

Sayreville, New Jersey  
March 16, 2010  
6:30 P.M.

Pursuant to notice posted at the Board Offices and given to each Board member, one local newspaper, and the Borough Clerk as required by Chapter 231, Public Law 1975, the Board of Education of the Borough of Sayreville held a Regular Meeting on March 16, 2010. The meeting was held in the Cafeteria at Sayreville War Memorial High School. An Executive Session took place at 6:30 P.M. followed by the Regular Meeting at 7:30 P.M.

Members present were: Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Clark, Mr. Lembo, Mrs. Trapp and Mr. Macagnone. Mrs. Esposito and Mrs. Stratton were absent.

Also present were: Superintendent Alfano, Assistant Superintendent Sutherland and Business Administrator/Board Secretary D'Andrea.

President Macagnone opened the meeting at 6:30 P.M.

Motion by Mr. Ciak, second by Mr. Lembo. Roll call vote. Seven yes votes recorded. Motion carried. Yes votes recorded by Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Clark, Mr. Lembo, Mrs. Trapp and Mr. Macagnone. Mrs. Esposito and Mrs. Stratton were absent. The Board went into Executive Session at 6:31 P.M. in accordance with the following Resolution.

Also present were: Superintendent Alfano, Assistant Superintendent Sutherland, Business Administrator/Board Secretary D'Andrea and Board Attorney Busch of the Wilentz, Goldman and Spitzer law firm.

#### RESOLUTION

WHEREAS Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Sayreville, County of Middlesex, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:

#### PERSONNEL

- Teamsters Local 469 – Dispute among Members

#### NEGOTIATIONS

- School Calendar

#### ATTORNEY-CLIENT PRIVILEGE

- Civil Suit by SEA Member
- Litigation Against RSC Architects

3. It is anticipated at this time that the above-stated subject matter shall be made public at such time as the need for non-disclosure no longer exists.
4. This Resolution shall take effect immediately.

It must be noted that Mrs. Stratton arrived at 6:35 P.M.

The Board reopened the meeting at 7:30 P.M.

Members present were: Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Lembo, Mrs. Stratton, Mrs. Trapp and Mr. Macagnone. Mr. Clark and Mrs. Esposito were absent.

Also present were: Superintendent Alfano, Assistant Superintendent Sutherland, Business Administrator/Board Secretary D'Andrea, Curriculum Director Baumann and Pupil Personnel Services Director Duffy.

#### PRESENTATION

- Girls' Basketball High Scorer – Jessica Kitrys
- Art Month – Lucille Bloom

#### CORRESPONDENCE

- Monthly Technology Work-Order Report
- Monthly Maintenance Work-Order Reports
- Monthly Construction Manager Reports
- E-Mail – County Board of Elections

## APPROVAL OF MINUTES

None

## STUDENT COUNCIL REPRESENTATIVE'S REPORT

Brittany Nowicki

## PARENT INVOLVEMENT REPRESENTATIVE'S REPORT

Judith Gary

## ATTORNEY'S REPORT

None

## DISTRICT HIGHLIGHTS

- The following are the high school seniors who have achieved Top Ten Status based upon their grade-point average:
  1. Steven Buscar – Valedictorian
  2. Jaimie John – Salutatorian
  3. Nicholas Szamreta
  4. Erik Sherman
  5. Dana Quinn
  6. Sanzana Faroque
  7. Forum Patel
  8. Shannon McKenna
  9. Kristen Batko
  10. Brianna Heatai
  
- A great big “JOB WELL DONE” to the 38 Samsel Upper Elementary fifth graders who participated in the Board of Education Meeting held on March 2, 2010 as part of our “Let the Children Lead” program. The students were chosen by submitting an essay as to why he/she would want to be a part of the program. After the essays were judged, 38 students were picked to participate and each were provided with a position (Board Member, Central Office Administrator, etc.) for the meeting after first being given a few training sessions led by Dr. Alfano, Ms. Sutherland, Mr. D’Andrea and Ms. Brady in order to become familiar with policy and procedure. The Board and Administration was proud to welcome these fine students and congratulates them on fulfilling their roles as our future leaders!

- Thanks to the generous hearts of the Wilson School students and staff, \$1,200.00 was collected for the Haitian Relief Fund. As always, the Wilson family reaches out to aid children and their families who are suffering hardships.
- Kindness was contagious at Truman School from January 19<sup>th</sup> through February 1<sup>st</sup>, when the students, staff and parents participated in a “Kindness and Justice Challenge.” During this time, teachers and parents recorded random acts of kindness. The project generated a lot of excitement and support with the students engaged in a total of 3,513 acts of kindness. Integrating this activity into the math curriculum, the students were given data and the task of predicting how many acts of kindness would be completed by Truman School students. Congratulations to third graders; Damian Gonzalez, Jason Lenson, Anavi Shah and Megan McCrea, who were the winners of the contest with the prediction of 3,500 acts of kindness. Special thanks to the guidance counselor, Mrs. Phyllis Illions, for planning and coordinating this worthwhile character education project for Truman School.
- During the month of February, Arleth School collected \$2,738.38 in spare change for the Leukemia & Lymphoma Society School and Youth Program. The Leukemia & Lymphoma Society is the world’s largest voluntary health organization dedicated to funding blood cancer research, education and patient services. Congratulations to Ms. Vora’s first-grade class who brought in the highest amount followed by Ms. Peduto’s second-grade class bringing in the second highest amount of spare change. All of the money collected will help local patients and thousands of others fight blood cancers which causes more deaths than any other cancer among children and young adults under the age of 20.
- Arleth School had their own version of the Super Bowl when two weeks before the Super Bowl, students were asked to donate a can of soup. They chose either the “Colts” or the “Saints” donation containers, checking daily at lunch to see if their team was winning the “SOUPER BOWL!” At the end of two weeks, the students were asked to estimate how many cans had been collected with Mrs. Comerford’s third-grade class counting the cans of soup. Congratulations to the four winners, most of whom were first graders, who each received a Dr. Seuss book. The final score: Colts – 148 and the Saints – 150 for a total of 298 cans of soup. This was truly a Super Souper Bowl!
- Middle School students, Alyssa Bistrimovich and Selena Siri, were selected to perform with the 2010 Region II Intermediate Chorus. The performance, which was held on Saturday, February 27<sup>th</sup>, was well attended and extremely well received by parents, musicians and teachers from throughout the Central New Jersey area. Both girls sang with many outstanding student vocalists from area middle schools including East Brunswick, Edison and Howell. Congratulations to Alyssa and Selena, their families, Mrs. Malara, Choral Director and the Sayreville Middle Music Department for yet another outstanding job.
- Fourteen Sayreville War Memorial High School DECA students competed against 1,533 other DECA students and we had five winners! These winning students placed in the top ten for the State of New Jersey and will receive medals. They are:

Ravi Trivedi

- Principles of Finance

|                  |                                     |
|------------------|-------------------------------------|
| Anuj Talati      | - Accounting Applications           |
| Kelvin Tyson     | - Quick-Serve Restaurant Management |
| Milvian Prieto   | - Advertising Campaign              |
| Demetrios Panayi | - Advertising Campaign              |

The Sayreville DECA students have won a total of 38 medals this year. Percentage wise, we are one of the top winning schools in New Jersey! Congratulations to all these students who worked very hard preparing for these competitions and were determined to be winners!

- Congratulations to Sayreville teachers Maria Kilduff and her daughter, Erin Kilduff, who were recently inducted into the St. Thomas Aquinas College Hall of Fame on January 29, 2010. Maria's husband, Robert, was also inducted. They each received a wonderful award. Maria Kilduff is a member of the Class of 1979 and is a Spanish teacher at Truman School. Erin Kilduff is a member of the Class of 2007 and is a Special Education teacher at Arleth School. Robert Kilduff is a member of the Class of 1979 and an Inspector at Jersey City Police Department. They are the first family inducted into the Hall of Fame in the college's history. This was quite an honor for the Kilduff family! Way to go Kilduff family!

## SUPERINTENDENT'S REPORT OVERVIEW

### **BUILDING AND GROUNDS**

A. The Board of Education approved the NJEA/NJN Production of Classroom Close-UP in the Sayreville War Memorial High School cafeteria on Thursday, April 15, 2010, during school hours.

B. The Board of Education approved the use of the Sayreville War Memorial High School main gym and one (1) auxiliary gym, boys' varsity baseball and junior varsity fields, stadium football fields and cafeteria from Monday, July 19 through Friday, July 23, 2010, from 8:00 AM to 3:00 PM for an instructional baseball camp by the Blue and Grey Baseball Camp. Custodians will be scheduled without overtime.

### **FINANCE**

A. The Board of Education approved the Resolution on Transfers, Resolution #2009-10-012 for the month of February 2010.

B. The Board of Education approved the Transfer Spreadsheet in accordance with S-1701 for the month of February 2010.

C. The Board of Education approved the list of bills dated March 16, 2010 prepared by the Board Secretary in the amount of \$2,235,716.10 for the Operating Account.

It must be noted that Mr. Ciak abstained on checks to Middlesex Arts & Education and Premier Printing.

D. The Board of Education approved the list of bills dated March 16, 2010 prepared by the Board Secretary in the amount of \$180,637.65 for the Cafeteria Account.

E. The Board of Education approved the list of bills dated February 28, 2010 prepared by the Board Secretary in the amount of \$1,737.00 for the Athletic Account.

F. The Board of Education approved the February 2010 payroll prepared by the Board Secretary in the amount of \$4,537,372.73 for the Payroll Account.

G. The Board of Education approved the acceptance of the Secretary's Report for the month of February 2010.

H. The Board of Education approved the acceptance of the Treasurer of School Monies Report for the month of February 2010.

I. The Board of Education approved the resolution regarding the requisition of taxes (T-1 Form) from the Borough of Sayreville.

J. The Board of Education approved State and Federal Grants for the month of February 2010 in the amount of \$3,734,482.64.

K. The Board of Education approved the Petty Cash Report for the Superintendent's Office for the month of February 2010.

L. The Board of Education approved the Petty Cash Report for the Business Office for the month of February 2010.

M. The Board of Education approved the following revision of Title I salary grant offsets for Regina Balady Howard because of a maternity leave after 7 months and the addition of an HQT replacement teacher Heather Tompkins for 3 months.

Original: Regina Balady: Total Annual Salary - \$50,750, ASI Salary - \$34,854, Title I Offset – \$15,896, Percent Title I – 31%.

Revision: Regina Howard: Total Prorated Annual Salary - \$35,525, ASI Salary - \$24,398, Title I Offset – \$11,127.

Heather Tompkins: Total Prorated Annual Salary - \$12,450, ASI Salary - \$7,681, Title I Offset –\$4,769, Percent Title I – 38%.

N. The Board of Education approved authorizing the Business Administrator/Board Secretary to advertise for bid one 54-passenger school bus.

O. The Board of Education approved the participation of Sayreville War Memorial High School and Sayreville Middle School students to attend the Middlesex County Arts High & Middle School for school year 2010-11 at a cost of \$800 (with transportation) for the high school students and \$785 (with transportation) for the middle school students.

P. The Board of Education approved the attendance of the following at the MCPSA Student Recognition Banquet on Wednesday, May 5, 2010 at 7:00 PM at the Pines Manor in Edison. The cost of the dinner is \$55.00 per person.

Brianne Behr - Grade 12  
1 High School Administrator  
1 District Administrator

Q. The Board of Education approved the following:

BE IT RESOLVED that the Board of Education hereby appoints Petroff & Rims Associates ("Firm") for Transition Evaluations and approves the Agreement for Professional Services between the Board and the Firm for the period from July 1, 2009 through June 30, 2010. The Board shall pay the Firm a fee of \$977.00 per Evaluation.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for Petroff & Rims Associates shall be provided as required by N.J.S.A. 18A:18A-5a (1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

R. The Board of Education approved the following teachers to provide additional High School Life Skills programs at the SEA contractual rate of \$63.00 per hour: Meredith Fass, Nikki Panza, Deanna Loch and Richard Gluchowski. Funding is provided through the NCLB Title IV program in Account 20-281-100-104-99. Total costs will not exceed \$750.00.

S. The Board of Education approved the attendance of Mr. Emidio D'Andrea, Board Secretary/Business Administrator for the District, at the NJASBO Conference in Atlantic City from June 2-4, 2010. Expenses to be paid in accordance with Board Policy and OMB Guidelines.

Registration: \$150  
Accommodations: \$100/night plus tax

T. The Board of Education approved Change Order #13 to Gibson Plumbing for Time and Material Work for the Re-Routing of Piping in the amount of \$7,299.00 for the SWMHS Addition/Renovation.

U. The Board of Education approved Change Order#76 to Chanree Construction Co, Inc. for Installation of Additional Concrete in the amount of \$3,683.00 for the SWMHS Addition/Renovation.

**WITHDRAWN**

V. The Board of Education approved a contract with Ramtown Floors by Design, Inc. for Installation of Rubber Tile Stair Treads and Rubber Tile Ramps in the amount of \$33,613.00 under Educational Data Bid #26-EDCP for the SWMHS Addition/Renovation.

W. The Board of Education approved a contract with Landsite Construction Co. for Renovation of Visitor Bleachers in the amount of \$98,500.00 (Base Bid) plus \$5,950.00 – Alternate A (Chain-Link Fencing) for a total of \$104,450.00 as the lowest responsible bidder for bids opened on March 11, 2010.

Mr. Biesiada asked when are bids for the Wilson School Heating Upgrades due. Mr. D’Andrea replied March 25, 2010. Mr. Ciak gave an update on the SWMHS construction project.

X. The Board of Education approved the disposal of the following which is no longer needed for school purposes:

| <u>DESCRIPTION</u>      | <u>MODEL #</u> | <u>SERIAL #</u>     |
|-------------------------|----------------|---------------------|
| High School<br>Computer | GX270          | HQH6P41 38606286241 |

Y. The Board of Education is requested to authorize the Board Secretary to make all necessary arrangements for purchasing the awards of plaques and checks - \$100 face value and \$250 face value, for graduation scholarship awards, four (4) years of perfect attendance and printing of commencement programs. These are to be awarded for excellence in scholarship areas; perfect attendance and other areas such as physical education, art, music, home economics, etc.

Z. The Board of Education approved a contract with Lan Associates for New Electric Panel Board for MDF Room and Emergency Generator Installation at the SWMHS in the amount of \$4,600.00 plus hourly construction administration.

**PERSONNEL (NON-CERTIFIED)**

A. The Board of Education approved retroactively the termination of James LeBlanc, 3:00 PM-11:00 PM custodian at the Sayreville War Memorial High School, effective February 24, 2010.

B. The Board of Education honored the retirement of Eileen Ortenzio, cafeteria worker at the Sayreville Middle School, effective July 1, 2010.

C. The Board of Education granted retroactively an unpaid personal leave of absence to Jennifer Rabago, 11:00 AM-7:00 PM custodian at the Samsel Upper Elementary School, from March 12 through March 19, 2010.

D. The Board of Education granted retroactively an unpaid medical leave of absence to Joyce Grzes, 3:00 PM- 11:00 PM custodian at the Truman Elementary School, from February 26 through March 19, 2010.

E. The Board of Education approved retroactively the suspension with pay, of Randy Litz, Maintenance Worker for the District, effective March 3, 2010 until further notice.

F. The Board of Education approved retroactively a change in the 2009-10 salary of custodians for receiving a Black Seal License, effective January 16, 2010 as follows:

1. Adjust the salary of John Kurczeski, 3:00 PM-11:00 PM custodian at the Sayreville War Memorial High School, to: Salary: \$26,076 + Black Seal: \$1,200 = Salary: \$27,276 (prorated).
2. Adjust the salary of Jonathan Schombert, 3:00 PM-11:00 PM custodian at the Samsel Upper Elementary School, to: Salary: \$26,076 + Black Seal: \$1,200 = Salary: \$27,276 (prorated)

G. The Board of Education approved the following professional days at the amounts listed in addition to mileage at the employee’s respective contractually negotiated rate.

| <b>Name</b>     | <b>Professional Day</b>  | <b>Date</b> | <b>Registration Fee</b> |
|-----------------|--|-------------|-------------------------|
| Debbie Cooper   | EVVRS Training   | 4/13/10     | Free                    |
| Susan Frank     | Survival Skills for Managers in Community Supports: Management I     | 4/15/10     | \$75.00                 |
| Susan Frank     | Leadership Skills for Managers in Community Supports – Management II | 5/13/10     | \$75.00                 |
| Susan Frank     | Personal Skills for Managers in Community Supports – Management III  | 6/18/10     | \$75.00                 |
| Maritza Morales | Survival Skills for Managers in Community Supports: Management I     | 4/15/10     | \$75.00                 |
| Maritza Morales | Leadership Skills for Managers in Community Supports – Management II | 5/13/10     | \$75.00                 |

|                 |   |                             |          |
|-----------------|---|-----------------------------|----------|
| Maritza Morales | Personal Skills for Managers in<br>Community Supports: Management III     | 6/18/10                     | \$75.00  |
| Sandra Paul     | From Evaluation to Tools to<br>Implementation : Assistive<br>Technologies | 5/6/10<br>5/7/10<br>5/12/10 | \$450.00 |

H. The Board of Education approved the employment of the following personnel for at the salaries and assignments indicated below

| Name                    | Location | Assignment                               | Salary               | Effective Dates                |
|-------------------------|----------|--|----------------------|--------------------------------|
| *Makely,<br>Christopher | District | Computer<br>Technician<br>(Intermediate) | Prorated<br>\$35,000 | 3/22/2010<br>Thru<br>6/30/2010 |

\*Conditional upon final approval by the N.J. Department of Education and the Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq. or N.J.S.A. 18A:6-4.13 et seq.

I. The Board of Education approved the employment of the following personnel at the salaries and assignments indicated below. Each employee will serve a ninety-day probationary period.

| Name  | Location | Assignment                   | 2009-10<br>Salary                | Effective Dates            |
|---|----------|------------------------------|----------------------------------|----------------------------|
| Rajchel-Strugala,<br>Dorota<br>(J. LeBlanc) | SWMHS    | Custodian<br>(3 pm to 11 pm) | Prorated<br>\$26,076<br>(Step 1) | 2/22/10<br>thru<br>6/30/10 |

### **PERSONNEL (CERTIFIED)**

A. The Board of Education granted retroactively a pregnancy leave of absence to Allison McGowan, LLD teacher at the Sayreville Middle School, beginning March 11, 2010 and terminating twenty days after delivery. Upon verification of delivery and subsequent use of allowable disability leave, Mrs. McGowan requests a childrearing leave through June 30, 2010.

B. The Board of Education granted retroactively an unpaid family leave of absence (FMLA) to Patrice McCloud, Reading Specialist at the Samsel Upper Elementary School, beginning March 15 through April 23, 2010.

C. The Board of Education approved a correction to the previously approved employment of personnel for the NJASK Tutorial Program (approved on March 2, 2010) to change the second appointment of Lisa Haines, LAL/Math Tutor to Diana Russ who will be tutoring 12 sessions at \$53.00 per hour for a total of \$636.00.

Please note that this is not an addition, but a correction to Lisa Haines being approved twice.

D. The Board of Education approved the following professional days at the amounts listed in addition to mileage at the employee's respective contractually negotiated rate.

| <b>Name</b>           | <b>Professional Day</b>   | <b>Date</b>       | <b>Registration Fee</b> |
|-----------------------|---|-------------------|-------------------------|
| Brianne Beloncik      | Taking and Giving Ideas Freely – Health and Physical Education Conference   | 3/26/10           | Free                    |
| Judith Berg-Friel     | Innovative Ideas for Enhancing Your Effectiveness as a School Nurse   | 5/5/10            | \$150.00                |
| Florence Berman       | NJBTEA Spring Conference  | 5/12/10           | \$110.00<br>Perkins     |
| Mary Boverly          | Effective Strategies for Working Successfully with Young Children with Developmental Problems and Challenging Behaviors | 5/6/10            | \$150.00                |
| Alyssa Cantwell       | Matter, Matter Everywhere   | 3/25/10           | \$80.00                 |
| Heimir Capati         | James Monroe Liberty Fellowship   | 3/26/10           | Free                    |
| Pamela Chartock       | Stereotyping Workshop: “How to Identify and Deal with Stereotyping”   | 4/27/10           | Free                    |
| Pamela Chartock       | James Monroe Liberty Fellowship   | 3/26/10           | Free                    |
| James Coleman         | NSTA National Science Convention  | 3/18 &<br>3/19/10 | Free                    |
| Doreen Consulmagno    | Notice of Availability of Funds for Linking Girls to Local Resources and Services                                       | 3/29/10           | Free                    |
| Laura Cozzi           | Introduction to the SmartBoard for Elementary Teachers  | 4/28/10           | \$75.00                 |
| Jeanna Duda           | James Monroe Liberty Fellowship   | 3/26/10           | Free                    |
| Andrea Eberhardt      | Effective Strategies for Working Successfully with Young Children with Developmental Problems and Challenging Behaviors | 5/6/10            | \$150.00                |
| Mary Fallon           | Jostens Cover Workshop  | 5/7/10            | Free                    |
| Jennifer Grimm        | 2010 Annual Art Educators Association National Convention   | 4/15 &<br>4/16/10 | \$130.00                |
| Christopher Howard    | James Monroe Liberty Fellowship   | 3/26/10           | Free                    |
| Lisa Illions          | Engaging Your Students Through Differentiated Instruction: Tiered Assignments and Jigsaws                               | 5/19/10           | \$75.00                 |
| Linda Jakubik-Tanchyk | 19 <sup>th</sup> Annual Law Related Education Conference  | 5/7/10            | Free                    |
| Virginia Kania        | School Health Nurse Conference  | 3/19/10           | Free                    |
| Virginia Kania        | Stethoscope Skills Refresher Course   | 5/12/10           | \$79.00                 |
| Christine Lawlor      | Winners! A Closer Look at the Top-Rated Children’s Books of 2009  | 4/30/10           | \$150.00                |
| Lori McLafferty       | Monmouth University – Spring Symposium Literacy Workshop  | 4/23/10           | \$95.00                 |
| Laura Martorelli      | Incorporating Publisher in the K-8 Curriculum   | 4/15/10           | \$78.00                 |
| Katherine Mojzsis     | Southern Graphics Council Annual  |                   |                         |

|                  |  |                |          |
|------------------|--|----------------|----------|
|                  | Conference   | 3/26/10        | \$95.00  |
| Thomas Mullins   | Stereotyping Workshop "How to Identify and Deal with Stereotyping"             | 4/27/10        | Free     |
| Nicholas Palermo | James Monroe Liberty Fellowship  | 3/26/10        | Free     |
| Joseph Pastva    | James Monroe Liberty Fellowship  | 3/26/10        | Free     |
| Lisa Pawlek      | Technology K-12  | 5/21/10        | Free     |
| Melissa Perez    | James Monroe Liberty Fellowship  | 3/26/10        | Free     |
| Judith Perone    | Pre-K, K, and 1 <sup>st</sup> Grade Teachers PowerPoint; the Internet and More | 5/13/10        | \$78.00  |
| Judith Perone    | Incorporating Publisher in the K-8 Curriculum                                  | 4/15/10        | \$78.00  |
| Michael Piccuiro | Time Travel with Photo Shop  | 4/27/10        | \$78.00  |
| Nancy Prysiazny  | 19 <sup>th</sup> Annual Law-Related Education Conference                       | 5/7/10         | Free     |
| Ashley Powell    | Differentiating Instruction with Technology                                    | 4/30/10        | \$78.00  |
| Kenneth Ridge    | Technology K-12  | 5/21/10        | Free     |
| Megan Scanielo   | 19 <sup>th</sup> Annual Law Related Education Conference                       | 5/7/10         | Free     |
| Pamela Schleck   | 42 <sup>nd</sup> Annual Conference on Reading and Writing                      | 4/16/10        | \$150.00 |
| Tyneesah Stokes  | NSTA National Science Conference   | 3/18 & 3/19/10 | Free     |
| Carla Sutherland | EVVRS Training   | 4/13/10        | Free     |
| Debra Tiberi     | New York Autism/Asperger's Conference  | 5/6/10         | \$150.00 |
| Janet Ust        | Matter, Matter Everywhere  | 3/25/10        | \$80.00  |
| Irene Werner     | Introduction to the SmartBoard for Elementary Teachers                         | 4/28/10        | \$75.00  |
| Karen White      | Winners! A Closer Look at the Year's 100 Best Books for Children, Grades K-6   | 4/29/10        | \$150.00 |
| MaryBethWoolf    | 19 <sup>th</sup> Annual Law Related Education Conference                       |                |          |
| Jessica Yurecsko | NJ TESOL-NJBE 2010 Spring Conference   | 5/18 – 5/19/10 | \$189.00 |
| Jane Zaleski     | Lecture/Demo – Exploration in Ecology  | 4/22/10        | \$80.00  |
| Beverly Zinze    | 19 <sup>th</sup> Annual Law Related Education Conference                       | 5/7/10         | Free     |

E. The Board of Education approved the following personnel to the teacher substitute list for July 1, 2009 to June 30, 2010 and for July 1, 2010 to June 30, 2011. All applicants are certified for substituting.

\*Toth, Jeffrey

\*Conditional upon final approval by the N.J. Department of Education and the Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq. or N.J.S.A. 18A:6-4.13 et seq.

F. The Board of Education approved the following personnel to the teacher substitute list for school year 2009-10. All applicants are certified for substituting.

- \*McAndrew, Carmela
- \*Mulholland, Daniel
- \*Roy, Jessica

\*Conditional upon final approval by the N.J. Department of Education and the Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq. or N.J.S.A. 18A:6-4.13 et seq.

## **POLICY**

A. The Board of Education approved the second and final reading of the following policies:

### **SAYREVILLE BOARD OF EDUCATION**

**FILE CODE: 3327**

  X   **Monitored**

       **Mandated**

  X   **Other Reasons**

### **Policy**

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#### RELATIONS WITH VENDORS

The Board of Education wishes to maintain good working relations with vendors who supply materials and services to the school system. Constructive efforts by the administration to seek the advice and counsel of vendors about how to improve such relationships are encouraged.

In the schools, vendors shall be seen by appointment only. Vendors who call upon a school shall be governed by Policy 1250. Teachers or supervisors of instruction who have invited vendors to call should notify the principal's office in advance so that proper courtesies may be extended.

No agents, canvassers, or vendors shall have access to teachers during their classes. No business concern which solicits or gains business through the school system shall use school facilities for this purpose.

#### Nondiscrimination

All vendors shall supply assurances that they do not practice discrimination as described in the administrative code. All vendors shall be informed that harassment of any kind of district pupils or employees by their representatives is prohibited.

#### Honest and Ethical Relations with Vendors; Pay to Play Restrictions

The district shall maintain honest and ethical relations with vendors and shall guard against favoritism, improvidence, extravagance and corruption in its contracting processes and practices. The school board will not vote upon or award a contract in the amount of \$17,500 or greater to any business entity which has made a reportable contribution to a member of the district Board of

Education during the previous one-year period. Such contributions, to any member of the school board, from any entity doing business with the district are prohibited during the term of the contract, including contributions by a vendor's spouse or child, or contributions by any person having an interest in the business entity. Disclosure of contributions shall be made when contracts are required by law to be publicly bid. However, these limitations do not apply when a district emergency requires the immediate delivery of goods or services.

Strategies to Avoid Excessive Professional Services Expenditures

The Board will seek to avoid excessive professional services expenditures, such as by:

- A. Establishing a maximum dollar limit, for budgetary purposes,
- B. Following state legal requirements and procedures to obtain the highest quality services at a fair and competitive price or through a shared service arrangement. This may include issuance of such contracts through a request for proposals (RFP) based on cost and other specified factors or other comparable process such as the use of the "fair and open process" as defined in N.J.S.A. 19:44A-20.7; and
- C. Limiting professional services contracts to non-recurring or specialized work for which the district does not possess adequate in-house resources or expertise.

Prudent Use of Legal Services

To ensure the prudent and cost-effective use of legal services, the district will limit and designate the persons with the authority to request services or advice from contracted legal counsel. Legal counsel will not be used unnecessarily to make management decisions or to obtain readily available information such as district policies. Requests for legal advice shall be made in writing. Contact logs and records shall be kept and reviewed to determine that the requests for legal advice are necessary. Advance payments for legal services are prohibited. Services shall be described in detail and invoices for payment shall be itemized. Payment shall only be for services actually provided.

The Superintendent shall develop procedures to ensure the prudent use of legal services and the tracking of the use of those services by the district personnel.

If at any time the district's legal costs exceed 130 percent of the Statewide average per pupil amount, the procedures set forth in N.J.S.A. 6A:23A-5.2(a)3 will be implemented, unless evidence can be provided that such procedures would not result in a reduction of cost.

Adopted: 8/25/05  
NJSBA Review/Update:  
Readopted: 3/2/10

Key Words

Vendors, Sexual Harassment, Harassment, Nondiscrimination, Affirmative Action

|                          |                                   |  |
|--------------------------|-----------------------------------|--|
| <b>Legal References:</b> | <u>N.J.S.A. 10:5-1 et seq.</u>    | Law Against Discrimination   |
|                          | See particularly:                 |  |
|                          | <u>N.J.S.A. 10:5-31</u>           |  |
|                          | through -35                       |  |
|                          | <u>N.J.S.A. 18A:6-8</u>           | Interest of school officers, etc., in sale of textbooks or supplies, royalties |
|                          | <u>N.J.S.A. 18A:11-1</u>          | General mandatory powers and duties  |
|                          | <u>N.J.S.A. 18A:12-2</u>          | Inconsistent interests or office prohibited                                    |
|                          | <u>N.J.S.A. 18A:12-21 et seq.</u> | School Ethics Act  |
|                          | <u>N.J.S.A. 18A:18A-1 et seq.</u> | Public Schools Contracts Law   |

|  |   |
|--|---|
| <u>N.J.S.A.</u> 18A:54-20                | Powers of board (county vocational schools)               |
| <u>N.J.S.A.</u> 52:32-44                 | Business registration for providers of goods and services |
| <u>N.J.A.C.</u> 6A:7-1.8                 | Equality in employment and contract practices             |
| <u>N.J.A.C.</u> 6A:28-1.1 <u>et seq.</u> | School Ethics Commission                                  |
| <u>N.J.A.C.</u> 6A:23A-6.3               | Accountability regulations                                |
| <u>N.J.A.C.</u> 6A:32-14.1               | Review of mandated programs and services                  |

Comprehensive Equity Plan, New Jersey State Department of Education

**Possible**

**Cross References:**

|          |                                      |
|----------|--------------------------------------|
| *1250    | Visitors                             |
| 1313     | Gifts to district employees          |
| *1330    | Use of school facilities             |
| *2224    | Nondiscrimination/affirmative action |
| *3320    | Purchasing procedures                |
| *4119.21 | Conflict of interest                 |
| *4219.21 | Conflict of interest                 |
| *9270    | Conflict of interest                 |

\*Indicates policy is included in the Critical Policy Reference Manual.



**SAYREVILLE BOARD OF EDUCATION**

**FILE CODE: 5113**

|              |                      |
|--------------|----------------------|
| <u>  X  </u> | <b>Monitored</b>     |
| <u>  X  </u> | <b>Mandated</b>      |
| <u>  X  </u> | <b>Other Reasons</b> |

**Policy**

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ATTENDANCE, ABSENCES, AND EXCUSES

The Board of Education believes that the regular attendance of students in each class and in school in general is critical to its educational mission. The district shall endeavor to achieve the ninety percent attendance rate required by the New Jersey Quality Single Accountability Continuum (NJQSAC). Continuity of instruction is an essential element in student performance and allows students the greatest opportunity to succeed at meeting the state learning standards in the Core Curriculum Content Standards. The Superintendent shall oversee the development of effective strategies that maximize student attendance at all scheduled periods of actual instruction or supervised study activities and strive to:

- A. Encourage good attendance;
- B. Discourage unexcused absences;
- C. Identify patterns of absence, tardiness and early departures from school; and
- D. Intervene to prevent and correct problems with attendance.

Definitions

- A. "Attendance" is a student's presence in school and in the classroom to which he or she is assigned at the times scheduled for instruction or other school activities.
1. A student will be considered to have attended if he or she has been present at least four hours during the school day.
  2. A kindergarten student will be considered to have attended school if he or she has been present at least two and one half hours during the kindergarten session to which the student is assigned.
  3. A student not present in school because of his or her participation in an approved school activity, such as a field trip, meeting, cooperative education assignment, or athletic competition will be considered to be in attendance.
- B. "Excused absence" is a student's absence from school for a full day or a portion of a day for one or more of the following reasons:
1. The student's illness;
  2. Requirements of a student's individual health care plan;
  3. A death or critical illness in the student's immediate family, or others with permission of principal;
  4. Quarantine;
  5. Observance of the student's religion on a day approved for that purpose by the State Board of Education;
  6. The student's suspension from school;
  7. Requirements of the student's Individualized Education Program (IEP);
  8. Alternate short or long term accommodations for students with disabilities;
  9. The student's required attendance in court;
  10. Interviews with an admissions officer of an educational institution;
  11. Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day.
  12. Such good cause as may be acceptable to the principal.

Attendance need not always be within the school facilities. A pupil will be considered to be in attendance if he/she is present at any place where school is in session by authority of the board. The board shall consider each pupil assigned to a program of independent study, with parent/guardian permission, to be in regular attendance for that program, provided that he/she is under the guidance of a staff member so assigned, reports daily or weekly, as prescribed, to such staff member the place in which he/she is conducting his/her study, and regularly demonstrates progress toward the objectives of his/her course of study.

- C. "Unexcused absence" is a student's absence for all or part of a school day for any reason other than those listed in paragraph "Excused Absences" above. Absence is expressly not excused for any of the following purposes (this list is intended to be illustrative and is not inclusive):
1. Family travel;
  2. Performance of household or babysitting duties; and
  3. Other daytime activities unrelated to the school program.
- D. "Truancy" is a student's absence from all or a part of the school day without the knowledge of the student's parent. A student between the ages of six and sixteen will also be considered truant if he or she:
1. Has accumulated unexcused absences of 10 or more;
  2. Leaves school without permission when school is still in session;
  3. Leaves class because of illness and does not report to the school nurse as directed; or

4. Is present in school but is absent from class without approval. Such truancy from class is a "class cut."

#### Tardiness

The orderly conduct of class activity depends upon the prompt and precise beginning of the program. Tardiness hinders the proper conduct of school activity. Students are expected to arrive to school and class on time. A student who is tardy to any class will be subject to disciplinary action as outlined in board policy 5131 Conduct and Discipline and Regulation 5131, the Code of Student Conduct. Consequences for accumulated occurrences of tardiness may include administrative detention, in-school suspension (ISS), Saturday detention loss of credit and an unexcused school day absence.

#### Attendance

In order for the Board of Education to fulfill its responsibility for providing a thorough and efficient education for each student, the complete cooperation of parents/guardians and students is required to maintain a high level of school attendance.

The frequent absence of students from classroom learning experiences disrupts the continuity of the instructional process and limits the ability of students to complete the prescribed curriculum requirements successfully. The following rules shall apply for student absences:

- A. A student shall be considered absent from class for tardiness in excess of one half of the total class period.
- B. A student shall be considered absent from school for participation in less than 4 instructional hours during the school day

A pupil must be in attendance for 162 or more school days in order to be considered to have successfully completed the instructional program requirements of the grade/course to which he/she is assigned.

A waiver of these attendance requirements may be granted for good cause by the school principal upon recommendation of the attendance Appeal Committee, appointed by him/her, and consisting of representative staff, including pupil service personnel and classroom teachers.

In recommending the granting of a waiver of this attendance requirement, the Attendance Appeal Committee shall consider the nature and causes of all absences rather than only those in excess of the 162 days. Documentation of the nature and causes of these absences shall be the responsibility of the pupil and parent/guardian.

Parents/guardians are responsible for notifying the school early in the day when a child will be absent and for informing the school of the reason for the absence. The Superintendent shall develop procedures for the attendance of pupils which:

- A. Ensure a school session which is in conformity with requirements of the rules of the state board;
- B. Identify potentially missing and/or abused pupils;
- C. Govern the keeping of attendance records in accordance with rules of the state board at N.J.A.C. 6A:16-1.1 et seq., including pupils serving in- or out-of-school suspensions, or excluded for health and cleanliness reasons;

#### Unexcused Absences

When a student fails to report to class or school the district shall:

- A. Make a reasonable attempt to notify the student's parents/guardians of each unexcused absence the day of the unexcused absence;
- B. Attempt to contact the parents/guardians by telephone, email and/or cellular phone to determine the cause of the unexcused absence.

If contact through these means is unsuccessful the district may follow-up with another attempt to contact the parents/guardians or send a letter reporting the unexcused absence and requesting the parent/guardian to contact the school.

If at any time it is suspected that there is a potential of abuse, neglect and/or a student is potentially missing the district shall implement all procedures required by law including reporting protocols, notification of parents/guardians and cooperation with law enforcement and other authorities and agencies, as appropriate.

#### Persistent Absences

If a pattern of unexcused absences arises consisting of up to three absences in one semester the district shall schedule a meeting with the parents/guardians. The purpose of this meeting shall be to develop an action plan to assist the student to return to school and maintain regular attendance. The action plan shall be developed in coordination with the parent/guardian and may include the classroom teacher, school nurse, guidance counselor, principal or other relevant staff.

If the pattern of unexcused absences continues and five to nine unexcused absences are accumulated the district shall:

- A. Make a reasonable attempt to notify the student's parents/guardians of each unexcused absence the day of the unexcused absence;
- B. Attempt to contact the parents/guardians by telephone, email and/or cellular phone to determine the cause of the unexcused absence.
- C. Conduct a follow-up investigation by contacting the student's parents/guardians in writing to determine the cause of each unexcused absence
- D. The principal or his or her designee shall schedule a meeting with the parent/guardian and the student.

The purpose of this meeting shall be to evaluate the appropriateness of the action plan to assist the student to return to school and maintain regular attendance. The plan shall be reviewed and revised in coordination with the parent/guardian and may include the participation of the classroom teacher, school nurse, guidance counselor, principal or other appropriate staff. The plan shall establish outcomes based upon the student's needs and specify the interventions for achieving the outcomes and supporting the student's return to school and regular attendance. That plan may include any or all of the following:

- 1. Referral or consultation with the building's Intervention and Referral Services team;
- 2. Testing, assessments or evaluations of the student's academic, behavioral and health needs;
- 3. The consideration of an alternate educational placement;

4. Referral to a community-based social and health provider agency or other community resource;
5. Referral to the court program designated by the New Jersey Administrative Office of the Courts;
6. The implementation of all required procedures for potential abuse, neglect or missing child including cooperation with law enforcement and other authorities and agencies, as appropriate.

#### Discipline

All discipline regarding the attendance of students shall be consistent with the Board Policy 5131 Conduct and Discipline and the Code of Student Conduct. Consequences for absences may include:

- A. Students may be denied participation in co-curricular activities if their attendance fails to meet the standards set forth herein and in Board Policy 5113 Absences and Excuses.
- B. Students may be denied participation in athletic competition, if their attendance fails to meet the standards set forth here in.
- C. Loss of partial or total course credit;
- D. Detention or suspension.

No student who is absent from school for observance of a religious holiday or other excused absence shall be disciplined and/or deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

Students, parents and guardians shall be notified of disciplinary actions for attendance including loss of credit and may appeal this determination through the procedure as set forth in Board Policy 5145.6 Student Grievance Procedure and the school's Attendance Appeal procedures.

#### Truancy

For cumulative unexcused absences of 10 or more, the student between the ages of six and 16 is truant, pursuant to law. The district shall:

- A. Make a mandatory referral to the court program required by the New Jersey Administrative Office of the Courts;
- B. Make a reasonable attempt to notify the student's parents of the mandatory referral;
- C. Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;
- D. Cooperate with law enforcement and other authorities and agencies, as appropriate;
- E. Follow all procedures required by N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School and other applicable state and federal statutes.

#### Unexcused Absences for Students in Special Education

The attendance guidelines, discipline and remedial measures set forth in this policy shall apply to classified students where appropriate and in accordance with the student's:

- A. Individualized Education Program (IEP);
- B. Procedural protections set forth in N.J.A.C. 6A:14;
- C. Alternate short or long term accommodations for students with disabilities as required by law;
- D. Requirements of a student's individual health care plan.

#### District Sending and Receiving Relationships

The receiving school shall report attendance problems to the sending district responsible for the student. Following five or more cumulative unexcused absences school officials shall proceed in accordance with the sending district's board attendance policy and procedure.

#### Regular Release of Pupils Before the End of the Normal School Day

There are varying situations which may justify release of certain pupils from school before the normal time for closing. Such situations are justifiable only if the release does not jeopardize the pupil's educational program and the reasons for such release can be shown to have positive benefits for the pupil.

#### Late Arrival and Early Dismissal

The Board recognizes that from time to time compelling circumstances will require that a pupil be late to school or dismissed before the end of the school day.

As agent responsible for the education of the children of this district, the Board shall require that the school be notified in advance of such absences by written request of the pupil's parent/guardian, which shall state the reason for the tardiness or early dismissal. Justifiable reasons may include:

- A. Medical or dental appointments which cannot be scheduled outside of school hours;
- B. Requirements of a student's individual health care plan;
- C. Requirements of the student's Individual Education Program (IEP);
- D. Alternate short or long term accommodations for students with disabilities;
- E. Medical disability;
- F. Motor vehicle driver's test;
- G. Interview for college entrance or employment;
- H. Family emergency;
- I. Court appearance;
- J. Such good cause as may be acceptable to the administration.

No pupil in grades kindergarten through eight shall be permitted to leave the school before the close of the school day unless he/she is met in the school office by his/her parent/guardian or a person authorized by the parent/guardian to act in his/her behalf. In either case, the individual must present a valid form of identification before the pupil is released to him/her.

Mrs. Batko asked if the intent is to allow 9-12 students to leave. Mrs. Sutherland replied they may not.

Tardiness not covered by the causes listed shall be cumulative, and may affect course credit.

#### Legal Custody

A record shall be kept indicating the legal custodian of each pupil. Such custodian shall be responsible for informing the Board of any change in the pupil's custodian or guardian. The principal may take such steps as seem necessary to ensure that the child is released only to the proper legal custodian.

#### Potentially Missing Children

- A. If daily attendance records indicate a child is absent, and the parent/guardian has not called, a designated person shall attempt to contact them.
- B. If no telephone contact can be made, the attendance officer shall investigate.
- C. If the attendance officer cannot locate the child, he/she shall inform the principal, who shall inform the appropriate local authorities.
- D. If a child who was present in the morning is absent after lunch, the same procedure shall be followed.

#### Marking Missing Child's School Record

Whenever the Superintendent receives notice from the Missing Persons Unit that a child has been reported missing, he/she shall mark the child's records in such a way that whenever a copy of or information regarding the record is requested, district personnel will be aware that the record is that of a missing child. If a copy of a marked school record is requested, the Superintendent shall supply the record to the requestor without alerting him/her to the fact that the record has been marked, according to provisions in code and statute on accessing pupil records (see Policy 5125 Pupil Records). After the Superintendent has complied with the request for copies of records or information, he/she shall immediately report the inquiry or any knowledge as to the whereabouts of the missing child to the Missing Persons Unit and the Sayreville Police Department.

#### Regulations

The Superintendent shall develop procedures for the attendance of pupils which:

- A. Ensure a school session which is in conformity with requirements of the rules of the state board;
- B. Identify potentially missing and/or abused pupils;
- C. Govern the keeping of attendance records in accordance with rules of the state board, including pupils serving in- or out-of-school suspensions, or excluded for health and cleanliness reasons;
- D. Impose on truant pupils such disciplinary measures as may be appropriate for infractions of school regulations, but no such penalty may have an irredeemable negative effect on the

pupil's record of achievement beyond that which naturally follows his/her absence from school activities;

- E. Identify the habitual truant, investigate the causes of his/her behavior, and consider modification of his/her educational program to meet his/her particular needs and interests;
- F. Address tardiness and class cutting in terms of the intent of this policy;
- G. Ensure that pupils absent for any reason have an opportunity to make up work they missed;
- H. Recognize exemplary attendance.

#### Dissemination and Implementation

The Superintendent shall take all necessary steps to publicize this policy and may include these rules in district handbooks and/or on the district website. Parents/Guardians and students shall be notified annually of the attendance policy.

The Superintendent shall ensure that the rules for this policy are applied consistently and uniformly, and that all disciplinary sanctions are carried out with necessary due process.

The Board shall review the attendance policy on a regular basis.

Adopted: 8/23/05  
NJSBA Review/Update:  
Readopted: 3/2/10

#### Key Words

Pupil Attendance, Attendance, Absences and Excuses, Student Attendance

|                                 |                                       |  |
|---------------------------------|---------------------------------------|--|
| <b><u>Legal References:</u></b> | <u>N.J.S.A.</u> 18A:11-1              | General mandatory powers and duties                            |
|                                 | <u>N.J.S.A.</u> 18A:35-4.9            | Pupil promotion and remediation; policies and procedures       |
|                                 | <u>N.J.S.A.</u> 18A:36-14, -15, -16   | Religious holidays; absence of pupils on; effect ...           |
|                                 | <u>N.J.S.A.</u> 18A:36-19a            | Newly enrolled students; records and identification            |
|                                 | <u>N.J.S.A.</u> 18A:36-24 through -26 | Missing children; legislative findings and declarations ...    |
|                                 | <u>N.J.S.A.</u> 18A:38-25             | Attendance required of children between six and 16; exceptions |
|                                 | <u>N.J.S.A.</u> 18A:38-26             | Days when attendance required; exceptions                      |
|                                 | <u>N.J.S.A.</u> 18A:38-27             | Truancy and juvenile delinquency defined                       |
|                                 | <u>N.J.S.A.</u> 18A:38-31             | Violations of article by parents or guardians; penalties       |
|                                 | <u>N.J.S.A.</u> 18A:38-32             | District and county vocational school attendance officers      |
|                                 | <u>N.J.S.A.</u> 18A:40-7              | Exclusion of pupils who are ill                                |

|   |   |
|---|---|
| <u>N.J.S.A.</u> 18A:40-8                  | Exclusion of pupils whose presence is detrimental to health and cleanliness |
| <u>N.J.S.A.</u> 18A:40-9                  | Failure of parent to remove cause for exclusion; penalty                    |
| <u>N.J.S.A.</u> 18A:40-10                 | Exclusion of teachers and pupils exposed to disease                         |
| <u>N.J.S.A.</u> 18A:40-11                 | Exclusion of pupils having communicable tuberculosis                        |
| <u>N.J.S.A.</u> 18A:40-12                 | Closing schools during epidemic   |
| <u>N.J.S.A.</u> 18A:54-20                 | Powers of board (county vocational schools)                                 |
| <u>N.J.S.A.</u> 52:17B-9.8a through -9.8c | Marking of missing child's school record                                    |
| <u>N.J.A.C.</u> 6A:8-5.1                  | Graduation requirements   |
| <u>N.J.A.C.</u> 6A:16-1 <u>et seq.</u>    | Programs to support student development.                                    |
| <u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>  | Evaluation of the Performance of School Districts                           |
| <u>N.J.A.C.</u> 6A:32-8.1 <u>et seq.</u>  | Student Attendance and Accounting   |
| <u>N.J.A.C.</u> 6A:32-8.3                 | Student attendance  |

Wetherell v. Board of Education of Township of Burlington, 1978 S.L.D. 794

Wheatley v. Board of Education of City of Burlington, 1974 S.L.D. 851

C.R., on behalf of J.R., v. Board of Education of the Scotch Plains-Fanwood Regional School District, 1988 S.L.D. (June 22)

Student Attendance Policies and Procedures Compliance Checklist, New Jersey Department of Education

**Possible**

**Cross References:**

|         |  |
|---------|--|
| *5020   | Role of parents/guardians                    |
| *5111   | Admission                                    |
| *5114   | Suspension and expulsion                     |
| *5124   | Reporting to parents/guardians               |
| *5125   | Pupil records                                |
| *5141.2 | Illness                                      |
| *5141.4 | Child abuse and neglect                      |
| *5142   | Pupil safety                                 |
| *6146   | Graduation requirements                      |
| *6146.2 | Promotion/retention                          |
| *6147   | Standards of proficiency                     |
| *6147.1 | Evaluation of individual student performance |
| *6154   | Homework/makeup work                         |
| *6171.4 | Special education                            |
| *6173   | Home instruction                             |

\*Indicates policy is included in the Critical Policy Reference Manual.

**SAYREVILLE BOARD OF EDUCATION**

**FILE CODE: 6114**  
 **Monitored**  
 **Mandated**  
 **Other Reasons**

## **Policy**

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### EMERGENCIES AND DISASTER PREPAREDNESS

The Superintendent shall direct the development of plans, procedures and mechanisms for responding to emergencies and crises in the schools that threaten human life and property. He/she shall consult with law enforcement agencies, health and social services agencies and emergency management planners in developing these plans and shall ensure that they provide for the protection of the health, safety and welfare of the school population as well as supportive services for staff, students and their families.

Plans and procedures shall include these elements:

- A. Cooperation with local government agencies in developing and carrying out a school/community disaster plan that includes procedures for building lockdowns when necessary;
- B. Mechanisms for the orderly evacuation of buildings in case of fire or other emergencies;
- C. Means to provide as much protection as possible for children at school and on their way to and from school;
- D. Training in individual self-protection and survival techniques for pupils and staff;
- E. Communicating specific instructions to pupils and staff so that the school emergency plan may be carried out with the greatest possible speed and safety.

The Superintendent shall develop and provide an inservice training program for school staff to enable them to recognize and appropriately respond to crises, consistent with the district's plans, procedures and mechanisms for managing crises. The inservice program shall be reviewed and updated annually.

#### Fire Drills and Homeland Security Drills

Fire drills shall be held at least once each month for all pupils. Beginning October 2010 there shall also be at least one homeland security drill per month and one fire drill per month, including summer months where a school is open for instructional programs. The chief school administrator may order a modification of the fire drills, so that they may take the form of indoor drills or of rapid dismissals with outdoor clothing when low temperatures prevail.

A written statement of procedures and instructions for fire drills and homeland security drills shall be formulated by the Superintendent and disseminated to all staff.

Instruction in fire prevention shall be given and emphasized in appropriate courses in the curriculum of the school. The homeland security drill will be an exercise to respond to an emergency situation such as a non-fire evacuation, lockdown, bomb threat or active shooter situation that is similar in duration to a fire drill.

#### Emergency Closings; Delayed Openings

The Superintendent is authorized by the Board to close the schools, open them late or dismiss them early in hazardous weather or in other extraordinary circumstances which might endanger the health or safety of pupils or school employees.

Each year, parents/guardians, pupils, and staff members shall be informed in advance of how they shall be notified in event of emergency closings. Parents/guardians shall be required to make

alternative arrangements for their children in case no one is home to receive a child after an unscheduled early closing.

Bomb Scares

The buildings shall be evacuated as for a fire drill. Staff shall follow the procedures established by the chief school administrator to deal with such emergencies.

Adopted: 8/25/05  
NJSBA Review/Update:  
Readopted: 3/2/10

Key Words

Emergencies and Disaster Preparedness, Civil Defense, Disasters, Fire Drills, Bomb Threats

|   |   |
|---|---|
| <b><u>Legal References:</u></b> <u>N.J.S.A.</u> 18A:6-2 | Instruction in accident and fire prevention                     |
| <u>N.J.S.A.</u> 18A:11-1                                | General mandatory powers and duties                             |
| <u>N.J.S.A.</u> 18A:40-12                               | Closing schools during epidemic                                 |
| <u>N.J.S.A.</u> 18A:41-1 <u>et seq.</u>                 | Fire drills and fire protection                                 |
| <u>N.J.S.A.</u> 18A:54-20                               | Powers of board (county vocational schools)                     |
| <u>N.J.A.C.</u> 6A:16-1.4(a)14                          | District policies and procedures                                |
| <u>N.J.A.C.</u> 6A:16-5.1 <u>et seq.</u>                | School safety and security                                      |
| <u>N.J.A.C.</u> 6A:16-6.3                               | Reporting students or staff members to law enforcement agencies |
| <u>N.J.A.C.</u> 6A:26-12.2                              | Policies and procedures for school facility operation           |
| <u>N.J.A.C.</u> 8:57-1.7                                | Reporting of diseases occurring in schools                      |

A Uniform State Memorandum of Agreement between Education and Law Enforcement Officials

**Possible**

|                                       |  |
|---------------------------------------|--|
| <b><u>Cross References:</u></b> *1410 | Local units  |
| *2210                                 | Administrative leeway in absence of board policy               |
| *3541.33                              | Transportation safety  |
| *4131/4131.1                          | Staff development; inservice education/visitations/conferences |
| *4231/4231.1                          | Staff development; inservice education/visitations/conferences |
| 5141.6                                | Crisis intervention  |
| *6111                                 | School calendar  |
| *6112                                 | School day   |

\*Indicates policy is included in the Critical Policy Reference Manual.



**SAYREVILLE BOARD OF EDUCATION**  
Sayreville, New Jersey

**FILE CODE: 6142.13**  
\_\_\_\_\_ Monitored  
\_\_\_\_\_ Mandated

**Policy**

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HIV PREVENTION EDUCATION

The Board of Education believes HIV education should be integrated into the comprehensive health education curriculum, but may also be applied to other curricular areas.

The district HIV education program must address, at a minimum, the nature, transmission, prevention and effects of the disease. The program shall be provided through a coordinated sequential elementary and secondary curriculum, taking into consideration the age, growth, development and maturity of the pupils and the subject matter of the course. Development of the program should take into account the instructional needs of all pupils in the district.

The Superintendent shall ensure that the information presented as a part of the HIV prevention education program is articulated in such a way that transition from grade to grade in the elementary schools and from elementary to secondary approaches to the material will be appropriate for all pupils.

The Superintendent shall be responsible for the preparation and development of an HIV prevention education program, with active consultation and participation of an advisory committee consisting of teachers, administrators, parents/guardians, pupils (as appropriate), physicians, members of social and health service agencies, members of the clergy and representative members of the community. The Board shall appoint the members of the committee upon the recommendation of the Superintendent. The advisory committee shall be responsible for reviewing the instructional program and all materials to be used and, through the Superintendent, of recommending same for Board adoption.

The Superintendent shall ensure that all staff involved in teaching the HIV prevention education program are properly certified for the subject area in which they are teaching and adequately prepared to teach the material. As necessary, appropriate staff training shall be provided.

Upon request, the HIV education curriculum will be made available to parents/guardians for their review. The Superintendent will establish procedures whereby pupils whose parents/guardians presents to the building principal a signed statement that a designated part of the instruction is in conflict with his/her conscience, morals or religious beliefs will be excused from that part of the curriculum. An alternative educational opportunity shall be provided during the time a pupil is excused from part or the entire program. The alternative educational opportunity will include topics that are not conflict with the parents/guardians beliefs but fall within the same subject area (i.e. comprehensive health education) as the program from which the pupil is excused. There shall be no loss of class credit or credit toward graduation from such an exemption.

The Superintendent shall establish a process for evaluating and updating the HIV prevention education program to incorporate new information. Any such revisions shall be implemented after consultation with and review by an advisory committee as described above.

The Board of Education, upon the recommendation of the Superintendent, shall determine the content, sequence, and materials of the HIV prevention education program.

\*An advisory committee is an effective means used by districts when the law specifies that curriculum be developed through appropriate consultation and participation of groups and individuals.

The Board of Education alone, upon the recommendation of the Superintendent, shall determine the content, sequence, and materials of the HIV prevention education program. The Board shall

ensure compliance with all requirements of state and federal law concerning the content of the curriculum and distribution of materials.

Adopted: 8/23/05

NJSBA Review/Update:

Readopted: 3/2/10

Key Words

AIDS, HIV Prevention Education

**Legal References:** N.J.S.A. 18A:33-1 District to furnish suitable facilities; adoption of courses of

study

N.J.S.A. 18A:35-4.7 Parents statement of conflict with conscience

N.J.S.A. 18A:35-4.19 through-4.22 "AIDS Prevention Act of 1999"

N.J.S.A. 26:5c-1 et seq. Acquired Immune Deficiency Syndrome

N.J.A.C. 6A:8-3.1(d) Curriculum and instruction

N.J.A.C. 6A:16-2.1(a)7 Health services policy and procedural requirements

N.J.A.C. 8:61-1.1 et seq. Participation and Attendance at School by Individuals with HIV Infection

N.J.A.C. 12:100-4.2 Safety and Health Standards for Public Employees (Adoption by reference)

29 CFR 19910.1030 - Bloodborne Pathogen Standard

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.

S. T. v. Board of Education of the City of Millville, 1986 S.L.D. (December 24), aff'd St. Bd.

**Possible**

**Cross References:** \*1220 Ad hoc advisory committees  
\*4131/4131.1 Staff development; inservice education/visitations/conferences  
\*5124 Reporting to parents/guardians  
\*5131.6 Drugs, alcohol, tobacco (substance abuse)  
\*5141 Health  
\*5141.2 Illness  
\*5145.4 Equal educational opportunity  
\*6122 Articulation  
\*6140 Curriculum adoption  
\*6141 Curriculum design/development  
\*6142 Subject fields  
\*6142.1 Family life education  
\*6142.4 Physical education and health  
\*6144 Controversial issues  
\*6146 Graduation requirements  
\*6161.2 Complaints regarding instructional materials  
\*6300 Evaluation of the instructional program

\*Indicates policy is included in the Critical Policy Reference Manual.

## CURRICULUM

A. The Board of Education approved the second and final reading of the 2010-2011 School Calendar as follows:

Sayreville Public Schools  
P.O. Box 997  
Sayreville, NJ 08872

### School Calendar 2010-2011

|                    |       |           |   | Days |
|--------------------|-------|-----------|---|------|
| September          | 1     | Wednesday | Pre K-12 All Staff Report- Schools Closed                                 |      |
|                    | 2     | Thursday  | Pre K-12 Staff Workshops- Schools Closed                                  |      |
|                    | 3-6   | Fri.-Mon. | Labor Day Weekend   |      |
|                    | 7     | Tuesday   | All Students Report   |      |
|                    | 9     | Thursday  | Rosh Hashanah – No School   |      |
|                    | 24    | Friday    | Early Dismissal Schedule for all district students and teachers           | 17   |
| October            | 11    | Monday    | Columbus Day – Staff Development Day for Staff and No School for Students | 20   |
| November           | 4     | Thursday  | N.J.E.A. Convention – Schools Closed                                      |      |
|                    | 5     | Friday    | N.J.E.A. Convention – Schools Closed                                      |      |
|                    | 11    | Thursday  | Veterans Day –Schools Closed  |      |
|                    | 24    | Wednesday | Early Dismissal   |      |
|                    | 25    | Thursday  | Thanksgiving – Schools Closed   |      |
|                    | 26    | Friday    | Thanksgiving – Schools Closed   | 17   |
| December           | 23    | Thursday  | Early Dismissal   |      |
|                    | 24-31 |           | Winter Recess – Schools Closed  | 17   |
| January            | 3     | Monday    | Schools Reopen  |      |
|                    | 10    | Monday    | Early Dismissal – *PLC Meeting  |      |
|                    | 17    | Monday    | Martin Luther King – Schools Closed                                       | 20   |
| February           | 21    | Monday    | Presidents Day – Schools Closed   | 19   |
| March              | 14    | Monday    | Early Dismissal – *PLC Meeting  | 23   |
| April              | 18-25 |           | Spring Recess – Schools Closed  | 15   |
|                    | 26    | Tuesday   | Schools Reopen  |      |
| May                | 16    | Monday    | Early Dismissal – *PLC Meeting  |      |
|                    | 30    | Monday    | Memorial Day – Schools Closed   | 21   |
| June               | 17    | Friday    | Last Day for Students   |      |
| June               | 20    | Monday    | Last Day for Staff  | 13   |
| Total Pupil Days   |       |           |   | 182  |
| Total Teacher Days |       |           |   | 186  |

The above calendar does not allow for snow days. If schools are closed for three or more days for any reason, then some of the days may be made up on January 17, February 21, April 18, 19, 20, 21, 25, 2011.

In the event that the State Legislature and the Governor mandate State Holidays which are not listed on the above calendar, these days would be celebrated and added to the make-up days.

In the event that any of the above dates are not mandated by the State Legislature, Governor or State Department of Education, then school could be open and all employees shall be expected to report for work.

The Board of Education had discussion about changing the Spring Recess. Changes were made and are reflected above.

B. The Board of Education approved the following for the Special Services Department:

1. Placement of the following classified student in an out-of-district placement for the 2009-2010 school year (Transportation is required): (I)

| <u>Student(s)</u> | <u>School</u>                        | <u>Cost Per Student</u> | <u>Pro-Rated Cost</u> |
|-------------------|--------------------------------------|-------------------------|-----------------------|
| 1                 | Collier School, Wickatunk            | \$46,389.60             | 46,389.60             |
| 1                 | Coastal Learning Center, Morganville | 229.38 per diem         | 229.38 per diem       |

2. Request to purchase a PFOT Low Profile Slant Board for a classified student at a total cost of \$43.45 payable to PFOT, Morganville. (I)
3. Request to extend the warranty on the Dynavox V for repairs to equipment for classified students at a total cost of \$539.00/year payable to Dynavox Technologies, Inc., Pittsburgh. (I)
4. Request to repair a Dynavox V for a classified student at a total cost of \$277.49 payable to Dynavox Technologies, Inc., Pittsburgh. (I)
5. Request to repair a Dynavox V for a classified student at a total cost of \$239.73 payable to Dynavox Technologies, Inc., Pittsburgh. (I)
6. Request to receive a pre-driver evaluation by a licensed occupational therapist for a classified student at a total cost of \$190.00 payable to JFK Hospital, Edison. (P)
7. Home Instruction for three (3) students for the month of February. Reasons for this Home Instruction are: 2-ACL Surgeries and 1-ADHD/Separation Anxiety Disorder.

8. As of February 28, 2010 January 31, 2010, there were sixteen (16) students on Home Instruction.
9. As of February 28, 2010, there were 95 students in Out-of-District Placements.

Special Education Items – Rationale Key

|    |  |
|----|--|
| ND | New determination - special education eligibility for student within the district                      |
| NR | New registration - student with eligibility for special education services from another district/state |
| NS | New state agency placement – student with eligibility for special education services                   |
| T  | Transfer of placement – district special education student   |
| S  | Transfer of placement – by State agency mandate/action   |
| E  | Evaluation criteria mandated by NJAC:6A Chapter 14   |
| D  | Diagnostic evaluation / consultation for IEP planning  |
| I  | IEP requirement  |
| P  | Program requirement specific to the placement or individual  |
| M  | Medically required accommodation or service  |
| C  | Placement and/or classification decisions impacted by court Mandate.                                   |
| R  | Placement and/or services resulting from resolution to mediation.                                      |

**CO-CURRICULUM**

A. The Sayreville Board of Education approved the use of the Sayreville War Memorial High School auditorium and or music suite and theater lighting for the Sayreville Middle School’s musical. The dates and times are as follows:

REHEARSALS

|          |                |                   |
|----------|----------------|-------------------|
| Monday   | April 12, 2010 | 3:00 pm – 8:00 pm |
| Tuesday  | April 13, 2010 | 3:00 pm – 8:00 pm |
| Thursday | April 15, 2010 | 3:00 pm – 8:00 pm |
| Saturday | April 17, 2010 | 9:00 am – 6:00 pm |
| Sunday   | April 18, 2010 | 9:00 am – 6:00 pm |

TECH WEEK

|           |                |                    |
|-----------|----------------|--------------------|
| Monday    | April 19, 2010 | 3:00 pm – 10:00 pm |
| Tuesday   | April 20, 2010 | 3:00 pm – 10:00 pm |
| Wednesday | April 21, 2010 | 3:00 pm – 10:00 pm |
| Thursday  | April 22, 2010 | 3:00 pm – 10:00 pm |

PERFORMANCES

|          |                |                    |
|----------|----------------|--------------------|
| Friday   | April 23, 2010 | 3:00 pm – 10:00 pm |
| Saturday | April 24, 2010 | 3:00 pm – 10:00 pm |
| Sunday   | April 25, 2010 | 10:00 am – 6:00 pm |

B. The Board of Education approved a change in the date for a previously approved PTO-sponsored 6<sup>th</sup> Grade Social from Friday, April 23, 2010 (6:00 PM-8:00 PM) in the middle school cafeteria and cafegymatorium to Friday, May 14, 2010 at the same time and location.

C. The Board of Education approved the use of the Sayreville War Memorial High School gym for a sophomore (Class of 2012) fund-raising event; Students vs. Faculty on Wednesday, May 19, 2010 from 6:30 PM to 9:30 PM.

D. The Board of Education appointed the following individuals as coaching aides (unpaid) from March 1, 2010 through June 30, 2010:

|                |            |
|----------------|------------|
| Michael Ryan   | - Baseball |
| Jason Brown    | - Softball |
| Mari Coderre   | - Softball |
| Dorothy Frisch | - Softball |

E. The Board of Education approved the use of the Sayreville War Memorial High School auditorium for a freshman (Class of 2013) fund-raising event; "Faculty Wars" on Thursday, April 1, 2010 from 5:00 PM to 10:00 PM.

F. The Board of Education approved Truman School's Family Night, "Truman School is Wild about Learning," to be held on Thursday, May 27, 2010 in the All-Purpose room and classrooms throughout the building from 6:00 PM to 9:00 PM.

G. The Board of Education approved the Boys' and Girls' Soccer Teams to sponsor a fund-raising event; Volleyball Marathon on Saturday, May 15, 2010 from 8:00 AM to 8:00 PM in the gymnasium.

H. The Board of Education approved the following chaperones for the Senior Class Trip to Disney in Orlando, Florida from Thursday, April 22 through April 26, 2010 at no cost to the Board.

|                    |                     |
|--------------------|---------------------|
| Kimberly Ciser     | Matthew Pereira     |
| Deanna Loch        | Nikki Panza         |
| Mary Fallon        | Jacquelyn Benavides |
| Christopher Howard | Jacquelyn Samara    |
| Michael Salum      | Vanessa Sabadics    |
| Alicia Farese      | Shawn Currie        |
| Jacquelyn Farrell  | George Najjar       |
| Michele Scarpari   | Jamil Maroun        |
|                    | James Brown         |

I. The Board of Education approved the Samsel Upper Elementary School TAG students to participate in a trip to Washington, D.C., from April 16 through April 18, 2010, as part of their units of study.

J. The Board of Education approved the creation of the National History Honor Society under the volunteer supervision of Mr. Robert Szabo, Social Studies teacher at the Sayreville War Memorial High School.

K. The Board of Education approved the Eisenhower Elementary School to hold a Family Reading Night on Friday, March 26, 2010 from 6:30 PM to 9:00 PM.

L. The Board of Education approved the Sayreville War Memorial High School to host a "Parenting Workshop," provided by Mrs. Robin Read-Giase, In-Class Support/Resource Center teacher at the high school, on Wednesday, March 24, 2010, from 6:30 PM to 9:00 PM in the Professional Development Room at the high school.

## **SUPPORT SERVICES**

A. The Board of Education waived the transportation policy as outlined by the following parent(s):

| <u>Name</u>       | <u>School(s)</u> | <u>Reason</u> |
|-------------------|------------------|---------------|
| Adam Anghelone    | High Point       | Employment    |
| Dolores Underwood | SUES             | Employment    |

B. The Board of Education approved the following quoted transportation contract for school year 2009-10:

Contractor: Wehrle Bus Service, Inc.  
Rte/School: Q/SM#2 – Sayreville Middle School (displaced students)  
\*Cost: \$108.00 per diem x 74 days  
Total Cost: \$7,992.00

\*Other quotes: Unlimited - \$121.60; First Student - \$130.94; Raphael - \$199.00.

C. The Board of Education approved retroactively the use of one Board bus on Monday, March 15, 2010 for guests attending a fundraiser at Samsel Upper Elementary School. The shuttle bus will run between Eisenhower and Samsel Upper Elementary School at a cost of \$149.75 (salary \$144.25 - \$5.50) to be paid by the Board of Education.

D. The Board of Education approved the use of Board buses on Saturday, April 10, 2010 to shuttle passengers between the Middle/High School and Dwarkadhis Temple in Parlin. Two Board buses will be utilized at a cost of \$231.50

(salary \$215.75 – fuel \$15.75) per bus for a total cost of \$463.00 to be paid by Dwarkadhis Temple.

E. The Board of Education approved retroactively the following field trip:

1. On Sunday, March 14, 2010, seventy-five members of Sayreville B.I.C. and ten chaperones to Jackson Memorial High School to attend a performance of *Wizard of Oz*. Two Board buses will be utilized at a cost of \$287.35 (salary \$253.50 – fuel \$33.85) per bus for a total cost of \$574.70 to be paid by the Sayreville B.I.C. Association. Buses will depart Wilson School.

Mrs. Batko asked if we charge a vehicle use fee. Mr. D'Andrea replied no. Mr. Ciak asked if we should make a change to Board policy.

F. The Board of Education approved the following field trips:

1. On Thursday, April 22, 2010, one hundred sixty-three students from the Sayreville High School Senior Class, seventeen teachers, and one chaperone to Newark Airport for the Senior Class Trip. Seven Board buses will be utilized at a cost of \$146.25 (salary \$121.50 – fuel \$24.75) per bus for a total cost of \$1,023.75 to be paid by the students.
2. On Monday, April 26, 2010, seven Board buses will be utilized to return students and teachers from Newark Airport to the Sayreville High School at a cost of \$126.75 (salary \$102.00 – fuel \$24.75) per bus for a total cost of \$887.25 to be paid by the students.
3. On Tuesday, April 27, 2010, twenty-five students from the Sayreville High School Art class and two teachers to Grounds for Sculpture in Hamilton to experience an outside sculpture garden. One Board bus will be utilized at a cost of \$229.45 (salary \$183.25 – fuel \$46.20) to be paid by the Board of Education.
4. On Friday, April 30, 2010, sixty students from the Sayreville High School Physics class and three teachers to Six Flags Great Adventure in Jackson to attend Physics Day. Two Board buses will be utilized in a four-way move at a cost of \$248.10 (salary \$186.50 – fuel \$61.60) per bus for a total cost of \$496.20 to be paid by the Board of Education.
5. On Thursday, May 13, 2010, seventy students from the Sayreville High School Art class and three teachers to Middlesex County College to attend the 2010 Middlesex County Teen Arts Festival. Two buses will be contracted from \*Raphael Bus Company at a cost of \$210.00 per

bus for a total cost of \$420.00 to be paid by the Board of Education.  
Alternate date: Wednesday, May 12, 2010.

\*Other quotes: Werhle - \$237.00.

6. On Thursday, June 10, 2010, twelve students from the Sayreville High School Art class and one teacher to Grounds for Sculpture in Hamilton to experience an outside sculpture garden. One Board bus will be utilized at a cost of \$229.45 (salary \$183.25 – fuel \$46.20) to be paid by the Board of Education.

#### PUBLIC PARTICIPATION ON AGENDA ITEMS ONLY

None

#### SUPERINTENDENT'S REPORT APPROVAL

Motion by Mr.Lembo, second by Mr.Stratton. Roll call vote. Seven yes votes recorded. Motion carried. Yes votes recorded by Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Lembo, Mrs. Stratton, Mrs. Trapp and Mr. Macagnone. The Board of Education approved the Superintendent's Report in its entirety except where noted.

#### BACKGROUND INFORMATION/DISCUSSION

Mr. Macagnone made comments about the moving of the polling and meeting with the Board President's of South River and South Amboy.

#### DELEGATE TO THE NEW JERSEY SCHOOL BOARDS ASSOCIATION

- Curtis Clark III

#### DISCUSSION

- Snow-Day Make up – Dr. Alfano explained the need to possibly alter the calendar because of snow days.

Motion by Mr. Ciak, second by Mr.Lembo. Roll call vote. Seven yes votes recorded. Motion carried. Yes votes recorded by Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Lembo, Mrs. Stratton, Mrs. Trapp and Mr. Macagnone. The Board of Education approved the following meeting dates.

- Board Meeting – March 22, 2010 – Adoption of Tentative 2010-2011 Budget – Selover School - 5:30pm Public Session

- Board Meeting – March 30, 2010 – Public Hearing – Adoption of 2010-2011 Budget – SWMHS Cafeteria – 6:30pm Executive Session and 7:30pm Public Session

#### PUBLIC PARTICIPATION

Provide the same documentation for the public as the Board for the budget meetings.

Start budget process before December.

#### ADJOURNMENT

Motion by Mr. Ciak, second by Mr. Lembo. Roll call vote. Seven yes votes recorded. Motion carried. Yes votes recorded by Mrs. Batko, Mr. Biesiada, Mr. Ciak, Mr. Lembo, Mrs. Stratton, Mrs. Trapp and Mr. Macagnone. The Board of Education adjourned the meeting at 8:31pm.

Emidio D'Andrea  
Business Administrator/Board Secretary

