galleries 15 <sup>th</sup> – 22 <sup>nd</sup> St. New York, NY	\$5	Students visit art galleries located throughout the Chelsea Art District. Integrate art literature and history in modern art.	Yes 5.5 hrs.
3/22/2019	Renaissance	7	Thomas	Downtown Manhattan	\$5	Students analyze buildings, such as St. Paul's & Trinity Churches, Federal Hall, Wall St etc., and artifacts from British Colonist in New York to describe key events in founding of the U.S.	Yes 5.5 hrs.
4/5/2019	Renaissance	7	Thomas	Downtown Manhattan	\$5	Students analyze buildings, such as St. Paul's & Trinity Churches, Federal Hall, Wall St etc., and artifacts from British Colonist in New York to describe key events in founding of the U.S.	Yes 5.5 hrs.
5/1-5/2/2019	Renaissance	8	Jackson	Washington, D.C.	\$50	Visit our Nation's Capital. Tour Museums and historical Sites.	Yes 1 Day
5/3/2019	Renaissance	7	Thomas	Trumpets Café 6 Depot Square Montclair, NJ	\$20	<b>Walking:</b> Students will be writing their own original poems for the ELA Poetry unit & performing their work in front of their peers.	Yes 5.5hrs.
5/10/2019	Renaissance	7	Thomas	Pax Amicus Theatre 23 Lake Shore Rd. Budd Lake, NJ	\$20	Students will be viewing Shakespeare's Romeo & Juliet at the theatre	Yes 6.5 hrs.



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6/5/2019	Renaissance	8	Jackson	Harrisburg/ Gettysburg, Pa	\$50	Visit Civil War Museum in Harrisburg, Pa. Tour Gettysburg battle fields and Museum.	Yes 14.5 hrs.
6/13- 6/14/2019	Renaissance	7	Thomas/Cullen	Philadelphia, Pa	\$50	Culmination of yearlong study of American history Students will historic sites in downtown, Philadelphia, Pa	Yes 1 day
5/7/2019	Watchung	K	Olson, Pepe/Schott	Turtle Back Zoo 560 Northfield Ave. West Orange, NJ	\$15	Our goal is for the children to explore and learn about various types of animals.	Yes 5 hrs.

**BE IT FINALLY RESOLVED THAT THE FIELD TRIPS ARE APPROVED IN ACCORDANCE WITH THE NEW JERSEY DEPARTMENT OF EDUCATION ACCOUNTABILITY REGULATIONS.**

**Seconded by Jessica de Koninck and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

**P. PERSONNEL**

1. Approval of Examination for Cause – Employee ID #109832

**Jessica de Koninck moved to approve the following resolution:**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Montclair Board of Education approves the request of a physical examination for cause for Employee #109832, to be conducted by Dr. Melissa Mascaro, and a neurological evaluation if recommended by Dr. Mascaro, at the expense of the Board, pursuant to Board Policy 3161, Examination for Cause.

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			



Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

2. Approval of Appointments/Emergent Hires for the 2018-2019 School Year

Jessica de Koninck moved to approve the following resolution:

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following Appointments, contingent upon a satisfactory criminal background check and Personnel clearance:

Name	Title	Location	Salary	Replacing	Effective
Erica Barrett	LT Art Teacher	Edgemont School	\$59,800 MA/ Step 1 Prorated	Lucia Fernandez-Melhuish – <b>Extended Leave of Absence</b>	01/29/19- 06/30/19
Felisha Camacho	Paraprofessional 1:1	Bradford School	\$23.64/hr.	New Position	02/25/19 – 06/30/19
Solange Jorge	LT Second Grade Teacher	Nishuane School	\$59,800 MA/Step 1 Prorated	Jenna DePasquale – <b>Maternity Leave of Absence</b>	02/08/19 – 06/30/19
JaVonne Keyes	Paraprofessional 1:1	Bradford School	\$23.05/hr.	New Position	02/25/19- 06/30/19
Megan Maldonado	Paraprofessional 1:1	Nishuane School	\$23.05/hr.	New Position	02/25/19 - 06/30/19
Taylor J. McDermott	Paraprofessional	Glenfield School	\$23.48/hr.	New Position	02/25/19- 06/30/19
Taryn Schnell	Health & Physical Education Teacher	Montclair High School	\$59,800 MA/Step 1 Prorated	Kim Smith – <b>retired</b>	02/25/19- 06/30/19
Charles Smith	Art Teacher	Montclair High School	\$70,662 MA/Step 13 Prorated	Roger Tucker- <b>retiring</b>	02/25/19- 06/30/19

**Seconded by Priscilla Church and approved by a vote of 5-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog				<b>x</b>
Priscilla Church	<b>x</b>			
Jessica de Koninck	<b>x</b>			
Latifah Jannah	<b>x</b>			
Joseph Kavesh	<b>x</b>			
Anne Mernin				<b>x</b>
Eve Robinson	<b>x</b>			

3. Approval of Staff Separations: Resignations, Retirements & Terminations for 2018-2019 School Year

**Jessica de Koninck moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education accepts the following Staff Separations:

<b>Staff</b>	<b>Title</b>	<b>Location</b>	<b>Effective</b>	<b>Separation Type</b>
Charles Draidfort	Network Administrator	Technology Department	07/01/19	Retirement <b>36 years of service</b>
Margaret Hammond	Learning Disability Consultant Teacher (LDTC)	Renaissance School	12/17/18	Resignation <b>11 years of service</b>
Anthony R. Orso, Jr.	Science Teacher	Montclair High School	04/01/19	Retirement <b>32 years of service</b>
Sheila Wood	Paraprofessional	Buzz Aldrin School	02/01/19	Retirement <b>24 years of service</b>

**Seconded by Priscilla Church and approved by a vote of 5-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog				<b>x</b>
Priscilla Church	<b>x</b>			
Jessica de Koninck	<b>x</b>			
Latifah Jannah	<b>x</b>			
Joseph Kavesh	<b>x</b>			

Anne Mernin				<b>x</b>
Eve Robinson	<b>x</b>			

4. Approval of Leave of Absence for the 2018-2019 School Year

**Jessica de Koninck moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following request for Leave of Absences:

<b>Staff</b>	<b>Title</b>	<b>Location</b>	<b>Reason</b>	<b>Effective</b>
Jamie Bittner	Physical Education Teacher	Montclair High School	Medical Leave of Absence	02/09/19-03/08/19 <b>with pay</b>
Susan Bleeker	Special Education Teacher	Watchung School	Medical Leave of Absence	02/04/19-02/24/19 <b>with pay</b>
Candace Cuthbert	Second Grade Teacher	Nishuane School	Maternity Leave of Absence	04/29/19 – 06/30/19 <b>with pay</b> 09/01/19-04/29/20 <b>without pay</b>
Lucia Fernandez-Melhuish	Art Teacher	Edgemont School	Extended Medical Leave of Absence	01/29/19-04/03/19 <b>without pay</b>
Christine Harris Spivey	Paraprofessional	Bradford School	Extending Personal Leave  Clinical Internship	09/04/18-03/11/19 <b>without pay</b>
Sherry Kaczka	First Grade Teacher	Northeast School	Maternity Leave of Absence	01/08/19 -05/01/19 <b>with pay</b> 05/02/19 -06/30/19 <b>without pay</b>
Denise Kalenovic	Special Education Teacher	Nishuane School	Medical Leave of Absence	02/04/19-03/05/19 <b>with pay</b>
Lauren Pepe	Kindergarten Teacher	Watchung School	Maternity Leave of Absence	03/08/19-06/30/19 <b>with pay</b>
Lindsay Reddington	School Psychologist	Montclair High School	Maternity Leave of Absence	01/31/19-03/19/19 <b>with pay</b>

				03/20/19 -06/30/19 <i>without pay</i>
Kate Stanton Paule	Special Education Teacher	Montclair High School	Medical Leave of Absence	01/08/19 - 02/04/19 <i>with pay</i>
Gina Zazzarino	Secretary	Central Office	Medical Leave of Absence	01/23/19 - 03/11/19 <i>with pay</i>

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

5. Approval of Staff Transfers for the 2018-2019 School Year

**Jessica de Koninck moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following staff transfer:

Staff	Title	From Location	To Location	Salary	Effective
Tracey Belsky	Learning Disability Teacher Consultant/LDTC	Buzz Aldrin School	Renaissance School	\$102,505 MA+20/Step 18	02/11/19 - 06/30/19
Robert Kelley	Custodian	Montclair High School	Nishuane School	\$42,358 Line A/Step 3 A/B Shift 9:00 am – 6:00 pm	02/18/19- 06/30/19
Jonathan Muraview	Paraprofessional 1:1	Buzz Aldrin School	Nishuane School	\$26,728 NJ Certification	02/07/19- 06/30/19

Dr. Katrina Paige	English Teacher	Montclair High School	Glenfield School	\$73,990 DR/Step 10	01/31/19- 06/30/19
Anthony Petrigliano	Paraprofessional 1:1	Hillside School	Watchung School	\$32,587 BA Degree	01/28/19- 06/30/19

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

6. Approval of Salary Adjustments for the 2018-2019 School Year

**Jessica de Koninck moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following Salary Adjustments:

Staff	Title	Location	From Salary	To Salary	Effective	Note
Fabien Hankers	Paraprofessiona   1:1	Hillside School	\$18.44	\$23.64	09/17/18- 06/30/19	BA Step 1
Helberth Leon	Custodian	Bradford School	\$56,609	\$57,609	09/17/18- 06/30/19	\$1000/Shift Differential  AB Shift 11:00 am – 8:00 pm
Richard Sumliner	LT Math Teacher	Montclair High School	\$150/day	\$59,800 MA/ Step 1  Prorated	01/09/19 -06/30/19	Previously Approved on 1/14/19 Agenda
Monique Von Wiegen	Paraprofessiona   1:1	Northeast School	\$23.05/hr.	\$23.95/hr.	01/22/19- 06/30/19	NJ Certification

Seconded by Priscilla Church and approved by a vote of 5-0

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

7. Approval of Stipends for Extra Work for the 2018-2019 School Year

Jessica de Koninck moved to approve the following resolution:

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following stipends, contingent upon Personnel clearance. Contingent upon approval of an employees' immediate supervisor and Central Office Administrators, all Montclair Public School staff members are approved for hourly extra work beyond their contractual hours.

Staff	Position	Location	Amount	Effective
Heather Ball	SVPA Theatre	Montclair High School	\$1800 <i>(paid from SVPA School account)</i>	02/18/19- 05/30/19
Samuel Gordon	SVPA Theatre	Montclair High School	\$1800 <i>(paid from SVPA School account)</i>	02/18/19- 05/30/19
Valerie Hampton	Summer Camp Director	Districtwide	\$49/hr. 20-30 hrs/week during summer camp	02/01/19- 08/30/19
Kevin Johnson	SVPA Theatre	Montclair High School	\$1800 <i>(paid from SVPA School account)</i>	02/18/19- 05/30/19
Kristen McCann	District Math Night Presenter	Northeast School	\$49/hr. (max. 6hrs.)	01/22/19- 01/29/19

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

8. Approval of 6<sup>th</sup> Period Stipends for the 2018-2019 School Year

**Jessica de Koninck moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following 6<sup>th</sup> Period Stipends:

Staff	Title	Location	Stipends	Effective
Ryan Casazza	Math Teacher	Montclair High School	\$70.66/day x 29 days = \$2,049.14	01/07/19-02/19/19
Laura Cella	CGI English	Montclair High School	\$99.70/day	01/28/19 - TBD
Sean Coogan	Physics In-class Support	Montclair High School	\$59.80/day	02/01/19
Thomas Esposito	Math Teacher	Montclair High School	\$89.70/day x 29 days = \$2,601.30	01/07/19-02/19/19
Scott Feinstein	Math Teacher	Montclair High School	\$102.51/day x 29 days = \$2,972.79	01/07/19-02/19/19
Lindsay Girdwood	Teacher	Montclair High School	\$56/day x 17 days = \$952.00	10/24/18 – 12/21/18
Shawne Greene	Math Teacher	Montclair High School	\$65.37/day x 26 days = \$1,699.62	01/10/19-02/19/19
Maria Gonzalez-Block	Spanish II H	Montclair High School	\$111.22/day x 56 days = \$5,213.60	01/23/19-04/12/19
Silvia Jankowski	Spanish I	Montclair High School	\$105.42/day x 56 days = \$5,903.52	01/23/19-04/12/19
Jennifer LaRose	Math Teacher	Montclair High School	\$69.14/day x 3 days = \$207.42	01/07/19-01/09/19
Monica L. Lavosky	Afterschool Support	Montclair High School	\$102.85/day x 52 days = \$5,348.20	01/23/19-04/12/19



Maribel Tarrillo	Spanish IV HH	Montclair High School	\$63.71/day X 56 days = \$3,567.76	01/23/19-04/12/19
Maribel Tarrillo	Spanish IV HH	Montclair High School	\$63.71/day X 56 days = \$3,567.76	01/23/19-04/12/19
Dana Rubin	Math Teacher	Montclair High School	\$105.42/day x 29 days = \$3,057.18	01/07/19-02/19/19
Cyrene Sutton	Spanish II	Montclair High School	\$93.10/day x 56 days = \$5,213.60	01/23/19-04/12/19
Greg Woodruff	CGI English	Montclair High School	\$198.82/day	01/28/19 - TBD
Anthony Colon	Health	Renaissance Middle School	\$6,490.12	2/6/19 – 6/26/19

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

9. Approval of Substitute Teachers for 2018-20019

**Jessica de Koninck moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board of Education approves the following Substitute Teacher appointments, contingent upon a satisfactory criminal history background check and Personnel clearance.

Substitute Teachers	Rate
Kelli Connelly (Intern)	Not Applicable
Cheyenne Esser	\$110/per diem
Oscar Gonzalez	\$110/per diem



Gary Hill	\$110/per diem
Tyquese Jackson	\$110/per diem
Susan Moyers	\$125/per diem
Brie Mulligen	\$110/per diem
Paul Pitter	\$110/per diem
Kristen Poppele	\$110/per diem
Paul Schwern	\$110/per diem

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

10. Approval of Consultant Services for the 2018-2019 School Year

**Jessica de Koninck moved to approve the following resolution:**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Board approves the following Consultant appointment, contingent upon a satisfactory criminal history background check and Personnel clearance.

Consultant	Title	Effective
Dr. Susan M. Rich	Executive Coaching (Operating Budget) Instructional Coaching (Title I /CEIS)	02/07/19- 06/30/19

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

11. Supplemental Instruction/Support (Title 1 –SIA and Title 1)

**Jessica de Koninck moved to approve the following resolution:**

**WHEREAS**, the Montclair Board of Education is committed to providing high-quality, supplemental instruction to students;

**WHEREAS**, the Montclair Board of Education approves the full-time (100% grant funded) supplemental support through Title I - SIA funding as outlined below;

**WHEREAS**, the Montclair Board of Education approves the hourly supplemental support through Title I funding as outlined below;

School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Charles H. Bullock	Jessica Dehn	Teacher	Teacher Coordinator	\$49.00	11/13/18	5/22/19
	Gabrielle Georges	Teacher	ELA Teacher	\$49.00	11/13/18	5/22/19
	Jenna Jordan	Teacher	Math Teacher	\$49.00	11/13/18	5/22/19
	Mariah Jackson	Teacher	Substitute Teacher	\$49.00	11/13/18	5/22/19
	Yvette Velez-Torres	Teacher	Substitute Teacher	\$49.00	11/13/18	5/22/19
	Beth Albert	Secretary	Secretary	Hourly Rate	11/13/18	5/22/19
	Christine Langton	Nurse	Nurse	\$49.00	11/13/18	5/22/19
	Janis Vascimini	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Diana Laurie	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Briana Coleman	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Jackie Mason	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Michele Mau	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Georgette Mbayed	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Katie Harms	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Jessica Little	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Kari Kontoleon	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Beverly D'Andrea	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Stephanie LaVail	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Melissa Hodgins	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Evelyn Colon	Teacher	Teacher	\$49.00	2/12/19	6/13/19

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	Brenda Coe	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Gregory McGrath	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Kay Whang	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Beverly Weitzman	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Susan Synnott	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Peggy McGrath	Teacher	Teacher	\$49.00	2/12/19	6/13/19
	Jill M. Franciose	Teacher	Teacher	\$49.00	2/12/19	6/13/19

School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Buzz Aldrin	Nisha Gandhi	Teacher	Lead Teacher	\$49.00	11/13/18	6/5/19
	Jeff Gannon	Teacher	ELA Teacher	\$49.00	11/13/18	6/5/19
	Eric Polhill	Teacher	ELA Teacher	\$49.00	11/13/18	6/5/19
	Jennifer D'Agostino	Teacher	Math Teacher	\$49.00	11/13/18	6/5/19
	Paulette Schlatmann	Teacher	Math Teacher	\$49.00	11/13/18	6/5/19
	Jeff Lambert	Teacher	Physical Ed Teacher	\$49.00	11/13/18	6/5/19
	Leslie Torres	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	6/5/19
	Joy Valentine	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	6/5/19
	Cheryl Cottle	Secretary	Secretary	Hourly Rate	11/13/18	6/5/19
	Jacqueline Brower	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Sharon Chambers	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Luke Fess	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Shivan Persad	Teacher	Teacher	\$49.00	11/13/18	6/5/19
	Brian Cunado	ICS/Teacher/Special Ed	ICS/Teacher/Special Ed	\$49.00	12/05/18	6/5/19
School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Edgemont	Avril Fagan	Teacher	Lead Teacher	\$49.00	11/15/18	5/30/19
	Regina O'Connor	Teacher	ELA Teacher	\$49.00	11/15/18	5/30/19
	Smita Dharsi	Teacher	ELA Teacher	\$49.00	11/15/18	5/30/19
	Kaitlin Corcoran	Teacher	Math Teacher	\$49.00	11/15/18	5/30/19
	Kara Mancini	Teacher	Math Teacher	\$49.00	11/15/18	5/30/19
	Emilie DeByl	Teacher	Physical Ed Teacher	\$49.00	11/15/18	5/30/19
	Lisa Adams	Teacher	Paraprofessional	Hourly Rate	11/15/18	5/30/19
	Carissa Olivi	Teacher	Paraprofessional	Hourly Rate	11/15/18	5/30/19
	Sade Henry	Psychologist	Teacher	\$49.00	11/15/18	5/30/19
	Lori Mascellino	Secretary	Teacher	\$49.00	11/15/18	5/30/19
School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Hillside	Lino Martire	Teacher	Lead Teacher	\$49.00	11/13/18	5/30/19
	Heather DesLonde	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Karja Longmore	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Sabra Scott	Teacher	Teacher	\$49.00	11/13/18	5/30/19

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	Ashley Bostic	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Sally Solo	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Cabral Edley	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Alex Solomon	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Anthony Latti	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Kari Brantner	Teacher	Substitute Teacher	\$49.00	11/13/18	5/30/19
	Mara Mazur	Secretary	Secretary	Hourly Rate	11/13/18	5/30/19
	Tanya Bitar	Teacher	Substitute Teacher	\$49.00	02/06/19	5/30/19
	Mi Soo Chung	Teacher	Substitute Teacher	\$49.00	02/06/19	5/30/19
	Amanda Hart	Teacher	Substitute Teacher	\$49.00	02/06/19	5/30/19
	Eugene Kline	Teacher	Substitute Teacher	\$49.00	02/06/19	5/30/19
	Bonnie Schatzman	Teacher	Substitute Teacher	\$49.00	02/06/19	5/30/19
	Nicole Morrisroe	Teacher	Substitute Teacher	\$49.00	02/06/19	5/30/19
	Kaitlyn McCrone	Teacher	Substitute Teacher	\$49.00	02/06/19	5/30/19
School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Glenfield	Vincent Pelli	Teacher	Lead Teacher	\$49.00	11/13/18	5/30/19
	Teri Landau	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Courtney Anderson	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Kay Cox	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Trish Macaluso	Secretary	Secretary	Hourly Rate	11/13/18	5/30/19
	Steven Titus	Teacher	Math Teacher	\$49.00	11/19/18	5/30/19
	Rhonda Smith	Teacher	ELA Teacher	\$49.00	11/19/18	5/30/19
	Brad Turner	Teacher	Math Teacher	\$49.00	12/17/18	5/30/19
	Scott Berman	Teacher	ELA Teacher	\$49.00	12/17/18	5/30/19
	Lynn O'Sullivan	Teacher	Math Teacher	\$49.00	12/17/18	5/30/19
	Gerard Citro	Teacher	Student Asst. Coordinator	\$49.00	2/06/19	05/30/19
	Yvonne Shannon	Teacher	Phys Ed Teacher	\$49.00	02/06/19	5/30/19
	Elizabeth Western	Teacher	ELA Teacher	\$49.00	02/06/19	5/30/19
School Name	Employee Name	Employee Group	Supplemental Position Title	Salary (Full-time)	Start Date	End Date
Nishuane	Candace Cuthbert	Teacher	Co-lead Teacher	\$49.00	11/13/18	5/30/19
	Dan O'Connor	Teacher	Co-lead Teacher	\$49.00	11/13/18	5/30/19
	Jenna DePasquale	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Fern Seaman	Teacher	Teacher	\$49.00	11/13/18	5/30/19
	Caitlyn Adamo	Teacher	Substitute Teacher	\$49.00	11/13/18	5/30/19
	Tara Wentzell	Teacher	Substitute Teacher	\$49.00	11/13/18	5/30/19
	Nina Baber	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Lenore Lawshe	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19

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	Keara McMahon	Paraprofessional	Paraprofessional	Hourly Rate	11/13/18	5/30/19
	Amillah Williamson	Counselor	Counselor	\$49.00	11/13/18	5/30/19
	Joan Ruggiero	Secretary	Secretary	Hourly Rate	11/13/18	5/30/19
	Robert Hastings	Teacher	Teacher	\$49.00	1/2/19	5/30/19
	Stefanie Cohen-Santiago	Teacher	Teacher	\$49.00	2/6/19	5/30/19

**NOW THEREFORE BE IT RESOLVED** that upon the recommendation of the Superintendent, the Montclair Board of Education approves the supplemental work provided above to Montclair Public Schools operating a targeted-assistance and school wide Title I programs.

**Note: The Title I and SIA supplementary staffing is a running list. The running list will be added to the Personnel Report whenever there is an update. NAMES IN RED ARE NEWLY ADDED TO THE LIST as of 2/6/19.**

**Seconded by Priscilla Church and approved by a vote of 5-0**

	AYE	NAY	ABSTAIN	ABSENT
Laura Hertzog				x
Priscilla Church	x			
Jessica de Koninck	x			
Latifah Jannah	x			
Joseph Kavesh	x			
Anne Mernin				x
Eve Robinson	x			

Q. BOARD COMMENTS

R. ANNOUNCEMENT OF FUTURE MEETING DATES

The next public meeting of the Montclair Board of Education will be held on Tuesday, February 19, 2019 at 5:30 pm in the George Inness Annex Atrium at 141 Park Street. The meeting will go into closed session until approximately 7:30 pm when it will re-open to the public.

S. ADJOURNMENT AT 8:48 PM

**Eve Robinson moved to adjourn**

**Seconded by Jessica de Koninck and approved by a vote of 5-0**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Laura Hertzog				<b>x</b>
Priscilla Church	<b>x</b>			
Jessica de Koninck	<b>x</b>			
Latifah Jannah	<b>x</b>			
Joseph Kavesh	<b>x</b>			
Anne Mernin				<b>x</b>
Eve Robinson	<b>x</b>			

**THE PUBLIC SCHOOLS  
Montclair, New Jersey**

**APPROVAL OF THE FIRST READING OF THE FOLLOWING POLICIES**

**BE IT RESOLVED** that upon the recommendation of the Superintendent, the Montclair Board of Education approves the first reading of the following Policies;

- A. P 0263.1 – Educational Equity and Anti-Racism
- B. P 2351 – Magnet Themes-Students
- C. P 2431 – Athletic Competition
- D. P 2464 – Gifted and Talented Students (M)
- E. P 5512 – Harassment, Intimidation and Bullying (M)
- F. P 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- G. P 8462 – Reporting Potentially Missing or Abused Children (M)
- H. P 9120 – Public Relations Program (M)

**Adopted by Action of the  
Montclair Board of Education  
February 19, 2019**

## EDUCATIONAL EQUITY AND ANTI-RACISM

### 0263.1 EDUCATIONAL EQUITY AND ANTI-RACISM

~~The Montclair Public Schools acknowledges the unique relationship between United States and communities of color and the continuing negative impact of colonialism on people of color.~~

~~The persistent impact of racism is one of the major barriers to students of color experiencing increased school success.~~

~~The Montclair Public Schools recognizes the need for anti-racism policies and procedures that will result in improved educational experiences and outcomes for students of color in Montclair Public Schools.~~

#### **Educational Equity and Anti-Racism Vision Statement**

~~Schools will be places that welcome and value diversity and where students feel a sense of belonging.~~

~~The Montclair Public Schools recognizes that racism and discrimination rob society of the full participation of its members. All people have the right to be protected from racism and discrimination. The Montclair Public Schools will not tolerate racism and discrimination, including direct and systemic forms. Furthermore, Montclair Public Schools will develop, implement, and evaluate the policies, programs, and services that entrench the principles of anti-racism and diversity education.~~

#### **Definitions**

~~The following working definitions are to be used when interpreting the Montclair Public Schools Educational Equity and Anti-Racism policy.~~

~~It is the policy of the Montclair Board of Education to ensure that policies provide for anti-racism protocols, procedures and practices with the goal of improving the educational experiences and outcomes for all students, intentionally, students of color.~~

~~The school district administration will work to ensure that all policies, programs and practices are developed, implemented and evaluated to include anti-racism and diversity education.~~





The following tenets will be utilized in achieving this goal:

- 1) **Racism** is a belief, a set of values, an attitude, and a group of assumptions- including biases and stereotypes- that view and construct in a negative way a group of people based on their racial background and other identifying characteristics. Race is a social and political construct. It has been used to describe not only physical differences but differences based on ethnicity, place of origin, cultural background, religion, spirituality and other aspects of diversity. Racism creates a hierarchy of worthiness, value and accompanying power dynamics. Racism is about the power some have over others and the powerlessness of marginalized communities.
- 2) **Discrimination** is a distinction, intentional or not, that is based on personal characteristics of a group, class or category to which a person belongs rather than on the person's individual merit and capacities. Discrimination imposes disadvantages not imposed on others or withholds and/or limits access to advantages available to other. It includes unfair and hurtful actions such as racial slurs, rules and practices that act as barriers against groups of people.
- 3) **Educational equity**, of personal or social circumstances such as gender, ethnic origin or family background, are not obstacles to achieving educational potential. This is achieved by differentiating resource allocation within budgetary limitations, in order to meet the needs of students who need more supports and opportunities to succeed academically.
- 4) **Racial predictability** is when one's racial identity becomes a predictor of their academic achievement.
- 5) **Disproportionality** is the overrepresentation and underrepresentation of a particular population or demographic group in special or gifted education programs relative to the presence of this group in the overall student population.
- 6) **Anti-racism education** consists of curriculum and pedagogy that works to eliminate racism. The overall learning objectives of anti-racism education are to reduce prejudice, mitigate the learning of and facilitate the unlearning of stereotypes and prevent discrimination.



Policy Statements The Montclair Board of Education will ensure the enactment of the following statements:

- 1) **Leadership** - The leadership of Montclair Public Schools will champion the District's anti-racism policies and procedures. Montclair Public Schools will encourage its education partners to support and implement the District's anti-racism policies and procedures.
- 2) **School District Policies, Regulations, Guidelines and Procedures** - The Montclair Public Schools shall ensure that when policies, regulations, guidelines, or procedures are created or reviewed, that they will be analyzed through an "anti-racism lens" to ensure that they are free from racism and discrimination.
- 3) **Learning Resources** -The Montclair Public Schools provides and uses learning resources that are racism-free, or other resources in the context of facilitated discussions, to further anti-racism education. Learning resources will present a wide variety of historical and cultural perspectives, and also reflect the diversity of the students and communities of the District. Learning resources will be used to teach students how to recognize and address racism, prejudice, stereotyping, and discrimination.
- 4) **Pedagogy** - The Montclair Public Schools shall ensure pedagogy is free of racism. Furthermore, the District shall encourage and support pedagogy that is and respectful of all of the diverse backgrounds of the students in local and broader communities. Pedagogy will instill in students a respect for differences and include the promotion of role models from a variety of cultural backgrounds. Pedagogy will include anti-racism education that teaches students how to recognize and address racism, prejudice, stereotyping and discrimination.
- 5) **Student Evaluation, Assessment and Placement** - The Montclair Public Schools shall provide opportunities for students from all backgrounds to develop to their full potential. It will ensure that evaluation, assessment, and placement procedures are free from bias and racism.
- 6) **Professional and Staff Development** - The Montclair Public Schools shall provide professional and staff development opportunities and resources to facilitate awareness, knowledge and skills in anti-racism education.
- 7) **Community Education and Input** - The Montclair Public Schools shall communicate and provide educational opportunities



for families and communities to learn about and provide input relating to the District's anti-racism program and initiatives.

- 8) **Discrimination, Harassment and Bullying** – The Montclair Public Schools shall implement policies and procedures to address and remedy discriminatory behavior including harassment, bullying, intimidation and retaliation.
- 9) **Employment** - The Montclair Public Schools shall implement policies and programs to ensure that recruitment, hiring, retention and promotion practices are free from racism and discrimination. The District will take measures to create employment opportunities for communities and groups that have been historically underrepresented in the District's workforce.
- 10) **Accountability** – ~~The Montclair Public Schools is committed to embracing an anti-racist stance in all facets of the organization. Further, Montclair Public Schools shall use all available options to address any anti-racist behavior. In an inclusive and welcoming teaching and learning environment, there is no space for racist behaviors, practices, policies or regulations. Accordingly, racist behaviors, practices, policies and regulations will not be tolerated.~~

~~The Board of Education will hold the Superintendent accountable for creating and making measurable progress in achieving the goals. Further, the Board of Education will hold the Superintendent accountable for creating an internal reporting and investigation process from any and all complaints associated with this policy and its regulation.~~

~~All Montclair Public School District employees are responsible for the success and achievement of each student. The Board of Education recognizes this is a major undertaking and these are long term goals that require significant work, resources, and support to implement across all schools. The Superintendent is authorized to develop procedures to implement goals outlined in this policy and its regulation, including a strategic plan with clear accountability and metrics to measure success. Such strategic plan shall identify specific staff leads on all key work, and include clear procedures for district schools and staff. The Superintendent or the Assistant Superintendent of Equity shall report annually to the Board of Education on the progress towards achieving the goals outlined in this policy, and will provide the Board of Education with updated action plans each year.~~



11) The Board of Education will hold the Superintendent accountable for creating and making measurable progress in achieving the goals, which may include internal reporting and investigation processes from complaints associated with this policy; and in relationship to regulation 5750; the development of a strategic plan with accountability and metrics to measure success, reported annually to the Board of Education, with an updated action plan.

12) **Appeal Procedure** – Any student or their parent may appeal school practices involving **educational equity and anti-racism.**

Adopted: 20 November 2017; Revised- pending (11/14/2018)



# POLICY

MONTCLAIR  
BOARD OF EDUCATION

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MAGNET THEMES-STUDENTS

## P 2351 MAGNET THEMES-STUDENTS

The Montclair Public Schools' magnet plan provides such opportunities, through its Freedom of Choice system. The system was implemented in 1977 and presently includes all seven elementary schools and three middle schools. Montclair High School is a four-year comprehensive high school, which offers students an opportunity to take classes at Honors, High Honors and Advanced Placement levels. Small Learning Communities also provide studies in special interest areas to meet individual students' needs. The magnet plan has created alternatives within the public school system. The magnet schools bring people from diverse backgrounds together to work collaboratively toward the goal of high expectations and academic excellence in an integrated environment. The vast spectrum of diversity in Montclair includes family background, ethnicity/race, economic status, social expectation, and varied learning modalities or experiences. Each school's curriculum is aligned to the Common Core and New Jersey Core Curriculum Content Standards. The overlap of the magnet program and the organizational structure of the school make each school unique in its enrichment offerings.

### Montclair's Magnets

<u>School</u>	<u>Theme</u>
<u>Bradford Academy - K-5</u>	<u>The University Magnet</u>
<u>Edgemont Montessori School - K-5</u>	<u>Montessori</u>
<u>Hillside School - 3-5</u>	<u>Gifted and Talented</u>
<u>Nishuane School - K-2</u>	<u>Gifted and Talented</u>
<u>Northeast School - K-5</u>	<u>School of Global Studies</u>
<u>Rand Family School - K-5</u>	<u>Environment Science</u>
<u>Watchung School - K-5</u>	<u>Science and Technology</u>
<u>Glenfield Middle School - 6-8</u>	<u>Gifted and Talented Visual and Performing Arts</u>
<u>Buzz Aldrin Middle School - 6-8</u>	<u>Science and Technology</u>

# POLICY

MONTCLAIR  
BOARD OF EDUCATION

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MAGNET THEMES-STUDENTS

<u>Renaissance Middle School- 6-8</u>	<u>Big Picture Learning/Whole- Child Learning</u>
<u>Montclair High School - 9-12</u>	<u>Small Learning Communities with a Comprehensive Option</u>

The school district provides educational programs for the gifted and talented that include a broad spectrum of learning experiences which increase knowledge and develop skills necessary for the students to function successfully in society, while encouraging students to excel in areas of special competence and interest.

Adopted:

# POLICY GUIDE

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Apr 18  
M

[See POLICY ALERT Nos. 102, 120, 139, 157, 164, 168, 196,  
198, 208 and 215]

## 2431 ATHLETIC COMPETITION

The Board of Education recognizes the value of ~~a program of~~ athletic competition ~~for both boys and girls~~ as an integral part of the total school experience. Game activities and practice sessions provide opportunities to learn the values of exercises, competition and good sportsmanship. ~~Programs of athletic competition, both intrascholastic and interscholastic, offer students the opportunity to exercise and test their athletic abilities in a context greater and more varied than that offered by the class or school or school district alone, and an opportunity for career and educational development.~~

For the purpose of this Policy, programs of athletic competition include all activities relating to competitive sports contests, games, events, or sports exhibitions involving individual students or teams of students when such events occur within or between schools within this district or with any schools outside this district. The programs of athletic competition shall include, but are not limited to, high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, ~~and/or~~ intramural athletic programs within a school or among schools in the district,

~~[Required for school districts with a cheerleading program~~

~~== Δ and any cheerleading program or activity in the school district.]~~

### Eligibility Standards

A student who wishes to participate in a program of athletic competition must submit, on a form provided by the district, the signed consent of his/her parent. The consent of the parent of a student who wishes to participate in a program of athletic competition will include an acknowledgment of the physical hazards that may be encountered in the activity.





# POLICY GUIDE

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Athletic Competition

Student participation in a program of athletic competition shall be governed by the following eligibility standards:

**[For School Districts with High School Students and NJSIAA Athletics]**

1. To be eligible for participation in the interscholastic athletic program of a New Jersey State Interscholastic Athletic Association (NJSIAA) member school, all high school students must meet, at a minimum, all the eligibility requirements of the Constitution, Bylaws, and Rules and Regulations of the NJSIAA.]

**[Home School Options for High School Students and NJSIAA Athletics]**

X  Home schooled children are not eligible to participate in the high school interscholastic athletic program of this district.

     Home schooled children are eligible to participate in the high school interscholastic athletic program of this district only if the school district, the parent, and the home schooled child comply with the Guidelines, Constitution, Bylaws, Rules and Regulations of NJSIAA, and the policies and regulations of the Board of Education.]

**[Options for School Districts with Elementary and Middle School Students]**

2.  X  A student in grades  6  through  8  is eligible for participation in school district sponsored programs of athletic competition if he/she passed all courses required for promotion or graduation in the preceding  marking period  (semester, marking period, or other).

     A student in grades       through       is eligible for participation in school district sponsored programs of athletic competition if he/she      

    

    

    

    





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Home schooled children in grades Pre-K through 8 are ( eligible  not eligible) to participate in school district sponsored programs of athletic competition of this district.]

## [Options for All Students

3.  A student in any grade must maintain a satisfactory record of attendance to be eligible for participation in school district sponsored programs of athletic competition. An attendance record is unsatisfactory if the number of unexcused absences exceed 8 school days in the (  school year  marking period  semester  other \_\_\_\_\_ ) prior to the student commencing participation in school district sponsored programs of athletic competition.

A student who is absent (  with an excused absence  with an unexcused absence) or leading to truancy for a school day may not participate in school district sponsored programs of athletic competition the afternoon or evening of that school day.

A student who is serving an (  in-school  out-of-school  in-school or out-of-school) suspension may not participate in school district sponsored programs of athletic competition while serving the suspension.]

## [Optional

- ~~4. A student in any grade who fails to observe school rules for student conduct may forfeit his/her eligibility for participation in school district sponsored programs of athletic competition.]~~

Notice of the school district's eligibility requirements shall be available to students.

## Required Examinations – Interscholastic or Intramural Team or Squad

Students enrolled in grades six to twelve must receive a medical examination, in accordance with the provisions of N.J.S.A. 18A:40-41.7, prior to participation on a school-sponsored interscholastic or intramural team or squad

## ~~[Required for school districts with a cheerleading program~~



# POLICY GUIDE

— X and any cheerleading program or activity.}

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The examination shall be conducted within ~~365~~ 90 days prior to the first day of official practice in an athletic season with examinations being conducted at the medical home of the student. The “medical home” is defined as a health care provider and that provider’s practice site chosen by the student’s parent for the provision of health care pursuant to N.J.A.C. 6A:16-1.3. If a student does not have a medical home, the school district shall provide the examination at the school physician’s office or other comparably equipped facility. The parent may choose either the school physician or their own private physician to provide this medical examination. The medical examination required prior to participation shall be in accordance with the requirements as outlined in N.J.A.C. 6A:16-2.2(h)1 and Regulation 2431.2 and shall be documented using the Preparticipation Physical Evaluation form required by the Department of Education.

**The school district shall distribute the Commissioner of Education developed sudden cardiac arrest pamphlet to a student participating in or desiring to participate in an athletic activity, as defined in N.J.S.A. 18A:40-41.e., and the student’s parent(s) shall each year and prior to participation by the student in an athletic activity comply with the requirements of N.J.S.A. 18A:40-41.d.**

**The school district shall annually distribute the Commissioner of Education developed educational fact sheet relative to use and misuse of opioid drugs for sports related injuries to parents of students who participate in athletic activities and comply with the requirements of N.J.S.A. 18A:40-41.10.**

Information concerning a student’s HIV/AIDS status shall not be required as part of the medical examination or health history pursuant to N.J.S.A. 26:5C-1 et seq. The health findings of this medical examination shall be maintained as part of the student’s health record.

## Emergency Procedures

Athletic coaches shall be trained in first aid to include sports-related concussion and head injuries, the use of a defibrillator, the identification of student-athletes who are injured or disabled in the course of any athletic program or activity, and any other first aid procedures or other health related trainings required by law or the Superintendent.



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The Superintendent shall prepare and present to the Board for its approval procedures for the emergency treatment of injuries and disabilities that occur in the course of any athletic program or activity. Emergency procedures shall be reviewed not less than once in each school year and shall be disseminated to appropriate staff members.

## Interscholastic Standards

The Board shall approve annually a program of interscholastic athletics and shall require that all facilities utilized in that program, whether or not the property of this Board, properly safeguard both players and spectators and are kept free from hazardous conditions.

The Board adopts the Constitution, Bylaws, Rules, and Regulations of the New Jersey State Interscholastic Athletic Association as Board policy and shall review such rules on a regular basis to ascertain they continue to be in conformity with the objectives of this Board.

## [For School Districts with High School Students and NJSIAA Athletics

The Superintendent shall annually prepare, approve, and present to the Board for its consideration a program of interscholastic athletics that includes a complete schedule of athletic events.]

**[District may choose one of the following options if above is included:**

and ~~may shall~~ inform the Board of changes in that schedule.

and shall request Board approval of any changes in the schedule.]

N.J.S.A. 2C:21-11

N.J.S.A. 18A:11-3 et seq.; 18A:40-41; 18A:40-41.10

N.J.A.C. 6A:7-1.7(d); 6A:16-1.34; 6A:16-2.1 et seq.

Adopted:



## 2464 GIFTED AND TALENTED STUDENTS (M)

### M

Exceptionally able students are those with outstanding intellectual or academic abilities, in one or more content areas, when compared to their chronological peers in the local district. They may display unique creativity, productive thinking, and leadership traits or may exhibit exceptional talent in the visual and performing arts. Academically talented students are those who have demonstrated and/or have proclivities to exceptional performance; accelerated comprehension and assimilation of context; exceptional capability for the abstract, creative and divergent thinking in academic or out-of-school activities and who require a differentiated educational program beyond that normally provided by the school district.

Suitable educational programs for all children are a right implicit in basic educational philosophy in law, as per the N.J.A.C. 6A:8-1.3. The Board of Education holds itself responsible for providing sequential, differentiated and appropriate educational opportunities for all students including the gifted and talented who are eligible to be enrolled in the Montclair Public Schools. Montclair Public Schools must insure that these students interact with other students as well and have opportunities for learning among themselves.

~~The Montclair Public Schools' magnet plan provides such opportunities, through its Freedom of Choice system. The system was implemented in 1977 and presently includes all seven elementary schools and three middle schools. Montclair High School is a four-year comprehensive high school, which offers students an opportunity to take classes at Honors, High Honors and Advanced Placement levels. Small Learning Communities also provide studies in special interest areas to meet individual students' needs. The magnet plan has created alternatives within the public school system. The magnet schools bring people from diverse backgrounds together to work collaboratively toward the goal of high expectations and academic excellence in an integrated environment. The vast spectrum of diversity in Montclair includes family background, ethnicity/race, economic status, social expectation, and varied learning modalities or experiences. Each school's curriculum is aligned to the Common Core and New Jersey Core Curriculum Content Standards. The overlap of the magnet program and the organizational structure of the school make each school unique in its enrichment offerings.~~



# POLICY

## MONTCLAIR BOARD OF EDUCATION

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### Montclair's Magnets

School	Theme
<del>Bradford Academy K-5</del>	<del>The University Magnet</del>
<del>Edgemont Montessori School K-5</del>	<del>Montessori</del>
<del>Hillside School 3-5</del>	<del>Gifted and Talented</del>
<del>Nishuane School K-2</del>	<del>Gifted and Talented</del>
<del>Northeast School K-5</del>	<del>School of Global Studies</del>
<del>Rand Family School Charles H. Bullock K-5</del>	<del>Environment Science</del>
<del>Watchung School K-5</del>	<del>Science and Technology</del>
<del>Glenfield Middle School 6-8</del>	<del>Gifted and Talented Visual and Performing Arts</del>
<del>Mount Hebron Buzz Aldrin Middle School 6-8</del>	<del>Science and Technology</del>
<del>Renaissance Middle School 6-8</del>	<del>Where Learning is Constant and Standards are Exceeded</del>
<del>Montclair High School 9-12</del>	<del>Comprehensive</del>

~~The school district provides educational programs for the gifted and talented that include a broad spectrum of learning experiences which increase knowledge and develop skills necessary for the students to function successfully in society, while encouraging students to excel in areas of special competence and interest.~~

~~Programs are developed recognizing multiple intelligences and varied learning styles that stimulate students to participate constructively in and contribute to, the activities of their school, community, and society.~~

~~Our goal is to identify exceptionally able learners and provide them with differentiated opportunities for maximum growth and individual success each school year. The identification process begins in Kindergarten and must be reviewed annually through grade twelve. Curriculum differentiation is a process teachers use to increase achievement by improving the match between the learners' unique characteristics and various curriculum components. Differentiation anticipates differences among students by planning instruction that accommodates varied content, process, product, is student centered and uses varied strategies to achieve common objectives. Teachers use strategies to address every level of readiness for every student to keep him/her achieving at his/her highest level possible. Students benefit within a heterogeneous classroom, from the rich~~



dynamic opportunities provided by teacher-developed models, implementations and applications afforded through differentiated instructional/curricular designs. Differentiated instruction enables Montclair teachers to enrich the learning of all students, while specifically identifying and meeting the needs of the gifted and talented learner.

Montclair's three-tiered program includes school-wide/enrichment/acceleration, differentiation, district sponsored and regional opportunities for students. In the School-wide Enrichment Model developed by Joseph S. Renzulli and Sally M. Reiss, staff members provide specialized enrichment experiences that are made available both to the general school population as well as meeting the needs of the identified academically gifted and talented population. Such opportunities focus upon critical and creative problem solving and can include:

#### A. School-wide Programs

Acceleration Opportunities can include:

1. Compacting - acceleration in which part of the curriculum is covered in a shorter period of time than usual. Previously mastered content is determined through pre-evaluation and eliminated.
2. Content acceleration - the student is placed for part of the day with students at more advanced grade levels in one or more subjects as determined by the content assessments.
3. Continuous progress - the student is given material deemed appropriate for current achievement as the student becomes ready.
4. Self-paced instruction - the student is presented with materials that allow him/her to proceed at a self-selected pace.
5. Double promotion - grade skipping for students as measured by the following criteria:
  - a. Performing two years above grade level in Language Arts and Mathematics on district assessments;
  - b. Birth date;
  - c. Social/emotional development; and



- d. Learning Characteristics Profile.
6. Early college admission - once the standards for high school are met, early admission to college is an option.

Enrichment Opportunities can include:

1. Alternative learning activities - Demonstrations of Learning, i.e. Science, Math, Language Arts, Visual and Performing Arts, Convocations, Writers' Room, Rogate (Middle Schools), Bridge Program, Academic Olympics, and other special interest opportunities.
2. Mentorship/Internships.
3. Community resources, guest speakers, university faculty, parents, business and industry leaders, teachers.
4. Independent study, interest area field experiences.

**B. District Wide Programs such as, but not limited to:**

- ~~1. Rogate (Middle Schools).~~
- ~~2.~~ 1. Demonstrations of Learning, i.e. Science, Math, Language Arts, Visual and Performing Arts.
- ~~3. Convocations.~~
- ~~4.~~ 2. Interest area field experiences.

**C. Regional Programs/Resources and Memberships:**

- ~~1. Montclair State University Gifted and Talented Youth Programs and Parents of Gifted Offspring (POGO).~~
- ~~2.~~ 1. New Jersey PAC.
- ~~3.~~ 2. New Jersey Association for Gifted Children (NJAGC).





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- 4- 3. National Talent Network ERIC.
- 5- 4. Essex County Steering Committee.
- 6- 5. NASA.
- 7- 6. Johns Hopkins Center for Talented Youth.

### ~~Students Accelerated In Learning (SAIL) Pilot Program~~

### ~~Criteria for Selection to the Academically Talented Program~~

In keeping with the State mandate that every district Board of Education shall adopt policies and procedures to identify the intellectually gifted and talented student enrolled in its public schools and provide such students with an appropriate educational program opportunity pursuant to N.J.S.A. 18A:7A-5d and ~~district philosophy to provide inclusionary programs for all students~~. Students will be nominated for the academically talented program according to the multiple identification criteria below.

To be eligible for participation, the student must have scored a minimum of five points according to the following table. The scoring is based upon the prior year's performance.

<del>Step 1 Kindergarten - 3 (3 Points)</del>	<del>District Language Arts and Mathematics Assessments: Students must score ninety-five percent or better on the assessments. Assessments will indicate that the student has mastered one year's growth above the current grade level content.</del>
<del>Step 1 Grades 4 - 8 (3 Points)</del>	<del>Test Performance: Students must perform in the top five percent at each grade level in comparison with their peers throughout the district, on NJASK 3/4 and Terra Nova 5/6/7.</del>
<del>Step 2 Kindergarten - 8 (2 Points)</del>	<del>Formative/Summative Report Card Assessment: Consistently performs at highest level and/or other School wide based assessments.</del>
<del>Step 3</del>	<del>Teacher/Administrator Recommendation:</del>





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<del>Kindergarten – 8 (3 Points)</del>	<del>Learning Motivation Characteristics Scale (50–55 points).</del>
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<u>STEP IN THE IDENTIFICATION PROCESS/MAXIMUM POINTS AVAILABLE</u>	<u>DESCRIPTION OF THE CRITERIA USED IN EACH STEP</u>
<p><u>Step 1</u> Kindergarten – 8 (English Language Arts &amp; Mathematics) (5 Points)</p>	<p><u>End of Year Grade Point Average:</u> Student grades will determine overall academic performance in content areas of English Language Arts and mathematics (Grades K-8).</p>
<u>STEP IN THE IDENTIFICATION PROCESS/MAXIMUM POINTS AVAILABLE</u>	<u>DESCRIPTION OF THE CRITERIA USED IN EACH STEP</u>
<p><u>Step 2</u> Kindergarten – 4 (Mathematics) (5 Points)</p> <p>Kindergarten – 8 (English Language Arts) (5 Points)</p>	<p><u>Universal Screener:</u> Student performance on universal screeners (i.e. STAR Reading &amp; Math) will determine competence in English Language Arts (Grades K-8) and mathematics (Grades K-4).</p>
<p><u>Step 3</u> Kindergarten – 8 (Mathematics) (5 Points)</p> <p>Grades 6– 8 (English Language Arts) (5 Points)</p>	<p><u>District Assessments:</u> Student performance on district assessments will determine local achievement in standards in content areas of English Language Arts (Grades 6-8) and mathematics (Grades K-8).</p>
<p><u>Step 4</u> Kindergarten – 8 (English Language Arts &amp; Mathematics) (5 Points)</p>	<p><u>Characteristics Inventory:</u> Teacher inventory of learning and motivation characteristics will determine task commitment in content areas of English Language Arts and mathematics (Grades K-8).</p>



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Students who are ineligible for enrollment under the Montclair Public Schools can utilize regional Programs/Resources and memberships listed under "C" above.

N.J.S.A. 18A:61A-2; 18A:35-4.16  
N.J.A.C. 6:37-1.1; 6A:8-1.3; 6A:8-3.1(a)5.  
P.L. 108-382, Sec. 10201 et seq.

Adopted: 12 December 2016



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Harassment, Intimidation and Bullying

July 2018

M

[See POLICY ALERT Nos. 163, 179, 180, 181, 182, 183, 188, 193, 194, 200, and 216]

## 5512 HARASSMENT, INTIMIDATION, AND BULLYING

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<u>Section</u>	<u>Section Title</u>
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B.	Harassment, Intimidation, and Bullying Definition
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D.	Consequences and Appropriate Remedial Actions
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F.	Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)
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J.	Consequences and Appropriate Remedial Action for False Accusation
K.	Harassment, Intimidation, and Bullying Policy Publication and Dissemination
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Harassment, Intimidation, and Bullying

- N. Reports to Board of Education and New Jersey Department of Education
- O. School and District Grading Requirements
- P. Reports to Law Enforcement
- Q. Collective Bargaining Agreements and Individual Contracts
- R. Students with Disabilities
- S. **Approved Private Schools for Students with Disabilities (APSSD)**

A. Policy Statement

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

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

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## Harassment, Intimidation, and Bullying

### B. Harassment, Intimidation, and Bullying Definition

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

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

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

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### Harassment, Intimidation, and Bullying

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

#### C. Student Expectations

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

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

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

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

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

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### Harassment, Intimidation, and Bullying

3. Student rights; and
4. Sanctions and due process for violations of the Code of Student Conduct.

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

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

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Students are encouraged to support other students who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and



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## Harassment, Intimidation, and Bullying

4. Report acts of harassment, intimidation, and bullying to the designated school staff member.

### D. Consequences and Appropriate Remedial Actions

#### Consequences and Appropriate Remedial Actions – Students

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

**Appropriate remedial action for a student who commits an act of harassment, intimidation, or bullying that takes into account the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of problem behaviors and performance. The appropriate remedial action may also include a behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team as appropriate; and supportive interventions and referral services, including those at N.J.A.C. 6A:16-8. ~~consequences and remedial actions are those that are graded according to the severity of the offense(s), consider the developmental ages of the student offenders and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-7.~~**

#### Factors for Determining Consequences – Student Considerations

1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;
2. Degrees of harm;
3. Surrounding circumstances;
4. Nature and severity of the behavior(s);
5. Incidences of past or continuing patterns of behavior;
6. Relationships between the parties involved; and
7. Context in which the alleged incidents occurred.



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Harassment, Intimidation, and Bullying

## Factors for Determining Consequences – School Considerations

1. School culture, climate, and general staff management of the learning environment;
2. Social, emotional, and behavioral supports
3. Student-staff relationships and staff behavior toward the student;
4. Family, community, and neighborhood situation; and
5. Alignment with Board policy and regulations/procedures.

## Factors for Determining Remedial Measures

### Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. Interests;
6. Hobbies;
7. Extra-curricular activities;
8. Classroom participation;
9. Academic performance; and 10. Relationship to students and the school district.

### Environmental

1. School culture;
2. School climate;
3. Student-staff relationships and staff behavior toward the student;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation

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### Harassment, Intimidation, and Bullying

Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16- 7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are **varied** and graded according to the **nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; severity of the offenses, consider** the developmental age of the student; ~~offenders and the students'~~ student's ~~histories~~ history of ~~inappropriate~~ **problem behaviors and performance behaviors** consistent with the Board's approved Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.

Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

#### Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Classroom or administrative detention;
5. Referral to disciplinarian;
6. In-school suspension;
7. Out-of-school suspension (short-term or long-term);
8. Reports to law enforcement or other legal action; or 9. Expulsion.

#### Examples of Remedial Measures

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## Harassment, Intimidation, and Bullying

### Personal – Student Exhibiting Bullying Behavior

1. Develop a behavioral contract with the student. Ensure the student has a voice in the outcome and can identify ways he or she can solve the problem and change behaviors;
2. Meet with parents to develop a family agreement to ensure the parent and the student understand school rules and expectations;
3. Explain the long-term negative consequences of harassment, intimidation, and bullying on all involved;
4. Ensure understanding of consequences, if harassment, intimidation, and bullying behavior continues;
5. Meet with school counselor, school social worker, or school psychologist to decipher mental health issues (e.g., what is happening and why?); 6. Develop a learning plan that includes consequences and skill building;
7. Consider wrap-around support services or after-school programs or services;
8. Provide social skill training, such as impulse control, anger management, developing empathy, and problem solving;
9. Arrange for an apology, preferably written;
10. Require a reflective essay to ensure the student understands the impact of his or her actions on others;
11. Have the student research and teach a lesson to the class about bullying, empathy, or a similar topic;
12. Arrange for restitution (i.e., compensation, reimbursement, amends, repayment), particularly when personal items were damaged or stolen;
13. Explore age-appropriate restorative (i.e., healing, curative, recuperative) practices; and
14. Schedule a follow-up conference with the student.

### Personal – Target/Victim

1. Meet with a trusted staff member to explore the student's feelings about the incident;
2. Develop a plan to ensure the student's emotional and physical safety at school;

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### Harassment, Intimidation, and Bullying

3. Have the student meet with the school counselor or school social worker to ensure he or she does not feel responsible for the bullying behavior;  
Implement practices that support a student's sense of safety.
4. Ask students to log behaviors in the future;
5. Help the student develop skills and strategies for resisting bullying; and
6. Schedule a follow-up conference with the student.

#### Parents, Family, and Community

1. Develop a family agreement;
2. Educate parents of the laws as defined in NJSA 18A:37-14. Therefore, a baseline is created that promotes a mutual commitment to follow through and support the processes involved in HIB procedures.
3. Refer the family for family counseling; and
4. Offer parent education workshops related to bullying and social-emotional learning.

#### Examples of Remedial Measures – Environmental

##### (Classroom, School Building, or School District)

1. Analysis of existing data to identify bullying issues and concerns;
2. Use of findings from school surveys (e.g., school climate surveys);
3. Focus groups;
4. Mailings – postal and email;
5. Cable access television; 6. School culture change;
7. School climate improvement;.
8. Increased supervision in “hot spots” (e.g., locker rooms, hallways, playgrounds, cafeterias, school perimeters, buses);
9. Adoption of evidence-based systemic bullying prevention practices and programs;
10. Training for all certificated and non-certificated staff to teach effective prevention and intervention skills and strategies;
11. Professional development plans for involved staff
12. Participation of parents and other community members and organizations (e.g., Parent Teacher Associations, Parent Teacher Organizations) in the educational program and in problem-solving bullying issues
13. Formation of professional learning communities to address bullying problems;

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### Harassment, Intimidation, and Bullying

14. Small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions;
15. School policy and procedure revisions;
16. Modifications of schedules;
17. Adjustments in hallway traffic;
18. Examination and adoption of educational practices for actively engaging students in the learning process and in bonding students to pro-social institutions and people;
19. Modifications in student routes or patterns traveling to and from school;
20. Supervision of student victims before and after school, including school transportation;
21. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
22. Targeted use of teacher aides;
23. Disciplinary action, including dismissal, for school staff who contributed to the problem;
24. Supportive institutional interventions, including participation in the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
25. Parent conferences;
26. Family counseling;
27. Development of a general harassment, intimidation, and bullying response plan;
28. Behavioral expectations communicated to students and parents;
29. Participation of the entire student body in problem-solving harassment, intimidation, and bullying issues;
30. Recommendations of a student behavior or ethics council;
31. Participation in peer support groups; 32. School transfers; and
33. Involvement of law enforcement officers, including school resource officers and juvenile officers or other appropriate legal action.
34. Using: The Student Activity Workbook to assist with didactic, hands on learning for remediation.

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### Harassment, Intimidation, and Bullying

#### Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

#### Target/Victim Support

Districts should identify a range of strategies and resources that will be available to individual victims of harassment, intimidation, and bullying, and respond in a manner that provides relief to victims and does not stigmatize victims or further their sense of persecution. The type, diversity, location, and degree of support are directly related to the student's perception of safety.

Sufficient safety measures should be undertaken to ensure the victims' physical and social-emotional well-being and their ability to learn in a safe, supportive, and civil educational environment.

Examples of support for student victims of harassment, intimidation, and bullying include:

1. Teacher aides;
2. Hallway and playground monitors;
3. Partnering with a school leader;
4. Provision of an adult mentor;
5. Assignment of an adult "shadow" to help protect the student;
6. Seating changes;
7. Schedule changes;
8. School transfers;
9. Before- and after-school supervision;
10. School transportation supervision;
11. Counseling; and
12. Treatment or therapy.

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### Harassment, Intimidation, and Bullying

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Harassment, Intimidation, and Bullying

## E. Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with students, also shall submit a report in writing to the Principal within two school days of the verbal report.

The Principal or **designee** will inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. **The Principal or designee shall take into account the circumstances of the incident when providing notification to parents of all students involved in the reported harassment, intimidation, or bullying incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense.** The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident.

**A person may report, verbally or in writing, an act of harassment, intimidation, or bullying committed by an adult or youth against a student anonymously. The Board will not take formal disciplinary action for violations of the Code of Student Conduct based solely on the anonymous report.**



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### Harassment, Intimidation, and Bullying

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

**F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)**

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;

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### Harassment, Intimidation, and Bullying

- b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
  - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
  - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
  - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.  
The school Anti-Bullying Specialist shall:
  - a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;
  - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
  - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational

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### Harassment, Intimidation, and Bullying

procedures and educational practices in the school, and to address issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety/School Climate Team.

The School Safety/School Climate Team shall:

- a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and

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### Harassment, Intimidation, and Bullying

- g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

#### G. Harassment, Intimidation, and Bullying Investigation

The Board requires a thorough and complete investigation to be conducted for each report of violations and complaints which either identify harassment, intimidation, or bullying or describe behaviors that indicate harassment, intimidation, or bullying.

#### [Option – Principal’s Preliminary Determination

**However, prior to initiating the investigation, the Principal or designee, in consultation with the Anti-Bullying Specialist, may make a preliminary determination as to whether the reported incident or complaint, assuming all facts presented are true, is a report within the scope of the definition of harassment, intimidation, and bullying under the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-14. The Superintendent or designee may sign-off on the preliminary determination.**

**The Principal or designee, upon making a preliminary determination the incident or complaint is not within the scope of the definition of harassment, intimidation, and bullying, shall inform the parents of the parties involved, who may appeal the preliminary determination to the Board of Education and thereafter to the Commissioner of Education in accordance with N.J.A.C. 6A:3.**

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### Harassment, Intimidation, and Bullying

**A Board hearing shall be held within ten business days of receipt of the request for a Board hearing. If the preliminary determination, upon review of the facts presented in the reported incident or complaint, is to continue with the harassment, intimidation and bullying investigation, the investigation shall be completed in accordance with N.J.S.A. 18A:37-15.b.(6) and this Policy.]**

The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist in coordination with the Principal. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist with the investigation. **Investigations or complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. An investigation concerning a staff member shall not be conducted by a staff member who is supervised by the staff member being investigated or who is an administrator in the district. The Principal or designee, in consultation with the Superintendent or designee, will appoint a staff member to complete these investigations.**

The investigation shall be completed, and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the incident. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.).

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### Harassment, Intimidation, and Bullying

As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and may decide to provide intervention services, order counseling, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, impose discipline, or take or recommend other appropriate action, as necessary.

The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report shall include information on any consequences imposed under the Code of Student Conduct, any services provided, training established, or other action taken or recommended by the Superintendent.

Parents of involved student offenders and targets/victims shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, and whether consequences were imposed, or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.

A parent may request a hearing before the Board of Education after receiving the written information about the investigation. **Any request for such a hearing shall be filed with the Board Secretary no later than sixty calendar days after the written information is provided to the parents.** The hearing shall be held within ten school business days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the incident, the findings from the investigation of the incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination



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### Harassment, Intimidation, and Bullying.

At the regularly scheduled Board of Education meeting following its receipt of the Superintendent's report on the results of the investigations to the Board or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, student, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

#### H. Range of Responses to an Incident of Harassment, Intimidation, or Bullying

The Board shall establish a range of responses to harassment, intimidation, and bullying incidents and the Principal and the Anti-Bullying Specialist shall appropriately apply these responses once an incident of harassment, intimidation, or bullying is confirmed. The Superintendent shall respond to confirmed harassment, intimidation, and bullying, according to the parameters described in this Policy. The range of ways in which school staff will respond shall include an appropriate combination of counseling, support services, intervention services, and other programs. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district level or by law enforcement officials.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

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### Harassment, Intimidation, and Bullying

1. Individual responses can include consistent and appropriate positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) intended to remediate the problem behaviors.
2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays (when implemented with sensitivity to a student's situation or involvement with harassment, intimidation, and bullying), research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, "acts of kindness" programs or awards, use of student survey data to plan prevention and intervention programs and activities, social norms campaigns, posters, public service announcements, "natural helper" or peer leadership programs, "upstander" programs, parent programs, the dissemination of information to students and parents explaining acceptable uses of electronic and wireless communication devices, and harassment, intimidation, and bullying prevention curricula or campaigns.
4. District-wide responses can comprise of adoption of school-wide programs, including enhancing the school climate, involving the community in policy review and development, providing professional development coordinating with community-based organizations (e.g., mental health, health services, health facilities, law enforcement, faith-based organizations), launching harassment, intimidation, and bullying prevention campaigns.

#### I. Reprisal or Retaliation Prohibited

The Board prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or one with reliable information, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in



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reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures. All suspected acts of reprisal or retaliation will be taken seriously, and appropriate responses will be made in accordance with the totality of the circumstances.

Examples of consequences and remedial measures for students who engage in reprisal or retaliation are listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

Examples of consequences for a school employee or a contracted service provider who has contact with students who engage in reprisal or retaliation may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district- sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Examples of consequences for a Board member who engages in reprisal or retaliation may include, but not be limited to: reprimand, legal action, and other action authorized by statute or administrative code. Remedial measures may include, but not be limited to: counseling and professional development.

### J. Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of retaliation or as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 et seq., Discipline of Students and as set forth in

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N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions and those listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

2. **School Employees** - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could entail discipline in accordance with district policies, procedures, and agreements which may include, but not be limited to: reprimand, suspension, increment withholding, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.
3. **Visitors or Volunteers** - Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

#### K. Harassment, Intimidation, and Bullying Policy Publication and

This Policy will be disseminated annually by the Superintendent to all school employees, contracted service providers who have contact with students, school volunteers, students, and parents who have children enrolled in a school in the district, along with a statement explaining the Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

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### Harassment, Intimidation, and Bullying

The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post a link to the district's Harassment, Intimidation, and Bullying Policy that is prominently displayed on the homepage of the school district's website. The district will notify students and parents this Harassment, Intimidation, and Bullying Policy is available on the school district's website.

The Superintendent shall post the name, school phone number, school address, and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Each Principal shall post the name, school phone number, address, and school email address of both the Anti-Bullying Specialist and the district Antibullying Coordinator on the home page of each school's website.

#### L. Harassment, Intimidation, and Bullying Training and Prevention Programs

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to current and new school employees; including administrators, instructors, student support services, administrative/office support, transportation, food service, facilities/maintenance; contracted service providers; and volunteers who have significant contact with students; and persons contracted by the district to provide services to students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying.

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

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### Harassment, Intimidation, and Bullying

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall provide time during the usual school schedule for the Anti-Bullying Coordinator and each school Anti-Bullying Specialist to participate in harassment, intimidation, and bullying training programs.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, and bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:37-17 et seq.

#### M. Harassment, Intimidation, and Bullying Policy Reevaluation, Reassessment and Review

The Superintendent shall develop and implement a process for annually discussing the school district's Harassment, Intimidation, and Bullying Policy with students.

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The Superintendent, ~~and the Principal(s), and the Anti-Bullying Coordinator, with input from the schools' Anti-Bullying Specialists,~~ shall annually conduct a reevaluation, reassessment, and review of the Harassment, Intimidation, and Bullying Policy, ~~and any report(s) and/or finding(s) of the School Safety/School Climate Team(s), with input from the schools' Anti-Bullying Specialists,~~ and The Superintendent shall recommend to the Board necessary revisions and additions to the Policy consistent with N.J.S.A. 18A:37-15.c., as well as to harassment, intimidation, and bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

#### N. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of violence, vandalism, and harassment, intimidation, and bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

#### O. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

#### P. Reports to Law Enforcement

Some acts of harassment, intimidation, and bullying may be bias-related acts and potentially bias crimes and school officials must report to law enforcement officials either serious acts or those which may be part of a larger pattern in accordance with the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

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### Harassment, Intimidation, and Bullying

#### Q. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

#### R. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

#### S. Approved Private Schools for Students with Disabilities (APSSD)

In accordance with the provisions of N.J.A.C. 6A:16-7.7(a).2.ix.(2), the Board of Education shall investigate a complaint or report of harassment, intimidation, or bullying, pursuant to N.J.A.C.

6A:16-7.7(a).2.ix. and Section G. of this Policy occurring on Board of Education school buses, at Board of Education school-sponsored functions, and off school grounds involving a student who attends an APSSD. The investigation shall be conducted by a Board of Education Anti-Bullying Specialist, in consultation with the APSSD.

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

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Harassment, Intimidation, and Bullying

N.J.S.A. 18A:37-13 through 18A:37-32

N.J.A.C. 6A:16-7.1 et seq.; 6A:16-7.9 et seq.

Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – April 2011 – New Jersey Department of Education

Memorandum – New Jersey Commissioner of Education – Guidance for Schools on Implementing the Anti-Bullying Bill of Rights Act – December 16, 2011

Adopted:



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Use of Physical Restraint and Seclusion  
Techniques for Students with Disabilities

Jul 18

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[See POLICY ALERT Nos. 192, 215 and 216]

## 5561 USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES

[Select Only One Option Below]

The Board of Education does not allow for the use of restraint and seclusion for students with disabilities.

The Board of Education strives to provide a safe, caring atmosphere that supports all students in the least restrictive environment. On occasion, during an emergency, a situation may arise making it necessary to temporarily restrain or seclude a student with a disability in accordance with N.J.S.A. 18A:46-13.4 through 13.7.]

A school district, an educational services commission, or an approved private school for students with disabilities (APSSD) that utilizes physical restraint on students with disabilities shall ensure that:

1. Physical restraint is used only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;
2. A student is not restrained in the prone position, unless the student's primary care physician authorizes, in writing, the use of this restraint technique;
3. Staff members who are involved in the restraint of a student receive training in safe techniques for physical restraint from an entity determined by the Board of Education to be qualified to provide such training, and that the training is updated at least annually;
4. The parent of a student is immediately notified when physical restraint is used on the student. This notification may be by telephone or electronic communication. A post-incident full written notification report of the incident of physical restraint shall be provided to the parent within forty-eight hours of the occurrence of the incident;





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Use of Physical Restraint and Seclusion  
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5. Each incident in which physical restraint is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and
6. Each incident in which physical restraint is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan (IEP) meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of physical restraints through inclusion of positive behavior supports in the student's behavior intervention plans developed by the ~~individualized education plan~~ IEP team.

A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:

1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;
2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and
3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable the staff to use this information to develop or improve the behavior intervention plan at the next ~~individualized education plan~~ IEP meeting.



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Use of Physical Restraint and Seclusion  
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A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's behavior intervention plans developed by the ~~individualized education plan~~ IEP team.

The New Jersey Department of Education shall establish guidelines for school districts, educational services commissions, and APSSDs to ensure a review process is in place to examine the use of physical restraints or seclusion techniques in emergency situations, and for the repeated use of these methods for an individual child, within the same classroom, or by a single individual. The review process shall include educational, clinical, and administrative personnel. Pursuant to the review process the student's ~~individualized education plan~~ IEP team may, as deemed appropriate, determine to revise the behavior intervention plan or classroom supports, and a school district, educational services commission, or APSSD may determine to revise a staff member's professional development plan pursuant to N.J.S.A. 18A:46-13.7.

The Superintendent or designee may gather input from school staff members and parents of students with disabilities on this Policy and Regulation. All students with disabilities and their parents shall be afforded the procedural safeguards provided by the Individuals with Disabilities Education Act (IDEA).

The Superintendent or designee shall annually inform parents of students with disabilities about the Board's Policy regarding restraint and seclusion.

N.J.S.A. 18A:46-13.4; 18A:46-13.5; 18A:46-13.6; 18A:46-13.7

New Jersey Department of Education Restraint and Seclusion Guidance for Students with Disabilities – July 10, 2018

Adopted:



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Reporting Potentially Missing or Abused Children  
Apr 18  
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[See POLICY ALERT Nos. 94, 97, 100, 106, 133, 169, 180, 203, 208 and 215]

## 8462 REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN

The Board of Education recognizes early detection of missing, abused, or neglected children is important in protecting the health, safety, and welfare of all children. In recognition of the importance of early detection of missing, abused, or neglected children, the Board of Education adopts this Policy pursuant to the requirements of N.J.S.A. 18A:36-24 and 18A:36-25. The Board provides this Policy for its employees, volunteers, or interns to provide for the early detection of missing, abused, or neglected children through notification of, reporting to, and cooperation with the appropriate law enforcement and child welfare authorities pursuant to N.J.S.A. 18A:36-24 and 18A:36-25 et seq., N.J.A.C. 6A:16-11.1, and N.J.S.A. 9:6-8.10.

Employees, volunteers, or interns working in the school district shall immediately notify designated child welfare authorities of incidents of alleged missing, abused, and/or neglected children. Reports of incidents of alleged missing, abused, or neglected children shall be reported to the New Jersey State Central Registry (SCR) at 1-877 NJ ABUSE or to any other telephone number designated by the appropriate child welfare authorities. If the child is in immediate danger a call shall be placed to 911 as well as to the SCR.

The person having reason to believe that a child may be missing or may have been abused or neglected may inform the Principal or other designated school official(s) prior to notifying designated child welfare authorities if the action will not delay immediate notification. The person notifying designated child welfare authorities shall inform the Principal or other designated school official(s) of the notification, if such had not occurred prior to the notification. Notice to the Principal or other designated school official(s) need not be given when the person believes that such notice would likely endanger the reporter or student involved or when the person believes that such disclosure would likely result in retaliation against the student or in discrimination against the reporter with respect to his or her employment.

The Principal or other designated school official(s) upon being notified by a person having reason to believe that a child may be missing or may have been abused or neglected, must notify appropriate law enforcement authorities. Notification to appropriate law enforcement authorities shall be made for all



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## Reporting Potentially Missing or Abused Children

reports by employees, volunteers, or interns working in the school district. Confirmation by another person is not required for a school district employee, volunteer, or intern to report the suspected missing, abused, or neglected child situation.

School district officials will cooperate with designated child welfare and law enforcement authorities in all investigations of potentially missing, abused, or neglected children in accordance with the provisions of N.J.A.C. 6A:16-11.1(a)5.

The district designates Dr. Felice A. Harrison-Crawford, Director of Operations and School Support Services as the school district's liaison to designated child welfare authorities to act as the primary contact person between the school district and child welfare authorities with regard to general information sharing and the development of mutual training and other cooperative efforts. The district designates the Superintendent or designee as the school district's liaison to law enforcement authorities to act as the primary contact person between the school district and law enforcement authorities, pursuant to N.J.A.C. 6A:16-6.2(b)1, consistent with the Memorandum of Agreement, pursuant to N.J.A.C. 6A:16-6.2(b)13.

An employee, volunteer, or intern working in the school district who has been named as a suspect in a notification to child welfare and law enforcement authorities regarding a missing, abused, or neglected child situation shall be entitled to due process rights, including those rights defined in N.J.A.C. 6A:16-11.1(a)9.

The Superintendent or designee shall provide training to school district employees, volunteers, or interns on the district's policy and procedures for reporting allegations of missing, abused, or neglected child situations. All new school district employees, volunteers, or interns working in the district shall receive the required information and training as part of their orientation.

There shall be no reprisal or retaliation against any person who, in good faith, reports or causes a report to be made of a potentially missing, abused, or neglected child situation pursuant to N.J.S.A. 9:6-8.13.



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Reporting Potentially Missing or Abused Children

~~Any employee, volunteer, or intern with reasonable cause to suspect or believe that a student has attempted or completed suicide, shall report the information to the Department of Human Services, Division of Mental Health and Addiction Services, in a form and manner prescribed by the Division of Mental Health and Addiction Services pursuant to N.J.S.A. 30:9A-24.a.~~

N.J.S.A. 18A:36-24; 18A:36-25 et seq.  
N.J.A.C. 6A:16-11.1

Adopted:



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## 9120 PUBLIC RELATIONS PROGRAM (M)

### M

The Board of Education believes all reasonable means should be employed to keep the community served by the school district informed on matters of importance regarding district programs, finances, personnel, policies, and operations.

The Board will determine which of its official actions have sufficient community impact and interest to warrant special release; the Board alone will release to the news media information about those matters of importance. The Board President may release information regarding Board actions of lesser importance as they have been recorded in the minutes of the Board meetings and upon the request of media representatives. The release of all other publications, photographs, and documents depicting the accomplishments of the students and staff of the district shall be approved by the Superintendent of Schools or designee.

The school district will not release or publish photographs or release other personal identifying information of an individual district student without the prior written permission of the parent(s) or legal guardian(s) or from the adult student. Written permission slips for such release from each parent(s) or legal guardian(s) or adult student will be obtained through the student data bases system (i.e. Genesis) by the Principal or designee for the students in their school building or by the Program Administrator for students in programs where a Principal is not assigned. These written permission forms shall be maintained in the student data bases system (i.e. Genesis) by the Principal or Program Administrator. Group photographs may be released by the district without permission, but in no event will an individual student in a group photograph be identified by name and/or by other personal identifier without written permission from the parent(s) or legal guardian(s) or adult student.

The Superintendent of Schools shall direct an information program designed to acquaint residents of the community and the public generally with the achievements and the needs of the schools. As a minimum, information shall be disseminated regarding the district's educational goals; the district's guarantee of equal educational opportunity; the district's programs for basic skills improvement, special education, bilingual education, and English as a second language; and summary reports of the administration of Statewide assessment tests. Every effort shall be made to foresee and avoid problems caused by misunderstanding or lack of information.

The public information program may include the publication and distribution of a district newsletter, meetings with parent(s) or legal guardian(s) and interested residents, a





presentation and interpretation of the proposed annual budget, periodically distributed calendars and notices of events, the Superintendent's annual report, and a student handbook, as well as the release of news and photographs of school activities for publication. Notices, publications, and other written materials may be prepared in languages other than English when necessary and appropriate for understanding.

The Board of Education adopts the following strategies to minimize the cost of public relations as defined in N.J.A.C. 6A:23A-9.3(c)14 in accordance with N.J.A.C. 6A:23A-5.2.

School district publications shall be produced and distributed in the most cost-efficient manner possible that will enable the school district to inform and educate the target community. The use of expensive materials or production techniques where lower cost methods are available and appropriate, such as the use of multi-color glossy publications instead of suitable, less expensive alternatives, is prohibited.

The school district will not distribute, via mass mailings or other means to the district community at large, publications that include the picture(s) of any members of the Board of Education within ninety days before any election in which any Board member is seeking any elective office or any election relating to school district operations held in the district. Any publication(s) distributed by the Board via mass mailings or other means to the district community at large within sixty days before any election in which any Board member is seeking any elective office or any election relating to school district operations held in the district must be submitted to the Executive County Superintendent for review prior to distribution to ensure that the public funds are being expended in a reasonable and cost-effective manner.

Public relations activities, such as booths at Statewide conferences, marketing activities and celebrations for opening schools and community events, and TV productions that are not part of the instructional program or do not provide information about district or Board operations to the public, that are excessive in nature are prohibited. All activities involving promotional efforts to advance a particular position on school elections or any referenda are prohibited.

Nothing in N.J.A.C. 6A:23A-5.2 and this Policy shall preclude the school district from accepting donations or volunteer services from community members, local private education foundations and local business owners to conduct or assist in public relations services. Examples include, but are not limited to: providing school district flyers, newsletters, or other materials containing school-related information of public concern to local businesses, public meeting places, or other local organizations to display or make available for dissemination; making school district related information of public concern



# POLICY

## MONTCLAIR BOARD OF EDUCATION

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PUBLIC RELATIONS PROGRAM (M)

available to local newspapers to publish related articles; and utilizing volunteered services of local community members, district employees, members of parent organizations or local businesses with expertise in related areas such as printing, advertising, publishing, or journalism.

Donations: Procedures are to adhere to the guidelines district policy 7230 – Gifts, Grants, and Donations.

The Board of Education will establish annually prior to budget preparation, a maximum dollar limit for public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14. In the event it becomes necessary to exceed the established maximum dollar limit for public relations, the Superintendent of Schools shall recommend to the Board of Education an increase in the maximum dollar amount for public relations. Any increase in the maximum dollar amount shall require formal Board action.

N.J.A.C. 6A:23A-5.2

The Board of Education is prohibited from approval of any position for the sole or explicit reason for public relations, without the approval of the County Superintendent (NJAC)

Adopted: 12 December 2016

