WOODBRIDGE TOWNSHIP BOARD OF EDUCATION
AGENDA
SEPTEMBER 17, 2026

1. Roll Call
2. Closed Session
3. Salute to the Flag
4. Minutes to be Approved
    A. August 27, 2026 Regular Meeting
    B. August 27, 2026 Closed Session
5. Superintendent Monthly Reports
6. Open Public Session – Agenda Items Only
7. Superintendent
8. Items for Discussion:
    A. Communication, Policy & Planning
    B. Curriculum, Extra-Curricular Activities, & Technology
    C. Finance & Insurance
    D. Dining & Transportation
    E. Personnel
9. Board Attorney
10. Old Business
11. New Business
12. Open Public Session
13. Adjournment

Superintendent

September 17, 2026

The **Superintendent of Schools** presents the following recommendations:

1. That the Board of Education approve the list of Professional Development conferences dated September 17, 2026.

I move for the adoption of the foregoing.

Motion by: _____

Seconded by: _____

Communication, Policy and Planning

September 17, 2026

The **Communication, Policy and Planning Committee,** on recommendation of the Superintendent of Schools, presents the following recommendations:

1. That the Board of Education approve the Woodbridge Township School District Testing Schedule for the 2026-2027 school year.

2. That the Board of Education adopt the attached resolution proclaiming the month of October 2026 as National Arts and Humanities Month.

3. That the Board of Education adopt the attached resolution proclaiming the month of October 2026 as National Cyber Security Awareness Month.

4. That the Board of Education adopt the attached resolution proclaiming the month of October 2026 as National Principals' Month.

5. That the Board of Education adopt the attached resolution proclaiming October 5-9, 2026, as the Week of Respect and Inclusion.

6. That the Board of Education adopt the attached resolution proclaiming October 12-16, 2026, as National School Lunch Week.

7. That the Board of Education adopt the attached resolution proclaiming October 19-23, 2026, as School Violence Awareness Week.

8. That the Board of Education adopt the attached resolution proclaiming October 23-31, 2026, as National Red Ribbon Week.

9. That the Board of Education adopt the attached resolution proclaiming October 24, 2026 as United Nations Day.

10. That the Board of Education adopt the attached resolution proclaiming November 8, 2026, as Diwali, the "Festival of Lights" Day.

11. That the Board of Education adopt the attached resolution acknowledging Main Street Barbershop of Woodbridge for offering free Back to School Haircut vouchers to the students of the Woodbridge Township School District.

12. That the Board of Education adopt the attached resolution acknowledging Per Lui Barbershop of Woodbridge for hosting a Back to School Haircut Event from August 30-31, 2026 providing free haircuts to the students of the Woodbridge Township School District.

13. That the Board of Education adopt the attached resolution acknowledging Strickland's Steakhouse of Woodbridge for organizing their "Backpacks with a Purpose" back to school backpack giveaway event held on August 26, 2026 for the students of the Woodbridge Township School District.

14. That the Board of Education adopt the attached resolution commending twenty district employees who achieved perfect attendance for the 2025-2026 school year.

15. That the Board of Education adopt the following revised policies/bylaws^:

Policy No.	Description
3220/3230	State Funds; Federal Funds (1st Reading)
3510	Operation and Maintenance of Plant (2nd Reading)
3516	Safety (2nd Reading)
5141	Health (2nd Reading)
5141.2	Illness (2nd Reading)
5141.21	Administering Medication (2nd Reading)
5141.3	Health Examination and Immunization (2nd Reading)
5300	Management of Life Threatening Allergies in Schools (2nd Reading)
6142.12	Career and Technical Education (2nd Reading)
6142.2	English as a Second Language, Bilingual Programs (2nd Reading)
6146	Graduation Requirements (2nd Reading)
6147	Standards of Proficiency (2nd Reading)
6156	Instructional Planning (2nd Reading)
6164.2	School Counseling Services (2nd Reading)
6173	Home Instruction (2nd Reading)
9113^	Filling Vacancies (2nd Reading)
9200^	Orientation and Training of Board Members (2nd Reading)
9321^	Time, Place, Notification of Meetings (2nd Reading)
9323/9324^	Agenda Preparation/Advance Delivery of Meeting Material (2nd Reading)

16. That the Board of Education adopt to remove the following policies:

Policy No.	Description
5141.01	Readmittance - COVID-19 (2nd Reading)
5141.10	Face Coverings (2nd Reading)
5141.11	Vaccination and Testing (2nd Reading)
5320	Practice and Pre Season Heat Acclimation for Interscholastic Athletes (2nd Reading)

I move for the adoption of the foregoing.

Motion by: _____

Seconded by: _____

Resolution

***WHEREAS**, the month of October has been recognized as **National Arts and Humanities Month** by thousands of arts and cultural organizations, communities, and states as well as by the White House and Congress for over 30 years; and*

***WHEREAS**, **National Arts and Humanities Month** recognizes the important role the arts play in shaping the character that defines our nation and to remind us of our shared humanity; and*

***WHEREAS**, arts and cultural events contribute tens of billions of dollars to our communities each year which helps stimulate our economy as well as our souls; and*

***WHEREAS**, the Woodbridge Township School District remains dedicated to inspiring our children with an education that promotes the arts and pays tribute to America's vibrant culture; and*

***WHEREAS**, the members of the Board of Education of the Township of Woodbridge are committed to providing our children with an education that is inspiring and informative; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Woodbridge acknowledges October 2026 as **National Arts and Humanities** month; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education and a copy sent to each school in the district.*

Resolution

***WHEREAS**, **National Cybersecurity Awareness Month**, conducted every October since 2004, is a national public awareness campaign to encourage everyone to protect their computers and our nation's critical cyber infrastructure; and*

***WHEREAS**, **National Cybersecurity Awareness Month** calls for educational efforts directed at teaching critical online safety, online security and online ethical skills to our youth both at home and school; and*

***WHEREAS**, the success of **National Cybersecurity Awareness Month** rests on all of us doing what we can to engage those around us to be safe, to be secure and to be ethical online; and*

***WHEREAS**, the members of the Board of Education of the Township of Woodbridge are committed to educating our youth on the three key pillars of cybersecurity, cyber safety and cyber ethics; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Woodbridge hereby acknowledges the month of October 2026 as **National Cybersecurity Awareness Month**; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education and a copy sent to each school in the district.*

Resolution

***WHEREAS**, the month of October has been designated as **National Principals' Month**; and*

***WHEREAS**, **National Principals' Month** honors principals nationwide for their tireless work and dedication in the essential role they play in preparing today's students for the challenges of today and tomorrow; and*

***WHEREAS**, the commitment, the foresight and the fortitude of a principal provides the motivating force behind our schools; and*

***WHEREAS**, the members of the Board of Education of the Township of Woodbridge encourages everyone to celebrate **National Principals' Month** by thanking their principals for the indispensable role they play in the educational development of our students; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Woodbridge hereby acknowledges the month of October 2026 as **National Principals' Month**; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education and a copy sent to each school in the district.*

Resolution

***WHEREAS**, the Woodbridge Township Board of Education recognizes the importance of Respect and Inclusion; and*

***WHEREAS**, the Woodbridge Township School District recognizes and values the differences each person brings to the District and is committed to ensuring that students, staff, and faculty, feel valued, respected, and listened to; and*

***WHEREAS**, there exists a commitment to providing a supportive and quality education to an increasingly diverse student population, including groups who have been historically marginalized due to disability, gender, religion, socio-economic status, race, ethnicity, cultural heritage, language preference, and other factors; and*

***WHEREAS**, the week of October 5-9, 2026, has been designated as a **Week of Respect and Inclusion**; and*

***WHEREAS**, the Board of Education of the Township of Woodbridge will also recognize this week as a **Week of Respect and Inclusion** during which schools will implement lessons, activities, and other student learning experiences designed to make students, staff, and faculty feel valued, respected, and included, regardless of how they identify; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Woodbridge endorses the observance of October 5-9, 2026, as a **Week of Respect and Inclusion** and an opportunity to build a culture of inclusivity; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education of the Township of Woodbridge and a copy be forwarded to each school in the district.*

Resolution

***WHEREAS**, the National School Lunch Program was initiated in 1946; and*

***WHEREAS**, October 12-16, 2026, has been established as **National School Lunch Week**; and*

***WHEREAS**, **National School Lunch Week** will be observed in school districts throughout the nation; and*

***WHEREAS**, **National School Lunch Week** has become recognized by board members, administrators, community leaders, parents and children; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Woodbridge proclaims October 12-16, 2026, as **National School Lunch Week**; focusing on the theme "Cafeteria Circus"; and*

***BE IT FURTHER RESOLVED**, that all who provide food services to the school district be acknowledged for their excellent work; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education of the Township of Woodbridge and a copy sent to all who provide food services to the school district and to each school in the district.*

Resolution

***WHEREAS**, the Woodbridge Township Board of Education is dedicated to creating a safe environment within all of its schools; and*

***WHEREAS**, adolescence and early adulthood are characterized by much higher rates of perpetration and victimization of violence than other years; and*

***WHEREAS**, fear of violence in schools affects attendance of students and attrition of staff; and*

***WHEREAS**, the State of New Jersey has designated the third Monday in October as the start of **School Violence Awareness Week**; and*

***WHEREAS**, school districts will observe this week by providing students, parents, and school district and law enforcement personnel with an opportunity to discuss methods to keep our schools safe from violence, to create school safety plans, and to recognize those students in need of help; and*

***WHEREAS**, the state has designated the week of October 19-23, 2026, as **School Violence Awareness Week** in New Jersey; and*

***WHEREAS**, the Board of Education of the Township of Woodbridge is strongly committed to promoting the importance of school safety; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Woodbridge endorses the observance of October 19-23, 2026, as **School Violence Awareness Week** as an opportunity to support programs and practices that promote safety in our schools; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education of the Township of Woodbridge and a copy be forwarded to each school in the district.*

Resolution

***WHEREAS**, the National Family Partnership, formerly known as the National Federation of Parents for Drug Free Youth, was established in 1980 as a nonprofit organization by concerned parents to promote drug prevention; and*

***WHEREAS**, the National Family Partnership has devoted its efforts to the well-being of youth and has become a national leader in drug prevention education and advocacy; and*

***WHEREAS**, the National Family Partnership began **National Red Ribbon Week** to raise awareness of the destruction caused by drugs in America; and*

***WHEREAS**, the National Family Partnership has designated **October 23 – 31, 2026**, as **National Red Ribbon Week** with the theme of **"Make a Difference. Be a Hero. Stay Drug Free."**; and*

***WHEREAS**, the Board of Education of the Township of Woodbridge is strongly committed to supporting the National Family Partnership in their commitment to a drug free nation; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Woodbridge endorses **October 23 – 31, 2026**, as **National Red Ribbon Week**; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education of the Township of Woodbridge and a copy sent to each school in the district.*

Resolution

***WHEREAS**, the United Nations was founded in 1945, and the anniversary of its founding is observed each year on October 24; and*

***WHEREAS**, the United Nations system has a commendable record of achievement and faces extraordinary challenges in preventing and resolving conflict, protecting the earth's environment, elevating standards of living through sustainable economic development, and promoting humane and democratic values; and*

***WHEREAS**, the United Nations is the only organization capable of dealing with the global implications of a post-Cold War world, and the best vehicle for finding collective solutions to these challenges; and*

***WHEREAS**, the work of the United Nations impacts all Americans, directly affecting their health, security, economic freedom, and democratic values; and*

***WHEREAS**, the United States was one of the founding members of the United Nations, representing the fervent desire of the United States and its World War II allies to "save succeeding generations from the scourge of war"; and*

***WHEREAS**, **,** the United Nations deserves support from both the United States government and American citizens if it is to continue its important work in the 21st Century; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Township of Woodbridge hereby acknowledges October 24, 2026, as **United Nations Day**; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education of the Township of Woodbridge and a copy sent to each school in the district.*

Resolution

***WHEREAS**, the Hindu Swayamsevak Sangh, USA and over one billion celebrants worldwide reverently observe the festival of **Diwali**, the **"Festival of Lights"**; and*

***WHEREAS**, **Diwali** is one of the most celebrated festivals of great significance to Hindus, Sikhs, Jains, and Buddhists; and*

***WHEREAS**, **Diwali** falls on Sunday, November 8, 2026, this year in accordance with the lunar calendar, and brings together families, friends, and communities here in the U.S. and around the globe in goodwill, peace, and a shared sense of renewal; and*

***WHEREAS**, the U.S. Congress officially passed unanimous resolutions since 2007 recognizing the religious and historical significance of **Diwali**; and*

***WHEREAS**, celebrants renew their commitment to upholding values of truth, non-harming, and restraint through their thoughts, words, and actions; and*

***WHEREAS**, **Diwali** is a time for dana (charitable giving) and Sewa (selfless service) by bringing light in the form of wisdom, knowledge, nourishment, and shelter to alleviate the tangible forms of suffering, such as hunger, disease, and poverty; and*

***WHEREAS**, the shared Indian holiday of **Diwali** signifies a special time of peace and serenity with the hope of building bridges of understanding and tearing down barriers of intolerance; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the Woodbridge Township School District does hereby recognize the significance of **Diwali**, the **Festival of Lights**, and **Diwali's** message of tolerance, compassion, and the victory of good over evil which resonates with the American spirit; and*

***BE IT FURTHER RESOLVED**, that the Woodbridge Township School District, proudly expresses its deepest respect for Indian Americans and all South Asian Americans, along with all those who celebrate the **Festival of Diwali** on November 8, 2026, and encourages the entire community to join us in recognizing the contributions of all Hindu, Sikhs, Jains, and Buddhists active in all aspects of our vibrant economy and civic society.*

Resolution

***WHEREAS**, **Main Street Barbershop of Woodbridge**, **New Jersey**, has become a leading supporter of the Woodbridge Township School District; and*

***WHEREAS**, **Main Street Barbershop**, has portrayed an abundance of generosity and support for our local school district; and*

***WHEREAS**, **Main Street Barbershop**, offered students Back to School Haircut Vouchers on August 26, 2026, that provided free haircuts to students of the Woodbridge Township School District; and*

***WHEREAS**, the Board of Education of the Township of Woodbridge wishes to publicly acknowledge the generous donation made by **Main Street Barbershop**, to the School District; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the members of the Board of Education of the Township of Woodbridge wish to extend their appreciation to **Main Street Barbershop** for their support of the School District; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education and a copy forwarded to **Main Street Barbershop**, with a suitable expression of gratitude from the members of the Board of Education.*

Resolution

***WHEREAS**, **Per Lui Barbershop of Woodbridge**, **New Jersey**, has become a leading supporter of the Woodbridge Township School District; and*

***WHEREAS**, **Per Lui Barbershop**, has portrayed an abundance of generosity and support for our local school district; and*

***WHEREAS**, **Per Lui Barbershop**, offered a Back to School Haircut Event from August 30-31, 2026, that provided free haircuts to students of the Woodbridge Township School District; and*

***WHEREAS**, the Board of Education of the Township of Woodbridge wishes to publicly acknowledge the generous donation made by **Per Lui Barbershop**, to the School District; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the members of the Board of Education of the Township of Woodbridge wish to extend their appreciation to **Per Lui Barbershop** for their support of the School District; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education and a copy forwarded to **Per Lui Barbershop**, with a suitable expression of gratitude from the members of the Board of Education.*

Resolution

***WHEREAS**, **Strickland's Steakhouse of Woodbridge**, **New Jersey**, has become a leading supporter of the Woodbridge Township School District; and*

***WHEREAS**, **Strickland's Steakhouse of Woodbridge**, **New Jersey**, has portrayed an abundance of generosity and support for our local school district; and*

***WHEREAS**, **Strickland's Steakhouse of Woodbridge**, **New Jersey**, hosted a "Backpacks with a Purpose" back to school backpack giveaway on August 26, 2026, that provided free backpacks and supplies for students of the Woodbridge Township School District; and*

***WHEREAS**, the Board of Education of the Township of Woodbridge wishes to publicly acknowledge the generous donation made by **Strickland's Steakhouse of Woodbridge**, **New Jersey**, to the School District; and*

***NOW, THEREFORE, BE IT RESOLVED**, that the members of the Board of Education of the Township of Woodbridge wish to extend their appreciation to **Strickland's Steakhouse of Woodbridge, New Jersey** for their support of the School District; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education and a copy forwarded to **Strickland's Steakhouse of Woodbridge, New Jersey**, with a suitable expression of gratitude from the members of the Board of Education.*

Resolution

***WHEREAS**, twenty employees had perfect attendance for the 2025-2026 school year in the Woodbridge Township School District; and*

***WHEREAS**, these excellent attendance records have made it possible for uninterrupted service to be provided to the children of the Woodbridge Township School District; and*

***WHEREAS**, it is the desire of the members of the Board of Education of the Township of Woodbridge to express their appreciation for the following recipients who achieved perfect attendance records during the 2025-2026 school year; and*

Makenzie Atherton
Gino Baldani
Carlos Barahona
Kristine Brucato
Mark Cinelli
Francis Costello
Amanda Doherty
John Hapstak
Sonia Hopkins
Lois Isola
MaryAnn Miller
Christopher Modeszto
Judith Pastuzyn
Kimberly K. Schmalenberger
Pamela Smith
Eric Stadtmiller
Susan Sullivan
Stephen Toro
Zhanna Vernikov
Carmen Yurnet

***NOW, THEREFORE, BE IT RESOLVED**, that the gratitude of the members of the Board of Education of the Township of Woodbridge be hereby tendered to these dedicated employees for perfect attendance and faithful service to the children of the school district; and*

***BE IT FURTHER RESOLVED**, that a copy of this resolution be spread on the minutes of the Board of Education and a copy be forwarded to each designated employee expressing the congratulations of the Board of Education.*

STATE FUNDS; FEDERAL FUNDS

Each year, when it is believed that the Woodbridge Township School District is eligible for federal and/or state assistance under the provisions of public laws, application for said assistance may be submitted so long as acceptance of the funds does not include conditions contrary to the policies of the board of education. The ~~superintendent~~ Chief School Administrator shall inform the board about specific assurances which may be required in addition to those addressed in this policy and will provide the required language for board adoption.

~~When the law requires the development and implementation of administrative procedures for submitting state and federal financial reports, with specified time schedules, the superintendent and school business administrator/board secretary shall ensure the staff has properly completed the reports and, in each instance, the reports have been submitted within the specified time. In particular, the superintendent is responsible for assuring that the district is in compliance with both Uniform Grant Guidance (UGG) and Education Department General Administrative Regulations (EDGAR). All persons responsible for following those administrative regulations shall be held accountable.~~

~~The regular operating budget must include amounts anticipated to be received from state and/or federal sources, and a listing of projects describing how this money will be spent. These recommendations for expenditures will be approved by the board before projects are submitted.~~

~~If additional amounts become available during the year, additional projects will be recommended to the board and, with approval, added to the budget.~~

General

The chief school administrator shall ensure that federal funds received by the district are administered in accordance with all federal requirements, including, but not limited to the Uniform Grant Guidance (UGG), the Education Department General Administrative Regulations (EDGAR), and the enabling statutes of any state-administered federal grant, such as the Individuals with Disabilities in Education Act ("IDEA") and the Every Student Succeeds Act ("ESSA").

The school business administrator shall ensure that the regular operating budget includes amounts anticipated to be received from state and/or federal sources, and a listing of projects describing how this money will be spent. These recommendations for expenditures will be approved by the board before projects are submitted.

The board shall maintain a financial management system that is transparent, accountable, and ensures compliance with the applicable UGG requirements for federal awards. The board shall establish and maintain effective internal control systems to safeguard federal resources, ensure compliance, and achieve program objectives. These controls will include systems that align with and/or are based upon the principles outlined in the "Standards for Internal Control in the Federal Government" (Green Book) or the Committee of Sponsoring Organizations of the Treadway Commission (COSO) Internal Control Framework.

~~Financial Management and~~ Internal Controls– Federal Funds

The board shall maintain a financial management system that ensures compliance with the applicable UGG requirements for federal awards. The board shall establish and maintain effective internal control systems to safeguard federal resources, ensure compliance, and achieve program objectives. These controls will include systems that align with and/or are based upon the principles outlined in the "Standards for Internal Control in the Federal Government" (Green Book) and the COSO Internal Control Framework.

STATE FUNDS; FEDERAL FUNDS (continued)

A. Record Keeping
Financial records will accurately account for federal funds received and expended and will detail the source and use of funds to ensure traceability to specific grant activities. Systems will be in place to generate internal reports for oversight and decision-making purposes. The system will track expenditure by category and cost objective, ensuring compliance with allowable cost requirements detailed below. To that end, federal funds will be maintained in separate accounts or through fund-specific coding to prevent commingling with non-federal funds.

B. Financial Reporting
Administrative procedures will be developed and implemented for submitting state and federal financial reports with the specified time schedules required by the applicable law.

C. Employees; Time and Effort Reporting
When employees' salaries are paid with federal funds, the board shall maintain accurate records that document the time spent by employees on federally funded activities. These records must demonstrate that salary charges to federal awards are reasonable, consistent, and in accordance with the terms and conditions of the federal awards.

D. Budget Control
Federal program budgets will be monitored to prevent overspending, detect fraud, waste, misuse of funds, and ensure expenditure aligns with program objectives. All expenditures will be aligned with approved budgets and monitored regularly to avoid over-expenditure or misallocation of funds. Budgets will be prepared, reviewed, and approved in accordance with federal award requirements. Additionally, board staff involved in federal program management will receive training on financial management, internal controls, and compliance requirements.

E. Maintenance of Effort
For federal funds received from the IDEA and ESSA, the board of education will maintain a combined fiscal effort per pupil or aggregate expenditures of state and local funds with respect to the provision of the public education for the preceding fiscal year that is not less than the required amount of the combined fiscal effort per pupil or the aggregate expenditures for the second preceding fiscal year.

F. Supplement not Supplant
Federal funds received from the IDEA and ESSA shall be used for supplementary services only and shall not be used to replace services that the district would supply eligible pupils, if state and federal funds were not available.

Audit Requirements

The board will comply with federal audit requirements for entities expending federal funds. The ~~superintendent~~ Chief School Administrator will ensure that appropriate audits are conducted on an annual basis.

If the board expends ~~$750,000~~ $1,000,000 or more in federal funds during the fiscal year, the board will undergo a single audit. This audit will cover both the financial statements and compliance with federal program requirements and will be conducted by an independent auditor in accordance with applicable auditing standards and federal requirements.

The board may elect to have a program-specific audit if; the board expends federal funds under only one federal program, and, the federal program's statutes or regulations, or terms and conditions of the federal award, do not require a financial statement audit of the board.

If the board does not meet the $1,000,000 threshold, an audit may be required, as per the terms of the award or at the discretion of the federal agency, Inspectors General, or the General Accounting Office (GAO). However, in all instances, the records of the board must be available for review or audit by the appropriate

STATE FUNDS; FEDERAL FUNDS (continued)

federal officials

~~If the board does not meet the $750,000 threshold, a program-specific audit may be required for specific federal programs, as per the terms of the award and the discretion of the federal agency.~~

~~Maintenance of Effort~~

~~The board will maintain a combined fiscal effort per pupil or aggregate expenditures of state and local funds with respect to the provision of public education for the preceding fiscal year that is not less than the required amount of the combined fiscal effort per pupil or the aggregate expenditures for the second preceding fiscal year.~~

~~Equivalence~~

~~To be in compliance with the requirements of federal law, the board of education directs the superintendent to assign staff and distribute curriculum materials and instructional supplies to the schools in such a way that equivalence of personnel and materials is ensured among the schools.~~

~~Supplement not Supplant~~

~~Federal funds shall be used for supplementary services only and shall not be used to replace services that the district would supply eligible pupils, if state and federal funds were not available.~~

~~Parent/Guardian Participation~~

~~The district shall implement parent/guardian consultation and participation, advisory councils, etc., as mandated for the specific program.~~

Control of Equipment/Inventory

Title to and control over equipment, property, and/or inventory purchased with federal funds shall be maintained in accordance with the applicable federal regulations. This includes, but is not limited to properly tracking, safeguarding, and maintaining in order to maximize district resources and prevent misuse or loss. The ~~superintendent~~ Chief School Administrator shall develop written procedures outlining federal ownership and district use, loan, loss and disposal of such equipment/property.

~~Special Education Medicaid Initiative (SEMI) Program~~

~~The superintendent or designee shall ensure that the district follows all required procedures to maximize its revenue from reimbursements under the Special Education Medicaid Initiative (SEMI) Program. This program allows the district to recover a portion of the cost of certain health-related services considered medically necessary in a pupil's Individualized Education Program (IEP), including evaluation services, physical, occupational and speech therapy, and specialized transportation services.~~

~~Procedures to be followed are included in the SEMI Provider Handbook, found at http://www.state.nj.us/treasury/administration/semi-mac/semi-mac.htm. These procedures include maximizing the return rate of parental consent forms for all SEMI eligible pupils.~~

~~In accordance with the Family Educational Rights and Privacy Act (FERPA), the district shall obtain the parent/guardian's informed written consent prior to any disclosures of personally identifiable information from education records, including health information, to the Medicaid program for Medicaid claim submission.~~

~~All supporting documentation for Medicaid claims shall be maintained on file and available for state or federal audit for at least seven years from the date of service. Records shall fully document the basis upon which claims for reimbursement are made.~~

STATE FUNDS; FEDERAL FUNDS (continued)

Cash Management and Reimbursement Requests

Pursuant to the Cash Management Improvement Act (CMIA) and associated Federal regulations, the board, as a subgrantee of grants awarded by the federal government, must minimize the time between the transfer of funds from the United States Treasury and the expenditure of those funds. Accordingly, state and local school districts receiving these funds must provide assurance that it is complying with these requirements.

To satisfy this requirement(s), the New Jersey Department of Education (NJDOE) implemented a reimbursement request system of payment. When the district is a subgrantee of grants awarded by the Federal government to the State of New Jersey, the district shall submit reimbursement requests using the state submittal portal ~~Electronic Web-Enabled Grant (EWEG) System~~. Expenditures must be supported by documentation at the subgrantee level. Documentation for salary expenditures will be according to the applicable federal circular. Expenditures must be for allowable costs. Expenditures must be related to the subgrantee's cost objectives. Expenditures will be reviewed to determine that:

A. Adequate description of expenditures is provided;

B. No new budget category is created; and

C. Reimbursement does not exceed the allowable threshold for an amendment as a result of cumulative transfers among expenditure categories.

Reimbursement requests will be certified by the board as being in accordance with approved grant applications. State portal system (EWEG/GMS/etc.) reimbursement requests will meet NJDOE timelines and deadlines. The district shall assume all responsibility for assuring all funds requested through the ~~EWEG~~ state portal system either have already been expended or will be expended according to the requirements of the Cash Management Improvement Act of 1990 (CMIA) and other applicable federal regulations.

Allowability of Costs

All expenditures of federal funds shall be permitted for allowable costs. The school business administrator/board secretary shall ensure that costs are necessary and reasonable for the performance of the federal award and are allocable thereto, directly related to the federal program's objectives, supported by adequate documentation, attributable to a specific grant or program, and in compliance with district policies and procedures as well as federal guidelines.

To determine these allowable costs, the school business administrator/board secretary shall use the Cost Principles in Subpart E of the UGG.

Procurement and Conflict of Interest

When procuring goods or services with federal funds, the board shall comply with applicable state laws, district policies, and federal regulations. Goods and services will be acquired in a manner providing full and open competition. The board and its administration will take all necessary steps to ensure the use of economical, efficient, and effective procurement methods. Records will be maintained to document procurement activities, including the rationale for the method of procurement, contract selection, and price determinations.

The ~~superintendent~~ Chief School Administrator shall ensure that unnecessary or duplicative items are not purchased and should evaluate the option of consolidating or dividing procurements to achieve more cost-effective purchases.

The board must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. To this end, no employee, officer, or agent of the board shall participate in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent conflict of interest. Such a conflict of interest arises when a board employee, officer, or agent, any member of their immediate family, their partner, or an organization which employs or is about to

STATE FUNDS; FEDERAL FUNDS (continued)

employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a contractor.

The board officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

Consistent with policy 3327, the board shall award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

If a contract with federal funds is awarded to a non-federal entity, the contract shall contain all the provisions mandated by Appendix II of the UGG.

Suspended or Debarred Contracts

The board shall not enter into contracts or financial transactions with any entity or individual who has been suspended or debarred by a federal agency. The board and its administration shall ensure that no federal funds are used to support contracts, grants, or subawards with such ineligible parties.

Before entering into any contract or agreement involving federal funds, the school business administrator/board secretary shall verify that the potential contractor, vendor, or subrecipient is not listed on the System for Award Management (SAM) exclusions list. This includes checking both the entity's name and the names of its principals. Evidence of the SAM check (e.g., a screenshot or printout) will be maintained as part of the procurement records to document that the district has verified the eligibility of the vendor or contractor. For multi-year contracts, the district will check the SAM exclusion list at least once per year during the life of the contract to ensure that no new exclusions have been imposed.

If the school business administrator/board secretary determines that a potential contractor, vendor, or subrecipient is suspended or debarred, the board will not enter into a contract or agreement with the excluded entity. If an existing contractor or vendor is found to be suspended or debarred, the district will take appropriate steps to terminate the contract, in accordance with the terms and conditions of the agreement and, as appropriate, the board will notify the relevant federal agency of the exclusion and seek guidance on how to proceed.

~~CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS~~

~~Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 – Suspension and Debarment.~~

~~The School Business Administrator/Board Secretary shall be responsible to check the web-based System for Award Management (SAM), accessible at www.sam.gov maintained by the United States government – the General Services Administration (GSA). The purpose of the SAM is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.~~
~~The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall access the SAM to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also access the SAM list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.~~

~~In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the SAM list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in 2 CFR §200.~~

STATE FUNDS; FEDERAL FUNDS (continued)

~~Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR §200.~~

~~Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.~~

~~The applicability of the provisions of this Policy apply to covered transactions as defined in 2 CFR §3485.220. A covered transaction is any contract that is awarded by the Board of Education that is covered under 2 CFR §180.210 and the amount of the contract is expected to equal or exceed $25,000, unless the Board chooses a lower threshold.~~

~~Compliance with the provisions of 2 CFR §200 and this Policy must be demonstrated by written evidence to be maintained by the School Business Administrator/Board Secretary. Examples of evidence include printouts of searches from the SAM, imprints from an ink stamp, or Avery or similar labels affixed to purchase orders memorializing performance of this verification.~~

Financial Fraud and Theft Prevention and Reporting

All employees, board members, consultants, vendors, contractors and other parties maintaining a business relationship with the district shall act with integrity and due diligence in matters involving state grants, federal grants, and other fiscal resources.

The ~~superintendent~~ Chief School Administrator shall be responsible for developing internal controls designed to prevent and detect fraud, financial impropriety or fiscal irregularities within the district. Every member of the district's administrative team shall be alert for any indication of fraud, financial impropriety or irregularity within his/her areas of responsibility.

As used in this policy, "fraud" refers to intentionally misrepresenting, concealing or misusing information in an attempt to commit fiscal wrongdoing. Fraudulent actions include, but are not limited to:

A. Behaving in a dishonest or false manner in relation to district assets, including theft of funds, securities, supplies or other properties;

B. Forging or altering financial documents or accounts illegally or without proper authorization;

C. Improper handling or reporting of financial transactions;

D. Personally profiting as a result of insider knowledge;

E. Disregarding confidentiality safeguards concerning financial information;

F. Violating board conflict of interest policies;

G. Mishandling financial records of district assets (destroying, removing or misusing).

The ~~superintendent~~ Chief School Administrator shall investigate reports of fraudulent activity in a manner that protects the confidentiality of the parties and the facts. All employees involved in the investigation shall be advised to keep information about the investigation confidential.

In the event the concern or complaint involves the ~~superintendent~~ Chief School Administrator, the concern shall be brought to the attention of the board president who is hereby empowered to contact the board's legal counsel, auditing firm and any other agency to investigate the concern or complaint.

Federal regulations require that the board, in receipt of a federal award of funds, must disclose, in a timely

STATE FUNDS; FEDERAL FUNDS (continued)

manner, in writing to the federal awarding agency, or to the New Jersey Department of Education, all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award.

The ~~superintendent~~ Chief School Administrator shall comply with all applicable federal reporting regulations and specifically, shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM).

Records Retention

The board shall retain all federal award records for three years from the date of submission of their final financial report. For awards that are renewed quarterly or annually, the board shall retain records for three years from the date of submission of their quarterly or annual financial report, respectively. Records to be retained include but are not limited to financial records, supporting documentation, and statistical records.

The board shall retain records that detail the history of procurement using federal funds. These records will include, but are not limited to, documentation of federal funds received and expended, invoices, purchase orders, receipts, bids, contracts, other supporting documentation for procurement transactions, records of equipment and property acquired with federal funds, including inventory and disposal records, documents related to employees compensated with federal funds, and any performance reports and documentation supporting compliance with program objectives.

The school business administrator/board secretary shall ensure records are readily accessible and organized.

Special Education Medicaid Initiative (SEMI) Program

The chief school administrator or designee shall ensure that the district follows all required procedures to maximize its revenue from reimbursements under the Special Education Medicaid Initiative (SEMI) Program. This program allows the district to recover a portion of the cost of certain health-related services considered medically necessary in a pupil's Individualized Education Program (IEP), including evaluation services, physical, occupational and speech therapy, and specialized transportation services.

Procedures to be followed are included in the SEMI Provider Handbook, found at http://www.state.nj.us/treasury/administration/semi-mac/semi-mac.htm. These procedures include maximizing the return rate of parental consent forms for all SEMI eligible pupils.

In accordance with the Family Educational Rights and Privacy Act (FERPA), the district shall obtain the parent/guardian's informed written consent prior to any disclosures of personally identifiable information from education records, including health information, to the Medicaid program for Medicaid claim submission.

All supporting documentation for Medicaid claims shall be maintained on file and available for state or federal audit for at least seven years from the date of service. Records shall fully document the basis upon which claims for reimbursement are made.

Adopted:	November 18, 2004, December 18, 2008; August 21, 2014
NJSBA Review/Update:	October 2011
Revised:	February 20, 2025, **September 17, 2026 FIRST READING**

Key Words

State Funds, Federal Funds, Disposal of Equipment, State/Federal Funds, vendors, grants, grant guidance, allowable costs, single audit, record retention, cash management, reimbursement, procurement

STATE FUNDS; FEDERAL FUNDS (continued)

Legal References:

N.J.S.A. 18A:7F-43 et seq.	School Funding Reform Act of 2008
N.J.S.A. 18A:7G-1 through –44 et al.	Educational Facilities Construction and Financing Act
N.J.S.A. 18A:11-1	General mandatory powers and duties
N.J.S.A. 18A:34-1	Textbooks; selection; furnished free with supplies; a appropriations
N.J.S.A. 18A:38-7.7 through -7.14	Legislative findings and declarations (impact aid)
N.J.S.A. 18A:54-20	Powers of board (county vocational schools)
N.J.S.A. 18A:58-7.1	School lunch program
N.J.S.A. 18A:58-7.2	School lunch program; additional state aid
N.J.S.A. 18A:58-11	Emergency aid
N.J.S.A. 18A:58-11.1	Loss of tuition to district due to establishment of regional district; state aid for one year
N.J.S.A. 18A:58-33.6 through -33.21	Additional State School Building Aid Act of 1970
N.J.S.A. 18A:58-37.1 through -37.7	Textbook Aid to Public and Nonpublic Schools
N.J.S.A. 18A:59-1 through -3	Federal aid
N.J.A.C. 6A:14-1.1 et seq.	Special Education
N.J.A.C. 6A:23A-5.3	Failure to maximize Special Education Medicaid Initiative (SEMI)
N.J.A.C. 6A:23A-8.1 et seq.	Annual Budget Development, Review and Approval
N.J.A.C. 6A:23A-19.1 et seq.	Emergency Aid
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 6A:26-1.1et seq.	Educational Facilities
N.J.A.C. 6A:27-8.1et seq.	State Aid, Transportation
N.J.A.C. 6A:32-14.1	Review of mandated programs and services

Abbott v. Burke, 149 N.J. 145 (1997)

Hawkins-Stafford Elementary and Secondary School Improvement Act of 1988, (Pub. L. No. 100-297) amending Elementary and Secondary Education Act of 1965.

20 U.S.C.A. 1401 et seq. - Individuals with Disabilities Education Act

29 U.S.C.A. 794 et seq. - Section 504 of the Rehabilitation Act of 1973

Drug-Free Workplace Act of 1988

34 CFR 80 (7-1-05) monitoring districts' use of federal grant funds Education Department General Administrative Regulations (EDGAR)

34 CFR Part 85, Governmentwide Debarment and Suspension (nonprocurement) and Governmentwide Requirements for Drug-Free Workplace (Grants)

34 CFR 200.1 et seq.

34 CFR 80 (7-1-05) monitoring districts' use of federal grant funds

2 CFR §200 Uniform Grant Guidance ~~Uniform~~ Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

2 CFR §200.213 Suspension and Debarment

STATE FUNDS; FEDERAL FUNDS (continued)

2 CFR §180.210

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

Possible Cross References:

*3100	Budget planning, preparation and adoption
*3160	Transfer of funds between line items/amendments/purchases not Budgeted
*3220/3230	State/Federal Funds
*3327	Relations with Vendors
3500.1	Energy
*3541.1	Transportation routes and services
*3542.31	Free or reduced-price lunches/milk
*3570	District records and reports
*4119.23/4219.23	Employee substance abuse
*6142.2	English as a second language; bilingual/bicultural
*6142.6	Basic skills
*6142.12	Career and technical education
*6171.3	At-risk and Title 1
*6171.4	Special education
*9326	Minutes

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

OPERATION AND MAINTENANCE OF PLANT

The Woodbridge Township Board of Education is responsible for providing school facilities that are safe from hazards; sanitary; properly equipped, lighted and ventilated; and aesthetically suited to promoting the goals of the district. School buildings and site accommodations shall include provisions for individuals with disabilities pursuant to law and regulations.

The superintendent shall ensure the development and enforcement of detailed regulations for the safe and sanitary operation of the buildings and grounds. The regulations shall be reviewed and adopted by the board, and provided to all staff annually at the beginning of each school year and when any revisions are formulated.

The superintendent and board secretary shall develop a multiyear comprehensive maintenance plan for board approval, to be updated annually.

The district shall ensure barrier free access for all students, staff and visitors to school facilities.

Work Order System

The district shall have an automated work order system for prioritizing, performing and recording all maintenance and repair request for all district buildings and grounds.

A. The superintendent or designee shall establish in the standard operating procedures for business functions the approval and prioritization of work order requests which take into account the health and safety of building occupants, priorities and objectives established annually to carry out the district Strategic Plan, the need for the work requested, and other factors the district deems appropriate;

B. The work order system shall include the following information for a request for work before work begins, except in an emergency where the work is necessary to correct a situation that poses an imminent threat to the health or building occupants:

1. The name of the person making the request;
2. The date of the request;
3. The appropriate approval(s) as established by Standard Operating Procedures (SOP);
4. The date of approval(s);
5. The location of work requested;
6. The priority level (for example, urgent, high, average, low);
7. The scheduled date(s) of service;
8. The trade(s) needed such as general maintenance worker; custodian; carpenter; plumber; electrician; heating, ventilation and air conditioning (HVAC); grounds; roofer; masonry; glazer; other;
9. A description of the work requested;
10. A projection of the materials and supplies needed for the work;
11. The estimated man hours needed to complete task;
12. The name of the work order assigner; and
13. The name of the employee(s) working on the order.

C. The work order system shall include the following close-out information for each request for work:

1. The actual hours worked by date for each assigned staff member;
2. The actual hourly rate paid, both regular and over-time, for each assigned staff member;
3. The aggregate cost of labor by regular, over-time and total;

OPERATION AND MAINTENANCE OF PLANT (continued)

4. The actual materials and supplies needed to complete the work order;
5. Actual cost of materials and supplies; and
6. The name of the employee responsible for attesting that the job was completed satisfactorily.

D. Except where prohibited by collective bargaining agreement, the SOP shall require for any work, which cannot be completed during regular working hours by the needed completion date, an assessment of the cost-benefit of outsourcing any such work in excess of the quote threshold as determined under N.J.S.A. 18A:18A-37;

E. Where, according to the assessment, the cost of outsourcing work is less than the in-house estimated cost of labor, at over-time rates, and materials for the same work, the work shall be outsourced provided the work can be contracted in accordance with N.J.S.A. 18A:18A-1 et seq., completed by the projected completion date contained in the prioritized work order system and does not violate the terms of the collective bargaining agreement for maintenance workers and/or custodians;

F. The business administrator/board secretary in consultation with the supervisor responsible for this work shall conduct an analysis of the information in the work order system no later than February 1 of the prebudget year for consideration during budget preparation. The analysis should include productivity of staff as a whole and individually, significant variations between estimated labor time and materials and actual labor time and materials, unusual trends for like projects and other factors that will improve productivity and efficiency.

Ventilation Systems

Schools and districts must ensure that their indoor facilities have adequate ventilation, including operational heating, and ventilation systems where appropriate. Recirculated air must have a fresh air component. Open windows must be available if air conditioning is not provided and filter(s) for A/C units must be maintained and changed according to manufacturer recommendations.

Facilities Cleaning Procedures to Reduce the Spread of Contagion

The building principal in consultation with the maintenance supervisor shall develop a procedure for increased, routine cleaning and disinfection. The procedure shall include cleaning/disinfecting schedules, targeted areas to be cleaned, and methods and materials to be used, and shall address:

A. Routinely cleaning and disinfecting surfaces and objects that are frequently touched. This may include cleaning objects/surfaces not ordinarily cleaned daily (e.g., doorknobs, light switches, classroom sink handles, countertops). Examples of frequently touched areas in schools:

1. Classroom desks and chairs;
2. Lunchroom tables and chairs;
3. Door handles and push plates;
4. Handrails;
5. Kitchens and bathrooms;
6. Light switches;
7. Handles on equipment (e.g. athletic equipment);
8. Buttons on vending machines and elevators;
9. Shared telephones;
10. Shared desktops;
11. Shared computer keyboards and mice;
12. Drinking fountains;
13. School bus seats and windows; and
14. Playground equipment.

OPERATION AND MAINTENANCE OF PLANT (continued)

B. Using all cleaning products in accordance with directions on the label. For disinfection most common EPA-registered household disinfectants should be effective. Whenever possible the list of products that are EPA-approved for use against the virus that causes COVID-19 (available on the EPA's website) shall be used. The manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.) shall be used.

C. Sanitizing bathrooms daily, or between use as much as possible, using protocols outlined by the Environmental Protection Agency (EPA). Additional considerations regarding bathrooms include:

1. Limiting the number of students who can enter at once in order to avoid crowds;
2. Designating staff members to enforce limited capacity and avoid overcrowding;
3. Installing no-touch foot pedal trash cans, if possible;
4. Propping doors open to avoid touching handles; and
5. Including appropriate signage about the benefits of handwashing.

D. Cleaning and sanitizing drinking fountains and encouraging staff and students to bring their own water to minimize the use and touching of water fountains;

E. Making hand sanitizer available at the school bus entrance for each student to use when boarding. Similarly, students must be required to wear face coverings while riding on the bus if social distancing or physical barriers cannot be maintained;

F. Maintaining hand-sanitizing stations with alcohol-based hand sanitizers (at least 60% alcohol):
1. In each classroom (for staff and older children who can safely use hand sanitizer);
2. At entrances and exits of buildings;
3. Near lunchrooms and toilets.

G. Supervising children ages 5 and younger when using hand sanitizer;

H. For classrooms with existing handwashing facilities, preparing stations with soap, water and alcohol-based hand sanitizers (at least 60% alcohol);

I. Reminding bus drivers to take certain personal hygiene actions (e.g., frequent hand washing) and affording them the opportunity to do so (such as having sufficient time between routes);

J. Cleaning and sanitizing district vehicles including seats, rails and any highly touched surfaces before each run.

K. Requiring contracted transportation providers to clean and sanitize seats, rails and highly touched surfaces touched before each run. The district shall collaborate with the contracted service provider to develop these procedures and ensure that they are consistently followed; a checklist may be developed to ensure compliance. The contracted service provider shall collaborate with the district in establishing cleaning/sanitation protocols that are consistent with social distancing practices. The contracted service provider shall ensure that employees are fully trained in the implementation of the established protocols:

1. All personnel responsible for cleaning school buses shall document the cleaning/sanitizing measures taken. Personnel are required to:

   a. Demonstrate an understanding of the established protocols that must be taken to properly clean and sanitize the bus; and
   b. Provide a certification that, before the route commenced, the required was process completed as required.
2. The procedures will identify sanitizing agents that may be used and will be limited to products included on the U.S. Environmental Protection Agency's list of products that have shown to be effective against COVID-19.

OPERATION AND MAINTENANCE OF PLANT (continued)

3. These procedures will likely include two stages: cleaning, which removes dirt and germs from surfaces, and disinfecting, which kills germs on surfaces that remain after cleaning.

L. Routinely cleaning and disinfecting furniture, recognizing the varying materials used in furniture in each school building;

M. Providing EPA-registered disposable wipes to teachers and staff so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before use;

N. On a regular basis, ordering and stocking adequate supplies to support cleaning and disinfection practices.

O. Ensuring that cleaning and disinfection supplies are used and stored correctly and safely. This includes storing products securely away from children, while ensuring appropriate ventilation so students and staff are not exposed to toxins or fumes.

P. Placing physical barriers, such as plastic flexible screens, in classrooms, school buses, restrooms and other areas where social distancing cannot be maintained.

Q. Cleaning and disinfecting a school building after a person has been identified as COVID-19 positive:

The district may need to implement short-term closure procedures in a school regardless of community spread if an infected person has been in a school building. If this happens, the CDC-recommended procedures shall be followed:

1. Close off areas used by a sick person and do not use before cleaning and disinfection;
2. Wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as possible;
3. Open outside doors and windows to increase air circulation in the area; and
4. Cleaning staff will clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.

Additional training shall be provided to the personnel responsible for cleaning and sanitizing school buses and facilities as necessary. Topics may include proper use of cleaning and disinfecting agents, the cleaning schedule for various surfaces, and safety precautions that need to be taken (e.g., ensuring adequate ventilation while cleaning and sanitizing).

Safe Drinking Water

The board of education shall assure the availability of potable drinking water through sanitary means in school facilities or upon school grounds in accordance with the Safe Drinking Water Act (N.J.S.A. 58:12A-1 et seq., N.J.A.C. 6A:26-6, and N.J.A.C. 7:10 et seq.). In accordance with law and board policy 3516 Safety, the board shall test all drinking water outlets, make the results publicly available and notify parents/guardians and the New Jersey Department of Education

The board of education directs the chief school administrator to ensure the development of lead sampling plan with sample collection is consistent with the district's Quality Assurance Project Plan (QAPP) and to ensure that QAPP is signed by the laboratory certified to sample the district's water, the individual responsible for conducting the sampling and is presented to the board for signature.

Within 24-hours after the board has reviewed and verified the final laboratory results of the sampling, the board shall ensure that test results are publicly available at the school facility and on the board's website. If any laboratory results exceed the permissible lead action level, the board shall provide written notification to the parents/guardians of all students attending that facility as well as to the Department of Education. The notice must include measures taken to curtail immediately the use of any drinking water outlet where lead levels

exceed the permissible action level, measures taken to ensure that alternate drinking water is available to all students and staff, and information regarding the health effects of lead.

Within six years of the adoption of this policy, and within each six-year period thereafter, the board must test all drinking water outlets; sampling shall be prioritized in facilities previously identified with excessive lead results or identified as high risk in the sampling plan.
By June 30th each year, the board must submit to the Department of Education, a statement of assurance that lead testing was completed in accordance with existing Department of Education regulations and that where required, alternate drinking water is available to students and staff.

District boards of education may request an exemption from the testing requirements if they can demonstrate that they do not use any drinking water outlets for consumption or food preparation in any of their facilities. District boards of education seeking an exemption pursuant to this provision shall submit an application to the Department of Education documenting that no drinking water outlets are used in their facilities and the provisions for an alternative source of drinking water. A district board of education receiving an exemption from the Department from testing shall make available for public inspection at the school facility and on the district board of education's website, if applicable, confirmation that the district board of education is exempt from testing. By June 30 of each required testing school year a district board of education shall either begin testing procedures or reapply for an exemption

Integrated Pest Management

The New Jersey School Integrated Pest Management Act of 2002 requires schools to implement a school integrated pest management policy. As per this policy, the board and the superintendent shall implement Integrated Pest Management (IPM) procedures to control pests and minimize exposure of children, faculty, and staff to pesticides. The Woodbridge Township School District shall develop and maintain an IPM plan as part of the school's policy.

Integrated Pest Management Procedures in Schools

Implementation of IPM procedures will determine when to control pests and whether to use mechanical, physical, cultural, biological or chemical methods. Applying IPM principles prevents unacceptable levels of pest damage by the most economical means and with the least possible hazard to people, property, and the environment.

Each school shall consider the full range of management options, including no action at all. Non-pesticide pest management methods are to be used whenever possible. The choice of using a pesticide shall be based on a review of all other available options and a determination that these options are not effective or not reasonable. When it is determined that a pesticide must be used, low impact pesticides and methods are preferred and shall be considered for use first.

Development of IPM Plans

The school IPM plan is a blueprint of how the Woodbridge Township School District will manage pests through IPM methods. The school's IPM plan states the school's goals regarding the management of pests and the use of pesticides. It reflects the school's site-specific needs. The IPM plan shall provide a description of how each component of the school IPM policy will be implemented at the school. The superintendent, in collaboration with the school building administrator, shall be responsible for the development of the IPM plan for this school.

IPM Coordinator

The superintendent shall designate an integrated pest management coordinator, who is responsible for the implementation of the school integrated pest management policy.

OPERATION AND MAINTENANCE OF PLANT (continued)

Education/Training

The school community will be educated about potential pest problems and IPM methods used to achieve the pest management objectives.

The IPM coordinator, other school staff and pesticide applicators involved with implementation of the school IPM policy will be trained in appropriate components of IPM as it pertains to the school environment.

Students, parents/guardians will be provided information on this policy and instructed on how they can contribute to the success of the IPM program.

Record Keeping

Records of pesticide use shall be maintained on site to meet the requirements of the state regulatory agency and the school board.

Records shall also include, but are not limited to, pest surveillance data sheets and other non-pesticide pest management methods and practices utilized.

Notification/Posting

The superintendent of the Woodbridge Township School District, is responsible for timely notification to students' parents or guardians and the school staff of pesticide treatments pursuant to the School IPM Act.

Re-entry

Re-entry to a pesticide treated area shall conform to the requirements of the School IPM Act.

Pesticide applicators

The IPM coordinator shall ensure that applicators follow state regulations, including licensing requirements and label precautions, and must comply with all components of the School IPM Policy.

Evaluation

Annually, for public schools, the superintendent will report to the board on the effectiveness of the IPM plan and make recommendations for improvement as needed. The board directs the superintendent to develop regulations/ procedures for the implementation of this policy.

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Key Words

Operation and Maintenance of Plant, Buildings and Grounds, Maintenance

Legal References:

N.J.S.A. 13:1F-19 through -33	School Integrated Pest Management Act
N.J.S.A. 18A:17-49 through -52	Buildings and grounds supervisors to be certified educational facilities managers
N.J.S.A. 18A:18A-1 et seq.	Public schools contracts law
N.J.S.A. 18A:18A-37	Award of purchases, contracts, agreements
N.J.S.A. 18A:22-8	Contents of budget; program budgeting system
N.J.S.A. 34:5A-1 et seq.	Worker and Community Right to Know Act
N.J.S.A. 34:6A-25 et seq.	New Jersey Public Employees Occupational Safety and Health Act
N.J.A.C. 5:23-1 et. seq.	The uniform construction code
N.J.A.C. 6A:23A-1 et seq.	Fiscal accountability, efficiency and budgeting procedures
See Particularly:	
N.J.A.C. 6A:23A-6.9	Facilities maintenance and repair schedule and accounting
N.J.A.C. 6A:26-12.1 et seq.	Operation and Maintenance of Facilities
See particularly:	
N.J.A.C. 6A:26-12.2(a)1, 2	
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 7:30-13.1 et seq.	Integrated Pest Management
20 U.S.C.A. 4071 et. seq.	Equal Access Act

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2025-2026 Statement of Assurance Submission for Lead in School Drinking Water

Possible Cross References:

*1410	Local units
*2240	Research, evaluation and planning
*3000/3010	Concepts and roles in business and noninstructional operations; goals and objectives
*3516	Safety
*5141	Health
6161	Equipment, books and materials
*7110	Long-Range facilities planning
*9130	Committees

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

WOODBRIDGE TOWNSHIP BOARD OF EDUCATION **FILE CODE: 3516**
Woodbridge, New Jersey **X Monitored**
X Mandated
Policy **X Other Reasons**

SAFETY

The superintendent shall develop rules governing school safety which shall include but not be limited to: student safety in school; care of injured students; vehicle safety programs; plant safety including removal and/or encapsulation of asbestos; labeling and storage of hazardous substances; emergency procedures; student safety in transit to and from school; and eye protection. In addition, students shall be provided with safety instruction in accordance with the law.

Use and Storage of Hazardous Substances

The Woodbridge Township Board of Education shall not allow the use of any hazardous substances in or on any of the buildings or grounds of this district when children are present, except in emergencies. A list of substances that are legally exempted from this requirement can be obtained from the superintendent.

The superintendent shall inform the board when hazardous substances may be used when children are present, and the board shall determine if an emergency situation exists and such use is warranted.

If any hazardous substance is stored on any school site, the superintendent shall make available the hazardous substance fact sheet for that substance to anyone who requests it.

At least two days prior to the start of any construction activity involving hazardous substances, the superintendent shall post on a bulletin board at the school a notice that such construction will take place. The notice will state the activity to be conducted and the hazardous substance(s) to be used.

The superintendent shall ensure that all parents/guardians receive a notice at least once a year informing them of the following:

A. Notice of any construction or other activities involving hazardous substances will be posted on the bulletin board of their children's school;

B. Hazardous substances may be stored at the school at various times throughout the year;

C. Hazardous substance fact sheets for any of the hazardous substances being used or stored are available at the school.

Soil Contamination on School Property

The board shall ensure that notice of soil contamination on school property is provided. Notice will be provided to each parent or guardian of a student enrolled at the school, and to each staff member of the school. Notice will be provided within 10 business days of the discovery of the soil contamination, when the contamination is found by the Department of Environmental Protection or a licensed site remediation professional to exceed the department’s direct contact soil remediation standards for residential use.

The notice shall include:

A. A description of the soil contamination and the conditions under which a student or staff member may be exposed to the contamination;

B. A description and timetable of the steps that have been taken and will be taken to ensure that there is no contact by any student or staff member with the contamination;

C. A description and timetable of the steps that have been taken and will be taken to remediate the soil contamination.

The notice may be provided by:

A. Written notice sent home with the student and provided to the staff member;

B. Telephone call;

C. Direct contact;

D. Electronic mail.

The district shall also post a copy of the notice in a conspicuous location near the site of the contamination to notify any other users of the school grounds of the existence of the contamination.

Safe Drinking Water

The board of education shall assure the availability of potable drinking water through sanitary means in school facilities or upon school grounds in accordance with the Safe Drinking Water Act (N.J.S.A. 58:12A-1 et seq.).

The board directs that lead sampling and analysis be conducted in all drinking water outlets to which a student or staff member has or may have access, in each school facility, other facility, or temporary facility no later than July 13, 2017. Sampling shall be conducted according to the lead sampling plan.* The lead sampling plan shall include:

A. A plumbing survey for each facility that identifies how water enters and flows through each facility, the types of plumbing materials used in the facility, such as the service line, piping, solder, fixtures, drinking water outlets where students or staff have or may have access, and point of use treatment, such as drinking water filters;

B. The names and responsibilities of all individuals involved in sampling; and

C. The following sampling procedures:

1. Samples shall be taken after water has sat, undisturbed in the school pipes for at least eight hours but no more than 48 hours before the sample is taken;
2. At least eight hours prior to sampling, signs shall be posted to indicate that water shall not be used and access to the buildings subject to the sampling shall be restricted to all but authorized staff members;
3. Existing aerators, screens, and filters shall not be replaced or removed prior to or during sampling; and
4. All samples shall be collected in pre-cleaned high-density polyethylene (HDPE) 250 milliliter (mL) wide-mouth single-use rigid sample containers that are properly labeled.

The board shall test all drinking water outlets within six years following the initial testing and every six years thereafter. Sampling shall be prioritized in buildings and facilities that previously had outlets with results above the action level or identified in the plumbing profile as high risk for lead. The water outlets in these buildings and facilities shall be sampled first in accordance with the sampling plan. In addition, sampling for lead shall be conducted after the replacement of any drinking water outlet or any other alteration to plumbing or service lines that may impact lead levels at the outlet.
*See Resources below. The lead sampling plan, http://www.nj.gov/dep/watersupply/pdf/techguide.pdf

Drinking Water Sample Analysis

Analysis of water samples shall be conducted by a certified laboratory to analyze for lead in drinking water. The

SAFETY (continued)

laboratory shall use an approved analytical method pursuant to the Federal Safe Drinking Water Act at 40 CFR 141.23(k)(1). Sample analysis shall be conducted in accordance with a Quality Assurance Project Plan (QAPP)**, which shall be signed by the board of education, the certified laboratory, and the individual responsible for conducting sampling. The QAPP shall include:

A. Identification of analytical methods:

B. Chain of custody procedures;

C. Data validation and reporting processes;

D. Detection limits;

E. Reporting to three significant figures;

F. Field blanks; and

G. Quality control measures required by the certified method

** See Resources below. Quality Assurance Project Plan (QAPP) at
http://www.nj.gov/dep/watersupply/pdf/techguide.pdf

Water Sample Analysis Results: Notifications

Within 24 hours after the board has reviewed and verified the final laboratory results, the board shall make the test results of all water samples publicly available at the school facility and on the district website. If any results exceed the permissible lead action level, written notification shall be provided to the parents/guardians of all students attending the facility, as well as to the New Jersey Department of Education (NJDOE). This notification shall include a description of the measures taken by the board to:

A. Immediately end use of each drinking water outlet where water quality exceeds the permissible lead action level;

B. Ensure that alternate drinking water has been made available to all students and staff members, and information regarding the health effects of lead is provided.

The board shall by June 30th submit a statement of assurance to the NJDOE that lead testing was completed, that notifications were provided, and that alternate drinking water continues to be made available to all students and staff in accordance law and board policy.

District boards of education may request an exemption from the testing requirements if they can demonstrate that they do not use any drinking water outlets for consumption or food preparation in any of their facilities. District boards of education seeking an exemption pursuant to this provision shall submit an application to the Department of Education documenting that no drinking water outlets are used in their facilities and the provisions for an alternative source of drinking water. A district board of education receiving an exemption from the Department from testing shall make available for public inspection at the school facility and on the district board of education's website, if applicable, confirmation that the district board of education is exempt from testing. By June 30 of each required testing school year a district board of education shall either begin testing procedures or reapply for an exemption

Within six years of the adoption of this policy, and within each six-year period thereafter, the board must test all drinking water outlets; sampling shall be prioritized in facilities previously identified with excessive lead results or identified as high risk in the sampling plan.

Implementation

Rules and procedures implementing this policy shall be reviewed and adopted by the board as required by law and shall be disseminated to staff and students annually, and whenever any changes are made.

Adopted:	December 21, 1978
NJSBA Review/Update:	November 2011
Readopted:	August 21, 2014; August 17, 2017
Revised:	**September 17, 2026**

Key Words

Safety, Employee Safety, Asbestos, Hazardous Materials, Student Safety

Legal References:

N.J.S.A. 18A:6-2	Instruction in accident and fire prevention
N.J.S.A. 18A:11-1	General mandatory powers and duties
N.J.S.A. 18A:17-42 et seq.	Public School Safety Law
N.J.S.A. 18A:40-12.1, -12.2	Protective eye devices required for teachers, students and visitors in certain cases
N.J.S.A. 18A:41-1 et seq.	Fire Drills and Fire Protection
See particularly: N.J.S.A. 18A:41-5	
N.J.S.A. 18A:42-1	Safety patrol by students
N.J.S.A. 18A:54-20	Powers of board (county vocational schools)
N.J.S.A. 34:5A-1 et seq.	Worker and Community Right to Know Act
See particularly: N.J.S.A. 34:5A -10.1 through -10.5	
N.J.S.A. 34:6A-25 et seq.	New Jersey Public Employees Occupational Safety and Health Act
N.J.S.A. 58:10B-24.6 et seq.	Hazardous discharge site remediation
N.J.A.C. 5:23-7	Barrier free subcode of the uniform construction code
N.J.A.C. 6A:16-1.4	District policies and procedures
N.J.A.C. 6A:19-6.1 et seq.	Safety and Health Standards
N.J.A.C. 6A:26-1.1 et seq.	Educational Facilities
See particularly: N.J.A.C. 6A:26-12.1et seq.	
N.J.A.C. 6A:27-12.2	Accident reporting
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 6A:32-12.1	Reporting requirements
N.J.A.C. 7:10-1 et seq.	Safe Drinking Water Act
N.J.A.C. 7:30-13.1 et seq.	Integrated Pest Management

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2025-2026 Statement of Assurance Submission for Lead in School Drinking Water

SAFETY (continued)

Possible Cross References:

*1330	Use of school facilities
*1410	Local units
*3510	Operation and maintenance of plant
*5141.1	Accidents
*5142	Student safety
*5142.1	Safety patrols
*6114	Emergencies and disaster preparedness
*6142.12	Career education
*7110	Long-range facilities planning

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

HEALTH

The board of education believes that good health is vital to successful learning. In order to help district pupils achieve and maintain good health, the board directs the chief school administrator to develop pupil health services that employ professional personnel and interact with both parents/guardians and community health agencies. The program shall include but not be limited to:

A. Employment of a medical inspector to perform those duties required by law, and to advise the chief school administrator on all matters affecting the health of pupils;

B. Employment of at least one certified school nurse to assist with physical examinations; conduct biennial scoliosis screening; conduct an audiometric screening; maintain pupil health records; observe and recommend to the principal the exclusion of pupils who show evidence of communicable disease or who have not submitted acceptable evidence of immunizations; instruct teachers on communicable diseases and other health concerns; train and supervise the emergency administration of epinephrine for school staff who have been designated as delegates; supervise other nursing tasks; provide appropriate response to Do Not Resuscitate (DNR) orders; maintain valid, current Cardiopulmonary Resuscitation (CPR) certification; review and summarize health and medical information for the Child Study Team; write and update annually the accommodation plan under Section 504 for any student who requires one;

C. Provision of proper and adequate facilities, equipment and supplies for professional health personnel and other staff;

D. Establishment of a system of pupil health records in compliance with state law;

E. Implement the New Jersey Student Learning Standards in physical education, health, family life, safety, and use of drugs, alcohol, tobacco and anabolic steroids; recommendations for appropriate equipment and supplies to teach such courses;

F. Development of rules and procedures to foster good pupil health, and periodic dissemination of these rules and procedures to the staff;

G. Development of a program to provide safe drinking water and otherwise to maintain the buildings, grounds, facilities and equipment of the district in sanitary condition in accordance with law;

H. Development and enforcement of an eye protection program as required by statute and administrative code;

I. A regular report to the board on progress and accomplishments in the field of pupil health;

J. Health services to staff that support pupil health;

K. Provision of emergency services for injury and sudden illness;

L. Provision for required physical examinations including an examination to certify that a pupil returning to school after suffering a contagious/infectious condition or illness is no longer a threat to the health of others;

M. Development of all regulations and procedures necessary for evaluation of pupils suspected of being under the influence of drugs/alcohol, tobacco or anabolic steroids;

N. Encouragement of correction of defects through fully informing pupils and parents/guardians concerning the findings of health examinations for scoliosis;

HEALTH (continued)

O. Preparation for the potential disruption of a pandemic flu outbreak, such as avian flu, by filling out a school preparedness checklist available from www.pandemicflu.gov or NJSBA, with periodic reports to the school board on steps the district has already taken, as well as additional steps that need to be taken, to prepare for a flu pandemic.

School-based health care services shall be available to all students, including English language learners.

Annual Nursing Plan

The chief school administrator (or his/her designee) in conjunction with the school physician and the certified school nurse shall develop an annual Nursing Services Plan. The Nursing Services Plan shall describe in detail the nursing services to be provided throughout the district based on the needs of its students, potential emergency situations, basic nursing services requirements, and the assignment of medical staff to provide the services. The Nursing Services Plan shall be adopted annually at a regular meeting. The Nursing Services Plan may include the following:

A. A description of the basic nursing services provided all students;

B. A summary of specific medical needs of individual students and the services required to address the needs;

C. A description of how nursing services will be provided in an emergency;

D. Detailed nursing assignments for all school buildings;

E. The nursing services and additional medical services provided to nonpublic schools.

Students with Diabetes

As used in this policy, an "individualized health care plan" means a document setting out the health services needed by the student at school, and an "individualized emergency health care plan" outlines a set of procedural guidelines that provide specific directions about what to do in a particular emergency situation. Both are to be developed by the school nurse, in consultation with the parent or guardian of a student with diabetes and other medical professionals who may be providing diabetes care to the student, and signed by the parent or guardian.

The board believes that diabetes is a serious chronic disease that impairs the body's ability to use food, and must be managed 24 hours a day in order to avoid the potentially life-threatening short-term consequences of blood sugar levels that are either too high or too low. In order to manage their disease, students with diabetes must have access to the means to balance food, medications, and physical activity level while at school and at school-related activities.

Accordingly, a parent or guardian of a student with diabetes shall inform the school nurse, who shall develop an individualized health care plan and an individualized emergency health care plan for the student. Further, the parent or guardian must annually provide to the board of education written authorization for the provision of diabetes care as outlined in the plans, including authorization for the emergency administration of glucagon.

Both plans shall be updated by the school nurse prior to the beginning of each school year and as necessary if there is a change in the student's health status. The plans may include elements specified in N.J.S.A. 18A:40-12.13 including, but not limited to:

A. The symptoms of hypoglycemia for that particular student and the recommended treatment;

B. The symptoms of hyperglycemia for that particular student and the recommended treatment;

C. The frequency of blood glucose testing;

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D. Written orders from the student's physician or advanced practice nurse outlining the dosage and indications for insulin administration and the administration of glucagon, if needed;

E. Times of meals and snacks and indications for additional snacks for exercise;

F. Full participation in exercise and sports, and any contraindications to exercise, or accommodations that must be made for that particular student;

G. Accommodations for school trips, after-school activities, class parties, and other school-related activities;

H. Education of all school personnel who may come in contact with the student about diabetes, how to recognize and treat hypoglycemia, how to recognize hyperglycemia, and when to call for assistance;

I. Medical and treatment issues that may affect the educational process of the student with diabetes; and

J. How to maintain communications with the student, the student's parent or guardian and healthcare team, the school nurse, and the educational staff.

The school nurse assigned to a particular school shall coordinate the provision of diabetes care at that school and ensure that appropriate staff are trained in the care of these students, including staff working with school-sponsored programs outside of the regular school day. The school nurse shall also ensure that each school bus driver that transports a student with diabetes is provided notice of the student's condition, how to treat hypoglycemia, and emergency/parent contact information. A reference sheet identifying signs and symptoms of hypoglycemia shall be posted in plain view within school buildings.

The school nurse shall have the primary responsibility for the emergency administration of glucagon to a student with diabetes who is experiencing severe hypoglycemia. The school nurse shall designate, in consultation with the board of education, additional employees of the school district who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia. The designated employees shall only be authorized to administer glucagon, following training by the school nurse or other qualified health care professional, when a school nurse is not physically present at the scene.

Upon written request of the parent or guardian and as provided in the individualized health care plan, the student shall be allowed to attend to the management and care of his/her diabetes in the classroom, on school grounds or at any school-related activity, if evaluated and determined to be capable of doing so consistent with the plan. The student's management and care of his/her diabetes shall include the following:

A. Performing blood glucose level checks;

B. Administering insulin through the insulin delivery system the student uses;

C. Treating hypoglycemia and hyperglycemia;

D. Possessing on the student's person at any time the supplies or equipment necessary to monitor and care for the student's diabetes;

E. Compliance with required procedures for medical waste disposal in accordance with district policies and as set forth in the individual health care plan; and

F. Otherwise attending to the management and care of the student's diabetes.

Students with Epilepsy or a Seizure Disorder

The parent/guardian of a student with epilepsy or a seizure disorder who seeks care for their student while at school shall submit annually to the school nurse the student's seizure action plan. The seizure action plan shall

be comprehensive and provided by the student's physician, advanced practice nurse, or physician's assistant. It shall include, but is not limited to, information regarding presentation of seizures, seizure triggers, daily seizure medications, seizure first aid, and additional treatments.

The parents/guardians of the student shall annually provide the board with written authorization for the provision of epilepsy or seizure disorder care at school and school-sponsored programs outside of the regular school day. When this written authorization is received, the school nurse shall develop an individualized health care plan and an individualized emergency health care plan for the student.

The school nurse shall also obtain a release from the parent/guardian of a student with epilepsy or a seizure disorder to authorize the sharing of medical information between the student's physician or advanced practice nurse and other health care providers. The release shall also authorize the school nurse to share medical information with other staff members of the school district as necessary.

The individualized health care plan shall be developed by the school nurse, in consultation with the parent or guardian of a student with epilepsy or a seizure disorder and other appropriate medical professionals who may be providing epilepsy or seizure disorder care to the student. It shall be consistent with the recommendations of the student's health care providers. The individualized health care plan shall detail the health services needed by the student at school. The plan shall be signed by the parent or guardian and the school nurse.

The individualized emergency health care plan shall be developed by the school nurse in consultation with the parent or guardian of a student with epilepsy or a seizure disorder and other appropriate medical professionals, which is consistent with the recommendations of the student's health care providers. This plan shall detail specific actions for non-medical school staff to take in a particular emergency situation. The plan shall be signed by the parent or guardian and the school nurse.

The individualized health care plan shall include, and the individualized emergency health care plan may include:

A. Written orders from the student's physician or advanced practice nurse outlining the epilepsy or seizure disorder care;

B. The symptoms of the epilepsy or seizure disorder for that particular student and recommended care;

C. Full participation in exercise and sports, and any contraindications to exercise, or accommodations that must be made for that particular student;

D. Accommodations for school trips, after-school activities, class parties, and other school-related activities;

E. Education of all school personnel about epilepsy and seizure disorders at least once every five years, how to recognize and provide care for epilepsy and seizure disorders, and when to call for assistance;

F. Medical and treatment issues that may affect the educational process of the student with epilepsy or the seizure disorder;

G. The student's ability to manage, and the student's level of understanding of, the student's epilepsy or seizure disorder; and

H. How to maintain communication with the student, the student's parent or guardian and health care team, the school nurse, and the educational staff.

The board directs the school nurse to coordinate the provision of epilepsy and seizure disorder care at the school and ensure that all staff are trained at least once every five years in the care of students with epilepsy and seizure disorders, including staff working with school-sponsored programs outside of the regular school

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day. The training shall include a Department of Health-approved on-line or in-person course of instruction provided by a nonprofit national organization that supports the welfare of individuals with epilepsy and seizure disorders.

The school nurse shall provide school bus drivers responsible for transporting a student with epilepsy or a seizure disorder with a notice of the student's condition; information on how to provide care for epilepsy or the seizure disorder; emergency contact information; epilepsy and seizure disorder first aid training; and parent contact information.

No school employee, including a school nurse, a school bus driver, a school bus aide, or any other officer or agent of a board, shall be held liable for any good faith act or omission consistent with the provisions of this act, nor shall an action before the New Jersey State Board of Nursing lie against a school nurse for any such action taken by a person trained in good faith by the school nurse pursuant to this act. Good faith shall not include willful misconduct, gross negligence, or recklessness.

New Jersey Family Care

The school nurse shall ensure that the parent/guardians of students who are without medical coverage are notified of and provided information on the accessibility of the New Jersey Family Care Program in accordance with N.J.S.A. 18A:40-34.

Nonpublic School Pupils

The board shall provide mandated nursing services to nonpublic school pupils as required by law (see policy 5200 Nonpublic School Pupils).

The operation of the pupil health program shall be in compliance with the rules and regulations of the state department of education, local board of health and the state department of health and senior services, and state department of human services. The board shall review and adopt the regulations developed to implement the district's health services.

Automated Electronic Defibrillator (AED)

Because the board recognizes that medical emergencies may occur that justify the use of AEDs, the board may acquire and maintain this equipment for use by qualified staff members. An applicable patient would exhibit all of the following signs as per American Heart Association standards on AED use:

A. Is unconscious;
B. Is not breathing;
C. Have no signs of circulation (as confirmed by a pulse check).

Only those staff members documented as having completed the required training shall be authorized to use an AED. A coach, athletic trainer, or in the absence of the coach or athletic trainer and other designated staff member, who is appropriately trained and certified in the use of the AED shall be present during athletic events or team practices. In the event that no appropriately AED trained and certified staff person can be present at athletic events or team practices, the district shall ensure that a State-certified emergency services provider or other certified first responder is on site at the event or practice.

Placement, Accessibility and Maintenance of the AED

The AED shall be:

A. Available in an unlocked location on school property with an appropriate identifying sign;

B. Accessible during the school day and any other time when a school-sponsored athletic event or team

HEALTH (continued)

practice is taking place in which pupils of the district or nonpublic school are participating;

C. Within reasonable proximity of the school athletic field or gymnasium, as applicable;

D. Tested and maintained according to the manufacturer's operational guidelines and notification shall be provided to the appropriate first aid, ambulance, or rescue squad or other appropriate emergency medical services provider regarding the defibrillator, the type acquired, and its location in accordance with section 3 of P.L.1999, c.34 (N.J.S.A. 2A:62A-25).

Implementation of Procedures for Cardio-Pulmonary Resuscitation and AED Use

The chief school administrator shall oversee the development and implementation of a district emergency action plan that establishes guidelines for use of the AED. The emergency action plan shall include:

A. A list of no less than five school employees, team coaches, or licensed athletic trainers who hold current certifications from the American Red Cross, American Heart Association, or other training program recognized by the Department of Health, in cardio-pulmonary resuscitation and in the use of a defibrillator. The list shall be updated, as necessary, at least once in each semester of the school year; and

B. Detailed procedures on responding to a sudden cardiac event including, but not limited to, the identification of the persons in the school who will be responsible for: responding to the person experiencing the sudden cardiac event, calling 911, starting cardio-pulmonary resuscitation, retrieving and using the defibrillator, and assisting emergency responders in getting to the individual experiencing the sudden cardiac event.

Any employee, student or other individual who inappropriately accesses and/or uses an AED will be subject to disciplinary action, up to and including expulsion from school and/or termination of employment. Civil and/or criminal liability may also be imposed on any student, employee or individual who inappropriately accesses and/or uses an AED. All usage will be reported to the board of education.

Immunity

A school district and its employees shall be immune from civil liability in the acquisition and use of defibrillators pursuant to the provisions of section 5 of P.L.1999, c.34 (C.2A:62A-27). A person who acts with gross negligence or willful misconduct in the use of defibrillators does not enjoy immunity.

Mental Health Referrals

A student assistance coordinator, school counselor, school psychologist or other mental health professional working in the school district may refer, or help facilitate the referral of, a student to an individual or practice licensed to provide professional counseling under New Jersey law for mental health assessments and services. A student assistance coordinator, school counselor, or school psychologist or other mental health professional working in a school district shall not refer a student to an individual or practice licensed to provide professional counseling if the student assistance coordinator, school counselor, or school psychologist or other mental health professional, or that individual's immediate family, or that individual in combination with the individual's immediate family has a significant beneficial interest in or with the individual or practice licensed to provide professional counseling. If a student is not legally permitted to consent to the mental health assessments and services, the student's parent or guardian shall be notified of, and consent to, the referral or the facilitation of a referral prior to the provision of any assessment or service by the licensed individual or practice. A licensed individual or practice shall be required to obtain consent from a student, or from the parent or guardian in the case of a student who is not legally permitted to consent, before providing mental health assessments or services. In the case of a referral or a facilitation of a referral pursuant to this section, neither the school district nor the individual referring or facilitating the referral shall bear the cost of the assessments or services provided to the student, unless otherwise provided by law.

HEALTH (continued)

The paragraph above shall not be construed to limit the school district's authority to provide mental health assessments and services to a student prior to or after a referral or the facilitation of a referral has been made to an individual or practice licensed to provide professional counseling under New Jersey law.

Adopted:	August 21, 2014; May 21, 2020
Revised:	February 16, 2017; May 21, 2020, **September 17, 2026 (SECOND READING)**
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Key Words

Health, Pupil Health, Student Health, Nursing Plan, Diabetes, Individualized Health Care Plan, Cardio-Pulmonary Resuscitation, Automated External Defibrillator, AED, Epilepsy

Legal References:

N.J.S.A. 2A:62A-23 to 27	AED emergency medical services
N.J.S.A. 18A:16-6, -6.1	Indemnity of officers and employees against civil actions
N.J.S.A. 18A:35-4.6 et seq.	Parents Right to Conscience Act of 1979
N.J.S.A. 18A:40-1	Employment of medical inspectors, optometrists and nurses; salaries; terms; rules
N.J.S.A. 18A:40-3	Lectures to teachers
N.J.S.A. 18A:40-4.3	Biennial examination for scoliosis
N.J.S.A. 18A:40-5	Method of examination; notice to parent or guardian
N.J.S.A. 18A:40-6	In general
N.J.S.A. 18A:40-7, -8, -10, -11	Exclusion of pupils who are ill
N.J.S.A. 18A:40-12.11 et seq.	Findings, declarations relative to the care of students with diabetes
N.J.S.A. 18A:40-12.34	Definitions relative to epilepsy and seizure disorders.
N.J.S.A. 18A:40-12.35	Annual submission of student's seizure action plan
N.J.S.A. 18A:40-12.36	Information provided to bus driver
N.J.S.A. 18A:40-12.37	Release to share medical information
N.J.S.A. 18A:40-12.38	Immunity from liability
N.J.S.A. 18A:40-23 et seq.	Nursing Services for Nonpublic School Pupils
N.J.S.A. 18A:40-34	New Jersey Family Care Program
N.J.S.A. 18A:40A-1 et seq.	Substance Abuse
N.J.S.A. 44:6-2	Maintenance by boards of education of clinics for indigent children
N.J.A.C. 6A:16-1.1et seq.	Programs to Support Student Development
See particularly: N.J.A.C. 6A:16-1.1, -1.3, -1.4, -2.1, -2.3, -2.4	
N.J.A.C. 6A:26-12.1 et seq.	Operation and Maintenance of School
See particularly: N.J.A.C. 6A:26-12.3	Facilities
N.J.A.C. 8:57-1.1 et seq.	Reportable Communicable Diseases
See particularly:	
N.J.A.C. 8:57-2	Reporting of AIDS and HIV
N.J.A.C. 8:61-1.1	Attendance at school by pupils or adults infected by Human Immunodeficiency Virus (HIV)

Plainfield Board of Education v. Cooperman, 105 NJ 587 (1987), guidelines for admission of children with AIDS, the right to call witnesses and attendant right to cross-examine must be provided automatically upon request of the parties

Possible Cross References:

*1410	Local units
1420	County and intermediate units
*3510	Operation and maintenance of plant
*3516	Safety
*3542	Food service
*4112.4/4212.4	Employee health
*4131/4131.1	Staff development; inservice education/visitations/conferences
4151.2/4251.2	Family illness/quarantine
*5111	Admission
*5125	Pupil records
*5131	Conduct/discipline
*5131.6	Drugs, alcohol, tobacco (substance abuse)
*5141.1	Accidents
*5141.2	Illness
*5141.3	Health examinations and immunizations
*5141.4	Child abuse and neglect
*5141.21	Administering medication
*5142	Pupil safety
*5200	Nonpublic school pupils
*6142.4	Physical education and health
*6142.12	Career education

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

WOODBRIDGE TOWNSHIP BOARD OF EDUCATION **FILE CODE: 5141.2**
Woodbridge, New Jersey **X Monitored**
X Mandated
Policy **X Other Reasons**

ILLNESS

When students are taken suddenly ill in school, they shall be sent or escorted to the nurse's office. If the nurse is not in the medical office, the student shall be sent or taken to the building principal's office. In general, the same procedures that apply to accidents shall apply to sudden student illness. The superintendent, in cooperation with the medical inspector, shall implement this policy.

Control of Contagious Diseases or Conditions

In order to protect the health of the students in our schools, all regulations of the state department of education, the state department of health and the local board of health shall be scrupulously observed, particularly those dealing with contagious or infectious diseases or conditions. Pupils who have been absent because of contagious or infectious diseases or conditions must present a certificate of recovery from a licensed physician or be examined by the medical inspector.

The school nurse shall observe students who show evidence of communicable disease and recommend their exclusion to the school principal. Recommendations shall be consistent with reporting requirements on communicable diseases as set forth in the New Jersey Health Code. Such students shall be isolated in the nurse's office until a parent/guardian picks them up, and any necessary measures have been taken to prevent spread of the infection. The school nurse, under the direction of the medical inspector, shall instruct all teachers in the symptoms of the most common diseases or conditions at least once a year.

Any student with HIV infection or AIDS or who lives with or is related to someone with HIV or AIDS shall not be excluded from general education, transportation services, extracurricular activities, athletic activities, assigned to home instruction or classified as eligible for special education because of the HIV infection. The school nurse shall recommend the exclusion of any individual with weeping skin lesions that cannot be covered.

In addition to the review of health and safety measures required by law, the school nurse shall individually instruct teachers from whose classrooms a student has been excluded in the symptoms of the disease for which the student was excluded. Student rights and confidentiality shall be protected in accordance with law. No teacher shall attempt to diagnose any illness of a student, but shall refer suspected cases to the nurse immediately.

Handling Blood and Body Fluids

The superintendent and/or his designee and medical inspector shall develop detailed routine procedures based on New Jersey administrative code and guidelines from the Centers for Disease Control for proper handling of blood and body fluids resulting from illness/accidents in the schools. These procedures shall be disseminated to all district staff and volunteers.

The medical inspector shall report all cases of communicable disease to the local board of health as required by law.

Adopted:	December 21, 1978; August 27, 1987; August 20, 2020
Revised:	March 19, 1987; January 22, 1998; August 20, 2020
	September 17, 2026 SECOND READING
NJSBA Review/Update:	December 2011; July 2020
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ILLNESS (continued)

Key Words

Illness, Sickness, Body Fluids

Legal References:

N.J.S.A. 18A:16-6	Indemnity of officers and employees against civil actions
N.J.S.A. 18A:16-6.1	Indemnity of officers and employees in certain criminal actions
N.J.S.A. 18A:40-3	Lectures to teachers
N.J.S.A. 18A:40-7	Exclusion of students who are ill
N.J.S.A. 18A:40-8	Exclusion of students whose presence is detrimental to health and cleanliness
N.J.S.A. 18A:40-10	Exclusion of teachers and students exposed to disease
N.J.S.A. 18A:40-11	Exclusion of students having communicable tuberculosis
N.J.S.A. 18A:40-12	Closing schools during epidemic
N.J.S.A. 18A:40-25	Boards of education to provide nursing care to students in nonpublic schools
N.J.S.A. 26:4-6	Prohibiting attendance of teachers or students
N.J.S.A. 26:4-15	Reporting of communicable diseases by physicians
N.J.S.A. 26:5C-1 et seq.	AIDS Assistance Act
N.J.S.A. 26:2T-1	Newly diagnosed Hepatitis C case; information, reports
N.J.A.C. 6A:16-1.1 et seq. See particularly: N.J.A.C. 6A:16-1.3, -1.4, -2.1 et seq.	Programs to Support Student Development
N.J.A.C. 8:57-1.1 et seq. See particularly: N.J.A.C. 8:57-1.3, -1.7, -2	Reportable Communicable Diseases
N.J.A.C. 8:61-1.1	Attendance at school by students or adults infected by Human Immunodeficiency Virus (HIV)

Plainfield Board of Education v. Cooperman, 105 NJ 587 (1987)

Possible Cross References:

*1410	Local units
*4112.4/4212.4	Employee health
*4131/4131.1	Staff development; inservice education/visitations/conferences
*5113	Absences and excuses
*5125	Pupil records
*5131.6	Drugs, alcohol, tobacco (substance abuse)
*5141	Health
*5141.1	Accidents
*5141.4	Child abuse and neglect
*5200	Nonpublic school students
*6142.13	HIV prevention education

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

ADMINISTERING MEDICATION

The Woodbridge Township Board of Education shall not be responsible for the diagnosis and treatment of student illness. The administration of medication to a student during school hours will be permitted only when failure to take such medicine would jeopardize the health of the student, or the student would not be able to attend school if the medicine were not made available to him/her during school hours.

For purposes of this policy, "medication" shall include all medicines prescribed by a physician for the particular student, or medications prescribed by the district physician on standing orders. Medications shall include emergency medication in the event of bee stings, medication for asthma, diabetes, adrenal insufficiency or other medical diagnosis requiring medication during the school day, opioid antidote, and all non-prescription "over the counter" medication, including medicated cough drops. (see policy 5141 Health).

Before any medication may be administered to or by any student either by the school nurse or designated school staff or by the student themselves during school hours, the board shall require the written request of the parent/guardian which shall give permission for such administration and relieve the board and its employees of liability for administration of medication. In addition, the board requires the written order of the prescribing physician which shall include:

A. The purpose of the medication;

B. The dosage;

C. The time at which or the special circumstances under which medication shall be administered;

D. The length of time for which medication is prescribed;

E. The possible side effects of the medication.

Both documents shall be kept on file in the office of the school nurse.

The district medical inspector shall develop procedures for the administration of medication which provide that:

A. All medications, whether prescribed or "over the counter", shall be administered by the medical inspector, school nurse or substitute school nurse, the parent/guardian or the student himself/herself where the parent/guardian so permits and with the school nurse present;

B. Medications shall be securely stored and kept in the original labeled container;

C. The school nurse shall maintain a record of the name of the student to whom medication may be administered, the prescribing physician, the dosage and timing of medication and a notation of each instance of administration;

D. All medications shall be brought to school by the parent/guardian or adult student and shall be picked up at the end of the school year or the end of the period of medication, whichever is earlier;

E. A student may self-administer medication without supervision of the school nurse for asthma or other life-threatening illnesses**,** a life-threatening allergic reaction or adrenal insufficiency, provided that the applicable requirements of this policy for such self-administration, as described below, are met. "Life-threatening illness" has been defined as an illness or condition that requires an immediate response to specific symptoms or sequelae that if left untreated may lead to potential loss of life such as, but not limited to, the use of an inhaler to treat an asthma attack or the use of an adrenalin injection to treat a potential

ADMINISTERING MEDICATION (continued)

anaphylactic reaction.

Nebulizers

Each school in the district shall have and maintain at least one nebulizer in the office of the school nurse or at a similar accessible location. The superintendent shall prepare and the board shall adopt regulations on the administration of asthma medication through the use of a nebulizer by the school nurse or his/her designee(s). Regulations shall be in accord with New Jersey statute and administrative code and shall include, but not be limited to the following:

A. Requirement that each school nurse shall be authorized to administer asthma medication through use of a nebulizer;

B. Requirement that each school nurse receive training in airway management and in the use of nebulizers and inhalers consistent with nationally recognized standards;

C. Requirement that each student authorized to use asthma medication or a nebulizer have an asthma treatment plan prepared by the student's physician that identifies, at a minimum, asthma triggers and an individualized health care plan for meeting the medical needs of the student while attending school or a school-sponsored event.

Student Self-Administration of Medication

The board shall permit self-administration of medication for asthma, diabetes or other potentially life-threatening illnesses, a life-threatening allergic reaction or adrenal insufficiency by students who have the capability for self-administration of medication, both on school premises during regular school hours and off-site or after regular school hours when a student is participating in field trips or extracurricular activities. Parents/guardians of the student must meet the following conditions:

A. Provide the board with written authorization for the student's self-administration of medication;

B. Provide written certification from the student's physician that the student has asthma**,** diabetes, another potentially life-threatening illness**,** is subject to a life-threatening allergic reaction, or has adrenal insufficiency and is capable of and has been instructed in the proper method of self-administration of medication; and

C. Sign a statement acknowledging that the district shall incur no liability as a result of any injury arising from the self-administration of medication by the student and that the parents/guardians shall indemnify and hold harmless the district and its employees or agents against any claims arising out of the self-administration of medication by the student.

A student who is permitted to self-administer medication shall be permitted to carry an inhaler or prescribed medication for allergic reactions, including a pre-filled auto-injector mechanism, or prescribed medication for adrenal insufficiency at all times, provided that the student does not endanger himself or other persons through misuse.

The board shall:

A. Inform the student and his/her parents/guardians that permission is effective for the school year for which it is granted and must be renewed for each subsequent school year upon fulfillment of requirements listed above;

B. Inform parents/guardians in writing that the district and its employees or agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student, and

C. Maintain the right to revoke a student's permission to self-medicate if he/she has failed to comply with all conditions of this policy and/or has violated in any way the tenets of the agreement to self-medicate. The superintendent shall confer with the school physician and school nurse prior to recommending termination

ADMINISTERING MEDICATION (continued)

of a student's permission to self-medicate and shall also consult with the student, the student's parents/guardians and the student's physician.

Upon written request of the parent or guardian and as provided in the individualized health care plan, the student shall be allowed to attend to the management and care of his/her diabetes in the classroom or on school grounds, if evaluated and determined to be capable of doing so consistent with the plan, and N.J.S.A. 18A:40-12.15 and board policy 5141 Health for specific rules regarding diabetes management.

Emergency Administration of Epinephrine

The board shall permit the school nurse or medical inspector to administer epinephrine via epi-pen or other pre-filled auto-injector mechanism in emergency situations. In their absence, a designee or designees who are employees of the board may do so.

The designees must be properly trained by the school nurse in the administration of the epi-pen or other pre-filled auto-injector mechanism using the standardized training protocol designated by the State Department of Education. Each designee shall receive individual training for each student for whom he/she is designated.

The board shall inform the student's parents/guardians in writing that if the specified procedures are followed, the district, its employees and agents shall have no liability as a result of any injury arising from the administration of the epi-pen or other pre-filled auto-injector mechanism to the student.

Parents/guardians shall provide the board with the following:

A. Written orders from the physician that the student requires the administration of epinephrine for anaphylaxis and does not have the capability for self-administration of the medication;

B. Written permission for the administration of epinephrine via epi-pen or other pre-filled auto-injector mechanism by the school nurse and designee(s); and

C. A signed statement acknowledging their understanding that if the specified procedures are followed, the district shall have no liability as a result of any injury arising from the administration of the epi-pen or other pre-filled auto-injector mechanism by the school nurse or designee(s) to the student and that the district, its employees, and agents shall be indemnified and held harmless against any claims arising out of the administration of the epi-pen or other pre-filled auto-injector mechanism to the student.

Permission for the administration of epinephrine via epi-pen or other pre-filled auto-injector mechanism shall be granted annually and must be renewed each school year upon the fulfillment of the above requirements.

Placement and Availability of Epinephrine, and Transportation to Hospital Emergency Room

Pursuant to N.J.S.A. 18A:40-12.6, school policy requires:

A. The placement of a student’s prescribed epinephrine in a secure but unlocked location easily accessible by the school nurse and designees to ensure prompt availability in the event of an allergic emergency at school or at a school-sponsored function. The location of the epinephrine shall be indicated on the student’s emergency care plan. Back-up epinephrine shall also be available at the school if needed;

B. The school nurse or designee to be promptly available on site at the school and school-sponsored functions in the event of an allergic reaction; and

C. The transportation of the student to a hospital emergency room by emergency services personnel after the administration of epinephrine, even if the student’s symptoms appear to have resolved.

Emergency Administration of Epinephrine for First Time Allergic Reactions at School

The school nurse or trained designee shall be permitted to administer epinephrine via a pre-filled auto-injector

ADMINISTERING MEDICATION (continued)

mechanism to any student without a known history of anaphylaxis. This includes students whose parents/guardians have not submitted prior written permission or obtained prescribed medication as indicated in the rules above. Epinephrine may be administered to any student without a known history of anaphylaxis when the nurse or trained designee in good faith believes that the student is having an anaphylactic reaction

The district shall maintain a supply of epinephrine auto-injectors that is prescribed under a standing protocol from a licensed physician or an advanced practice nurse in a secure but unlocked and easily accessible location. The supply of epinephrine auto-injectors shall be accessible to the school nurse and trained designees for administration to a student having an anaphylactic reaction.

Liability for the Emergency Administration of Epinephrine

No school employee, including a school nurse, or any other officer or agent of a board, or a physician or an advanced practice nurse providing a prescription under a standing protocol for school epinephrine shall be held liable for any good faith act or omission consistent with the provisions of law for the administration of epinephrine (N.J.S.A. 18A:40-12.5 et seq.). No action shall be taken before the New Jersey State Board of Nursing against a school nurse for any such action taken by a person designated in good faith by the school nurse to administer epinephrine according to law (N.J.S.A. 18A:40-12.6). Good faith shall not include willful misconduct, gross negligence or recklessness.

Emergency Administration of Hydrocortisone Sodium Succinate for Adrenal Insufficiency

In the event of an emergency, hydrocortisone sodium succinate shall be administered through an appropriate delivery device and equipment to a student for adrenal insufficiency provided that:

A. The parents/guardians of the student provide to the board written authorization for the administration of hydrocortisone sodium succinate;

B. The parents/guardians of the student provide to the board written orders from the physician or advanced practice nurse that the student requires the administration of hydrocortisone sodium succinate for adrenal insufficiency;

C. The board informs the parents/guardians of the student in writing that the district and its employees or agents shall have no liability as a result of any injury arising from the administration of hydrocortisone sodium succinate; and

D. The parents/guardians sign a statement acknowledging that the district shall incur no liability as a result of any injury arising from the administration of hydrocortisone sodium succinate to the student and that the parents/guardians shall indemnify and hold harmless the district and its employees or agents against any claims arising out of the administration of hydrocortisone sodium succinate.

The permission is effective for the school year for which it is granted and is renewed for each subsequent school year.

Placement and Availability of Hydrocortisone Sodium Succinate, and Transportation to Hospital

The school nurse shall oversee the following school policy requirements for compliance with law (N.J.S.A. 18A:40-12.3):

A. The placement of a student's prescribed hydrocortisone sodium succinate in a secure but unlocked location easily accessible by the school nurse and designees to ensure prompt availability in the event of emergency situations at school or at a school-sponsored function. The location of the hydrocortisone sodium succinate shall be indicated on the student's emergency care plan. Back-up hydrocortisone sodium succinate, provided by the parent/guardian, shall also be available at the school if needed;

B. The school nurse or designee shall be promptly available on site at the school and school-sponsored functions in the event of an emergency; and

ADMINISTERING MEDICATION (continued)

C. The transportation of the student to a hospital emergency room by emergency services personnel after the administration of hydrocortisone sodium succinate, even if the student's symptoms appear to have resolved.

Nothing in this policy shall be construed to prohibit the emergency administration of hydrocortisone sodium succinate to a student for adrenal insufficiency by the school nurse or other employees designated when the student is authorized to self-administer hydrocortisone sodium succinate.

Designee Training to Administer Hydrocortisone Sodium Succinate

The school nurse shall have the primary responsibility for the emergency administration of hydrocortisone sodium succinate. The school nurse shall designate, in consultation with the board, additional employees or volunteers to administer hydrocortisone sodium succinate to a student for adrenal insufficiency when the nurse is not physically present at the scene. The school nurse shall recruit and train, in consultation with the board of education, volunteer designees who are determined acceptable candidates by the school nurse within each school building, as deemed necessary by the nursing service plan.

The school nurse shall determine that:

A. The designees have been properly trained in the administration of hydrocortisone sodium succinate using standardized training protocols established by the Department of Education in consultation with the Department of Health;

B. The parents/guardians of the student consent in writing to the administration of hydrocortisone sodium succinate by the designees (in addition to the school nurse); and

C. The parents/guardians of the student have received a written statement that the district and its employees or agents shall have no liability as a result of any injury arising from the administration of hydrocortisone sodium succinate to the student, and that the parents/guardians have signed a statement acknowledging that the district shall incur no liability as a result of any injury arising from the self-administration of medication by the student and that the parents/guardians shall indemnify and hold harmless the district and its employees or agents against any claims arising out of the self-administration of medication by the student.

The permission is effective for the school year for which it is granted and is renewed for each subsequent school year upon fulfillment of the above-listed requirements in this section.

Emergency Administration of Opioid Antidote

"Opioid antidote" means any drug, regardless of dosage amount or method of administration, which has been approved by the United States Food and Drug Administration (FDA) for the treatment of an opioid overdose. Opioid antidote includes, but is not limited to, naloxone hydrochloride, in any dosage amount, which is administered through nasal spray or any other FDA-approved means or methods.

"Opioid overdose" means an acute condition including, but not limited to, extreme physical illness, decreased level of consciousness, respiratory depression, coma, or death resulting from the consumption or use of an opioid drug or another substance with which an opioid drug was combined, and that a layperson would reasonably believe to require medical assistance.

The school physician shall include an opioid antidote in the prescribed standing order for the schools of the district that include any of the grades nine through twelve. The chief school administrator, in consultation with the building principal of any school other than those including grades nine through twelve, shall determine whether the school physician shall include an opioid antidote in the prescribed standing order for such schools and shall report that determination to the board. The opioid antidote may be administered to any student, school personnel or other person reasonably believed to be experiencing an opioid overdose. The opioid antidotes shall be accessible in the school during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building. The chief school administrator, in

consultation with each building principal regardless of grade, shall determine whether to make opioid antidotes accessible during school-sponsored functions that take place off school grounds and shall report each school's determination to the board**.**

The opioid antidote shall be stored in a secure but unlocked and easily accessible location, and according to the manufacturer's directions regarding the heat and cold sensitivity of the medication. To the extent that is safe and practical, the opioid antidote shall be stored at a reasonable proximity of an automated external defibrillator (AED). The school nurse shall be responsible for monitoring the on-site inventory of the opioid antidote, arranging for the replacement of the opioid antidote supply and ensuring the appropriate and safe disposal of administered and expired opioid antidote applicators.

Any student suspected of being under the influence of drugs or alcohol including students suspected of an opioid overdose shall be subject to board policy 5131.6 Drugs, Alcohol, Steroids and Tobacco and applicable law (including but not limited to N.J.A.C. 6A:16-3) regarding prevention, identification, examination, treatment, intervention and referral for substance abuse.

The school nurse shall be primarily responsible for the assessment of any student suspected of being under the influence of drugs or alcohol including**,** but not limited to, any student suspected of an opioid or other drug overdose. The board shall designate additional district employees ("designated employees") who volunteer to administer an opioid antidote in the event a person experiences an opioid overdose when the nurse is not physically present at the scene. Such designated employees shall receive training in administration of the opioid antidote in accordance with applicable law. The school nurse or designated employee who believes in good faith that a person is experiencing an opioid overdose may administer the opioid antidote.

The school nurse or his or her designee or a designated employee shall immediately call 911 upon suspecting an overdose, and notify the parents/guardians as soon as practicable. The school nurse or designee and any designated employee responding to a suspected overdose shall notify the building principal of any suspected overdose and all actions taken including the administration of an opioid antidote and the notification of emergency medical services.

If the school nurse or a designated employee are not immediately available and a district employee observes a person overdosing, the employee may contact emergency services. The employee who has contacted emergency services regarding a person suspected to have overdosed shall notify the building principal of any suspected overdose and all actions taken including the administration of opioid antidote and the notification of emergency medical services.

An overdose victim shall be transported by emergency services personnel to the nearest hospital emergency room. The principal shall designate a member of the school staff to accompany the student to the hospital. The principal shall notify the chief school administrator whenever an opioid antidote is administered.

The school nurse shall document the incident including but not limited to:

A. Date, time and location of the incident;

B. Names of any staff members or students reporting the incident;

C. A description of the incident;

D. Description of the evaluation conducted;

E. The administration of opioid antidote including the form and dosage;

F. All actions taken, including, when 911 was called, when emergency services arrived, staff assigned to accompany the student.

The documentation shall be in the same manner as the documentation of administration of other medications under a non-patient specific order.

ADMINISTERING MEDICATION (continued)

A school may enter into a shared services agreement for the provision of opioid antidotes pursuant to applicable law if the arrangement will result in cost savings.

Training

The school nurse shall have the primary responsibility for the emergency administration of an opioid antidote. As described above, the board shall designate additional employees ("designated employees) to administer the opioid antidote who shall be authorized to administer the antidote only after receiving training in accordance with applicable law The school nurse shall not be solely responsible to train designated employees.

Parent Notification

Written notification of the board opioid overdose policy shall be distributed annually to parent's/guardian's and adult students. The notification shall inform parents/guardians and adult students that the board authorizes the certified school nurse or other appropriately licensed school health professionals, as well as designated employees, to administer an opioid antidote to any student, school personnel, or other person reasonably believed to be experiencing an opioid overdose**.**

The school nurse, in consultation with the chief school administrator, shall be responsible for the development and regular review of policies and procedures regarding the administration of opioid antidote**s**. The policies and procedures for the use of opioid antidote shall be included in district emergency response procedures.

Liability for the Administration of Opioid Antidote

No school employee, including a school nurse, or any other officer or agent of a board of education, charter school, or nonpublic school, or a prescriber of opioid antidotes for a school through a standing order, shall be held liable for any good faith act or omission consistent with the provisions of applicable law. Good faith shall not include willful misconduct, gross negligence, or recklessness.

Glucagon Emergency Kits

Students with diabetes should have a Glucagon Emergency Kit available at all times. Unlike self-injecting epinephrine (Epi-Pen), Glucagon must be prepared immediately before administration by injecting liquid into a vial, mixing the solution, and then withdrawing the solution back into the syringe. The dose of Glucagon is based on the body weight of the child and will be prescribed in the student's individualized emergency healthcare plan. The law states that the school nurse shall designate, in consultation with the board of education, additional employees of the school district who volunteer to administer Glucagon when the school nurse is not physically present at the scene. These volunteer designees must be trained by the school nurse or other qualified health care professional to administer Glucagon and to follow the protocols established in the student's individualized emergency healthcare plan. The law states that no school employee shall be held liable for any good faith act or omission consistent with the provisions of the law. It also states that licensed athletic trainers who volunteer to administer Glucagon will not be held in violation of the Athletic Training Licensure Act (P.L. 1984, c.203).

The law further stipulates that students with diabetes are permitted to possess and use syringes for the purposes of insulin or Glucagon administration. As described in the student's individualized healthcare plan, the student may perform blood glucose checks, administer insulin, or treat hypoglycemia or hyperglycemia in classrooms or in any area of the school or school grounds or at any school-related activity providing that the student has been evaluated and determined to be capable of doing so.

Implementation

The board may adopt additional regulations on all aspects of the administration of medication. When implementing school policy and N.J.S.A. 18A:40-12.6, staff will consult these NJ Department of Education guidance documents:

ADMINISTERING MEDICATION (continued)

A. Training Protocols for the Emergency Administration of Epinephrine (9/08);

B. Guidelines for the Management of Life-Threatening Food Allergies in Schools (9/08).

Student Sun Protection

The Board shall permit any student to use sunscreen and/or wear sun-protective clothing such as hats and sunglasses while outdoors at school and while attending school-sponsored functions. For the purposes of this policy, sunscreen shall mean a topical product used for the purpose of limiting sun damage caused by overexposure to the sun and which is regulated by the Federal Food and Drug Administration for over-the-counter use.

A student shall not be required to provide documentation from a physician or other licensed healthcare professional. However, prior to the application of any sunscreen product at school or at a school-sponsored function, the Chief School Administrator or designee shall require written permission from the student's parent or legal guardian to carry and use sunscreen as defined in this policy. Such written documentation shall be maintained in the student's health or medical records.

Any person who acts in good faith in accordance with law and board policy shall be immune from any civil or criminal liability arising from actions performed pursuant to law and this board policy.

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Key Words

Administering Medication, Medication in School, Nebulizer, Epinephrine, Anaphylaxis, Asthma, Sunscreen

Legal References:

N.J.S.A. 18A:11-1	General mandatory powers and duties
N.J.S.A. 18A:40-1	Employment of medical inspectors, optometrists and nurses; salaries; terms; rules
N.J.S.A. 18A:40-3.2 et seq.	Medical and Nursing Personnel
N.J.S.A. 18A:40-4	Examination for physical defects and screening of hearing of students
N.J.S.A. 18A:40-7	Exclusion of students who are ill
N.J.S.A. 18A:40-12.3	Self-administration of medication by student; conditions through -12.4
N.J.S.A. 18A:40-12.5	Policy for emergency administration of epinephrine to public school students
N.J.S.A. 18A:40-12.6	Administration of epinephrine; primary responsibility; through 12.6 d parental consent
N.J.S.A. 18A:40-12.7	Nebulizer
N.J.S.A. 18A:40-12.8	Administration of asthma medication by school nurse through nebulizer; training; student asthma treatment plan
N.J.S.A. 18A:40-12.11	Children with diabetes
N.J.S.A. 18A:40-12.12	Definitions
N.J.S.A. 18A:40-12.13	Health care plans for children with diabetes

ADMINISTERING MEDICATION (continued)

N.J.S.A. 18A:40-12.14	Employees authorized to administer glucagon
N.J.S.A. 18A:40-12.15	Management by student permitted
N.J.S.A. 18A:40-12.16	Notice to bus driver
N.J.S.A, 18A;40-12.17	Posting of reference sheet
N.J.S.A. 18A:40-12.18	Medical information release
N.J.S.A. 18A:40-12.19	Immunity
N.J.S.A. 18A:40-12.20	Authorized possession of syringe
N.J.S.A. 18A:40-12.21	School choice not restricted
N.J.S.A' 18A:40-12.22	Administration of medical marijuana
N.J.S.A. 18A:40-12.23 through N.J.S.A. 18A:40-12.28	Emergency administration of opioid antidotes
N.J.S.A. 18A:40-21.1	Required Hepatitis B vaccination
N.J.S.A. 18A:40-21.2	Distribution of fact sheet on meningitis
N.J.S.A. 18A:40-23	Findings and Declarations
N.J.A.C. 18A:40-24	Definitions
N.J.A.C. 18A:40-25	Nursing services to students in non-public schools
N.J.S.A. 18A:40-26	Medical services to non-public school students
N.J.S.A. 18A:40-27.1	Nursing services to non-public preschool students
N.J.S.A. 18A:54-20	Powers of board (county vocational schools)
N.J.S.A. 45:11-23	Definitions
N.J.A.C. 6A:16-1.1et seq.	Programs to Support Student Development See particularly:
N.J.A.C. 6A:16-1.3	Definitions
N.J.A.C. 6A:16-2.1	Health services policy and procedural requirements
N.J.A.C. 6A:16-2.2	Required health services
N.J.A.C. 6A:16-2.3	Health services personnel
N.J.A.C. 6A:16-2.4	Required student health records
N.J.A.C. 6A:16-2.5	School health services to nonpublic schools
N.J.A.C. 6A:16-4.1	Policies and procedures for the prevention of drug and alcohol abuse
N.J.A.C. 6A:23A-5.3(e)	Failure to maximize SEMI Aid
N.J.A.C. 6A:32-6.3	Requirements of physical examinations

P.L. 2018. C.106 (A542, S1830), an act concerning the emergency administration of opioid 1 antidotes in schools, supplementing chapter 40 of Title 18A of the New Jersey Statutes, and amending P.L.2013, c.46

P.L. 2019, c. 118, an act concerning the self-administration and emergency administration of hydrocortisone sodium succinate for adrenal insufficiency

Overdose Prevention Act, P.L. 2013, *c*. 46

Bernards Township Education Association v. Bernards Township Board of Education, 1981 S.L.D. (9/29/81), aff'd State Board, 1982 S.L.D. 4/7/82, aff'd App. Div., unpublished opinion (A-4211-81T3, 5/18/83)

Communications Workers of America, Local 1033, On behalf of Karen Norton, Barbara Woolston, Mary Ellen Schoen et al. v. New Jersey State Department of Education, Marie H. Katzenbach School for the Deaf, State Board Docket #52-91

Protocol and Implementation Plan for the Emergency Administration of Epinephrine by a Delegate Trained by the School Nurse, New Jersey State Department of Education, October, 1998

For training for the administration of naloxone see:
http://www.state.nj.us/humanservices/dmhas/initiatives/naloxone.html

ADMINISTERING MEDICATION (continued)

Possible Cross References:		
	*5131.6	Drugs, alcohol, tobacco (substance abuse)
	*5141	Health
	*5141.1	Accidents
	*5141.2	Illness
	*5141.3	Health examinations and immunizations
	*6153	Field trips

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

HEALTH EXAMINATIONS AND IMMUNIZATIONS

Students who enter the Woodbridge Township School District for the first time shall have a medical examination conducted at the medical home of the student, and a full report sent to the school. If a student does not have a medical home, the district shall provide this examination at the school physician's office or other appropriately equipped facility. "Medical home" means a health care provider and that provider's practice site chosen by the student's parent/guardian for the provision of health care. As the school physician is also a health care provider, the parent/guardian may request that the school physician provide the medical examination.

A student shall be exempted from mandatory immunization if the parent/guardian objects to immunization in a written statement submitted to the principal, signed by the parent/guardian, explaining how the administration of immunizing agents conflicts with the student's exercise of bona fide religious tenets or practices. General philosophical or moral objection to immunization shall not be sufficient for an exemption on religious grounds.

Every student who enters the district schools for the first time shall present an immunization record as required by law.

In order to protect the health of the children and staff in district schools, all regulations of the state department of education, the state department of health and the local board of health shall be scrupulously observed, particularly those dealing with contagious/infectious diseases or conditions. Students seeking to enter school who have been identified as having a communicable/infectious disease or condition shall not be enrolled unless they qualify under the above agencies' rules pertaining to periods of incubation, communicability, quarantine, and reporting.

The superintendent or his/her designee shall formulate regulations that ensure immunization records are reviewed and updated annually pursuant to N.J.A.C. 8:57-4.1 through 4.16. The superintendent shall also formulate regulations for this policy and for regular student health examinations at appropriate grade levels; before participation in sports programs; and for tuberculosis, scoliosis, hearing loss, visual acuity and any other physical examinations required by law. Any health defects revealed by any examination given by the school health services must be reported to the parent/guardian. The board shall review the regulations and adopt those required by law.

Parent/Guardian Notice

In accordance with federal law, the Protection of Pupil Rights Amendment (PPRA), parents/guardians shall be notified annually of the opportunity for the parent/guardian to opt the student out of any non-emergency, invasive physical examination or screening that is:

A. Required as a condition of attendance;

B. Administered by the school and scheduled by the school in advance; and

C. Not necessary to protect the immediate health and safety of the student, or of other students.

Adopted:	January 20, 1975; August 20, 2020
Revised:	December 21, 1978; March 19, 1987; April 18, 1991; August 21, 2002; September 18, 2008; August 20, 2020, **September 17, 2026 SECOND READING**
NJSBA Review/Update:	December 2011
Readopted:	August 21, 2014, March 16, 2017

Immunizations, Inoculations, Examinations, Student Physical Examinations, Student Physical Examinations, Health

Legal References:

N.J.S.A. 18A:35-4.6 through -4.8	Parents Right to Conscience Act of 1979
N.J.S.A. 18A:40-4	Examination for physical defects and screening of hearing of students; health records
N.J.S.A. 18A:40-4.3	Scoliosis; periodic examination; notice to parents or guardian
N.J.S.A. 18A:40-4.4	Exemption
N.J.S.A. 18A:40-4.5	Immunity from action of any kind due to provisions of act
N.J.S.A. 18A:40-5	Method of examination; notice to parent or guardian
N.J.S.A. 18A:40-6	In general
N.J.S.A. 18A:40-11	Exclusion of students having communicable tuberculosis
N.J.S.A. 18A:40-16 through -19	Tuberculosis infection; determination of presence ...
N.J.S.A. 18A:40-20	Immunization at public expense
N.J.S.A. 18A:61D-8 through -10	Findings, declarations relative to Hepatitis B vaccinations….
N.J.S.A. 26:1A-9.1	Exemption of students from mandatory immunizations
N.J.S.A. 26:4-6	Prohibiting attendance of teachers or students
N.J.S.A. 26:2T-5 through -9	Findings, declarations relative to Hepatitis C
N.J.A.C. 6A:14-3.4	Evaluation
N.J.A.C. 6A:16-1.1et seq. See particularly: N.J.A.C. 6A:16-1.3, -1.4, -2.1, -2.2, -2.3, -2.4, -4.1, -4.3	Programs to Support Student Development
N.J.A.C. 6A:32-9.1	Athletics Procedures
N.J.A.C. 8:57-2	Reporting of acquired immunodeficiency syndrome and infection with Human Immunodeficiency Virus
N.J.A.C. 8:57-4.1	Applicability
N.J.A.C. 8:57-4.2	Proof of immunization
N.J.A.C. 8:57-4.3	Medical exemptions
N.J.A.C. 8:57-4.4	Religious exemptions
N.J.A.C. 8:57-4.5	Provisional admission
N.J.A.C. 8:57-4.6	Documents accepted as evidence of immunization
N.J.A.C. 8:57-4.7	Records required
N.J.A.C. 8:57-4.8	Reports to be sent to the State Department of Health
N.J.A.C. 8:57-4.9	Records available for inspection
N.J.A.C. 8:57-4.10	Diphtheria and tetanus toxoids and pertussis vaccine
N.J.A.C. 8:57-4.11	Poliovirus vaccine
N.J.A.C. 8:57-4.12	Measles virus vaccine
N.J.A.C. 8:57-4.13	Rubella vaccine
N.J.A.C. 8:57-4.14	Mumps vaccine
N.J.A.C. 8:57-4.15	Haemophilus influenza type b (Hib) conjugate vaccine
N.J.A.C. 8:57-4.16	Hepatitis B virus vaccine
N.J.A.C. 8:57-4.17	Varicella virus vaccine
N.J.A.C. 8:57-4.18	Pneumococcal conjugate vaccine
N.J.A.C. 8:57-4.19	Influenza vaccine
N.J.A.C. 8:57-4.20	Meningococcal vaccine
N.J.A.C. 8:57-4.21	Providing immunization
N.J.A.C. 8:57-4.22	Emergency power of the Commissioner, Department of Health and Senior

HEALTH EXAMINATIONS AND IMMUNIZATIONS (continued)

N.J.A.C. 8:61-2.1	Attendance at school by students or adults infected by Human Immuno-deficiency Virus (HIV)
20 U.S.C.A. 1232h	Protection of Pupil Rights Amendment

Plainfield Board of Education v. Cooperman, 105 NJ 587 (1987)

Every Student Succeeds Act of 2015 , Pub. L. 114-95, 20 U.S.C.A. 6301 et seq.

Possible Cross References:

*1410	Local units
*4123	Classroom aides
*5111	Admission
*5113	Absences and excuses
*5131.6	Drugs, alcohol, tobacco (substance abuse)
*5141	Health
*5141.21	Administering medication
*5200	Nonpublic school students
*6142.4	Physical education and health
*6145.1/6145.2	Intramural competition; interscholastic competition
*6162.5	Research
*6164.4	Child study team
*6171.4	Special education

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

WOODBRIDGE BOARD OF EDUCATION
Woodbridge, New Jersey

Policy

FILE CODE: 5300
__x__ Monitored
__x__ Mandated
____ Other Reasons

MANAGEMENT OF LIFE-THREATENING ALLERGIES IN SCHOOLS

The Board of Education recognizes pupils may have allergies to certain foods and other substances and may be at risk for anaphylaxis. Anaphylaxis is a sudden, severe, serious, systemic allergic reaction that can involve various areas of the body (such as the skin, respiratory tract, gastrointestinal tract, and cardiovascular system). Anaphylaxis is a serious allergic reaction that may be rapid in onset and may cause death. Policy #5300 has been developed in accordance with the Guidelines for Management of Life-Threatening Food Allergies in Schools developed by the New Jersey Department of Education.

An Individualized Healthcare Plan (IHP) and an Individualized Emergency Healthcare Plan (IEHP) will be developed for each pupil at risk for a life-threatening allergic reaction. Self-administration of medication, the placement and the accessibility of epinephrine, and the recruitment and training of designees who volunteer to administer epinephrine during school and at school-sponsored functions when the school nurse or designee is not available shall be in accordance with N.J.S.A. 18A:40-12 and Board Policy #5300 and Regulation #5300. School staff will be appropriately trained by the school nurse to understand the school's general emergency procedures and steps to take should a life-threatening allergic reaction occur.

The school district will develop and implement appropriate strategies and prevention measures for the reduction of risk of exposure to food allergens throughout the school day, during before- and after-school programs, at all school-sponsored activities, in the cafeteria, or wherever food is present.

A description of the roles and responsibilities of parent(s) or legal guardian(s), staff, and pupils to prevent allergic reactions and during allergic reactions are outlined in Regulation #5300.

Every incident involving a life-threatening allergic reaction and/or whenever epinephrine is administered throughout the school day, during before- and after-school programs, and/or at all school-sponsored activities shall be reported to the school nurse or designee. The school nurse or designee shall be responsible to notify emergency responders, the principal or his/her designee, the school physician, and the Superintendent of Schools. In addition, in accordance with the provisions of N.J.S.A. 18A:40-12.5.e.(3), the school nurse or designee shall arrange for the transportation of a pupil to the hospital emergency room by emergency services personnel after the administration of epinephrine, even if the pupil's symptoms appear to have resolved.

There will be occasions where food and/or beverages will be served as part of a classroom experience, field trip, and/or celebration. Because the ingredients of these foods and beverage products may be unknown to the food preparation person and/or server, a pupil with anaphylaxis to food should not consume any food products that he/she is unsure of the ingredients. The teacher will provide, whenever possible, advance notice of the classroom experience, field trip, or celebration in order for the pupil to bring a food or beverage product from their home so they may participate in the activity.

When a parent(s) or legal guardian(s) informs the principal and the school nurse the pupil may have an anaphylactic reaction to a substance other than food, the principal will work with school staff to determine if these substances are on school grounds. The principal will inform and work with the parent(s) or legal guardian(s) and the pupil to avoid the pupil's exposure to these substances if present on school grounds.

School staff will be appropriately trained by the school nurse to understand the school's general emergency procedures and steps to take should a life-threatening allergic reaction occur. The school nurse will provide appropriate training to school staff to understand allergies to food and other substances, to recognize symptoms of an allergic reaction, and to know the school's general emergency procedures and steps to take should a life-threatening allergic reaction occur. The school nurse will work with appropriate school staff to eliminate or substitute the use of allergens in the allergic pupil's meals, educational/instructional tools and materials, arts and crafts projects, or incentives.

Any private vendor providing food services for schools shall be required to certify in writing that its employees working in the schools have been appropriately trained to understand the school's general emergency procedures and steps to take should a life-threatening allergic reaction occur.

Policy #5300 and Regulation #5300should be annually reviewed, evaluated and updated where needed. Policy #5300 and Regulation #5300will be disseminated and communicated to all parent(s) or legal guardian(s) of pupils in the school in the beginning of each school year and when a pupil enters the school after the beginning of the school year. Information will be on the district Website.

Reference: N.J.S.A. 18A:40-12.3 through 18A:40-12.6

Adopted: January 20, 2011
Revised: **September 17, 2026 SECOND READING**
Readopted: August 21, 2014

CAREER AND TECHNICAL EDUCATION

The Woodbridge Township Board of Education believes that constructive attitudes and concepts involving the dignity of all kinds of work belong in the curriculum from the beginning grades. Therefore, in fulfillment of the New Jersey Student Learning Standards, the board shall develop and implement a comprehensive guidance and counseling system that is designed to provide students opportunities to enhance career awareness, ~~and~~ exploration, preparation, and decision-making skills necessary for success in the workplace. The board shall ensure that educational programs shall continuously expose students to the nature of the wide variety of careers available. The 21st Century Life and Careers Student Learning Standard shall be infused into the curriculum throughout the grades in age appropriate activities. When any hands-on experience requires use of power tools, etc., all eye protection and other appropriate safety regulations shall be observed.

Career Education and Counseling

The board shall develop and implement a comprehensive guidance and academic counseling program for all students to facilitate career awareness, exploration, and preparation in accordance with N.J.A.C. 6A:8-3.2. This program shall:

A. Be linked to the New Jersey Student Learning Standards;

B. Be infused throughout the K-12 curriculum;

C. Be supported by professional development programs;

D. Take into consideration the American School Counselor Association's National Standards for School Counseling Programs;

E. Provide developmental career guidance academic, academic counseling linked to the New Jersey Student Learning Standards designed to:

1. Assist students in making and implementing informed educational and career choices, including opportunities to change career focus;
2. Support students' academic attainment, career development, and personal/social development;
3. Develop the student's understanding of the relationship between academic attainment, career development, and personal/social development;
4. Encourage students to create and maintain portfolios consisting of student accomplishments in academic and career oriented work;

F. The board shall ensure that students with disabilities (age 14 or younger), if determined appropriate by IEP, have career and academic counseling coordinated with transitional services in accordance with N.J.A.C. 6A:14-3.7.

G. The board shall ensure, to the extent that is administratively feasible, the Multilingual Learners (MLs) have career and academic coaching provided by bilingual personnel who are familiar with and knowledgeable of the unique needs and background of the MLs and their parents in accordance with N.J.A.C. 6A:15-1.7.

H. The board shall develop and implement curriculum and instructional methods that:

1. Are integrated with technological literacy;
2. Provide all students with an understanding of the career application of knowledge and skills learned in the classroom; and

CAREER EDUCATION (continued)

3. Provide all students with the opportunity to apply knowledge and skills learned in the classroom to real or simulated career challenges.

I. The board will develop and implement for all students a system of career development activities that:

1. Offers the opportunity to explore career interests within, one or more of the Career Clusters (listed below) that are linked to the New Jersey Student Learning Standards;
2. Allows district boards of education to select the appropriate format for offering career-development activities based on district resources, community needs and student interest;
3. Allows the board to select an appropriate delivery format that may include an integrated curriculum based on the New Jersey Learning Standards or specialized programs that reflect the needs of students and the community; and
4. Instills the concept of the need for continuous learning throughout one's life.

J. The board shall offer all high school students the opportunity to actively explore career interests by participation in structured learning experiences that are linked to the New Jersey Student Learning Standards:

1. Structured learning experiences should give students opportunities to demonstrate and apply a high level of academic attainment and to develop career and personal/social goals;
2. Interested students may voluntarily select structured learning experiences that are co-curricular or extra-curricular activities and taking place within the school district, at a work site, or in the community;
3. The board shall ensure students participating in school-sponsored, paid, or unpaid external structured learning experiences are supervised by school personnel and conform to federal and state law.

The board directs the chief school administrator or his or her designee to take reasonable measures to expand student awareness of and encourage participation in fields that are non-traditional for their sex, and to expand both access to and success in high-growth fields for both men and women.

Career and Technical Education Programs

A. The existence of the same career and technical education program at this district shall not negate a student's right to apply to and, if accepted, attend a county vocational school, subject to the following limitations:

1. The board shall not be responsible for the tuition and transportation costs of any resident student admitted to the vocational school within this county, when the district's vocational school (pursuant to N.J.S.A. 18A:54-5 et seq.), offers the same program as the county vocational school where the student has been admitted. A program shall be deemed the same if it is approved by the Department Education and is assigned the same Classification of Instructional Programs (CIP) code, and meets or exceeds all applicable program performance standards; and
2. The board shall not be responsible for the tuition, transportation costs, and nonresident fee (where applicable) of any resident student admitted to a county vocational school outside this county when the district's vocational school (pursuant to N.J.S.A. 18A:54-5 et seq.), or the local county vocational school, offers the same program as the non-resident county vocational school where the student has been admitted. A program shall be deemed the same, for purposes of this section, if it is approved by the Department in accordance with N.J.A.C. 6A:19-3.1 and 3.2, is assigned the same Classification of Instructional Programs (CIP) code, and meets or exceeds all applicable program performance standards.

B. The chief school administrator shall allow county vocational schools and their designated representatives' reasonable opportunity, during school hours, to present information about the county vocational schools' programs to students in local districts in grades six through 12. The district may not in any manner inhibit student access to such information.

CAREER EDUCATION (continued)

Career and Technical Instruction

Career and technical instruction shall be designed to prepare individuals:

A. For life skills and paid employment as skilled workers or technicians or paraprofessionals in recognized occupations and in new or emerging occupation;

B. For enrollment in advanced or highly skilled career and technical education programs;

C. For making informed and meaningful occupational choices; and

D. To achieve and combination of the above objectives.

District Career and Vocational Programs

The board shall provide secondary and postsecondary students with career and technical education programs and programs of study in Department-recognized Career Clusters that, in fulfillment of the New Jersey Student Learning Standards, shall:

A. Include implementation of curriculum and instructional methods that incorporate academic and technical standards;

B. Include structured learning experiences (SLE) that are supervised, in-depth learning experiences aligned to the New Jersey Student Learning Standards that are designed to offer students the opportunity to more fully explore career interests within one or more of the Career Clusters. SLEs are designed as rigorous activities that are integrated into the curriculum and that provide students with opportunities to demonstrate and apply a high level of academic and/or technical skills, and develop personal, academic, and career goals;

C. Address industry standards, where available;

D. Provide a variety of learning experiences to best serve the multiple learning styles of students;

E. Provide for multiple pathways to prepare for careers and gainful employment, and/or continuing education, such as college, postsecondary career and technical education, specialized certification, and/or registered apprenticeships;

F. Encourage life-long learning and productive citizenship.

The superintendent shall seek and use all available state, federal and private sources of revenue for the financial support of career and technical education in this district. The superintendent will develop regulations by which the career and technical education program shall be annually evaluated.

Levels of Performance

The board of education shall meet the levels of performance prescribed by the Department of Education in accordance with N.J.A.C. 6A:919-5.1, in the following areas:

A. For secondary students, and postsecondary students in two- and four-year institutions of higher education:

1. Academic attainment in reading/language arts;
2. Technical skill attainment;
3. Student graduation rates;
4. Academic attainment in mathematics;
5. Placement – employment, postsecondary education/further education, or military enlistment;
6. Non-traditional student participation; and
7. Non-traditional student completion.

CAREER EDUCATION (continued)

B. For postsecondary students in county vocational school districts:

1. Technical attainment;
2. Credential, certificate, or degree attainment;
3. Placement – employment, further education, or military service;
4. Retention – education, employment, or military service;
5. Non-traditional student participation; and
6. Non-traditional student completion.

All students shall have equal and bias-free access to career and technical education programs and a full range of possible occupational, professional, and career and technical education choices including careers in the science and technology industries and nontraditional careers, regardless of race, creed, color, national origin, ancestry, age, marital status, affectional/sexual orientation, gender, gender identity or expression, religion, pregnancy, disability, English proficiency, immigration status, housing status or socioeconomic status

The board of education shall strive to make continuous and significant improvement in career and technical achievement of career and technical education students, and levels of performance shall be objective, quantifiable, and measurable. The board shall also identify in the local plans the level of performance targeted for each of the core indicators of performance.

All students participating in career and technical education programs supervised by this board or in shared-time programs are considered to be regularly enrolled in the schools of this district, and subject to the policies and rules of this board, including rules regarding attendance for those periods when they are not assigned to outside work projects or other classes.

Adopted:	December 21, 1978; October 9, 1980; October 10, 1985
NJSBA Review/Update:	December 2011
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Key Words

Career Education, Vocational-technical Education

New Jersey Career Clusters:

Agriculture, Food and Natural Resources
Architecture and Construction
Arts, A/V Technology and Communications
Business Management and Administration
Education and Training
Finance
Government and Public Administration
Health Science
Hospitality and Tourism
Human Services
Information Technology
Law, Public Safety, Corrections and Security
Manufacturing
Marketing
Science, Technology, Engineering and Mathematics
Transportation, Distribution and Logistics

Legal References:

N.J.S.A. 18A:11-1	General mandatory powers and duties
N.J.S.A. 18A:38-36	Employment certificates to part-time students
N.J.S.A. 18A:40-12.1, -12.2	Protective eye devices required for teachers, students and visitors in certain cases
N.J.S.A. 18A:54-20	Powers of board (county vocational schools)
N.J.S.A. 18A:54E-1 through -5	Business and school partnerships
N.J.A.C. 6A:7-1.7	Equality in school and classroom practices
N.J.A.C. 6A:8-2.2	Authority for the state plan for vocational education
N.J.A.C. 6A:8-3.2	Career education and counseling
N.J.A.C. 6A:8-5.1	Graduation requirements
N.J.A.C. 6A:9-1.1 et seq.	Professional Licensure and Standards
See particularly: N.J.A.C. 6A:9-11.2, -13.19 through -13.22	
N.J.A.C. 6A:19-1.1 et seq.	Vocational – Technical Education Programs and Standards
See particularly: N.J.A.C. 6A:19-1.2, -2.1, -2.3, -3.1, -5.1, -5.2, -6.1, -6.5, -6.7, -6.8,	
N.J.A.C. 6A:23A-17.4	Method of determining tuition rates for county vocational-technical schools
N.J.A.C. 6A:26-12.1 et seq.	Operation and Maintenance of Facilities
See particularly: N.J.A.C. 6A:26-12.2, -12.5	
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 6A:32-12.1	Reporting requirements
N.J.A.C. 6A:32-14.1	Review of mandated programs and services

New Jersey Cross-Content Workplace Readiness Curriculum Framework: A Road Map for Learning, NJDOE, http://www.nj.gov/education/frameworks/ccwr/ Appendix B

Carl D. Perkins Career and Technical Education Act of 2006, P.L.109-270

Possible Cross References:

*3220/3230	State funds; federal funds
*3516	Safety
*5142	Pupil safety
*5145.4	Equal educational opportunity
*6010	Goals and objectives
*6121	Nondiscrimination/affirmative action
*6141	Curriculum design/development
*6142.2	English as a second language; bilingual/bicultural

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

ENGLISH AS A SECOND LANGUAGE; BILINGUAL PROGRAMS

The Woodbridge Township Board of Education shall provide Multilingual Learners (MLs), English language services and/or bilingual programs of instruction for students who:

A. Do not speak English and need instruction toward mastery of the English language;

B. Speak English but reside in a home where English is not the primary language spoken, and need instruction toward mastery of the English language;

C. Speak a language other than English, are more capable of performing school work in that language, and need their basic educational program taught in that language.

Definitions

"Bilingual part-time program" means an instructional program alternative in which students receive their academic content area classes in English language arts (ELA) and mathematics instruction with a certified bilingual teacher who provides instruction in the primary language of the MLs in the program, as well as ESL instruction.

"High-intensity ESL program" means an instructional program alternative in which students receive two or more class periods each day in session of ESL instruction. One period is the standard ESL class, and the other period is a tutorial or ESL reading class.

"Multilingual learner" or "ML" means a student whose primary language is not English, who is identified through the process set forth in this chapter, and who is developing proficiency in multiple languages (for example, English and a primary language). The term is synonymous with "English learner" or "English language learner."

"Sheltered English instruction" means an instructional program alternative to make academic instruction in English understandable to MLs. Sheltered English classes are taught by classroom teachers who deliver instruction in English, may not hold a bilingual/ESL endorsement, but have received training on strategies for instructional adaptation, pursuant to N.J.A.C. 6A:8-1.3, to make academic content areas comprehensible for MLs.

Identification of Eligible Multilingual Learners

The board shall identify a ML learner at the time of the student's enrollment in the district utilizing the multi-step process set forth in in N.J.A.C. 6A:15-1.3.

The board of education shall develop and the chief school administrator or his or her designee shall implement a screening process, initiated by a home-language survey, and records review process to determine which students whose native language is other than English in grades kindergarten to 12 may be tested to determine English language proficiency. The screening shall be conducted by a WIDA certified bilingual/ESL or other certified teacher, and shall be designed to distinguish students who shall be considered ML and shall be offered placement in the district's Language Instruction Educational Program (LIEP).

The board shall ensure that the English proficiency of students who may be an ML as determined by the home-language survey shall be determined by:

A. Administering a Department-approved English language proficiency test;

B. Assessing the level of reading in English;

C. Reviewing the previous academic performance of students, including their performance on standardized tests in English; and

D. Reviewing the input of teaching staff members responsible for the educational program for MLs.

E. Students who do not meet the Department standard on a Department-approved language proficiency test and who have at least one other indicator shall be considered MLs.

The board, through the chief school administrator or his or her designee shall also implement age-appropriate methodologies to identify preschool MLs to determine their individual language development needs.

Programs and Services

The goal of English as a second language and English language services programs are to assist students to achieve fluency (including listening, comprehension, speaking, reading, and writing skills) in English and incorporates the cultural aspects of the students' experiences in their English Language instruction. The goal of the bilingual programs is to permit students to learn subject matter in their primary language while developing English language skills. The goal of all such programs shall be achievement of the New Jersey Student Learning Standards.

Students enrolled in Bilingual Part-Time, ESL, and Sheltered English instruction programs shall have full access to educational services available to other students in the district. To the extent that is administratively feasible, supportive services to MLs, such as counseling, tutoring, and career guidance, should be provided by bilingual personnel who are familiar with and knowledgeable of the unique needs and background of the MLs and their parents.

All district high school MLs shall satisfy both state and district requirements for graduation, except that any MLs may demonstrate attainment of state minimum levels of proficiency through state approved substitute competency tests and portfolio appeals.

Parents/guardians of English language learners shall be notified by mail of the fact that their child has been identified as eligible for enrollment in a Bilingual Part-Time, ESL or Sheltered English instruction program. This notification shall be issued with 30 days of the child's identification and shall include the information that the parents may choose to decline to enroll their child into the LIEP. The notice shall be in writing and in the language in which the parent/guardian possesses a primary speaking ability, and in English, and shall include the following information:

A. Why the student was identified as an MLs;

B. Why the student needs to be placed in a language instructional educational program that will help him or her develop and attain English proficiency and meet State academic standards;

C. The students' level of English proficiency, how the level of English proficiency was assessed, and the student's academic level;

D. The method of instruction the school will use to serve the student, including a description of other instruction methods available and how those methods differ in content, instructional goals, and the use of English and a native language, if applicable;

E. How the program will meet the students specific needs in attaining English and meeting State standards;

F. The programs exit requirements, the expected rate of transition into a classroom not tailored for MLs, and, in the case of high school students, the expected rate of graduation; and

ENGLISH AS A SECOND LANGUAGE;
BILINGUAL PROGRAMS (continued)

G. How the instructional program will meet the objectives of the individualized education program of a student with a disability.

Progress reports for students in Bilingual Part-Time, ESL, and Sheltered English instruction programs shall be made to parents/guardians on the same schedule as reports of all students enrolled in the district. Progress reports shall be in writing and in both English and their primary speaking language unless do so places unreasonable burden on the board.

Exiting the Program

Students shall be placed in a classroom(s) where the primary language of instruction is English when the ML has demonstrated readiness to exit an LIEP first by achieving the Department-established cut score on an ELP or alternate ELP assessment. The process to determine the readiness or inability of an individual student to function successfully in the English-only program shall be further assessed by the use of a Department-established English language observation form that considers, at a minimum: classroom performance; the student's reading level in English; the observations of the teaching staff members responsible for the educational program of the student; and performance on achievement tests in English.

A. Classroom performance;

B. The student's reading level in English;

C. The judgment of the teaching staff member or members responsible for the educational program of the student; and

D. Performance on achievement tests in English.

When the review process for exiting a student from a Bilingual Part-Time, ESL or Sheltered English instruction program has been completed, the parent/guardian shall be notified of the placement determination. The notice shall be in English and in the language in which the parents/guardian possesses a primary speaking ability. If the parent(s), guardian, or teaching staff member disagrees with the placement, he or she may appeal the placement to the Commissioner, after appealing the decision to the board.

Removal from the Program

Parents/guardians may remove a pupil who is enrolled in a Bilingual Part-Time, ESL or Sheltered English instruction program at any time; except that during the first three years of the pupil's participation in a LIEP, he/she may only be removed at the end of each school year. Removal prior to the end of the school year shall be approved by the executive county superintendent. If the executive county superintendent determines that the pupil should remain in the bilingual education program until the end of the school year, the parents/guardians may appeal that decision to the commissioner of education/designee pursuant to law. The commissioner shall render a decision within 30 days of the filing of the appeal.

Parent Involvement

The board is committed to providing the maximum practicable involvement of parents/guardians of MLs in the development and review of program objectives and dissemination of information to and from the board and communities served by the Bilingual Part-Time, ESL or Sheltered English instruction program. The board directs the chief school administrator or his or her designee to shall establish a parent advisory committee on bilingual education of which the majority membership shall be parent(s) of MLs.

In-service Training

The board shall ensure that the chief school administrator oversees the development of a plan for in-service

training for bilingual, ESL, and mainstream teachers; administrators who supervise bilingual/ESL programs; and administrators and any personnel who observe and evaluate teachers of MLs. The plan shall include instructional strategies and appropriate assessments to help MLs meet the New Jersey Student Learning Standards and the World-class Instructional Design and Assessment (WIDA) English language development standards. All bilingual and ESL teachers shall receive training in the use of the ESL curriculum. The professional development plan of the school district shall include the needs of bilingual and ESL teachers, which shall be addressed through in-service training (see board policy 4131/4131.1 Staff Development, In-service Education).

Implementation

The superintendent shall direct development of a plan for Bilingual Part-Time, ESL or Sheltered English instruction that is in compliance with state guidelines.
https://www.nj.gov/education/title3/doc/Ch15CodeAdoptionOne-Pager.pdf
The plan shall be submitted every three years to the Department of Education for approval. The plan shall include information on the following:

A. Identification of students;

B. Program description;

C. The number of certified staff hired for the program;

D. Bilingual and ESL curriculum development;

E. Evaluation design;

F. Review process for exit; and

G. A budget for the bilingual and ELL program or English language services.

The board may request a waiver of the requirement for a full-time bilingual or ESL program when there are 20 or more students eligible for the bilingual education program in grades kindergarten through 12, to establish annually an instructional program alternative. The request must be approved by the Department of Education, and the school district must be able to demonstrate that it would be impractical to provide a full-time bilingual program due to the age range, grade span, and/or geographic location of eligible students.

Bilingual Special Education

Assessment

Since some students of limited English proficiency may have special learning needs that cannot be met in bilingual and ESL programs, the superintendent or his/her designee shall develop procedures concerning the screening, pre-referral, referral, assessment, and placement of these students in appropriate educational programs.

The process for pre-referral, referral, evaluation, and classification will be the same for limited English proficient students as for other students. However, the age, the sociocultural background, and the dominant language of the student will be taken into account. The process may include referral to a district Child Study Team (“CST”) and may result in a comprehensive evaluation and possible classification.

The CST will include a culture sensitive, bilingual member such as a bilingual teacher, psychologist, or social worker. (N.J.A.C. 6A:14-2.5)

ENGLISH AS A SECOND LANGUAGE;
BILINGUAL PROGRAMS (continued)

If the CST determines that bilingual or ESL instruction is necessary for any classified student, the appropriate services will be provided.

To ensure that children in need of special services are identified, the board will make bilingual, ESL, and general education staff fully aware of the characteristics of students with special learning problems.

Special Education Services

Each student with disabilities will receive a special education program and services according to how the student can succeed in learning, including related services specified in the student's Individualized Education Program ("IEP"). Classified students of limited English proficiency will receive services that address their needs.

All services available to any student with disabilities should also be offered to students with disabilities who are limited English proficient. These services may include transportation and such developmental, corrective, social, and other supportive services as are required to assist students with disabilities to benefit from a free and appropriate public education. In addition, the CST must consider the language needs of the student.

The program and services prescribed by the CST must be made with consideration of the student's linguistic and special education needs and must be clearly stated in the child's IEP.

In addition, the board will attempt to:

A. Foster communication between bilingual and special education personnel to promote understanding of the roles and operational procedures for both departments;

B. Adapt or adopt culturally relevant material to the special education curriculum;

C. Locate and incorporate in the board's program promising practices in bilingual special education programs where full bilingual special education services are not feasible: such practices include ESL instruction, team teaching, peer tutoring, assistance of bilingual aides, etc.

Adopted:	January 24, 1991
NJSBA Review/Update:	December 2011
Revised:	**September 17, 2026 SECOND READING**
Readopted:	November 18, 2004; June 12, 2008; December 18, 2014; September 22, 2016; October 19, 2023

Key Words

English as a Second Language, Bilingual Programs, ESL

Legal References:

N.J.S.A. 18A:35-15 et seq.	Bilingual education programs
N.J.A.C. 6A:5-1.1 et seq.	Regulatory Equivalency and Waiver
N.J.A.C. 6A:8-1.3	Definitions
N.J.A.C. 6A:8-5.1	Graduation requirements
N.J.A.C. 6A:9B-3.1 et seq.	Professional Licensure and Standards
See particularly:	
N.J.A.C. 6A:9B-10.4, -10.5	
N.J.A.C. 6:A:15-1.4	
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts

Every Student Succeeds Act, Pub. L. 114-95, Title 1 and Title 3, 20 U.S.C.A. 6301 et seq.

ENGLISH AS A SECOND LANGUAGE;
BILINGUAL PROGRAMS (continued)

Possible Cross References:

*5120	Assessment of individual needs
*5124	Reporting to parents/guardians
*6121	Nondiscrimination/affirmative action
*6146	Graduation requirements
*6147	Standards of proficiency
*6147.1	Evaluation of individual student performance
*6171.2	Gifted and talented
*6171.3	At-risk and Title 1

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

GRADUATION REQUIREMENTS

The Woodbridge Township Board of Education shall award a regular high school diploma to every student enrolled in this district who meets the requirements of graduation established by this board and approved by the State Board of Education.

A. Credits: Each student shall be required to complete a minimum of **125** credits for graduation. Students must take 40 credits in grades 9, 10, and 11. Most students take 40 credits in grade 12.

B. In order to qualify for graduation, students must demonstrate proficiency in all sections of New Jersey Department of Education approved state-wide high school proficiency assessment process applicable to the class graduating in the year and meet all other graduation requirements, based on New Jersey Student Learning Standards and the schedule prescribed by the Commissioner in accordance with N.J.A.C. 6A:8-4.1(b) through (d).

C. Required courses to prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century according to N.J.A.C. 6A:8-3.1(c)2 and that include the following, according to 6A:8-51:

Subject	Recommended Credits	Required Credits
English (English 1, 2, 3 and 4 in order)		20
Mathematics - (Must include Algebra 1 if not mastered in grade 8), Geometry; and a third year of math that builds upon Algebra I and Geometry and prepares students for college and 21st century careers.	20	15
Science – At least 15 credits in evidence-based science courses that develop proficiency with the full range of grades nine through 12 NJSLS for science	20	15
World Languages	20	5
World History II, or World History AP and U. S. History 1 & 2	20	15
Physical Education (each year of attendance)		15
Health Education (each year of attendance)		5
Visual and Performing Arts		5
21st Century Life and Careers, and Technology		5
Financial, Economic, Business, and Entrepreneurial Literacy or Macroeconomics AP or Economics (which are 5 credit courses)		2.5
Electives		Remaining credits

D. Community Service:
It is recommended that each student complete a minimum of 10 hours of community service per school year in grades 9, 10, 11 and 12 for graduation.

1. Students who complete their recommended community service hours will be recognized at graduation ceremonies.
2. A total of the student's community service hours will be included on the official transcripts

GRADUATION REQUIREMENTS (continued)

Academic Support Instruction

Students who do not pass the New Jersey Department of Education approved state-wide proficiency assessment, the elementary assessment component for grades three through five and the middle school components for grades six through eight shall be provided appropriate remediation.

Twelfth-grade students who have satisfied all other graduation requirements but have repeatedly failed the statewide examination shall receive a special review assessment as provided by law.

Students with Limited English Proficiency

Students with Limited English Proficiency must be provided with the program opportunities required by law, and must fulfill the regular state and district requirements for graduation.

A) Recommendations for credit requirement in World Language and English:

Multilingual Learners (MLs) who take both an English and an English as a Second Language (ESL) class may use that second ESL class to fulfill the world languages requirement.

*Tier B and C may take a world language if their native language is offered by the district.
*ESL may fulfill the world language requirement unless a student exits the program
*Once exited, a student may choose which world language they take.

B) Recommendations for credit requirement Content Areas Option 2:

*Attendance of the Twilight Program for 11th and 12th grade MLs who do not have the credits to graduate on time.

*Create an end-of-the-semester portfolio in lieu of the ESL Final Exam. (This portfolio can be used for Portfolio Appeals and High School Graduation for MLs, if needed).

*Create portfolio about their experience regarding the specific subject area and complete it in their native language. This applies only to Tier A and Tier A/B students who are also MLs with low skills, low proficiency levels, or Students with Limited or Interrupted Formal Education (SLIFE) (This portfolio can be used for Portfolio Appeals and High School Graduation for MLs, if needed).

*A student may not complete a portfolio for Math class. If credits are of a concern, the student will be suggested to take the Math course at the Twilight Program in order to graduate.

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Special Education Students

A disabled student must meet all state and local high school graduation requirements in order to receive a state-endorsed high school diploma unless exempted in his/her IEP with the written approval of the superintendent.

A student who qualifies may take an alternate proficiency assessment approved by the New Jersey Department of Education, if alternate requirements for graduation have been specified in his/her IEP.

By June 30 of a disabled student's last year in the elementary program, the student's case manager, parent/ guardian and teacher(s) shall meet to review the instructional guide and basic plan of the student's IEP in view of the transition to the secondary program. Input from appropriate staff from the secondary school shall be part of the review.

The basic plan of the IEP for the student exiting the elementary program will address all the elements required in the administrative code. The description of the educational program will include exemptions, if any, from

GRADUATION REQUIREMENTS (continued)

regular education program options or state and local graduation requirements including the Department of Education approved state-wide high school proficiency assessment, along with the rationale for the exemptions. The exemptions must be approved in writing by the superintendent.

Required reviews of the IEP shall continue to address graduation requirements and shall explain why the proficiencies required for graduation are not part of the IEP.

Because graduation with a state-endorsed diploma is a change of placement that requires written notice, all procedures described in the administrative code shall be followed scrupulously. Procedures shall include written notice to parents/guardians that includes a copy of procedural safeguards published by the State Department of Education and opportunity for mediation or a due process hearing.

Proficiency/Growth

In consultation with appropriate professional staff, the superintendent shall develop and present to the board for adoption indicators of achievement and standards of proficiency, growth and attendance demonstrating successful completion of each course offered at every level of the high school.
The subject matter and standards of proficiency shall be articulated with the district's elementary schools and with sending elementary districts.

In accordance with law, the board of education shall have copies of this policy distributed to all ninth-grade (or otherwise entering) students and their parents/guardians.

They shall also be informed as to the examinations, demonstrated proficiencies, growth course and credit hour requirements, attendance policies, and any other state and local requirements.

Proficiency requirements for each individual course shall be given to students on registering for the course.

The yearly program of studies for each student in the high school must be approved and signed by the parent/guardian, except in the case of 18-year-old students.

Early Graduation

Students who have clearly demonstrated a scholastic aptitude, an unusual readiness for the world of work, a financial need, or a serious health or family concern may be considered for early graduation. Minimal graduation requirements must be completed early. Approval must be obtained from the parents/guardians and the administration.

Individualized Student Learning Opportunities

The board shall establish a process to approve individualized student learning opportunities that meet or exceed the New Jersey Student Learning Standards.

A. Individualized student learning opportunities areas include, but are not limited to, the following:

    1. Independent study;
    2. Online learning;
    3. Study abroad programs;
    4. Student exchange programs; and
    5. Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.

B. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the New Jersey Student Learning Standards shall:

GRADUATION REQUIREMENTS (continued)

1. Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
2. Include demonstration of student competency;
3. Be on file in the school district and subject to review by the Commissioner or his or her designee.

To earn credit toward high school graduation for individualized student learning opportunities, the student shall successfully complete assessments that verify student achievement in meeting or exceeding the New Jersey Student Learning Standards at the high school level. Achievement may be verified by assessments including standards achieved by means of the individualized student learning opportunities. Such programs or assessments may occur all or in part prior to a student's high school enrollment.

No assessments administered shall preclude or exempt student participation in applicable state-wide assessments at grades three through 12.

Student Enrollment in College Courses – Option 2

The board shall make reasonable efforts to develop articulation agreements with New Jersey colleges and universities to facilitate the delivery of college credit courses to qualified students.

The board shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses, College-Level Examination Program (CLEP), or concurrent/Dual Enrollment (DE) at accredited higher education institutions. Students shall receive credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the New Jersey Student Learning Standards.

The board shall determine eligibility requirements for these students and monitor the quality of the courses offered and college faculty who teach the courses.

Reporting and Monitoring

The superintendent shall report annually at a public meeting, not later than September 30, to the board and to the commissioner:

A. The total number of students graduated in the aggregate and disaggregated according to subgroups described in federal law;

B. The number of students graduated who took a New Jersey Department of Education approved alternate high school proficiency assessment;

C. The number of students receiving state-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their IEP's;

D. The total number of students denied graduation from the 12th grade class;

E. The number of students denied graduation from the 12th grade class solely because of failure to pass the New Jersey Department of Education approved state-wide high school proficiency assessment or alternative high school assessment, based on the provisions of administrative code.

This information shall be reported to the board at a public meeting prior to the date prescribed by law.

The board shall review this policy annually and shall adopt all regulations required by law.

GRADUATION REQUIREMENTS (continued)

Adopted:	December 21, 1978
Revised:	October 9, 1980; March 12, 1981; April 16, 1986; January 18, 1990; December 9, 1999; June 29, 2004; March 15, 2007; September 10, 2007; July 16, 2009, February 16, 2017; April 27, 2017; February 22, 2018, **September 17, 2026 (SECOND READING)**
NJSBA Review/Update:	December 2011
Readopted:	August 21, 2014; February 22, 2018

Key Words

High School Graduation, Graduation, Graduation Requirements

Legal References:

N.J.S.A. 18A:4-25	Prescribing minimum courses of study for public schools; approval of courses of study
N.J.S.A. 18A:7C-1	Commissioner of education to develop a program of standards and guidelines
N.J.S.A. 18A:7C-2	Boards of education; establishment of standards
N.J.S.A. 18A:7C-4.1	Operation Recognition; purpose; eligibility; application procedure
N.J.S.A. 18A:7C-5.1	Boards of education prohibited from excluding students from graduation ceremony or from obtaining yearbook for inability to pay fees
N.J.S.A. 18A:7F-46	Review, update of the CCCS, Educational Adequacy Report
N.J.S.A. 18A:33-1	District to furnish suitable facilities; adoption of courses of study
N.J.S.A. 18A:35-1 et seq.	Curriculum and courses
N.J.S.A. 18A:35-14.9	Pupil promotion and remediation; policies and procedures
N.J.S.A. 18A:36-17	Credit of seniors in active military and naval service, etc.
N.J.A.C. 6A:8-1.1 et seq. See particularly: N.J.A.C. 6A:8-1.2,-2.1,-3.1, -3.3,-4.1, -4.2, -4.3, -5.1, -5.2	Standards and Assessment
N.J.A.C. 6A:13-1.1 et seq.	Programs and practices to support student achievement
N.J.A.C. 6A:14-3.7	Individualized education program
N.J.A.C. 6A:14-4.11	Graduation
N.J.A.C. 6A:15-1.10	Graduation requirements for Multilingual Learners
N.J.A.C. 6A:20-2.4	Graduation (adult education programs)
N.J.A.C. 6A:23A-9.5	Commissioner to ensure achievement of the New Jersey Learning Standards
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 6A:33-1.1 et seq.	School turnaround and improvement
N.J.A.C. 6A:32-12.1 et seq.	Annual Reporting and Planning Requirement

The Department of Education Website, http://www.nj.gov/njded/assessment/ (Lists the state assessment components)

Every Student Succeeds Act of 2015, Pub. L. 114-95, 20 U.S.C.A. 6301 et seq.

GRADUATION REQUIREMENTS (continued)

Possible Cross References:

*1120	Board of education meetings
*5113	Absences and excuses
*5120	Assessment of individual needs
*5127	Commencement activities
6000	Concepts and roles in instruction
*6010	Goals and objectives
*6122	Articulation
*6140	Curriculum adoption
6141.4	Independent study
*6142	Subject fields
*6142.2	English as a second language; bilingual/bicultural
*6142.6	Basic skills
*6145	Extracurricular activities
*6147	Standards of proficiency
*6154	Homework/makeup work
*6171.4	Special education
*6200	Adult/community education

*Indicates policy is included in the Critical Policy Reference Manual

WOODBRIDGE TOWNSHIP BOARD OF EDUCATION **FILE CODE: 6147**
Woodbridge, New Jersey **_____ Monitored**
__X__ Mandated
Policy **__X__ Other Reasons**

STANDARDS OF PROFICIENCY

The superintendent, in consultation with teaching staff, shall develop criteria for evaluation, indicators of achievement of the criteria, and acceptable standards of achievement for all grade levels, courses and programs offered by the Woodbridge Township School District. The criteria, indicators and standards must be related to district goals and objectives. Parents/guardians shall be notified in a timely manner whenever their child appears in danger of failing to meet required proficiency levels. Parents/guardians shall be strongly encouraged to participate in designing remedial plans for their children.

These standards of proficiency shall include but not be limited to the to those New Jersey Student Learning Standards identified by the State Department of Education and shall form the basis for the district's grading system.

By the date required by law, the superintendent shall annually report to the board and the community at a regularly scheduled meeting an evaluation of student achievement toward meeting district and school goals and objectives.

The superintendent shall consider additional factors contributing to student achievement such as indicators of student and educator engagement, school climate and/or safety. The chief school administrator may consult with the appropriate staff member in the development and assessment of indicators of engagement, school climate and/or safety, such as teaching staff, the affirmative action officer and the anti-bullying coordinator and/or specialist.

The board shall administer the applicable statewide assessments, including the six major components: the elementary assessment component for grades three through five; the middle school assessment component for grades six through eight, the Department of Education approved statewide proficiency assessment, Portfolio Appeals and the alternate proficiency assessment for students with severe cognitive disabilities. The statewide assessments shall be administered according to a schedule prescribed by the Commissioner.

All district high school Multilingual Learners (MLs) shall satisfy both state and district requirements for graduation, except that any MLs may demonstrate attainment of State minimum levels of proficiency through passage of Portfolio Appeal process in his/her native language and an English fluency assessment approved by the Department of Education or passage of the Portfolio Appeal process in English with appropriate accommodations.

Through the individualized education program (IEP) process the board may specify alternative requirements for a state-endorsed diploma for individual students with disabilities**.**

Low student achievement shall be regarded by the board as an indication that revisions are needed in educational programming, general strategy, staff resource use, staff evaluation, and/or other aspects of the learning program.

Adopted:	December 21, 1978
NJSBA Review/Update:	December 2011
Revised:	**September 17, 2026 SECOND READING**
Readopted:	August 21, 2014; September 22, 2016

Key Words
Proficiencies, Standards of Proficiency

STANDARDS OF PROFICIENCY (continued)

Legal References:

N.J.S.A. 18A:7C-1	Commissioner of Education to develop a program of standards and guidelines
N.J.S.A. 18A:7C-2	Establishment of standards for graduation from secondary schools
N.J.S.A. 18A:7E-2 through -5	School report card program
N.J.S.A. 18A:7F-46	Review, update of the New Jersey Learning Standards, Educational Adequacy Report
N.J.S.A. 18A:35-4.9	Student promotion and remediation; policies and procedures
N.J.A.C. 6A:8-1.1 et seq. See particularly: N.J.A.C. 6A:8-1.1, -1.3,-2.1, -4.1, -4.4, -5.1	Standards and Assessment
N.J.A.C. 6A:14-4.11	Statewide assessment
N.J.A.C. 6A:15-1.1 et seq. See particularly: N.J.A.C. 6A:15-1.11	Bilingual Education
N.J.A.C. 6A:23A-9.5	Commissioner to ensure achievement of the New Jersey Learning Standards
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 6A:32-2.1	Definitions
N.J.A.C. 6A:32-12.1 et seq.	Student Behavior

Abbott v. Burke, 149 N.J. 145 (1997) (Abbott IV)

Abbott v. Burke, 153 N.J. 480 (1998) (Abbott V)

Abbott v. Burke, 163 N.J. 95 (2000) (Abbott VI)

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.
Every Student Succeeds Act, Pub. L. 114-95., 20 U.S.C.A. 6301 et seq.

Possible Cross References:

*1120	Board of education meetings
*5113	Absences and excuses
*5120	Assessment of individual needs
*5124	Reporting to parents/guardians
*5125	Student records
6000	Concepts and roles in instruction
*6010	Goals and objectives
*6140	Curriculum adoption
*6141	Curriculum design/development
*6146	Graduation requirements
*6146.2	Promotion/retention
*6171.1	Remedial instruction
*6171.3	At-risk and Title 1
*6300	Evaluation of the instructional program

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

INSTRUCTIONAL PLANNING/SCHEDULING

The superintendent and staff shall keep abreast of developing technologies and teaching methodologies, investigating those likely to be of benefit to district students, and recommending them for board consideration.

The Woodbridge Township Board of Education recognizes that district students vary in learning styles and in ability. Therefore, the superintendent shall ensure that teaching staff adapt their instructional methods and arrangements to meet identified student needs and encourage maximum individual progress.

The superintendent shall ensure that district personnel, time and facilities are used in such a way as to provide the most favorable learning environment for all students, thus fostering achievement of district goals, objectives and standards.

Because the board believes that students can learn better and faster when the skills learned in one discipline are integrated into another, programs, projects and units of study shall be encouraged that require the use of reading, writing and mathematics skills in conjunction with other areas of study, such as music, art, science, etc. The board also encourages programs that call on various skill levels of several grades in one discipline, such as musical presentations, science fairs, and other similar efforts.

Every effort should be made to further district affirmative action/equity goals in developing instructional arrangements.

The board directs that instruction be planned and scheduled in such a way that there is minimum disruption of the school day, including movement between classes and conflicting activities.

Scheduling High School Students

High school students, including rising eighth graders, will be scheduled during the spring. Students, parents, school counselors and/or teachers will decide on the best education programs for the student. The student should be requesting the most academically challenging courses that are deemed appropriate. The schedule becomes finalized once the parents approve of the requests.

The students may change their schedules through their school counselors with their parents' permission through May 31st. Beginning June 1st, students will not be permitted to change their schedules.

Exceptions:

1. Administrative changes, done through the master scheduler, may be necessary only if approved by the building principal.

2. Students who wish to increase their academic rigor may be given extra consideration.

Commencing the third Monday in September, students and parents may request student schedule changes. These requests will be handled on a case-by-case basis. The student, parents, school counselors, teachers and/or CST members (if applicable) may provide input to the principal to help make the best decision for the student. If a change is granted, current class averages will transfer with the student to the new course(s).

Nonpublic School Students

Required instructional services shall be delivered to nonpublic school students in facilities that are acceptable and convenient to staff and students.

NJSBA Review/Update: December 2011
Adopted: August 21, 2014
Revised: November 20, 2014, **September 17, 2026 SECOND READING**

Key Words

Instructional Planning, Instructional Scheduling, Scheduling

Legal References:

N.J.S.A. 18A:33-1	District to furnish suitable facilities; adoption of courses of study
N.J.S.A. 18A:46-19.5	Services to students in nonpublic schools
N.J.S.A. 18A:46A-5	Consent of parent or guardian; location
N.J.A.C. 6A:8-1.1 et seq.	Standards and Assessments
N.J.A.C. 6A:14-1.1 et seq.	Special Education
N.J.A.C. 6A:15-1.1 et seq.	Bilingual Education
N.J.A.C. 6A:26-12.1 et seq.	Operation and Maintenance of Facilities

Agostini v. Felton, 521 U.S. 203 (1997), overruling Aguilar v. Felton, 473 U.S. 402 (1985)

Possible Cross References:

*2224	Nondiscrimination/affirmative action
*4113/4114	Assignment; transfer
*5145.4	Equal educational opportunity
*5200	Nonpublic school students
*6010	Goals and objectives
6130	Organizational plan
6141.4	Independent study
*6142.2	English as a second language; bilingual/bicultural
*6151	Class size
6152	Grouping
*6171.2	Gifted and talented
*6171.4	Special education

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

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SCHOOL COUNSELING SERVICES

A school counseling program shall be incorporated into the Woodbridge Township School District's educational program to aid students in making informed and responsible decisions and in using effective decision-making processes. The school counseling program shall be developed and coordinated by the superintendent in consultation with teaching staff members he/she has identified as possessing necessary skills and abilities, to help students acquire the insights and knowledge they need to become autonomous, mature members of adult society in a democratic nation.

The board of education shall ensure all students have access to adequate or appropriate counseling services. When informing students about possible careers or professional or vocational opportunities, the options presented to students shall not be restricted or limited on the basis of race, creed, color, national religion, disability, or socioeconomic status. No biased or stereotyped tests or guidance or counseling materials shall be used.

The purpose of the school counseling program shall be to help students in learning to make their own decisions concerning life's many choices--personal, educational, and career/vocational.

The school counseling program shall provide, as fully as possible, the information needed to make the best decisions concerning the student's educational program. Such information shall include facts such as test scores, grades and educational history. Student records may also include anecdotes, but shall not carry judgments, opinions and other advice.

Students shall be encouraged to avail themselves of the help of the school counseling department's personnel. The school counseling department in the high school shall encourage the visits of educational and occupational representatives, including military recruiters. The administration shall have a positive attitude toward granting permission to seniors to visit schools, colleges and places of employment during school time. Students must have prior approval of the school counseling department for the scheduled visit.

Students shall be aided in finding part-time jobs when in school, and permanent employment upon graduation.

School counseling services shall include establishment of a referral system that guards the privacy of the student and monitors the efficacy of such referrals, when district resources are not sufficient, as in drug or alcohol counseling.

Adopted: December 21, 1978
Revised: March 29, 1990, **September 17, 2026 SECOND READING**
NJSBA Review/Update: December 2011
Readopted: August 21, 2014, October 20, 2016

Key Words

Guidance Services

Legal References:

N.J.S.A. 18A:35-4.2	Career development program
N.J.S.A. 18A:36-19	Student records; creation, maintenance and retention, security and access; regulations; nonliability
N.J.S.A. 18A:36-19.1	Military recruiters; access to schools and student information directories
N.J.S.A. 18A:38-36	Employment certificates to part-time students; revocation
N.J.S.A. 18A:46-5.1	Basic child study team services; provision by boards of education and state operated programs

GUIDANCE SERVICES (continued)

N.J.A.C. 6A:7-1.7	Equality in school and classroom practices
N.J.A.C. 6A:8-1.1 et seq.	Standards and Assessment
See particularly:	
N.J.A.C. 6A:8-3.2	
N.J.A.C. 6A:9-13.2	Substance awareness coordinator
N.J.A.C. 6A:9-13.7	Director of school counseling services
N.J.A.C. 6A:9-13.8	School counselor
N.J.A.C. 6A:14-3.4	Evaluation
N.J.A.C. 6A:16-4.1	Adoption of policies and procedures for the intervention of student alcohol and other drug abuse
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 6A:32-7.1 et seq.	Student Records
N.J.A.C. 6A:32-13.3	Guidance and counseling

Possible Cross References:

5000	Concepts and roles in student personnel
5010	Personal goals and objectives for students
*5020	Role of parents/guardians
*5113	Absences and excuses
*5114	Suspension and expulsion
*5120	Assessment of individual needs
*5124	Reporting to parents/guardians
*5125	Student records
*5131	Conduct/discipline
*5131.6	Drugs, alcohol, tobacco (substance abuse)
*6142.12	Career education
*6145	Extracurricular activities
*6146	Graduation requirements
*6164.4	Child study team
*6171.1	Remedial instruction
*6171.2	Gifted and talented
*6171.4	Special education
*6172	Alternative educational programs
*6173	Home instruction

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

HOME INSTRUCTION

To provide uninterrupted education for students unable to attend their regular classes because of illness, disability, court order or administrative action, the board of education shall provide away-from-school instruction subject to the following restrictions:

A. The period of absence must be expected to be longer than ten consecutive or seventeen cumulative school days, except in special circumstances (see "Reasons other than a Temporary or Chronic Health Condition" below);

B. A parent/guardian or appropriate adult authority must be within call during the period of instruction; and

C. In cases of illness or disability, medical certification is required documenting the necessity for the student's absence.

Each case must be approved by board action; all requirements for receipt of state aid must be fulfilled. Home instruction shall be available to all qualifying students regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, English proficiency, housing status or socioeconomic status.

Temporary or Chronic Health Condition

The board shall provide instructional services to an enrolled student when the student is confined to the home or another out-of-school setting due to a temporary or chronic health condition or a need for treatment that precludes participation in their usual education setting, whether general education or special education.

The parent/guardian shall submit a request for home instruction in writing. The request shall include a written determination from the student's physician, physician assistant or advanced practice nurse documenting the projected need for confinement at the student's residence or other treatment setting. The projected confinement period shall be for more than 10 consecutive school days or 17 cumulative school days during the school year.

The principal or his or her designee shall forward the request with the physician, physician assistant or advanced practice nurse written determination to the school physician, who shall verify the need for home instruction. The school physician may contact the student's physician, physician assistant or advanced practice nurse to secure additional information concerning the student's diagnosis or need for treatment, and shall either verify the need for home instruction or shall provide the board with the reasons for denial. The parent/guardian shall be notified concerning the school physician's verification or reasons for denial within five school days after receipt of the written determination by the student's physician, physician assistant or advanced practice nurse.

The district shall provide instructional services within five school days after receipt of the school physician's verification. If the school physician's verification is made prior to the student's confinement instructional services shall be provided during the first week of the student's confinement to the home or out-of-school setting. Instructional services shall at a minimum meet the following standards:

A. A written plan for delivery of instruction shall be established to continue the student's academic progress and to maintain a record of delivery of instructional services and student progress;

B. Teachers providing home instruction shall be certified;

C. The teacher shall provide one-on-one instruction for the number of days and length of time sufficient to continue the student's academic progress and dependent upon the student's ability to participate;

HOME INSTRUCTION (continued)

D. For a student with disabilities, the home instruction shall be consistent with the student's individualized education plan (IEP) to the extent appropriate and shall meet the New Jersey Student Learning Standards in mathematics and language arts and literacy. When the provision of home instruction will exceed 30 consecutive school days in a school year, the IEP team shall convene a meeting to review and, if appropriate, revise the student's IEP;

E. For a student without a disability, the home instruction shall meet the including the New Jersey Student Learning Standards and/or the student's IEP as appropriate, and the requirements of the board for promotion to the next grade level. When the provision of home instruction will exceed 60 calendar days, the school physician shall refer the student to the child study team for evaluation;

F. The district shall be responsible for the costs of providing instruction in the home or out-of-school setting either directly, through online services, including any needed equipment, or through contract with another district board of education, educational services commission, jointure commission, or approved clinic or agency. Students who are eligible to receive home instruction as needed at the district's expense are as follows:

1. A student who resides within the area served by the board and is enrolled in a public school program; or
2. A student who is enrolled in a nonpublic school that is located within the area served by the board.

Reasons Other Than a Temporary or Chronic Health Condition

A. The district shall provide home or out-of-school instruction for a general education student for reasons other than a temporary or chronic health condition no later than five school days after the student has left the general education program when:

1. The student is mandated by State law and rule for placement in an alternative education program including firearms offenses and/or assault with weapons offenses but placement is not immediately available;
2. The student is placed on short-term or long-term suspension (see board policy 5114 Suspension and Expulsion);
3. A court order requires that the student receive instructional services in the home or other out-of-school setting.

The district shall be responsible for the costs of providing instruction in the home or out-of-school setting either directly, or through online services, including any needed equipment, or through contract with another board of education, educational services commission, jointure commission, or approved clinic or agency for resident students.

B. The home or out-of-school instructional services for reasons other than a temporary or chronic health condition shall meet the minimum standards that are specified in N.J.A.C. 6A:16-10.2(d) including but not limited to:

1. The district shall establish a written plan for delivery of instruction and maintain a record of instructional services and student progress;
2. The teacher providing instruction shall be a certified teacher;
3. The teacher shall provide one-on-one instruction with no fewer than 10 hours each week on three separate days of the week and no fewer than 10 hours per week of additional guided-learning experiences that may include the use of technology to provide audio and visual connections to the student's classroom;
4. The instruction shall meet the including the New Jersey Student Learning Standards and board requirements for promotion and graduation;
5. If instruction is delivered in the student's home, a parent or other adult 21 years of age or older who has been designated by the parent shall be present during all periods of home instruction.

HOME INSTRUCTION (continued)

Any student receiving home instruction is not considered absent.

Adopted:	December 21, 1978
Revised:	December 9, 1999; June 12, 2008; April 27, 2017, **September 17, 2026 (SECOND READING)**
NJSBA Review/Update:	June 2014
Readopted:	August 21, 2014, March 19, 2015

Legal References:

N.J.S.A. 18A:40-11.1	Request for Home Instruction
N.J.A.C. 6A:7-1.7	Equity in school and classroom practices
N.J.A.C. 6A:14-1.1 et seq.	Special education
See particularly:	
N.J.A.C. 6A:14-4.8, 4.9	
N.J.A.C. 6A:16-4.3	Reporting, notification and examination procedures for students suspected of being under the influence of alcohol or other drugs
N.J.A.C. 6A:16-5.5	Removal of students from general education for firearms offenses
N.J.A.C. 6A:16-5.6	Removal of students from general education for assaults with weapons offenses
N.J.A.C. 6A:16-10.1 et seq.	Home or out-of-school instruction
N.J.A.C. 8:61-1.1	Attendance at school by pupils or adults infected by Human Immunodeficiency Virus (HIV)

H.A. v. Board of Education Warren Hills Regional, 1976 S.L.D. 336

Plainfield Board of Education v. Cooperman, 105 NJ 587 (1987)

Somerset County Educational Services Commission v. North Plainfield Board of Education 1999 S.L.D. September 7 State in re G.S. 330 N.J. Super. 338 (Ch. Div. 2000)

[Jacobson v. Jackson School District, 2013, Feb. 27; OAL Dkt. No. CRT4100-08; Agency No. P211WE-02944; EDS15092-12;**]**

The Comprehensive Equity Plan, New Jersey Department of Education

Possible Cross References:

*4112.2	Certification
*5113	Absences and excuses
*5114	Suspension and expulsion
*5131	Conduct/discipline
*5131.6	Drugs, alcohol, tobacco (substance abuse)
*5131.7	Weapons and dangerous instruments
*5134	Married/pregnant pupils
*5141.2	Illness
*6146	Graduation requirements
*6164.2	Guidance services
*6164.4	Child study team
*6171.4	Special education
*6172	Alternative educational programs

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

WOODBRIDGE TOWNSHIP BOARD OF EDUCATION **FILE CODE: 9113**
Woodbridge, New Jersey **_____ Monitored**
_____ Mandated
Bylaw **_X_ Other Reasons**

FILLING VACANCIES

Vacancies Filled by the Board

The board shall fill vacancies created by the resignation, removal by the board for cause or death of a serving member, or when a member ceases to be a bona fide resident of the district. The vacancy shall be filled within the 65 days prescribed by law.

Procedures by which to select the persons to fill such vacancies may include advertisement of the vacancy in suitable local media, and interviews with interested parties conducted in public by the board.

The board may choose to go into closed/executive session to discuss the candidate(s). If it does, the board will explain any decisions taken during the closed session and allow public discussion about those decisions and other matters the public wishes to raise before it moves to nominations and a vote to fill the vacancy.

If a vacancy occurs on the board due to the recall of a board member, all procedures of the law shall be followed to fill that vacancy. Vacancies filled by the board shall be by a majority vote of the remaining members of the board after the vacancy occurs.

Vacancies Filled by the Executive County Superintendent

The Executive County Superintendent fills vacancies that the board fails to fill within 65 days, and those caused by the voters' failure to elect a member, or by the removal of a member because of lack of qualifications, some flaw in the election, or when a recount or contested election fails to elect a member. The Executive County Superintendent also appoints enough members to make up a quorum.

Adopted: September 22, 2005
NJSBA Review/Update: December 2011
Revised: **September 17, 2026 SECOND READING**
Readopted: August 21, 2014

Key Words

Filling Vacancies, Board Vacancies

Other Reasons:

It is advisable to have a statement of the intent of an elected board to fill vacancies within the time set by law.

Note: In Arminio v. Monroe Twp. Bd. of Educ., 483 N.J. Super 1 (App. Div. 2025) the court held that a board may go into closed session to discuss a candidate to fill a vacancy on the board of education. If a board does go into closed session to discuss the candidate, when it resumes the public session, it must explain any decisions taken during the closed session and allow public discussion about those decisions and other matters the public wishes to raise before it moves to nominations and a vote to fill a vacancy.

Legal References:

N.J.S.A. 18A:6-56	Election of members of representative assembly; vacancies (educational services commission)
N.J.S.A. 18A:12-1	Qualifications of board members
N.J.S.A. 18A:12-3	Cessation of members
N.J.S.A. 18A:12-7	Boards; appointments; vacancies (Type I district)
N.J.S.A. 18A:12-15	Vacancies (Type II district)
N.J.S.A. 18A:13-11	Vacancies in membership of board; filling (regional)

FILLING VACANCIES (continued)

N.J.S.A.	18A:38-8.1	Additional member on board of education in each sending district
N.J.S.A.	19:27A-1 et seq.	Uniform Recall Election Law

Arminio v. Monroe Twp. Bd. of Educ., 483 N.J. Super. 1 (App. Div. 2025)

Possible Cross References:

*9010	Role of member
9110	Number of members and terms of office
9112	Elections/appointments
9114	Resignation/removal from office
*9270	Conflict of interest
*9271	Code of ethics

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

ORIENTATION AND TRAINING OF BOARD MEMBERS

The Woodbridge Township Board of Education believes that the preparation of each board member for the performance of his/her duties is essential to the effectiveness of the board's functioning. The board shall encourage each new board member to understand the function of the board, acquire knowledge of all matters related to the operation of the schools, learn board procedures, and become conversant with the history and the traditions of the district.

Accordingly, the board shall give to each new board member, no later than at his/her first regular meeting as a new board member, and for his/her use and possession during his/her term on the board, the following items:

A. A copy of the board policy manual;

B. The current budget statement and audit report, and related fiscal materials;

C. Other related materials.

Each new board member shall be invited to meet with the superintendent to discuss board function, policy, and procedure.

Orientation of New Board Members

The superintendent shall prepare materials to introduce new board members to the operating procedures of the district and the details of the curriculum.

Sufficient funds shall be allocated to reimburse new board members for attending NJSBA training in superintendent evaluation within the first six months after taking office, and an NJSBA new board member orientation within the first year of taking office.

Administrative code defines "newly elected or appointed board member" as any board member who has never served as a member of either an elected or appointed school board.

Code of Ethics Training

The board shall ensure that all members of the board receive and review a copy of the Code of Ethics for School Board Members. Each board member shall sign an acknowledgement that he/she has received and read it. Training as required by the administrative code shall be scheduled to familiarize board members with the contents and requirements of the Code of Ethics.

Mandated Training

The board shall ensure that each newly elected or appointed board member receive training within their first 90 days of service regarding skills and knowledge necessary to serve as a school board member. This training shall be offered by the NJSBA, in consultation with New Jersey Association of School administrators, the New Jersey Principals and Supervisors Association, and the Department of Education, and shall include information regarding the New Jersey Quality Single Accountability Continuum, and the five key components of school district effectiveness on which the school district is monitored: instruction and program; personnel; fiscal management, operations and governance.

Within one year after being newly elected or appointed or being re-elected or re-appointed to the board of education, a board member shall complete a training program on harassment, intimidation, and bullying in schools, including the school district's responsibilities as required by law (N.J.S.A. 18A:37-13 et seq.). A board

member shall be required to complete the program only once (N.J.S.A. 18A:12-33).

Each board member shall, in both the second and third year of service on the board, complete the NJSBA training on school district governance.

The NJSBA advanced training program shall be completed by board members within one year of re-election or reappointment to the board of education.

Inservice Development

State, regional and national workshops, conventions, conferences and seminars developed by associations such as the New Jersey School Boards Association, the National School Boards Association, the New Jersey Association of School Administrators, etc., provide unique opportunities for board members to broaden their understanding of their responsibilities, learn new tools and techniques for coping with them, and keep up to date on educational trends.

Therefore, the board recommends that, in addition to sending the mandated delegate to the New Jersey School Boards Association's Delegate Assemblies, the board send representatives to such educational conferences, workshops, conventions and seminars as it shall decide upon each year. A maximum of 3 members may attend any such function held out-of-state.

The same regulations regarding travel arrangements and reimbursement developed for other district-paid attendance at such events shall apply.

The superintendent shall prepare a checklist for district representatives to such events, to aid them in preparing meaningful reports for the board and the district as a whole. The report shall be presented at a regular meeting of the board within a month of the delegation's return.

Adopted:	April 18, 1973
Revised:	December 21, 1978, **September 17, 2026 SECOND READING**
NJSBA Review/Update:	January 2012
Readopted:	August 21, 2014

Key Words

Orientation and Training of Board Members, Board Member Orientation, Board Member Training

Legal References:

N.J.S.A. 18A:6-45 through -50	New Jersey School Boards Association established ...
N.J.S.A. 18A:11-1	General mandatory powers and duties
N.J.S.A. 18A:12-21 et. seq.	School Ethics Act
N.J.S.A. 18A:12-24.1	Code of Ethics for School Board Members
N.J.S.A. 18A:12-33	Training program for new board members
N.J.S.A. 18A:17-20.3	Evaluation of superintendents; school board training program
N.J.S.A. 18A:37-13	Anti-Bullying Bill of Rights Act
N.J.S.A. 18A:54-20	Powers of board (county vocational schools)
N.J.A.C. 6A:28-1.2	Definitions
N.J.A.C. 6A:28-1.6	Order to show cause
N.J.A.C. 6A:28-4.1	Board member training
N.J.A.C. 6A:32-3.2	Requirements for the Code of Ethics for school board members and charter school board of trustee members
N.J.A.C. 6A:32-4.3	Evaluation of tenured and nontenured chief school administrators

Amended resolution of the School Ethics Commission (3/23/99)

ORIENTATION AND TRAINING OF BOARD MEMBERS (continued)

Possible Cross References:

1500	Relations between area, county, state, regional and national associations and the district
*2131	Chief school administrator
*9250	Expenses
*9271	Code of Ethics

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

TIME, PLACE, NOTIFICATION OF MEETINGS

Regular meetings of the Woodbridge Township Board of Education shall be held on dates and at times and places determined by the board at its annual organization meeting. Special meetings shall be called by the board secretary at the request of the president or upon a petition signed by a majority of the board members, and shall commence no later than 8 p.m.

Adequate Notice

Adequate notice shall be given for all regular and special meetings. Adequate notice for regular meetings shall be in accordance with the annual notice provisions set forth below. Adequate notice for special meetings generally means written advance notice of at least 48 hours, giving the time, date and location, and, to the extent known, the agenda of the meeting. The notice must state whether formal action may or may not be taken at the meeting. The notice must be:

A. Prominently posted in at least one public place reserved for such announcements;

B.
1. The board shall publish or advertise the legal notice on its official Internet website. The board's official Internet website shall be accessible and available to the public free of charge. A direct hyperlink to legal notices published on the board's official Internet website shall be conspicuously placed on the website's homepage.
2. The board shall make the complete text of each legal notice available on a dedicated legal notices webpage for at least one week from the date of initial posting or such other time period as may be required by law. The font and format of the current legal notices link must be easy to read, with the link placed in a central location readily visible to individuals accessing the homepage without the need for extensive scrolling. Additionally, the page on which the notice is located shall be accessible by mobile devices.
3. By no later than March 1, 2026, the board must maintain an internet archive of legal notices that have been removed from conspicuous placement on its legal notices webpage. The archive must be published on the public entity's official website by no later than July 1, 2026. An archived legal notice must be maintained in the public entity's internet archive for at least one year. The link to the archive must also be publicly accessible.
4. Starting on January 1, 2026 and at least twice per month through December 31, 2026, a public entity shall provide an advertisement in an online news publication stating that the complete text of each legal notice may be obtained or viewed by the public on the official internet website of the board of education and also providing a link to the NJ Department of State website.
5. The superintendent will ensure that the board's website for legal notices meets both federal and state accessibility requirements.

C. Filed with the clerk of the municipality.

The board of education may hold an emergency meeting without providing adequate public notice if:

A. Three-quarters of the members present vote to do so; and

B. The meeting is required to deal with matters of such urgency and importance that delay would be likely to result in substantial harm to the public interest; and

C. The meeting will be limited to discussion of and action on these matters; and

D. Adequate notice of such meeting is provided as soon as possible following the calling of such meeting; and

TIME, PLACE, NOTIFICATION OF MEETINGS (continued)

E. One of the following:
   1. Either the board could not reasonably have foreseen the need for such meeting at a time when adequate notice could have been provided; or
   2. The need could have been foreseen in time but the board failed to give adequate notice.

Announcement of Adequate Notice/Statement of Compliance

At the beginning of every meeting, the presiding officer must announce that adequate notice of the meeting was provided and must specify the time, place and manner in which the notice was provided.

However, if adequate notice was not provided, the presiding officer must say so, and in addition, must state:

A. The nature of the matter of urgency or importance for which the meeting without adequate notice was called; and

B. The nature of the substantial harm to the public interest likely to result from a delay in holding the meeting; and

C. That the meeting will be limited to discussion of and action on such matters of urgency and importance;

D. The time, place, and manner in which some notice of the meeting was provided; and

E. Either of the following:
   1. That the need for such meeting could not reasonably have been foreseen at a time when adequate notice could have been provided, and why this was so; or
   2. That such need could reasonably have been foreseen in time for adequate notice, but nevertheless such notice was not provided, and the reasons why.

Annual Notice

Annual notice of the year's regular meeting schedule must be physically posted in a public place, posted on the legal notices webpage and sent to the municipal clerk within seven days following the annual organization meeting. This notice should contain the location of each meeting to the extent it is known as well as the time and date. If the schedule is revised at all, notice must be given within seven days of the revision.

The annual schedule serves as sufficient notice of any regularly scheduled meeting as long as it contains the proper date and location. If most meetings are on a regularly scheduled basis, whether they are formal sessions or study sessions, the notice requirement can be largely met through the once-a-year schedule.

Both the annual schedule of meetings, any revisions to that schedule, and notices of any additional meetings must be sent to any person upon request and upon prepayment of a sum set by the board, if required. Requests to be on the mailing list for notices can be made on an annual basis and are renewable each reorganization meeting.

Adjournment

The board may at any time recess or adjourn to an adjourned meeting at a specified date and place. The adjourned meeting shall take up its business at the point in the agenda where the motion to adjourn was acted upon.

TIME, PLACE, NOTIFICATION OF MEETINGS (continued)

Adopted:	April 18, 1973
Revised:	December 21, 1978; October 19, 1989; April 9, 1992; **September 17, 2026 SECOND READING**
NJSBA Review/Update:	January 2012
Readopted:	August 21, 2014

Key Words

Meetings; Board of Education Meetings; Time, Place, Notification of Meetings

Legal References:

N.J.S.A.	10:4-6 et seq.	Open Public Meetings Act
N.J.S.A.	10:4-9.1	Electronic notice of meeting of public body; terms defined
N.J.S.A.	18A:10-3	First regular meeting of board
N.J.S.A.	18A:10-4	Secretary to give notice of meeting
N.J.S.A.	18A:10-5	Organization meeting as business meeting
N.J.S.A.	18A:10-6	Board meetings public; frequency; hours of commencement; adjournment, etc., for lack of quorum
N.J.A.C.	6A:32-3.1	Special meetings of district boards of education

Possible Cross References:

*1120	Board of education meetings
*2240	Research, evaluation and planning

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

WOODBRIDGE TOWNSHIP BOARD OF EDUCATION **FILE CODE: 9323/9324**
Woodbridge, New Jersey **_____ Monitored**
_____ Mandated
Bylaw **__X__ Other Reasons**

AGENDA PREPARATION/ADVANCE DELIVERY OF MEETING MATERIAL

The superintendent and the board president shall prepare the agenda for all meetings of the board. In doing so, they shall consult the board secretary.

Items of business suggested by any board member, staff member, or citizen of the district may be included at the discretion of the superintendent and board president. When appropriate, the agenda shall allow time for the remarks of citizens, staff members, or students who wish to speak briefly before the board.

The agenda shall be published pursuant to provisions of the Open Public Meetings Act and N.J.S.A. 35:3-1 to 5. The board shall follow the order of business set up by the agenda unless the order is altered by a majority vote of the members present and voting. At a regularly scheduled meeting for which an advance agenda has been provided to the public, items of business not anticipated at the time the agenda was prepared may be discussed and acted upon if a majority of the board present and voting agrees to consider them. However, existing board policies and bylaws may not be revised or new ones adopted unless the proposals are on the written agenda.

The agenda, together with supporting materials, shall be distributed to board members sufficiently prior to the board meeting to permit them to give items of business careful consideration. The agenda shall also be made available to the press, representatives of community and staff groups, and others, upon request.

Adopted:	April 18, 1973
Revised:	December 21, 1978; October 19, 1989; April 9, 1992, **September 17, 2026 SECOND READING**
NJSBA Review/Update:	January 2012
Readopted:	August 21, 2014

Key Words

Board Meeting Agenda, Delivery of Meeting Materials, Board Meeting Materials, Agenda

Legal References:
N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
N.J.S.A. 35:3-1 to 5 Public Entities to Publish Notices

Crifasi v. Governing Body of the Borough of Oakland, 156 N.J. Super. 182 (App. Div. 1978)

Possible Cross References:
*1120 Board of education meetings
*9311 Formulation, adoption, amendment of policies
*9312 Formulation, adoption, amendment of bylaws

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

Curriculum, Extra-Curricular Activities and Technology

September 17, 2026

The Curriculum, Extra-curricular Activities and Technology Committee, on recommendation of the Superintendent of Schools and the Assistant Superintendent for Curriculum and Instruction, presents the following:

1. The ACCESS for ELLs 2.0 (2026) District report will be presented

2. The 2025-2026 Advanced Placement Report will be presented.

I move for the adoption of the foregoing.

Motion by _____

Seconded by _____

The **Finance and Insurance Committee**, on recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, presents the following:

1. That the Board of Education approves payment of the bills in the amount of $33,026,914.32 Capital Projects bills in the amount of $1,947,926.59 and Food Service Department bills in the amount of $32,275.01.

2. That the Board of Education accept the attached Business Administrator/Board Secretary's Monthly Interest and Investment Report for the months of August 2026.

3. That the Board of Education accept the Report of the Treasurer for the months of August 2026.

4. That the Board of Education accept the Report of the Secretary for the months of August 2026.

5. That the members of the Board of Education certify that to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. That the bookkeeping transfers pertaining to the 2026-2027 budgetary accounts be approved as per the attached list.

7. That the amount of district taxes needed to meet the obligations of this Board for the next thirty-one-day period, beginning October 1, 2026 is:

   Requisition for Taxes for the General Fund in the amount of $17,777,875.25 and for the Debt Service in the amount of $423,809.75 totaling $18,201,685.00 and that the Township Council is hereby requested to place in the hands of the Treasurer of School Monies that amount by October 10, 2026.

8. That the Board of Education approve the Memorandum of Understanding between Big Brothers Big Sisters of Coastal and Northern NJ, John F. Kennedy Memorial High School and Fords Middle School, effective September 1, 2026, through and including August 31, 2027.

9. That the Board of Education approve the revised Memorandum of Understanding between Big Brothers Big Sisters of Coastal and Northern NJ, Colonia High School and Colonia Middle School, effective September 1, 2026, through and including August 31, 2027.

10. That the Board of Education approve the revised Memorandum of Understanding between Big Brothers Big Sisters of Coastal and Northern NJ, Woodbridge High School and Woodbridge Middle School, effective September 1, 2026, through and including August 31, 2027.

11. **WHEREAS,** the Woodbridge Township Board of Education has identified certain surplus property which is no longer needed for public use; and

    WHEREAS, it is the Board’s intention to sell the surplus property through an online auction as authorized by P.L. 2001, C30 and outlined in Local Finance Notice 2019-15 and will be conducted through Municibid.com pursuant to State Contract 19-GNSV1-00696 in accordance with the terms of that contract.

    BE IT THEREFORE RESOLVED, that the Board of Education approve the sale of the identified surplus property held as an online auction through Municibid.com under State Contract 19-GNSV1-00696; and

BE IT FURTHER RESOLVED, that any identified surplus property shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said property; and

BE IT FURTHER RESOLVED, that the Board reserves the right to accept or reject any bid submitted.

12. That the Board approves the temporary transfer of $1,250,328 from the Capital Reserve Account to the Capital Projects Fund to cover the costs associated with the new Hopelawn School, Door Hardware, and PA System Projects paid for in the 2025-26 school year. Funds will be returned to the Capital Reserve Account once bonds have been sold.

13. That the Board of Education approve payment to Omega Labs Inc. dba Boom Learning to renew annual subscription at the rate of $4999.00 for the 2026-27 School Year.

14. That the Board of Education, as required by state law (partially reimbursable in state aid), approve the enrollment of the following disabled students in a Special Extended School Year Program for 2026-2027, in accordance with their Individual Educational Programs (IEPs) as shown below:

Case No.	Recommended Placement	Effective Date	Tuition
J2609-18-09-AU	Bayshore Jointure Commission- The Shore Center	9/8/2026	$60,000.00
J2609-18-09-AU	Bayshore Jointure Commission- The Shore Center 1:1	9/8/2026	$54,000.00

15. That the Board of Education approves the following Student to receive the services of the New Jersey Commission for the Blind and Visually Impaired for the 2026-2027 School Year. (Costs to be taken from the district's State Aid ASSA entitlement):

Case No.	Cost
MM - 03-23	$2,668.00
YP - 05-12	$2,668.00

16. That a note be made in the minutes that the following out-of-district placement(s) have been terminated for the 2026-2027 Special School Year Program:

Case No.	Recommended Placement	Effective Date	Tuition
P2104-05-09-OHI	The Center School	8/20/2026	$90,415.80
N2405-15-06-OHI	Collier School	8/27/2026	$73,080.00

17. That a note be made in the minutes amending Item 37, July 16, 2026, Finance and Insurance's Agenda to read as follows, with regard to the Tuition/Start date for the following student(s):

Case No.	Recommended Placement	Effective Date	Tuition
F1903-07-09-AU	Collier Transition Program	9/9/2026	$62,300.00

18. That the Board of Education approves payment to CHOR Youth & Family Services to provide home instruction services at the rate of $363.28. for the 2026-2027 School year.

19. That the Board of Education approve payment to Pro-Ed, Inc. to renew Edmark 2E Online 25 Student subscriptions at the rate of $3200.00 for the 2026-27 School Year.

20. That the Board of Education accept tuition payment for the following student from Perth Amboy School District, 178 Barracks Street, Perth Amboy, NJ 08861, to attend Woodbridge Township Schools for the 2026-2027 school year, retroactive to September 2, 2026, through and including June 23, 2027:

Case No.	Tuition	Total Days	Total Cost
FR-1009-050-10	$171.11	180	$30,800.00

21. That the Board of Education approve payment not to exceed $1250 to Arts Ed NJ for professional development for the district visual arts teachers on the topic of “Activating Your Voice for Arts Ed” on October 12, 2026. (Payment will be from Account # 11-000-223-320-75-T-CH-PD.)

22. That the Board of Education approve payment not to exceed $1800 to Staff Development Workshops, Inc., for the professional development for the district gifted and talented teachers on accommodating ELL students in gifted and talented classrooms on October 12, 2026. (Payment will be from Account # 11-000-223-320-75-T-CH-PD.)

23. That the Board of Education approve payment not to exceed $1300 to Staff Development Workshops, Inc., for the professional development for the district dance teachers on the topic of Managing Challenging Behaviors on October 12, 2026. (Payment will be from Account # 11-000-223-320-75-T-CH-PD.)

24. That the Board of Education approve payment not to exceed $5,750 to Wellspring Center for Prevention for Toolkit for Success presentation for the 9th grade students at all three high schools and Wellspring Vaping Assemblies for all 5th and 8th grade students. (Payment will be from funded account #20-281-100-300-75-F-SH-00.)

I move for the adoption of the foregoing.

Motion by: _____

Seconded by: _____

REPORT TO THE TREASURER
TO THE BOARD OF EDUCATION

WOODBRIDGE

All Funds

Aug-26

CASH REPORT

	FUNDS	1 Beginning Cash Balance	2 Cash Receipts This Month	3 Cash Disburse-ments This Month	4 Ending Cash Balances (1)+(2)-(3)
	GOVERNMENTAL FUNDS				
1A	General Fund - Fund 10	8,033,324.24	29,013,662.29	19,238,807.95	17,808,178.58
	Special Revenue Fund - Fund 20	3,233,316.50	1,591,445.00	443,381.33	4,381,380.17
	Debt Service Fund - Fund 40	(3,280,484.91)	-	-	(3,280,484.91)
	Enterprise Aftercare - Fund 65	296,554.32	-	7,358.27	289,196.05
1B	Investment	68,252,723.15	214,536.78	-	68,467,259.93
1C	Reserve Accounts	88,118,139.98	222,876.36	1,000,000.00	87,341,016.34
2A	Scholarship & Other Fund - Fund 20 Investmer	1,233,220.58	6,433.42	-	1,239,654.00
3	**Total Governmental Funds**	165,886,793.86	31,048,953.85	20,689,547.55	176,246,200.16
4					
5	Payroll	2,000.00	7,352,072.20	7,352,072.20	2,000.00
6	Payroll Agency	63,352.48	799,886.34	737,938.67	125,300.15
7	SUI	3,369,671.10	-	11,998.18	3,357,672.92
8	Flex	88,091.46	-	16,507.36	71,584.10
9	**Total Trust & Agency Funds**	3,523,115.04	8,151,958.54	8,118,516.41	3,556,557.17
10					
11	**Total All Funds**	**169,409,908.90**	**39,200,912.39**	**28,808,063.96**	**179,802,757.33**

Prepared and Submitted By:

Treasurer of School Monies — **September 10, 2026**

Richard Lorentzen, CTC — **Date**

2026-2027
Agenda Transfers
September 17, 2026

	FROM:			TO:		
1)	11-190-100-611-51-Z-AD-SU	Capital Supplies- #51	8,810.00	12-140-100-730-51-B-AD-00	Equipment- #51	8,810.00
			8,810.00			8,810.00
1)	Transfer requested by principal to purchase air conditioners over 2k.					

Woodbridge Board of Education
Interest & Investment Report Reconciliation
8/31/2026

INTEREST EARNED THIS MONTH	INTEREST EARNED
Opening Balance	53,920,266.43
Interest Earned from Operating Funds	55,883.79
Interest Earned from Investments	166,272.92
Interest Earned on Reserve Funds	(1,968.71)
Interest Earned on Scholarship Fund	1,708.56
Ending Balance	53,920,266.43

CURRENT INVESTMENT AND PROJECTED INTEREST FOR:

FUND	AMOUNT	RATE	PROJECTED INTEREST
Operating Funds	19,198,269.89	3.04%	48,635.62
Investments	68,467,259.93	3.10%	176,873.75
Reserve Funds	87,341,016.34	3.04%	221,263.91
	161,121,179.00		402,802.95

CURRENT INVESTMENTS	TERM	AMOUNT
BCB BANK		23,572,514.37
BCB BANK CERTIFICATE OF DEPOSIT x1077	8/1/26 - 11/1/26	2,245,057.64
BCB BANK CERTIFICATE OF DEPOSIT x2455	8/7/26 - 11/7/26	5,204,636.61
BCB BANK CERTIFICATE OF DEPOSIT x2323	3/17/26 - 9/16/26	2,121,904.66
CHASE BANK		5,496,965.55
CHASE BANK CERTIFICATE OF DEPOSIT	7/27/26 - 6/18/27	5,369,614.12
CITIZENS BANK		5,540,163.37
COLUMBIA BANK		5,778,671.61
COLUMBIA BANK		3,332,956.59
POPULAR BANK CERTIFICATE OF DEPOSIT	5/5/26 - 11/5/26	5,046,444.88
NORTHFIELD BANK		4,758,330.53
		68,467,259.93
		10-111
BCB - SCHOLARSHIP x1861	6/5/26 - 9/5/26	984,156.01
BCB - MATTHEW JAGO x2968	8/20/26 - 11/20/26	152,572.87
BCB - DORIS KELLER x2976	8/20/26 -11/20/26	102,925.12
SCHOLARSHIP CERTIFICATE OF DEPOSITS		1,239,654.00
		20-111

The **Dining and Transportation Committee**, on recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, presents the following:

1. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   Angel Transit
   91 Gordon St
   Perth Amboy, NJ 08861

Rt. 28-11	School 28 From Fords 134 Days @ $180.00 Aide: $70.00 Effective 9/2/26-4/12/27	$24,120.00
Rt. 18-6	School 18 From Fords 134 Days @ $180.00 Aide: $70.00 Effective 9/2/26-4/12/27	$24,120.00

2. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   D & L Bus Services
   79 Juliette St
   Hopelawn, NJ 08861

Rt. 20-5	School 20 From Fords/Keasbey 97 Days @ $249.00 Effective 9/2/26-2/9/27	$24,153.00
Rt. FMVW	WHS From Keasbey 179 Days @ $135.00 Effective 9/2/26-6/22/27	$24,169.00
Rt. FTJJ	FMS From South Amboy 180 Days @ $129.00 Effective 9/2/26-6/23/27	$23,200.00

3. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   Mercy Transportation
   13 Major Rd
   Monmouth Junction, NJ 08852

Rt. E294	School 29 76 Days @ $315.00 Effective 9/2/26-2/8/27	$23,940.00
Rt. E014	School 1 99 Days @ $244.00	$24,156.00

Effective 9/2/26-2/11/27

4. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   Dapper Bus Company
   999 Riverside Dr.
   Keasbey, NJ 08832

Rt. FMS-4	FMS 108 Days @ $223.00 Effective 9/2/26-2/25/27	$24,084.00

5. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   Jeisa Transportation
   116 Amboy Ave
   Woodbridge, NJ 07095

Rt. FLGJ	School 4 & 5 From Jackson 147 Days @ $164.00 Effective 9/9/26-5/5/27	$24,108.00
Rt. FKMM	School 11 From Rahway 147 Days @ $164.00 Effective 9/14/26-5/10/27	$24,108.00

6. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   A & M Trans
   508 St. Marks St
   Linden, NJ 07036

Rt. FNPM	WMS From New Brunswick 156 Days @ $155.00 Effective 9/2/26-5/12/27	$24,180.00

7. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   Safeway Home Bus Service
   267 State Route 36
   Hazlet, NJ 07730

Rt. FMOD	WHS From Piscataway 110 Days @ $219.00 Effective 9/2/26-3/1/27	$24,090.00

8. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   Smart School Vehicle
   48 Ivins Dr.
   New Egypt, NJ 08533

Rt. FKJS	School 11 From Edison 179 Days @ $101.00 Effective 9/9/26-6/23/27	$18,079.00

9. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

   Bright Start Transport
   1616 Sunnyview Oval
   Keasbey, NJ 08832

Rt. FKGN	School 9 From South Amboy 180 Days @ $121.00 Effective 9/2/26-6/23/27	$21,780.00
Rt. FJFC	FMS From Perth Amboy 179 Days @ $121.00 Effective 9/9/26-6/23/27	$21,659.00

10. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

    J & G Trans
    529 Gerard St.
    Perth Amboy, NJ 08861

Rt. FJTR	School 11 From South Amboy 152 Days @ $159.00 Effective 9/2/26-5/6/27	$24,168.00

11. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

    BRB Trans
    26 Cambridge Ave
    Colonia, NJ 07067

Rt. 29-5	School 29 152 Days @ $159.00 Effective 9/10/26-5/13/27	$24,168.00

12. That the Board of Education approve the following temporary route for the 2026-2027 school year to the vendor with the lowest quote, whose quote also met specifications, as follows:

    K & D
    110 Main St
    Somerset, NJ 08873

Rt. FCFL	Center for Lifelong Learning From Iselin 71 Days @ $338.00 Aide: $69.00 Effective 9/10/26-1/4/27	$23,998.00

I move for the adoption of the foregoing.

Motion by _____

Seconded by _____

WOODBRIDGE TOWNSHIP BOARD OF EDUCATION

AGENDA

September 17, 2026

Personnel Committee Recommendations

The Personnel Committee, on recommendation of the Superintendent of Schools and the Assistant Superintendent for Human Resources, presents the following:

1. That the following resignation(s) be accepted:

Name	Assignment	Years/Service	Effective
Eidson, David	School Security Officer, #24	3 Years	9/17/26
Ramos Lopez, Rayza	School Aide, #23	8 Months	8/31/26
Rivera, Milagros	Bus Driver, Trans.	2 Months	9/11/26

2. That the following retirement(s) be accepted:

Name	Assignment	Years/Service	Effective
Barth, Kristen	Art, CHS	31 Years	6/30/27
Gallo, Jill	Special Ed., WMS	28 Years	6/30/27
Wilson, Bryan	Dept. Supv. Guidance, JFK	23 Years, 11 Months	5/31/27

3. That the following resolutions of retirement be approved:

Name	Assignment	Years / Service
Karlin, Dianne	Paraprofessional, #28	17 Years, 8 Months
Knittel, Laura	Special Ed., #23	30 Years
McCormick, Barbara	Elementary, #9	18 Years
Pardee, Judy	Paraprofessional, #28	27 Years, 9 Months
Sheehan, Phyllis	Administrative Secretary II, Admin. Bldg.	25 Years, 11 Months
Stuppielo, Triestine Steven	Computers, Avenel MS	19 Years, 1 Month

"WHEREAS, the above employees retiring from active service in the public schools of Woodbridge Township after the number of years listed; and

WHEREAS, it is the desire of the members of the Board of Education of the Township of Woodbridge to express their appreciation for loyal and unselfish service during those years; therefore, be it

RESOLVED, that the gratitude and best wishes of the members of the Board of Education of the Township of Woodbridge are hereby tendered to the employees in acknowledgment of the service they so faithfully and conscientiously rendered; and be it further

RESOLVED, that a copy of this resolution be spread on the minutes of the Board of Education, and a copy be sent to the above employees."

4. That the Board of Education approve the termination of Tarika Chandran effective 8/31/26.

5. That a note be made in the minutes changing the start date for Alicia Colgan to 9/16/26. (Personnel Agenda 8/27/26, item #7.)

6. That a note be made in the minutes changing the start date for Nicholas McFarland to 9/28/26. (Personnel Agenda 8/13/26, item #15.)

7. That a note be made in the minutes changing the start date for Rebecca Korey Perez to 9/1/26. (Personnel Agenda 8/13/26, item #7.)

8. That a note be made in the minutes that the assigned location for Karen Kossowsky will be school #25 effective 10/1/26. (Personnel Agenda 8/13/26, item #15.)

9. That a note be made in the minutes that Kendell Ali, Director of Student Access and Engagement, is the Affirmative Action Officer for the Woodbridge Township School District.

10. That the Board of Education approve the following transfers for the 2026-2027 school year:

Name	From	To	Effective
LoGrande, Cheryl	Paraprofessional, IMS	Paraprofessional, #26	9/3/26

11. That the following employee be approved at the salary listed for the 2026-2027 school year for Certified Paraprofessionals as per the negotiated agreement.

Name	Assignment	Effective	Rate/Hr.	Annual Salary
Martinez, Emilia	Paraprofessional, #20	10/1/26	37.49	48,025.00

12. That the following be granted an unpaid personal leave of absence and/or maternity leave of absence pursuant to the conditions of the negotiated agreement and/or family leave of absence pursuant to New Jersey Family Leave Act No. N.J.S.A. 34:11,B-1 et.seq. or Federal Family Leave Act No. 29 U.S.C., Section 2601 et.seq.:

Name	Assignment	Effective
*^Ebarle, Lalaine	School Aide, #23	*9/1/26 – 6/30/27
&Wolfe, Melanie	Elementary, #11	10/7/26 – 1/13/27

^Unpaid Personal
&NJFL/FMLA
*Intermittent

13. That the following personnel be appointed for the 2026-2027 school year at the salary rates:

APPOINTMENTS CERTIFIED-

Name	Effective	Degree	Step	Subject Area	Loc.	Prog./ Budget	Salary
Glazner, Rachel	9/21/26	B	1	ASI	#4/5/#19	Title I	64,031.00

APPOINTMENTS NON-CERTIFIED-

Name	Effective	Assignment/Bldg.	Hourly/Rate	Salary
Banz, Matthew	9/21/26	School Security Officer, #24	N/A	50,100.00
Cabrera Medina, Tairy	10/1/26	School Aide, #21	23.00	8,418.00
Dinella, Alexander	10/1/26	Bus Driver, Trans.	26.00	38,064.00
Fuller-Lee, Christine	10/1/26	School Aide, #4/5	23.00	8,418.00
Garcia, Mireya	10/1/26	School Aide, #9	23.00	8,418.00
**Hallgren, Anna	9/18/26	Paraprofessional, RISE	27.15	34,779.00
Kaminsky, Karen	10/1/26	School Aide, #18	23.00	8,418.00
Kavral, Mercedes	10/1/26	Bus Driver, Trans.	26.00	38,064.00
Lampley, Malan	10/1/26	School Aide, #23	23.00	8,418.00
Olivacz, Donna	10/1/26	Bus Attendant, Trans.	18.95	19,073.00
Pella, Elsa	10/1/26	School Aide, #9	23.00	8,418.00
**Polynice, Sarah	9/18/26	Paraprofessional, #1	29.87	38,263.00
Rosario, Rosario	10/1/26	School Aide, #11	23.00	8,418.00
Turk-Williams, Lamia	10/1/26	School Aide, #23	23.00	8,418.00

*Subject to approval for employment from the New Jersey Department of Education. The employee shall be required to submit an authorization and certification form along with fingerprints for a criminal history background check as required by N.J.S.A. 18A:6-7.1 et seq.
**Re-appointment

14. That Board of Education approve the following adjustments to the below list of Home Instructors for the 2026-2027 School Year. (Personnel Agenda 8/13/26, item #24.)

Name	Effective	Adjustment	Hourly Rate
Brenner, Marissa	9/1/26	Remove	$53.00
Brigham, Brooke	9/3/26	Add	$53.00
Chiera, Sandra	9/1/26	Remove	$53.00
Clifford, Patrica	9/1/26	Remove	$53.00
Jackson, Cheryl	9/1/26	Remove	$53.00
Kreisel, Judith	9/1/26	Remove	$53.00
Lammers, Janice	9/1/26	Remove	$53.00
Liguori, Nicole	9/1/26	Remove	$53.00
Vargas, Jasmine	9/4/26	Add	$53.00
Wayne Girard	9/4/26	Add	$53.00
Yalama, Cagan	9/9/26	Add	$53.00

15. That the Board of Education approve the following teacher members to serve as members of the School Improvement Panel (ScIP) for the 2026-2027 school year at the designated salary noted below. (Payment will be upon timesheet submitted from account # 11-401-100-100-XX-Z-SC-IP.)

School	Teacher	Salary
Mawbey Street	Conoshenti, Kelly	900.00
Mawbey Street	Ziegler, Carissa	900.00
Avenel Street	Prestridge, Nicole	900.00
Avenel Street	Schettini, Jennifer	900.00
Port Reading	Weil, Jennifer	900.00
Port Reading	Weinstein, Candace	900.00
Ross Street	Diodato, Courtney	900.00
Ross Street	McGovern, Jacqueline	900.00
Indiana Avenue	Martino, Denise	900.00
Indiana Avenue	Arthur, Christine	900.00
Menlo Park Terrace	Fruscella, Danielle	900.00
Menlo Park Terrace	Woerner, Jaclyn	900.00
Claremont Avenue	Marrone, Jodi	900.00
Claremont Avenue	Suto-Ogden, Shannon	900.00
Oak Ridge Heights	Gomez, Helen	600.00
Oak Ridge Heights	Mantele, Jacquelyn	600.00
Oak Ridge Heights	Voicheck, Lauren	600.00
Lynn Crest	Cuthbertson, Jennifer	900.00
Lynn Crest	Weitz, Amy	900.00
Woodbine Avenue	Masino, Michele	900.00
Woodbine Avenue	Rinato, Amy	900.00
Kennedy Park	Capone, Jessica	900.00
Kennedy Park	Schneider, Stephanie	900.00
Lafayette Estates	Arvanites, Stacey	600.00
Lafayette Estates	Jensen, Kelly	600.00
Lafayette Estates	Wirt, Lisa	600.00
Robert Mascenik	Bauer, Melissa	600.00
Robert Mascenik	Mangine, Nicole	600.00
Robert Mascenik	Sautner, Sara	600.00
Pennsylvania Avenue	Bazaral, Susan	900.00
Pennsylvania Avenue	Shapiro, Natalie	900.00
Matthew Jago	Finnegan, Kelly	600.00
Matthew Jago	Johnson, Lindsay	600.00
Matthew Jago	Powers, Valerie	600.00
Oak Tree Road	Batista, Sonia	900.00
Oak Tree Road	Sepa-LaFemina, Monica	900.00
Avenel Middle	Oliveira, Sherry	900.00
Avenel Middle	Siswo, Jonathan	900.00
Colonia Middle	Fluck, Julia	900.00
Colonia Middle	Mastroserio, Jessica	900.00
Fords Middle	Bobel, Jaime	900.00
Fords Middle	Kenney, Candice	900.00
Iselin Middle	Wanko, Jamie	1800.00
Woodbridge Middle	Blasena, John	900.00
Woodbridge Middle	Liastro, Katharine	900.00
Colonia High School	Abrams, Melissa	600.00
Colonia High School	Blash, Jennifer	600.00
Colonia High School	Shetty, Pallavi	600.00
John F. Kennedy High School	Heeney, Scott	900.00
John F. Kennedy High School	Kenny, Lisa	900.00
Woodbridge High School	Levine, Sheryl	600.00
Woodbridge High School	Dozier, Raven	600.00
Woodbridge High School	Sacco, Dana	600.00

16. That the Board of Education approve the following staff members to serve as the Testing Coordinator at the middle schools listed during the 2026-2027 school year at a stipend of $750 per school pursuant to the WTEA agreement.

School	Teacher
Avenel Middle	Meade, Alison
Colonia Middle	Milewski, Barbara
Fords Middle	Ilaria, Jennifer
Iselin Middle	Pafumi-Libitz, Gloria
Woodbridge Middle	Musacchio, David

17. That the Board approve the following Elementary Extra Curricular positions for the 2026-2027. (Payment will be upon voucher from account # 11-401-100-100-XX-Z-AC-00.)

School	Teacher	Position	Salary
Mawbey Street	Pruitt, Ronald	Band Director	$ 475.00
Mawbey Street	Sieira, Jesse	Chorus Director	$ 475.00
Mawbey Street	Puehlhorn, Kathleen	Yearbook Advisor	$ 1,275.00
Mawbey Street	Bost, Jennifer	Student Council Co-Advisor	$ 637.50
Mawbey Street	Spatola, Christine	Student Council Co-Advisor	$ 637.50
Mawbey Street	White, Allison	NEHS Advisor	$ 475.00
Mawbey Street	Puehlhorn, Kathleen	Safety Patrol Co-Advisor	$ 637.50
Mawbey Street	Ziegler, Carissa	Safety Patrol Co-Advisor	$ 637.50
Mawbey Street	Merlo, Brian	Track Meet Advisor	$ 475.00
Avenel Street	Chesney, Brian	Band Director	$ 475.00
Avenel Street	Lanzetta, Theresa	Chorus Director	$ 475.00
Avenel Street	Morris, Cheryl	Yearbook Advisor	$ 1,275.00
Avenel Street	Perez, Karen	Student Council Advisor	$ 1,275.00
Avenel Street	Caterino, Tina	NEHS Advisor	$ 475.00
Avenel Street	Perez, Karen	Safety Patrol Advisor	$ 1,275.00
Avenel Street	Andersen, Andrew	Track Meet Advisor	$ 475.00
Port Reading	Pruitt, Ronald	Band Director	$ 475.00
Port Reading	Ring, Melanie	Chorus Director	$ 475.00
Port Reading	Agostini, Yazmin	Yearbook Co-Advisor	$ 637.50
Port Reading	Kaelber, Elizabeth	Yearbook Co-Advisor	$ 637.50
Port Reading	Arvanites, Summer	Student Council Co-Advisor	$ 637.50
Port Reading	Weil, Jennifer	Student Council Co-Advisor	$ 637.50
Port Reading	Carbone, Breanna	NEHS Advisor	$ 475.00
Port Reading	McKenzie, Jill	Safety Patrol Co-Advisor	$ 637.50
Port Reading	Sterlacci, Lauren	Safety Patrol Co-Advisor	$ 637.50
Port Reading	Evaristo, Michele	Track Meet Advisor	$ 475.00
Ross Street	Barbato, Benjamin	Band Director	$ 475.00
Ross Street	Filoramo, Mark	Chorus Director	$ 475.00
Ross Street	Egan, Elizabeth	Yearbook Co-Advisor	$ 637.50
Ross Street	Orland, Katie	Yearbook Co-Advisor	$ 637.50
Ross Street	Diodato, Courtney	Student Council Co-Advisor	$ 637.50
Ross Street	Spino, Melissa	Student Council Co-Advisor	$ 637.50
Ross Street	Richardson, Gabriella	NEHS Co-Advisor	$ 237.50
Ross Street	Serrano, Jasmin	NEHS Co-Advisor	$ 237.50
Ross Street	Creutz, Erica	Safety Patrol Co-Advisor	$ 637.50
Ross Street	Rawls, Kelly	Safety Patrol Co-Advisor	$ 637.50
Ross Street	Badolato, Peter	Track Meet Advisor	$ 475.00
Indiana Avenue	Pruitt, Ronald	Band Director	$ 475.00
Indiana Avenue	Colon, Tracy	Chorus Director	$ 475.00
Indiana Avenue	Chiarello-DeMarino, Paula	Yearbook Advisor	$ 1,275.00
Indiana Avenue	Carmino, Brittany	NEHS Advisor	$ 475.00
Indiana Avenue	Perez, Anthony	Safety Patrol Advisor	$ 1,275.00
Indiana Avenue	Perez, Anthony	Track Meet Advisor	$ 475.00
Menlo Park Terrace	Cracchiolo, Natalie	Band Director	$ 475.00
Menlo Park Terrace	Singh, Kathleen	Chorus Director	$ 475.00
Menlo Park Terrace	Fruscella, Danielle	Student Council Co-Advisor	$ 637.50
Menlo Park Terrace	Matthews, Jennifer	Student Council Co-Advisor	$ 637.50

School	Teacher	Position	Salary
Menlo Park Terrace	Volpe, Amy	NEHS Advisor	$ 475.00
Menlo Park Terrace	Wubbenhorst, Frederick	Safety Patrol Co-Advisor	$ 637.50
Menlo Park Terrace	Woerner,Jaclyn	Safety Patrol Co-Advisor	$ 637.50
Menlo Park Terrace	Medina, Anthony	Track Meet Advisor	$ 475.00
Claremont Avenue	Healy, Sean	Band Director	$ 475.00
Claremont Avenue	Simone, Madeline	Chorus Director	$ 475.00
Claremont Avenue	Habyk, Tiffany	Yearbook Advisor	$ 1,275.00
Claremont Avenue	Wondzynski, Amanda	NEHS Advisor	$ 475.00
Claremont Avenue	Habyk, Tiffany	Safety Patrol Advisor	$ 1,275.00
Claremont Avenue	Bonilla, George	Track Meet Advisor	$ 475.00
Oak Ridge Heights	Cracchiolo, Natalie	Band Director	$ 475.00
Oak Ridge Heights	Wicklund, Alyssa	Chorus Director	$ 475.00
Oak Ridge Heights	Rienzo, Heather	Yearbook Advisor	$ 1,275.00
Oak Ridge Heights	Sullivan, Pamela	Student Council Co-Advisor	$ 637.50
Oak Ridge Heights	Thomsen, Christine	Student Council Co-Advisor	$ 637.50
Oak Ridge Heights	Kaufmann, Elizabeth	NEHS Advisor	$ 475.00
Oak Ridge Heights	Tanzman-Matthews, Jill	Safety Patrol Co-Advisor	$ 637.50
Oak Ridge Heights	Weiner, Allison	Safety Patrol Co-Advisor	$ 637.50
Oak Ridge Heights	Capone, Gregory	Track Meet Advisor	$ 475.00
Lynn Crest	Cracchiolo, Natalie	Band Director	$ 475.00
Lynn Crest	Williams, Michelle	Chorus Director	$ 475.00
Lynn Crest	Piccola, Stephanie	Yearbook Co-Advisor	$ 637.50
Lynn Crest	Rios, Jenna	Yearbook Co-Advisor	$ 637.50
Lynn Crest	Giordano, Antoinette	Student Council Co-Advisor	$ 637.50
Lynn Crest	Scaduto, Kimberly	Student Council Co-Advisor	$ 637.50
Lynn Crest	Tonery, Kelsey	NEHS Co-Advisor	$ 237.50
Lynn Crest	Rios, Jenna	NEHS Co-Advisor	$ 237.50
Lynn Crest	Williams, Michelle	Safety Patrol Advisor	$ 1,275.00
Lynn Crest	Doherty, Amanda	Track Meet Advisor	$ 475.00
Woodbine Ave	Barbato, Ben	Band Director	$ 475.00
Woodbine Ave	Critelli, Lauren	Chorus Director	$ 475.00
Woodbine Ave	Schloeman, Gracemary	Yearbook Co-Advisor	$ 637.50
Woodbine Ave	Carnemolla, Jessica	Yearbook Co-Advisor	$ 637.50
Woodbine Ave	Hein, Dawn	Student Council Co-Advisor	$ 318.75
Woodbine Ave	Schmidt, Brandi	Student Council Co-Advisor	$ 318.75
Woodbine Ave	Heagen, Beth	Student Council Co-Advisor	$ 318.75
Woodbine Ave	Govil, Seema	Student Council Co-Advisor	$ 318.75
Woodbine Ave	Gallagher, Cheryl	NEHS Advisor	$ 475.00
Woodbine Ave	Schmidt, Brandi	Safety Patrol Co-Advisor	$ 637.50
Woodbine Ave	Demetor, Meghan	Safety Patrol Co-Advisor	$ 637.50
Woodbine Ave	Risola, Mark	Track Meet Advisor	$ 475.00
Lafayette Estates	Healy, Sean	Band Director	$ 475.00
Lafayette Estates	Kirk, Rebecca	Chorus Co-Director	$ 237.50
Lafayette Estates	Pruitt, Marissa	Chorus Co-Director	$ 237.50
Lafayette Estates	DiMeo, Nicole	Yearbook Co-Advisor	$ 637.50
Lafayette Estates	Yanavok, Kaitlin	Yearbook Co-Advisor	$ 637.50
Lafayette Estates	Borusewicz, Cheryl	Student Council Co-Advisor	$ 637.50
Lafayette Estates	Yanavok, Kaitlin	Student Council Co-Advisor	$ 637.50
Lafayette Estates	Napolitano, Jessica	NEHS Co-Advisor	$ 237.50
Lafayette Estates	Parella, Shannon	NEHS Co-Advisor	$ 237.50
Lafayette Estates	Imbert, Holly	Safety Patrol Co-Advisor	$ 637.50
Lafayette Estates	Russo, Mariavincenza	Safety Patrol Co-Advisor	$ 637.50
Lafayette Estates	Mauri, Jennifer	Track Meet Co-Advisor	$ 158.33
Lafayette Estates	Said, Claudine	Track Meet Co-Advisor	$ 158.33
Lafayette Estates	Wedderburn, Keisha	Track Meet Co-Advisor	$ 158.33
Robert Mascenik	Chesney, Brian	Band Director	$ 475.00
Robert Mascenik	Boyd, Dolores	Student Council Co-Advisor	$ 637.50
Robert Mascenik	Ortiz, Melissa	Student Council Co-Advisor	$ 637.50
Robert Mascenik	Angelo, Vanessa	NEHS Co-Advisor	$ 237.50
Robert Mascenik	Horvath, Jennifer	NEHS Co-Advisor	$ 237.50
Robert Mascenik	Bauer, Melissa	Safety Patrol Co-Advisor	$ 637.50

School	Teacher	Position	Salary
Robert Mascenik	Bucior, Lora	Safety Patrol Co-Advisor	$ 637.50
Robert Mascenik	Minarick, Jennifer	Track Meet Advisor	$ 475.00
Pennsylvania Ave.	Barbato, Benjamin	Band Director	$ 475.00
Pennsylvania Ave	Grossman, Linda	Chorus Director	$ 475.00
Pennsylvania Ave	Bulman,Dana	Yearbook Co-Advisor	$ 637.50
Pennsylvania Ave	Scalia, Nicole	Yearbook Co-Advisor	$ 637.50
Pennsylvania Ave	Hofmann, Brooke	Student Council Co-Advisor	$ 637.50
Pennsylvania Ave	Reckfort, Jenna	Student Council Co-Advisor	$ 637.50
Pennsylvania Ave	Caitlyn Turant	NEHS Co-Advisor	$ 475.00
Pennsylvania Ave	Bazaral, Susan	Safety Patrol Co-Advisor	$ 637.50
Pennsylvania Ave	Kokkinakos, Joanna	Safety Patrol Co-Advisor	$ 637.50
Pennsylvania Ave	Scalia, Anthony	Track Meet Advisor	$ 475.00
Matthew Jago	Cracchiolo, Natalie	Band Director	$ 475.00
Matthew Jago	Singh, Kathleen	Chorus Director	$ 475.00
Matthew Jago	Haulenbeck, Denise	Yearbook Co-Advisor	$ 637.50
Matthew Jago	Furbush, Megan	Yearbook Co-Advisor	$ 637.50
Matthew Jago	Tagliareni, Kerri	Student Council Co-Advisor	$ 637.50
Matthew Jago	Roszkowski, Kristine	Student Council Co-Advisor	$ 637.50
Matthew Jago	Adams, Bernadette	NEHS Co-Advisor	$ 475.00
Matthew Jago	Stephen, Nicole	Safety Patrol Advisor	$ 1,275.00
Matthew Jago	Stephen, Nicole	Track Meet Advisor	$ 475.00
Oak Tree Rd	Chesney, Brian	Band Director	$ 475.00
Oak Tree Rd	Avner, Naomi	Chorus Director	$ 475.00
Oak Tree Rd	Santamaria, Jaclyn	Yearbook Co-Advisor	$ 637.50
Oak Tree Rd	Ginfrida, Michelle	Yearbook Co-Advisor	$ 637.50
Oak Tree Rd	Ginfrida, Michelle	Student Council Co-Advisor	$ 637.50
Oak Tree Rd	Sepa-LaFemina, Monica	Student Council Co-Advisor	$ 637.50
Oak Tree Rd	Kelly, Jodi	NEHS Co-Advisor	$ 475.00
Oak Tree Rd	Tweedle, Caitlin	Safety Patrol Advisor	$ 1,275.00
Oak Tree Rd	LaCorte, James	Track Meet Advisor	$ 475.00

18. That the Board approve the following Secondary Extra Curricular positions for the 2026-2027. (Payment will be upon voucher from account # 11-401-100-100-XX-Z-AC-00.)

School	Teacher	Position	Salary
Avenel Middle	Leidner, Jeffrey	Band Director	$ 2,150.00
Avenel Middle	Competello, Anthony	Chorus Director	$ 2,150.00
Avenel Middle	Weiman, Christina	Yearbook Co-Advisor	$ 1,075.00
Avenel Middle	Ragan, Charlene	Yearbook Co-Advisor	$ 1,075.00
Avenel Middle	Siswo, Jonathan	8th Grade Dance Co-Advisor	$ 637.50
Avenel Middle	Weiman, Christina	8th Grade Dance Co-Advisor	$ 637.50
Avenel Middle	Campbell, Erica	Student Council Co-Advisor	$ 1,075.00
Avenel Middle	Hickman, Kristen	Student Council Co-Advisor	$ 1,075.00
Avenel Middle	O'Leary, Kate	Junior NHS Advisor	$ 1,850.00
Avenel Middle	LoGatto, Katrina	Community Service Co-Advisor	$ 1,075.00
Avenel Middle	Oliveira, Sherry	Community Service Co-Advisor	$ 1,075.00
Avenel Middle	Campbell, Erica	Allyship Club	$ 637.50
Avenel Middle	Madden, MaryEllen	Allyship Club	$ 637.50
Avenel Middle	Veglia, Alexis	Dance Club	$ 1,275.00
Avenel Middle	Petrucelli, Matthew	Theater Arts Club	$ 425.00
Avenel Middle	LoMartire, Alessandro	Theater Arts Club	$ 425.00
Avenel Middle	Owen, Tatyana	Theater Arts Club	$ 425.00
Avenel Middle	Kushnier, Katelyn	Fandom Club	$ 637.50
Avenel Middle	Winhold, Jillian	Fandom Club	$ 637.50
Avenel Middle	Kost, Courtney	Fitness Club	$ 1,275.00
Avenel Middle	Bildeyko, Kimberly	Homework Club	$ 425.00
Avenel Middle	Lakshmi, FNU	Homework Club	$ 425.00
Avenel Middle	Owen, Tatyana	Homework Club	$ 425.00
Avenel Middle	Mazzeo, Sarah	Mentoring Club	$ 637.50
Avenel Middle	Posen, Sarah	Mentoring Club	$ 637.50
Avenel Middle	LoMartire, Alessandro	Multimedia Club	$ 1,275.00
Avenel Middle	Campbell, Erica	My Sister's Keeper	$ 637.50

School	Teacher	Position	Salary
Avenel Middle	Veglia, Alexis	My Sister's Keeper	$ 637.50
Avenel Middle	Madden, MaryEllen	Art Club	$ 1,275.00
Avenel Middle	Ferreira, Laura	Spanish Club	$ 637.50
Avenel Middle	Morales, Antoinette	Spanish Club	$ 637.50
Avenel Middle	Hickman, Kristen	Environmental Club	$ 1,275.00
Avenel Middle	Melo, Manuel	Intramurals Club	$ 1,275.00
Colonia Middle	Brooks, Spencer	Band Director	$ 2,150.00
Colonia Middle	Blossey, Samantha	Chorus Director	$ 2,150.00
Colonia Middle	Bernstein, Jason	Yearbook Co-Advisor	$ 1,075.00
Colonia Middle	Nunez, Edwin	Yearbook Co-Advisor	$ 1,075.00
Colonia Middle	Westby, Max	Newspaper Co-Advisor	$ 925.00
Colonia Middle	Bhambri, Arun	Newspaper Co-Advisor	$ 925.00
Colonia Middle	Skiba-Velez, Laura	8th Grade Dance CoAdvisor	$ 637.50
Colonia Middle	McDermid, Jenna	8th Grade Dance CoAdvisor	$ 637.50
Colonia Middle	Guida, Mary	Student Council Co-Advisor	$ 1,075.00
Colonia Middle	Fluck, Julia	Student Council Co-Advisor	$ 1,075.00
Colonia Middle	Terebetsky, Lauren	Junior NHS Co-Advisor	$ 1,850.00
Colonia Middle	Skiba-Velez, Laura	Community Service Co-Advisor	$ 1,075.00
Colonia Middle	Brooks, Spencer	Community Service Co-Advisor	$ 1,075.00
Colonia Middle	Batorsky, Tanya	Art Club	$ 1,275.00
Colonia Middle	Mathurin, Stephani	Big Brothers Big Sisters	$ 1,275.00
Colonia Middle	Jackson, Nia	Dance Club	$ 1,275.00
Colonia Middle	Shanker, Jeffrey	DJ Club	$ 1,275.00
Colonia Middle	Gonzales, miranda	Drama Club	$ 1,275.00
Colonia Middle	Cameron, Caitlin	Exceptionally Crafted Club	$ 637.50
Colonia Middle	Gruskowski, Jeanette	Exceptionally Crafted Club	$ 637.50
Colonia Middle	Batorsky, Tanya	Gardening Club	$ 637.50
Colonia Middle	Skiba-Velez, Laura	Gardening Club	$ 637.50
Colonia Middle	Mastroserio, Jessica	PBIS	$ 637.50
Colonia Middle	Bagnato, Christopher	PBIS	$ 637.50
Colonia Middle	Mentzel, Amy	Social Media Club	$ 1,275.00
Colonia Middle	Kenny, Sean	Sports Club	$ 1,275.00
Colonia Middle	Markos, Peter	STEM	$ 1,275.00
Colonia Middle	Jackson, Nia	Student Alliance Club	$ 1,275.00
Colonia Middle	Nunez, Edwin	Video Game Club	$ 425.00
Colonia Middle	Bernstein, Jason	Video Game Club	$ 425.00
Colonia Middle	Shanker, Jeffrey	Video Game Club	$ 425.00
Colonia Middle	Bornstad, Emily	Science Club	$ 1,275.00
Colonia Middle	Terrano, Megan	Patriot Club	$ 637.50
Colonia Middle	Miller, Lauren	Patriot Club	$ 637.50
Fords Middle	Boulton, Amanda	Band Director	$ 2,150.00
Fords Middle	Garcia, Samuel	Chorus Director	$ 2,150.00
Fords Middle	Valente, Melaina	Yearbook Advisor	$ 2,150.00
Fords Middle	Blasena, Jennifer	Newspaper Advisor	$ 1,850.00
Fords Middle	Evangelista, Carly	8th Grade Dance Co-Adv	$ 637.50
Fords Middle	Evangelista, Brian	8th Grade Dance Co-Adv	$ 637.50
Fords Middle	Gray, Elizabeth	Student Council Co-Advisor	$ 1,075.00
Fords Middle	Voorhees, Dareth	Student Council Co-Advisor	$ 1,075.00
Fords Middle	Egan, Brittany	Junior NHS Co-Advisor	$ 925.00
Fords Middle	Sarris, Mihalia	Junior NHS Co-Advisor	$ 925.00
Fords Middle	Blasena, Jennifer	Journalism	$ 1,275.00
Fords Middle	Gershen, Michael	Video Game	$ 1,275.00
Fords Middle	Chen, Min	World Cultures Club	$ 425.00
Fords Middle	Gallagher, Tina	World Cultures Club	$ 425.00
Fords Middle	Valente, Melaina	World Cultures Club	$ 425.00
Fords Middle	Caruso, Franco	Morning Sports Club	$ 637.50
Fords Middle	Sarris, Mihalia	Morning Sports Club	$ 637.50
Fords Middle	Martino, Juliana	Dance Company	$ 1,275.00
Fords Middle	Blasena, Jennifer	Production	$ 1,275.00
Fords Middle	Richardson, Heidi	Art	$ 1,275.00
Fords Middle	Kenney, Joyce	Landscaping co-advisor	$ 637.50

School	Teacher	Position	Salary
Fords Middle	Rosenthal, Justin	Landscaping co-advisor	$ 637.50
Fords Middle	Cason, Andrea	Anime/Manga	$ 1,275.00
Fords Middle	Beni, Robin	Board Game	$ 637.50
Fords Middle	Krishnan, Rahda	Board Game	$ 637.50
Iselin Middle	Vazquez, Carlos	Band Director	$ 2,150.00
Iselin Middle	Tamashausky, Jason	Chorus Director	$ 2,150.00
Iselin Middle	McLaughlin, Kate	Yearbook Advisor	$ 2,150.00
Iselin Middle	Degraw, David	8th Grade Dance Advisor	$ 1,275.00
Iselin Middle	Baldesweiler, Laura	Student Council Advisor	$ 2,150.00
Iselin Middle	Goldberg, Craig	Newspaper Advisor	$ 1,850.00
Iselin Middle	Esteves, Yvette	Junior NHS Co-Advisor	$ 925.00
Iselin Middle	Herbeck, Andrea	Junior NHS Co-Advisor	$ 925.00
Iselin Middle	Kosmowsky, Alysa	Community Service Advisor	$ 2,150.00
Iselin Middle	Leone, Sophia	Art Club	$ 1,275.00
Iselin Middle	Senatore, Lisa	Astronomy Club	$ 637.50
Iselin Middle	DiNuzzo, Thomas	Astronomy Club	$ 637.50
Iselin Middle	Zuber, Melissa	Chemistry Club	$ 1,275.00
Iselin Middle	McGann, Patrick	Chess Club	$ 1,275.00
Iselin Middle	Popino, Gillian	Dance Club	$ 1,275.00
Iselin Middle	Andrews, Dale	Debate Club	$ 1,275.00
Iselin Middle	Donnelly, Brianna	Drama	$ 1,275.00
Iselin Middle	Rogoff, MaryAlice	Fashion Club	$ 1,275.00
Iselin Middle	Perla, Karen	Gaming Club	$ 1,275.00
Iselin Middle	Vizian, David	Garden Club	$ 637.50
Iselin Middle	Pafumi-Libitz, Gloria	Garden Club	$ 637.50
Iselin Middle	DiNuzzo, Thomas	Math Club - 6th Grade	$ 1,275.00
Iselin Middle	Grochocki, Kellie	Math Help - 7th Grade	$ 1,275.00
Iselin Middle	McLaughlin, Kate	Math Help - 8th Grade	$ 1,275.00
Iselin Middle	Degraw, David	Mock Trial	$ 637.50
Iselin Middle	Joyce, John	Mock Trial	$ 637.50
Iselin Middle	Celano, Vanessa	P.R.I.D.E. Committee	$ 1,275.00
Iselin Middle	Joseph, Stella	STEM Club (Lab Rats)	$ 1,275.00
Iselin Middle	DiLonardo, Nicole	Trivia Challenge	$ 1,275.00
Woodbridge Middle	Maneri, Sarah	Band Director	$ 2,150.00
Woodbridge Middle	McGuire, Devin	Chorus Director	$ 2,150.00
Woodbridge Middle	Maneri, Sarah	Yearbook Co-Advisor	$ 1,075.00
Woodbridge Middle	Kaschak, Patricia	Yearbook Co-Advisor	$ 1,075.00
Woodbridge Middle	Malmstrom, Tyler	Newspaper Advisor	$ 1,850.00
Woodbridge Middle	Donewitz, Stephanie	8th Grade Dance Co-Adv	$ 637.50
Woodbridge Middle	Estenes, Michelle	8th Grade Dance Co-Adv	$ 637.50
Woodbridge Middle	Alejandro, Kelly	Student Council Advisor	$ 2,150.00
Woodbridge Middle	McHale, Noreen	Junior NHS Co-Advisor	$ 925.00
Woodbridge Middle	Torrella, Denise	Junior NHS Co-Advisor	$ 925.00
Woodbridge Middle	Douglas, Sarah	8th Grade Co-Advisor	$ 637.50
Woodbridge Middle	Liastro, Katherine	8th Grade Co-Advisor	$ 637.50
Woodbridge Middle	Donewitz, Stephanie	Art Club	$ 1,275.00
Woodbridge Middle	Blasena, John	Audio-Visual Club	$ 637.50
Woodbridge Middle	Cardoso, Miguel	Audio-Visual Club	$ 637.50
Woodbridge Middle	Cianfano, Andrew	Chess	$ 1,275.00
Woodbridge Middle	Peterson, Kelly	Dance	$ 1,275.00
Woodbridge Middle	Vasquez, Marcos	Drama Club	$ 1,275.00
Woodbridge Middle	Acheson, Amanda	Mental Health Awareness	$ 1,275.00
Woodbridge Middle	Godkin, Matthew	Video Game	$ 1,275.00
Woodbridge Middle	Olvesen, Erik	STEM	$ 1,275.00
Woodbridge Middle	Alejandro, Kelly	Big Brother Big Sister	$ 1,275.00
Woodbridge Middle	Malmstrom, Tyler	Guitar Club Co-Advisor	$ 637.50
Woodbridge Middle	McGuire, Devin	Guitar Club Co-Advisor	$ 637.50
Woodbridge Middle	Salinas, Jeremias	Soccer Club	$ 1,275.00
Woodbridge Middle	Maneri, Sarah	Tri-M Co-Advisor	$ 637.50
Woodbridge Middle	McGuire, Devin	Tri-M Co-Advisor	$ 637.50
Colonia High	Perdoni, Kevin	Band Director	$ 8,225.00

School	Teacher	Position	Salary
Colonia High	Barbato, Ben	Band Director Assistant	$ 4,225.00
Colonia High	Donoghue, Nicole	Color Guard Director	$ 4,225.00
Colonia High	Leidner, Jeff	Percussion Advisor	$ 4,225.00
Colonia High	Bolton, Alaine	Chorus Director	$ 4,500.00
Colonia High	Aochoa, Gina	Yearbook Advisor	$ 5,050.00
Colonia High	Christathakis, Peter	Yearbook Financial Advisor	$ 2,150.00
Colonia High	Allen, Danielle	Newspaper Advisor	$ 3,775.00
Colonia High	Platko, Stephanie	School Play - Director - Musical	$ 5,675.00
Colonia High	Gonzalez, Abigail	School Play - Director - Drama	$ 2,250.00
Colonia High	Platko, Stephanie	School Play - Director - Drama	$ 2,250.00
Colonia High	Wells, Gerard	School Play – Orch. Dir. - Musical	$ 3,150.00
Colonia High	Williams, Michelle	School Play - Vocal Dir - Musical	$ 3,150.00
Colonia High	Calicchio, Melissa	School Play - Choreographer - Musical	$ 2,275.00
Colonia High	Smith, Morgan	School Play - Costume Director	$ 2,275.00
Colonia High	Gonzalez, Abigail	School Play - Set Design/Tech Director/Stage Crew/Production Manager Spring	$ 2,275.00
Colonia High	Carew, Stephen (Spring)	School Play - Set Construction	$ 2,275.00
Colonia High	Smith, Morgan (Fall)	School Play - Make-up Advisor	$ 1,550.00
Colonia High	Abrams, Melissa	School Play Sales and publicity advisor (Fall/Spring)	$ 1,550.00
Colonia High	Miller, Michelina	Senior Prom Co-Advisor	$ 1,137.50
Colonia High	Mercado, Crystal	Senior Prom Co-Advisor	$ 1,137.50
Colonia High	Miller, Michelina	Senior Prom Adv. Asst. Co- advisor	$ 825.00
Colonia High	Mercado, Crystal	Senior Prom Adv. Asst. Co- advisor	$ 825.00
Colonia High	Rondeau, Jeanette	Junior Cotillion Advisor	$ 1,850.00
Colonia High	Cena, Rachel	Student Council Advisor	$ 4,500.00
Colonia High	D'Souza, Anita	NHS Advisor	$ 3,150.00
Colonia High	D'Souza, Anita	Senior Class Co-Advisor	$ 2,250.00
Colonia High	Greene, Cathleen	Senior Class Co-Advisor	$ 2,250.00
Colonia High	Blash, Jennifer	Senior Class Treasurer	$ 2,775.00
Colonia High	Rondeau, Jeanette	Junior Class Advisor	$ 3,150.00
Colonia High	Sica, Danielle	Sophomore Class Advisor	$ 2,775.00
Colonia High	Collazo, Melissa	Freshman Class Advisor	$ 2,525.00
Colonia High	Amalfe, Jamie	Art Services Co-Advisor	$ 1,575.00
Colonia High	Rogers, Barbara	Art Services Co-Advisor	$ 1,575.00
Colonia High	Abrams, Melissa	Patriot Television Advisor	$ 1,275.00
Colonia High	Abrams, Melissa	Thespian Society Co-Advisor	$ 637.50
Colonia High	Allen, Danielle	Quill and Scroll Honor Society	$ 1,275.00
Colonia High	Biri, Drew	Soc Studies Honor Society Adv	$ 1,275.00
Colonia High	Caroscio, Lean	Patriots Pals Co-Advisor	$ 637.50
Colonia High	Cena, Rachel	Safety Ambassador Co-Advisor	$ 637.50
Colonia High	Chen, Margaret	Math Honor Society Co-Advisor	$ 637.50
Colonia High	Chester, Daniel	MiniThon Co-advisor	$ 1,275.00
Colonia High	Chester, Daniel	Science NHS Co-Advisor	$ 637.50
Colonia High	Demcher, Brian	Hand in Hand Advisor	$ 1,275.00
Colonia High	Demcher, Brian	Interact Advisor	$ 1,275.00
Colonia High	Economos, Danielle	ASL Honor Society Co-advisor	$ 637.50
Colonia High	Ferris, Joel	Black Student Union Club Adv	$ 637.50
Colonia High	Finis, Marina	Youth Empowerment Club Adv	$ 1,275.00
Colonia High	Gardella, Maria	Spanish Honor Society Co-Adv	$ 637.50
Colonia High	Gierut, Thomas	Guitar Club Co-Advisor	$ 637.50
Colonia High	Gierut, Thomas	World Lang Chinese Club co-adv.	$ 637.50
Colonia High	Gierut, Thomas	Asian Culture Co-Advisor	$ 637.50
Colonia High	Goros, Christine	Spanish Honor Society Co-Adv	$ 637.50
Colonia High	Hadad, John	Art Co-Advisor	$ 637.50
Colonia High	Hartlieb, Kerstin	ASL Honor Society Co-advisor	$ 637.50
Colonia High	Johal, Tarvinder	Art Co-Advisor	$ 637.50
Colonia High	Lugo, Denise	Medical Careers Advisor	$ 1,275.00
Colonia High	Makasi-Pala, Millicent	Safety Ambassador Co-Advisor	$ 637.50
Colonia High	Makasi-Pala, Millicent	Black Student Union Club Adv	$ 637.50

School	Teacher	Position	Salary
Colonia High	McCoy, Danielle	Science NHS Co-Advisor	$ 637.50
Colonia High	Padilla, Jessica	Patriots Pals Co-Advisor	$ 637.50
Colonia High	Perrino, Anthony	Guitar Club Co-Advisor	$ 637.50
Colonia High	Platko, Stephanie	Thespian Society Co-Advisor	$ 637.50
Colonia High	Rakhit, Jennifer	World Lang Club French co-adv	$ 637.50
Colonia High	Ruta, Kristin	Dance Club Advisor	$ 1,275.00
Colonia High	Shetty, Pallavi	Girls Who Code Advisor	$ 1,275.00
Colonia High	Shetty, Pallavi	Asian Culture Co-Advisor	$ 637.50
Colonia High	Tufts, Andrew	Math Honor Society Co-Advisor	$ 637.50
Colonia High	Tufts, Andrew	Math Tutoring Advisor	$ 1,275.00
John F. Kennedy	Cabrera, Joshua	Band Director	$ 8,225.00
John F. Kennedy	Eberhardt, Brandon	Band Director Assistant	$ 4,225.00
John F. Kennedy	Reisig, Alex	Color Guard Director	$ 4,225.00
John F. Kennedy	Cuesta, Elena	Percussion Advisor	$ 4,225.00
John F. Kennedy	Casem, Kyle	Chorus Director	$ 4,500.00
John F. Kennedy	Rotella, Rachael	Yearbook Advisor	$ 5,050.00
John F. Kennedy	Miller, Brittany	Yearbook Assistant	$ 3,150.00
John F. Kennedy	Miller, Brittany	Yearbook Financial Adv.	$ 2,150.00
John F. Kennedy	Prusicki, Lindsay	Newspaper Advisor	$ 3,775.00
John F. Kennedy	Porter, Kimberly	Literary Magazine Advisor	$ 3,775.00
John F. Kennedy	Valente, Erica	Literary Magazine Assistant	$ 2,525.00
John F. Kennedy	Ebner, Lauren	School Play - Director - Musical	$ 5,675.00
John F. Kennedy	Montalvo, Candida	School Play - Director - Drama	$ 4,500.00
John F. Kennedy	Cracchiolo, Natalie	School Play - Orchestra Dir. - Musical	$ 3,150.00
John F. Kennedy	Casem, Kyle	School Play - Vocal Dir - Musical	$ 3,150.00
John F. Kennedy	McKeever, Maura	School Play - Choreographer - Musical	$ 2,275.00
John F. Kennedy	Santana, Dawn	School Play - Costume Director	$ 2,275.00
John F. Kennedy	Acuna-Francisco, Vivianna	School Play - Set Design /Tech Director/Stage Crew/Production Manager	$ 2,775.00
John F. Kennedy	Henney, Scott	School Play – Set Construction	$ 2,775.00
John F. Kennedy	Santana, Dawn	School Play - Make-up Advisor	$ 1,550.00
John F. Kennedy	Acuna-Francisco, Vivianna	School Play - Sales & Publicity	$ 1,550.00
John F. Kennedy	Riverso, Nicole	Senior Prom Advisor	$ 2,275.00
John F. Kennedy	Della Serra, Lauren	Senior Prom Advisor Asst,	$ 1,650.00
John F. Kennedy	McFadden, Nicole	Junior Cotillion Advisor	$ 1,850.00
John F. Kennedy	Herres, Jessica	Junior Cotillion Advisor Asst.	$ 1,500.00
John F. Kennedy	Lyszyk, Christina	Student Council Advisor	$ 4,500.00
John F. Kennedy	Timinski, Jennifer	Student Council Advisor Asst.	$ 3,150.00
John F. Kennedy	Kurowsky, Colleen	National Honor Society Advisor	$ 3,150.00
John F. Kennedy	Wilton, Christopher	Senior Class Co-Advisor	$ 2,250.00
John F. Kennedy	Verile, Stephanie	Senior Class Co-Advisor	$ 2,250.00
John F. Kennedy	Schreck, Robert	Senior Class Treasurer	$ 2,775.00
John F. Kennedy	Tolley, Tara	Junior Class Advisor	$ 3,150.00
John F. Kennedy	Doran, Alanna	Sophomore Class Advisor	$ 2,775.00
John F. Kennedy	Napolitano-Gonedes, Stacy	Freshman Class Advisor	$ 2,525.00
John F. Kennedy	Acuna-Francisco, Vivianna	Art Services Co-Advisor	$ 1,575.00
John F. Kennedy	Rotella, Rachael	Art Services Co-Advisor	$ 1,575.00
John F. Kennedy	Viteri, Ricardo	Ambassadors of Christ	$ 1,275.00
John F. Kennedy	Lesniak, Nichole	American Cancer Society	$ 1,275.00
John F. Kennedy	Gloster, Jessica	ASL Honor Society	$ 1,275.00
John F. Kennedy	Doran, Alanna	Badminton	$ 637.50
John F. Kennedy	Wilton, Christopher	Badminton	$ 637.50
John F. Kennedy	Davis, Arthur	Black Student Union	$ 637.50
John F. Kennedy	Figueroa, Cristina	Black Student Union	$ 637.50
John F. Kennedy	Napolitano, Stacy	Business Honor Society	$ 1,275.00
John F. Kennedy	Cahill, Andrew	Chinese Honor Society	$ 1,275.00
John F. Kennedy	Davis, Arthur	Computer Science	$ 1,275.00
John F. Kennedy	Perosi, Michelle	Dance Exchange	$ 1,275.00
John F. Kennedy	Viteri, Ricardo	Ecology	$ 1,275.00
John F. Kennedy	Ebner, Lauren	English Honor Society	$ 637.50
John F. Kennedy	Lesniak, Nichole	English Honor Society	$ 637.50

School	Teacher	Position	Salary
John F. Kennedy	Zeizel, Meni	French Honor Society	$ 1,275.00
John F. Kennedy	Gloster, Jessica	Gaming Unplugged	$ 1,275.00
John F. Kennedy	McFadden, Nicole	Gardening	$ 1,275.00
John F. Kennedy	Sienkiewicz, Michelle	Health Science League	$ 637.50
John F. Kennedy	Tolley, Tara	Health Science League	$ 637.50
John F. Kennedy	Puri, Mamta	Indic Alliance	$ 1,275.00
John F. Kennedy	Montalvo, Candida	ITS	$ 1,275.00
John F. Kennedy	Cabrera, Joshua	Jazz Band	$ 1,275.00
John F. Kennedy	McNulla, Amy	K-Pop	$ 1,275.00
John F. Kennedy	Timinski, Jennifer	Key Club	$ 1,275.00
John F. Kennedy	Smith, Audra	Latin Connection	$ 1,275.00
John F. Kennedy	Balle, David	Math Team Advisor	$ 1,275.00
John F. Kennedy	Ahmed, Mohammed	Muslim Student Alliance	$ 1,275.00
John F. Kennedy	Balle, David	Peer Tutoring	$ 1,275.00
John F. Kennedy	MaGinn, Thomas	Ping Pong	$ 1,275.00
John F. Kennedy	Napoli, Brooke	Raise the Arts	$ 1,275.00
John F. Kennedy	Jones, Allison	Safety Ambassador	$ 637.50
John F. Kennedy	Montalvo, Candida	Safety Ambassador	$ 637.50
John F. Kennedy	Novak, Edward	Science Honor Society	$ 1,275.00
John F. Kennedy	Casem, Kyle	Show Choir	$ 1,275.00
John F. Kennedy	Kadets, Maria	Spanish Honor Society Co-Adv.	$ 637.50
John F. Kennedy	Kopko, Vera	Spanish Honor Society Co-Adv.	$ 637.50
John F. Kennedy	Paloti, Ellen	STARS	$ 1,275.00
John F. Kennedy	Figueroa, Cristina	Step Team	$ 1,275.00
John F. Kennedy	Cabrera, Joshua	Tri-M Music Honor Society	$ 637.50
John F. Kennedy	Casem, Kyle	Tri-M Music Honor Society	$ 637.50
John F. Kennedy	Paloti, Ellen	WEvolve	$ 1,275.00
Woodbridge HS	Kohn, Jason	Band Director	$ 8,225.00
Woodbridge HS	Murtha, Lisa	Color Guard Director	$ 4,225.00
Woodbridge HS	Hicks, Thomas	Percussion Advisor	$ 4,225.00
Woodbridge HS	Brigham, Brooke	Drill Team Co-Director	$ 1,887.50
Woodbridge HS	Yurnet, Celine	Drill Team Co-Director	$ 1,887.50
Woodbridge HS	Romero, Lisa	Chorus Director	$ 4,500.00
Woodbridge HS	Deleo, Taylor	Yearbook Co-Advisor	$ 2,525.00
Woodbridge HS	Kulminski, Heather	Yearbook Co-Advisor	$ 2,525.00
Woodbridge HS	Forfa, Krysten	Yearbook Assistant	$ 3,150.00
Woodbridge HS	Rotella, Joseph	Yearbook Financial Advisor	$ 2,150.00
Woodbridge HS	Gregory, Joseph	Newspaper Advisor	$ 3,775.00
Woodbridge HS	Gregory, Joseph	Literary Magazine Advisor	$ 3,775.00
Woodbridge HS	Santangelo, Samantha	School Play Musical Co-dir.	$ 2,837.50
Woodbridge HS	Lynch, Thomas	School Play Musical Co-dir.	$ 2,837.50
Woodbridge HS	Lynch, Thomas	School Play Drama Co-dir.	$ 2,250.00
Woodbridge HS	Terrell, Kelly	School Play Drama Co-dir.	$ 2,250.00
Woodbridge HS	McGuire, Devin	School Play - Orchestra Dir	$ 3,150.00
Woodbridge HS	McGuire, Devin	School Play - Vocal Dir	$ 3,150.00
Woodbridge HS	Carelli, Jacqueline	School Play- Co-Choregrapher	$ 1,137.50
Woodbridge HS	Santangelo, Samantha	School Play- Co-Choregrapher	$ 1,137.50
Woodbridge HS	Santangelo, Samantha	School Play - Costume Director	$ 2,275.00
Woodbridge HS	Terrell, Kelly	School Play - Set Design/Tech Director/Stage Crew/Production Manager	$ 1,137.50
Woodbridge HS	Santangelo, Samantha	School Play - Set Design/Tech Director/Stage Crew/Production Manager	$ 1,137.50
Woodbridge HS	Terrell, Kelly	School Play - Set Construction	$ 2,275.00
Woodbridge HS	Santangelo, Samantha	School Play – Make-up advisor	$ 1,550.00
Woodbridge HS	Lynch, Thomas	School Play - Sales & Publicity	$ 775.00
Woodbridge HS	Santangelo, Samantha	School Play - Sales & Publicity	$ 775.00
Woodbridge HS	Morrison, Peter	Senior Prom Advisor	$ 2,275.00
Woodbridge HS	Wauters, Jennifer	Senior Prom Advisor Assistant	$ 1,650.00
Woodbridge HS	Pannullo, Abagail	Junior Cotillion Advisor	$ 1,850.00
Woodbridge HS	Kuziemski, Joselyn	Junior Cotillion Advisor Asst	$ 1,500.00
Woodbridge HS	Moldenhauer, Kimberly	Student Council Advisor	$ 4,500.00

School	Teacher	Position	Salary
Woodbridge HS	Noyan, Marlon	Student Council Advisor Assistant	$ 3,150.00
Woodbridge HS	Balle, Gabriella	NHS Co-Advisor	$ 1,575.00
Woodbridge HS	Kavaja, Christina	NHS Co-Advisor	$ 1,575.00
Woodbridge HS	Clarke, Tina	Senior Class Co-Advisor	$ 2,250.00
Woodbridge HS	Sacco, Dana	Senior Class Co-Advisor	$ 2,250.00
Woodbridge HS	Clarke, Tina	Senior Class Co-Treasurer	$ 1,387.50
Woodbridge HS	Sacco, Dana	Senior Class Co-Treasurer	$ 1,387.50
Woodbridge HS	Yurnet, Celine	Junior Class Advisor	$ 3,150.00
Woodbridge HS	Nowicki, Ian	Sophomore Class Advisor	$ 2,775.00
Woodbridge HS	Balle, Gabriella	Freshman Class Advisor	$ 2,525.00
Woodbridge HS	Angatia, Jesse	Art Services Advisor	$ 3,150.00
Woodbridge HS	Garcia, Justine	Art Club Co-Advisor	$ 637.50
Woodbridge HS	Casanova, Melissa	Art Club Co-Advisor	$ 637.50
Woodbridge HS	Hein, Anthony	Asian Pacific Islanders Club	$ 1,275.00
Woodbridge HS	Wanzer, Michelle	Barron Steppers	$ 1,275.00
Woodbridge HS	Balle, Gabriela	Big Brothers/Big Sisters	$ 1,275.00
Woodbridge HS	Cruz, Khalila	Black Student Union Advisor	$ 1,275.00
Woodbridge HS	Romero, Lisa	Chamber Choir	$ 1,275.00
Woodbridge HS	Radu, Sean	Comic Book Club	$ 1,275.00
Woodbridge HS	Hein, Anthony	Crochet for A Cause	$ 1,275.00
Woodbridge HS	Bechtold, Lisa	Dance Club	$ 1,275.00
Woodbridge HS	Papageorgiou, Bob	Debate Club	$ 1,275.00
Woodbridge HS	Lynch, Thomas	Drama Club Co-Advisor	$ 637.50
Woodbridge HS	Terrell, Kelly	Drama Club Co-Advisor	$ 637.50
Woodbridge HS	Semmens, Scott	Ecology Club Advisor	$ 1,275.00
Woodbridge HS	Switek, Michael	English NHS	$ 1,275.00
Woodbridge HS	Pankiv, Alina	French Honor Society	$ 1,275.00
Woodbridge HS	Santangelo, Samantha	Get Ready with Me (Stage Makeup & Costume Design)	$ 1,275.00
Woodbridge HS	Garcia, Justine	GSA Club	$ 1,275.00
Woodbridge HS	Modeszto, Christopher	Hispanic Heritage Club	$ 1,275.00
Woodbridge HS	Semmens, Scott	Interact Club Advisor	$ 1,275.00
Woodbridge HS	Modeszto, Christopher	Letters to Rose	$ 1,275.00
Woodbridge HS	Nowicki, Ian	Marketing Club	$ 1,275.00
Woodbridge HS	Sampaio, Cristine	Math Tutorial	$ 1,275.00
Woodbridge HS	Maldonado, Kelly	Math Honor Society	$ 1,275.00
Woodbridge HS	Romero, Lisa	Music Honor Society CoAdvisor	$ 637.50
Woodbridge HS	Kohn, Jason	Music Honor Society Co/Advisor	$ 637.50
Woodbridge HS	Casanova, Melissa	Muslim Club Co-Advisor	$ 637.50
Woodbridge HS	Giblin, Victoria	Muslim Club Co-Advisor	$ 637.50
Woodbridge HS	Dozier, Raven	Phenomenal, Precious, Pearls Mentoring Co-Advisor (P3)	$ 637.50
Woodbridge HS	Forfa, Krysten	Phenomenal, Precious, Pearls Mentoring Co-Advisor (P3)	$ 637.50
Woodbridge HS	Switek, Michael	Save Our Strays	$ 1,275.00
Woodbridge HS	Clarke, Tina	Science Honor Society	$ 637.50
Woodbridge HS	Sacco, Dana	Science Honor Society	$ 637.50
Woodbridge HS	Beck, Nicole	Social Studies Honor Society	$ 637.50
Woodbridge HS	Mizak, Danielle	Social Studies Honor Society	$ 637.50
Woodbridge HS	Balle, Gabriela	Spanish Honor Society	$ 1,275.00
Woodbridge HS	Hoyer, Brett	Video Game Club	$ 1,275.00
Woodbridge HS	Tolentino, Maria	Woodbridge Youth Enjoy Sci.	$ 1,275.00

19. That the Board approve the following afterschool intramural activities for the 2026-2027. (Payment will be upon voucher from account # 11-401-100-100-XX-Z-AC-00.)

School	Teacher	Activity	Hours	Rate	Salary
Colonia HS	Bachonski, Jill	Fall Strength & Conditioning	22	$32	$ 704.00
Colonia HS	Rodriguez, Jose	Fall Strength & Conditioning	28	$32	$ 896.00
Colonia HS	Scialfo, Michael	Fall Strength & Conditioning	28	$32	$ 896.00
Colonia HS	Carew, Stephen	Winter Strength & Conditioning	22	$32	$ 704.00
Colonia HS	Roarty, Jack	Winter Strength & Conditioning	22	$32	$ 704.00

School	Teacher	Activity	Hours	Rate	Salary
Colonia HS	Dondiego, Ryan	Spring Strength & Conditioning	28	$32	$ 896.00
Colonia HS	Joraskie, Thomas	Spring Strength & Conditioning	22	$32	$ 704.00
Colonia HS	Grasso, Daniel	Spring Strength & Conditioning	28	$32	$ 896.00
JFKMHS	Casem, Kyle	Lights and Sound	40	$32	$1280.00
Woodbridge	Toczynski, Jonathan	Weight Room - Fall	40	$32	$1280.00
Woodbridge	Goerge, Joseph	Weight Room – Winter	40	$32	$1280.00
Woodbridge	Goerge, Joseph	Weight Room – Spring	40	$32	$1280.00

20. That the Board approve the following afterschool activities for the 2026-2027. (Payment will be upon voucher from account # 11-401-100-100-XX-Z-AC-00.)

School	Teacher	Activity	Hours	Rate	Salary
JFKMHS	Acuna Francisco, Vivianna	Excuse the Interruption	24	$53	$1,272
JFKMHS	Rotella, Rachel	Excuse the Interruption	24	$53	$1,272

21. That the Board approve the following District clubs for the 2026-2027. (Payment will be upon voucher from account # 11-401-100-100-75-Z-AC-00.)

School	Teacher	Position	Salary
Avenel Middle	Kroner, Joseph	Sidekicks	$ 1,850.00
Colonia Middle	Bhambri, Arun	Sidekicks	$ 925.00
Colonia Middle	Skiba-Velez, Laura	Sidekicks	$ 925.00
Fords Middle	Ilaria, Jennifer	Sidekicks	$ 925.00
Fords Middle	Ogonowski, Lauren	Sidekicks	$ 925.00
Iselin Middle	Celano, Vanessa	Sidekicks	$ 1,850.00
Woodbridge Middle	Rodgers, Katayla	Sidekicks	$ 925.00
Woodbridge Middle	Torrella, Denise	Sidekicks	$ 925.00
Colonia HS	Ruta, Kristin	Heroes and Cool Kids	$ 1,575.00
Colonia HS	Holmes, Jeffrey	Heroes and Cool Kids	$ 1,575.00
Colonia HS	Cena, Rachel	Youth Council for Suicide Prevention	$ 1,575.00
Colonia HS	Caro, Elsie	Youth Council for Suicide Prevention	$ 1,575.00
Colonia HS	Matulewicz, Christopher	Science Research	$ 3,150.00
Colonia HS	Kenney, Karen	FBLA Co-Advisor	$ 1,575.00
Colonia HS	Nyers, Jacqueline	FBLA Co-Advisor	$ 1,575.00
Colonia HS	Chen, Margaret	Juggernauts	$ 1,575.00
Colonia HS	Long, Brian	Juggernauts	$ 1,575.00
John F. Kennedy	Bergondo, Christopher	Heroes and Cool Kids	$ 1,575.00
John F. Kennedy	Tolley, Tara	Heroes and Cool Kids	$ 1,575.00
John F. Kennedy	Montalvo, Candida	Youth Council for Suicide Prevention	$ 1,575.00
John F. Kennedy	Perosi, Michelle	Youth Council for Suicide Prevention	$ 1,575.00
John F. Kennedy	Salsman, Danielle	FBLA	$ 3,150.00
John F. Kennedy	Murray, Brittany	Academic Team	$ 1,575.00
John F. Kennedy	Toro, Stephen	Academic Team	$ 1,575.00
Woodbridge HS	Angatia, Jesse	Heroes and Cool Kids	$ 1,575.00
Woodbridge HS	Small, Amanda	Heroes and Cool Kids	$ 1,575.00
Woodbridge HS	Royce, Lindsey	Youth Council for Suicide Prevention	$ 1,575.00
Woodbridge HS	Wauters, Jennifer	Youth Council for Suicide Prevention	$ 1,575.00
Woodbridge HS	Clarke, Tina	Science Research	$ 3,150.00
Woodbridge HS	Peitz, Joshua	Academic Competition	$ 3,150.00

22. That the Board approve the following Extra Curricular positions for the 2026-2027. (Payment will be upon timesheet from account # 11-401-100-100-75-Z-AC-00.)

School	Teacher	Position	Hours	Rate	Salary
Gifted & Talented	Azar, Erica	G&T Photobook	15	$53	$ 795
Media Specialist	Timinski, Jennifer	After School Book club K-8	50	$53	$2,650
Lafayette Estates	Pimienta, Carla	Aviation Club	10	$53	$ 530
Lafayette Estates	Simon, Katherine	Aviation Club	10	$53	$ 530
Lafayette Estates	Cruz, Maria	Spanish Club	18	$53	$ 954
Lafayette Estates	Rivera, Bianca	Spanish Club	18	$53	$ 954
Lafayette Estates	DiMeo, Nicole	Newsletter Club	11	$53	$ 583
Lafayette Estates	Monticollo, Alexa	Newsletter Club	11	$53	$ 583
Lafayette Estates	Pimienta, Carla	Newsletter Club	11	$53	$ 583

School	Teacher	Position	Hours	Rate	Salary
Lafayette Estates	Simon, Katherine	Newsletter Club	11	$53	$ 583
Lafayette Estates	Kirk, Rebecca	Beginner Piano Keyboard	10	$53	$ 530
Lafayette Estates	Pruitt, Marissa	Beginner Piano Keyboard	10	$53	$ 530
Oak Tree Road	Wilson, Lauren	Art Club	12	$53	$ 636
Oak Tree Road	Santamaria, Jaclyn	Girls Who Code	24	$53	$1,272
Oak Tree Road	Gonzalez, Jennifer	Dance Club	24	$53	$1,272

23. That the Board approve the following afterschool intramural positions for the 2026-2027. (Payment will be upon timesheet submitted from account # 11-401-100-100-75-Z-AC-00.)

School	Teacher	Position	Hours	Rate	Salary
Port Reading Ave	Cerreto, Darin	Wiffle Ball	11	$32	$ 352.00
Port Reading Ave	McDonald, Megan	Wiffle Ball	11	$32	$ 352.00

24. That the Board of Education approve the following staff members who were appointed to their respective school's Multicultural Education Committee for the 2026-2027 school year. (Payment will be from 11-401-100-100-XX-D-EQ-TY not to exceed $4,500 per school.)

School	Name	Title	Payment
Mawbey Street	Bost, Jennifer	Chair	$ 1,250.00
Mawbey Street	Spataro, Stephanie	Vice-Chair	$ 1,000.00
Mawbey Street	Klein, Donna	Member	$ 850.00
Mawbey Street	Reilly, Jennifer	Member	$ 700.00
Mawbey Street	McArthur, Angela	Member	$ 700.00
Avenel Street	Caterino, Tina	Chair	$ 1,750.00
Avenel Street	Mendez, Guisella	Vice-Chair	$ 1,250.00
Avenel Street	Prestridge, Nicole	Member	$ 500.00
Avenel Street	Nunziato, Jessica	Member	$ 500.00
Avenel Street	Martin, Kimberly	Member	$ 500.00
Port Reading	Carbone, Breanna	Chair	$ 1,125.00
Port Reading	Rathore, Arti	Vice-Chair	$ 875.00
Port Reading	Brody, Karissa	Member	$ 500.00
Port Reading	Malaquias, Kaitlyn	Member	$ 500.00
Port Reading	Cassano, Alyssa	Member	$ 500.00
Port Reading	McDonald, Megan	Member	$ 500.00
Port Reading	Weinstein, Candace	Member	$ 500.00
Ross Street	McGovern, Jacqueline	Chair	$ 1,125.00
Ross Street	Breney, Aaron	Vice-Chair	$ 875.00
Ross Street	Paulikas, Ashley	Member	$ 500.00
Ross Street	Civil, Samantha	Member	$ 500.00
Ross Street	Anan, Emily	Member	$ 500.00
Ross Street	Ivan, Kimberly	Member	$ 500.00
Ross Street	Wehrle, Morgan	Member	$ 500.00
Indiana Avenue	Carmino, Brittany	Chair	$ 1,400.00
Indiana Avenue	Polo, Catherine	Vice-Chair	$ 1,100.00
Indiana Avenue	Mirdala, Jennifer	Member	$ 1,000.00
Indiana Avenue	Lewkowicz, Gillian	Member	$ 1,000.00
Menlo Park Terrace	Volpe, Amy	Chair	$ 1,500.00
Menlo Park Terrace	Gamaro, Kelly	Vice-Chair	$ 1,250.00
Menlo Park Terrace	Bauer, Ingrid	Member	$ 875.00
Menlo Park Terrace	Medina, Anthony	Member	$ 875.00
Claremont Avenue	Wondzynski, Amanda	Chair	$ 1,125.00
Claremont Avenue	Liquori, Jessica	Vice-Chair	$ 875.00
Claremont Avenue	Simone, Madeline	Member	$ 500.00
Claremont Avenue	Habyk, Tiffany	Member	$ 500.00
Claremont Avenue	Marrone, Jodi	Member	$ 500.00
Claremont Avenue	Zaidi, Nuzhat	Member	$ 500.00
Claremont Avenue	Tigeleiro, Kimberly	Member	$ 500.00

School	Name	Title	Payment
Oak Ridge Heights	Kaufmann, Elizabeth	Chair	$ 2,125.00
Oak Ridge Heights	Gomez, Helen	Vice-Chair	$ 1,375.00
Oak Ridge Heights	Kukoly, Justin	Member	$ 1,000.00
Lynn Crest	Tonery, Kelsey	Chair	$ 1,125.00
Lynn Crest	Williams, Michelle	Vice-Chair	$ 875.00
Lynn Crest	Cuthbertson, Jennifer	Member	$ 500.00
Lynn Crest	Jackow, Brittany	Member	$ 500.00
Lynn Crest	Trapani, Alyssa	Member	$ 500.00
Lynn Crest	Voight, Mary Jean	Member	$ 500.00
Lynn Crest	Woods, Jennifer	Member	$ 500.00
Woodbine Avenue	Rodriguez, Janira	Chair	$ 1,800.00
Woodbine Avenue	Govil, Seema	Vice-Chair	$ 900.00
Woodbine Avenue	Schloeman, Gracemary	Member	$ 600.00
Woodbine Avenue	Rinato, Amy	Member	$ 600.00
Woodbine Avenue	Gallagher, Cheryl	Member	$ 600.00
Kennedy Park	Glanton, Nadriah	Chair	$ 1,500.00
Kennedy Park	McCabe, Colleen	Vice-Chair	$ 1,000.00
Kennedy Park	Makanda Hopson, Georgette	Member	$ 285.00
Kennedy Park	Castillo-Reyes, Melanie	Member	$ 285.00
Kennedy Park	Devitt, Robbin	Member	$ 285.00
Kennedy Park	Riscoe, Kendall	Member	$ 285.00
Kennedy Park	Pardee, Gianna	Member	$ 285.00
Kennedy Park	Shah, Darshanika	Member	$ 285.00
Kennedy Park	Tirado, Alexandra	Member	$ 285.00
Lafayette Estates	Cruz, Maria	Chair	$ 1,125.00
Lafayette Estates	Small, Brielle	Vice-Chair	$ 875.00
Lafayette Estates	Taylor, Dionne	Member	$ 500.00
Lafayette Estates	Peitz, Cathleen	Member	$ 500.00
Lafayette Estates	Yanavok, Kaitlin	Member	$ 500.00
Lafayette Estates	Nemara, Michele	Member	$ 500.00
Lafayette Estates	Avila, Melissa	Member	$ 500.00
Robert Mascenik	Boyd, Dolores	Chair	$ 1,625.00
Robert Mascenik	Horvath, Jennifer	Vice-Chair	$ 1,125.00
Robert Mascenik	Minarick, Jennifer	Member	$ 875.00
Robert Mascenik	Casey, Jaime	Member	$ 875.00
Pennsylvania Avenue	Samano, Sarahi	Chair	$ 1,625.00
Pennsylvania Avenue	Turant, Caitlyn	Vice-Chair	$ 1,375.00
Pennsylvania Avenue	Vilichka, Jillian	Member	$ 500.00
Pennsylvania Avenue	Scalia, Anthony	Member	$ 500.00
Pennsylvania Avenue	Mann, Donna	Member	$ 500.00
Matthew Jago	Adams, Bernadette	Chair	$ 1,125.00
Matthew Jago	Amendolia, Alyssa	Vice-Chair	$ 875.00
Matthew Jago	Armand, Carmel	Member	$ 500.00
Matthew Jago	Haulenbeck, Denise	Member	$ 500.00
Matthew Jago	Nieves, Jamie	Member	$ 500.00
Matthew Jago	Penna, Brooke	Member	$ 500.00
Matthew Jago	Russo, Jennifer	Member	$ 500.00
Oak Tree Road	Kelly, Jodi	Chair	$ 900.00
Oak Tree Road	Wood, Amanda	Vice-Chair	$ 900.00
Oak Tree Road	Batista, Sonia	Member	$ 900.00
Oak Tree Road	Yajnik, Nita	Member	$ 900.00
Oak Tree Road	Zanatta-Perdomo, Gabriela	Member	$ 900.00
Avenel Middle	Madden, Mary Ellen	Chair	$ 1,250.00
Avenel Middle	Campbell, Erica	Vice-Chair	$ 1,250.00
Avenel Middle	LoMartire, Alessandro	Member	$ 500.00

School	Name	Title	Payment
Avenel Middle	Veglia, Alexis	Member	$ 500.00
Avenel Middle	Davidson, Jessica	Member	$ 500.00
Avenel Middle	Winhold, Jillian	Member	$ 500.00
Colonia Middle	Henriques, Marcela	Chair	$ 1,125.00
Colonia Middle	Jackson, Nia	Vice-Chair	$ 875.00
Colonia Middle	Mathurin, Stephani	Member	$ 416.00
Colonia Middle	Fluck, Julia	Member	$ 416.00
Colonia Middle	Batorsky, Tanya	Member	$ 416.00
Colonia Middle	Reilly, Terrence	Member	$ 416.00
Colonia Middle	Salazar, Thany	Member	$ 416.00
Colonia Middle	Nunez, Edwin	Member	$ 416.00
Fords Middle	Gallagher, Tina	Chair	$ 1,500.00
Fords Middle	Chen, Min	Vice-Chair	$ 1,500.00
Fords Middle	Valente, Melaina	Member	$ 1,500.00
Iselin Middle	Celano, Vanessa	Chair	$ 1,375.00
Iselin Middle	Leone, Sophia	Vice-Chair	$ 1,225.00
Iselin Middle	Vitale, Joseph	Member	$ 633.00
Iselin Middle	Wanko, Jamie	Member	$ 633.00
Iselin Middle	Popino, Gillian	Member	$ 633.00
Woodbridge Middle	McGuire, Devin	Chair	$ 1,350.00
Woodbridge Middle	Salinas, Jeremias	Vice-Chair	$ 1,050.00
Woodbridge Middle	Lee, Chun-Hang	Member	$ 700.00
Woodbridge Middle	Donewitz, Stephanie	Member	$ 700.00
Woodbridge Middle	Cavagnaro, Gabrielle	Member	$ 700.00
John F. Kennedy HS	Seguine, Abbey	Chair	$ 1,125.00
John F. Kennedy HS	Puri, Mamta	Vice-Chair	$ 875.00
John F. Kennedy HS	Kenny, Lisa	Member	$ 500.00
John F. Kennedy HS	Verile, Stephanie	Member	$ 500.00
John F. Kennedy HS	Gloster, Jessica	Member	$ 500.00
John F. Kennedy HS	Timinski, Jennifer	Member	$ 500.00
Woodbridge HS	Cruz, Khalila	Chair	$ 1,800.00
Woodbridge HS	Casanova, Melissa	Vice-Chair	$ 1,000.00
Woodbridge HS	Zadigian, Kimberley	Member	$ 450.00
Woodbridge HS	Frazier, Gina	Member	$ 450.00
Woodbridge HS	Rosa, Alex	Member	$ 400.00
Woodbridge HS	Garcia, Justine	Member	$ 400.00

25. That the Board approve the following staff members who were appointed to the Avenel Street School Title 1 Data Team for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-200-100-04-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Avenel Street	Caterino, Tina	30	$53	$1,590
Avenel Street	Kutcher, Karen	6	$53	$ 318
Avenel Street	Morris, Cheryl	6	$53	$ 318
Avenel Street	Prestridge, Nicole	6	$53	$ 318
Avenel Street	Rubinstein, Maxwell	30	$53	$1,590
Avenel Street	Schettini, Jennifer	6	$53	$ 318

26. That the Board approve the following staff members who were appointed to the Avenel Street School Title 1 Family and Parent Engagement Program for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-200-100-04-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Avenel Street	Caterino, Tina	5	$53	$265
Avenel Street	Kutcher, Karen	4	$53	$212
Avenel Street	Mangelli, Christine	4	$53	$212
Avenel Street	Perez, Karen	4	$53	$212

School	Staff Member	Hours	Rate	Total
Avenel Street	Siswo, Ariel	4	$53	$212
Avenel Street	Vladick, Eric	4	$53	$212

27. That the Board approve the following staff members who were appointed to the Ross Street Title 1 Data Team for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account # 20-231-200-100-11-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Ross Street	Creutz, Erica	28	$53	$1,484
Ross Street	Jarema, Natalia	28	$53	$1,484
Ross Street	Ludlow, Heather	28	$53	$1,484
Ross Street	Massimino, Cindy	28	$53	$1,484
Ross Street	Orland, Katie	28	$53	$1,484
Ross Street	Papandrea, Megan	28	$53	$1,484
Ross Street	Pires, Michelle	28	$53	$1,484

28. That the Board approve the following staff members who were appointed to the Ross Street Title 1 PBSIS Team for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account # 20-231-200-100-11-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Ross Street	Burke, Rebecca (Chair)	29	$53	$1,537
Ross Street	Dotro, Nicole	15	$53	$ 795
Ross Street	Finnegan, Nicole	15	$53	$ 795
Ross Street	Jung, Amanda	15	$53	$ 795
Ross Street	McGovern, Jacqueline	15	$53	$ 795
Ross Street	Pires, Michelle	15	$53	$ 795

29. That the Board approve the following staff members who were appointed to the Menlo Park Terrace Title 1 Data Team for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-200-100-19-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Menlo Park	Fruscella, Danielle	30	$53	$1,590
Menlo Park	McGowan, Sydney	15	$53	$ 795
Menlo Park	Mata, Alyssa	15	$53	$ 795
Menlo Park	Page, Melissa	15	$53	$ 795
Menlo Park	Sheehan-Petti, Sara	15	$53	$ 795
Menlo Park	Volpe, Amy	15	$53	$ 795

30. That the Board approve the following staff members who were appointed to the Menlo Park Terrace Title 1 Climate and Culture committee for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-200-100-19-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Menlo Park	Ammiano, KellyAnn	12	$53	$ 636
Menlo Park	D'Alessandro, LeighAnne	12	$53	$ 636
Menlo Park	McGowan, Sydney	12	$53	$ 636
Menlo Park	Mata, Alyssa	12	$53	$ 636
Menlo Park	Page, Melissa	12	$53	$ 636
Menlo Park	Renzi, Amanda	12	$53	$ 636

31. That the Board approve the following staff members who were appointed to the Menlo Park Terrace Title 1 Climate and Culture Program for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-200-100-19-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Menlo Park	Ammiano, KellyAnn	8	$53	$ 424
Menlo Park	Moy-Thompson, Stacey	8	$53	$ 424
Menlo Park	Renzi, Amanda	8	$53	$ 424
Menlo Park	Storer, Tara	8	$53	$ 424

32. That the Board of Education approve the following staff members listed below who were appointed to the Woodbine Avenue Title 1 Data Team for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title I funded account #20-231-200-100-23-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Woodbine Ave	Carnemolla, Jessica (chair)	35	$53	$1,855
Woodbine Ave	Demetor, Meghan	30	$53	$1,590
Woodbine Ave	Hein, Dawn	30	$53	$1,590
Woodbine Ave	Lee, Chowon	30	$53	$1,590

33. That the Board approve the following staff members who were appointed to the Woodbine Avenue Title 1 Attendance Committee for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-200-100-23-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Woodbine Ave	Guerra, Sarah (chair)	30	$53	$1,590
Woodbine Ave	Hanley, Sharon	25	$53	$1,325
Woodbine Ave	Heagen, Beth	25	$53	$1,325
Woodbine Ave	Gaffney, Karen	25	$53	$1,325

34. That the Board approve the following staff member who was appointed as the Woodbine Avenue Title 1 PLC Coordinator for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-200-100-23-F-00-00, not to exceed the amount below.)

School	Staff Member	Hours	Rate	Total
Woodbine Ave	Lederman, Erin	20	$53	$1,060

35. That the Board of Education approve the following staff members listed below who were appointed to the Woodbine Avenue Title 1 Writing Committee for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title I funded account #20-231-200-100-23-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Woodbine Ave	Levinski, Justin	30	$53	$1,590
Woodbine Ave	Rodriguez, Janira	30	$53	$1,590
Woodbine Ave	Siessel, Gabriella	30	$53	$1,590

36. That the Board of Education approve the following staff members who were appointed to the Woodbine Avenue Title 1 Parent and Family Engagement Nights during the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-200-100-23-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Woodbine Ave	Carnemolla, Jessica	12	$53	$636
Woodbine Ave	Demetor, Meghan	12	$53	$636
Woodbine Ave	Lee, Chowon	12	$53	$636

37. That the Board of Education approve the following staff member who was appointed to the Woodbine Avenue Title 1 Extended Day Program during the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 funded account #20-231-100-101-23-F-00-00.)

School	Staff Member	Hours	Rate	Total
Woodbine Ave	Siessel, Gabriella	12	$53	$636

38. That the Board of Education approve the following staff members who were appointed to the Kennedy Park School Title I Data Team for the 2026-27 school year. (Payment will be upon timesheet submitted from Title I funded account #20-231-200-100-24-F-00-00, not to exceed $2,650.00 for the total program.)

School	Teacher	Hours	Rate	Salary
Kennedy Park	Coleman, Nicole	30	$53	$1,590
Kennedy Park	Torres, Jessica	20	$53	$1,060

39. That the Board of Education approve the following staff members who were appointed to the Kennedy Park School Title I Attendance Team for the 2026-27 school year. (Payment will be upon timesheet submitted from Title I funded account #20-231-200-100-24-F-00-00, not to exceed $2,786.10 for the total program.)

School	Staff	Hours	Rate	Salary
Kennedy Park	Chakke, Vandana	15	$42.25	$633.75
Kennedy Park	McCabe, Colleen	15	$53	$795.00

School	Staff	Hours	Rate	Salary
Kennedy Park	Rapczynski, Kristine	15	$53	$795.00
Kennedy Park	Luzio, Jasmin	15	$37.49	$562.35

40. That the Board of Education approve the following staff members who were appointed to the Kennedy Park Title I Parent and Family Engagement Program for the 2026-27 school year. (Payment will be upon timesheet submitted from Title I funded account #20-231-200-100-24-F-00-00, not to exceed $1,166 for the total program.)

School	Teacher	Hours	Rate	Salary
Kennedy Park	Coleman, Nicole	5.5	$53	$291.50
Kennedy Park	Lange, Shelli	5.5	$53	$291.50
Kennedy Park	Reyes, Bridget	5.5	$53	$291.50
Kennedy Park	Torres, Jessica	5.5	$53	$291.50

41. That the Board of Education approve the following staff members who were appointed to the Kennedy Park Title I Extended Day Program for the 2026-27 school year. (Payment will be upon timesheet submitted from Title I funded account #20-231-100-101-24-F-00-00, not to exceed $35,775 for the total program.)

School	Teacher	Hours	Rate	Salary
Kennedy Park	Brown, Devon	75	$53	$3,975
Kennedy Park	Cangro, Mackenzie	75	$53	$3,975
Kennedy Park	Coleman, Nicole	75	$53	$3,975
Kennedy Park	Devitt, Robbin	75	$53	$3,975
Kennedy Park	Lange, Shelli	75	$53	$3,975
Kennedy Park	LePoidevin, Denise	75	$53	$3,975
Kennedy Park	Makanda-Hopson,Georgette	75	$53	$3,975
Kennedy Park	Reyes, Bridget	75	$53	$3,975
Kennedy Park	Torres, Jessica	75	$53	$3,975

42. That the Board approve the following staff members who were appointed to the Fords Middle School Title 1 SIA Reflection and Restorative Practice Advisor for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-200-100-42-F-00-00, not to exceed $2,650 for the total program.

School	Staff Member	Hours	Rate	Total
Fords Middle	Marghany, Basma	25	$53	$1,325
Fords Middle	Voorhees, Dareth	25	$53	$1,325

43. That the Board of Education approve the following staff members who were appointed to the Fords Middle School Title 1 SIA Extended Day program during the 2026-27 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-100-101-42-F-00-00, not to exceed $3,180 for the total program.

School	Staff Member	Hours	Rate	Total
Fords Middle	Gershen, Michael	30	$53	$1,590
Fords Middle	Valentin, Lisa	30	$53	$1,590

44. That the Board of Education approve the following staff members who were appointed to the Fords Middle School Title 1 SIA Data Team during the 2026-27 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-200-100-42-F-00-00, not to exceed $1,590 for the total program.

School	Staff Member	Hours	Rate	Total
Fords Middle	Furrevig, Megan	15	$53	$ 795
Fords Middle	Ogonowski, Lauren	15	$53	$ 795

45. That the Board approve the following staff members who were appointed to the Woodbridge Middle School Title 1 SIA Data Team for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-200-100-44-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Woodbridge Middle	Burke, Ashley	30	$53	$1,590
Woodbridge Middle	Malmstrom, Tyler	30	$53	$1,590
Woodbridge Middle	Kupcho, Susanne	15	$53	$ 795
Woodbridge Middle	Miller, William	15	$53	$ 795
Woodbridge Middle	Torrella, Denise	15	$53	$ 795

School	Staff Member	Hours	Rate	Total
Woodbridge Middle	Valente, Jessica	15	$53	$ 795

46. That the Board approve the following staff members who were appointed to the Woodbridge Middle School Title 1 SIA SEL Committee for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-200-100-44-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Woodbridge Middle	Valente, Jessica (Chair)	35	$53	$1,855
Woodbridge Middle	Acheson, Amanda	25	$53	$1,325
Woodbridge Middle	Chesney, Mackenze	25	$53	$1,325
Woodbridge Middle	Douglas, Sarah	25	$53	$1,325
Woodbridge Middle	Liastro, Katharine	25	$53	$1,325

47. That the Board approve the following staff members who were appointed to the Woodbridge Middle School Title 1 SIA Attendance Committee for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-200-100-44-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Woodbridge Middle	Torella, Denise (Chair)	20	$53	$1,060
Woodbridge Middle	Acheson, Amanda	15	$53	$ 795
Woodbridge Middle	Kupcho, Susanne	15	$53	$ 795
Woodbridge Middle	Musacchio, David	15	$53	$ 795

48. That the Board approve the following staff member who was appointed to the Woodbridge Middle School Title 1 SIA Reflection and Restorative Practice Advisor for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-200-100-44-F-00-00, not to exceed the amount below.)

School	Staff Member	Hours	Rate	Total
Woodbridge Middle	Pastor, Marissa	60	$53	$3,180

49. That the Board approve the following staff members who were appointed to the Woodbridge Middle School Title 1 SIA Family and Parent Engagement Program for the 2026-2027 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-200-100-44-F-00-00, not to exceed the amounts below.)

School	Staff Member	Hours	Rate	Total
Woodbridge Middle	Dinella, Nicole	4	$53	$212
Woodbridge Middle	Malmstrom, Tyler	4	$53	$212
Woodbridge Middle	Salinas, Jeremias	4	$53	$212

50. That the Board of Education approve the following staff members who were appointed to the Woodbridge Middle School Title 1 SIA Extended Day program during the 2026-27 school year. (Payment will be upon timesheet submitted from Title 1 SIA funded account #20-235-100-101-44-F-00-00, not to exceed $4,452 for the total program.)

School	Staff Member	Hours	Rate	Total
Woodbridge Middle	Catalano, Chris	28	$53	$1,484
Woodbridge Middle	Maneri, Frank	14	$53	$ 742
Woodbridge Middle	Rackett, Robin	14	$53	$ 742
Woodbridge Middle	Rodgers, Katayla	14	$53	$ 742
Woodbridge Middle	Warantz, Erin	14	$53	$ 742

51. That the Board of Education approve the following staff members who were appointed to be teacher presenters for the professional development day. (Payment will be upon timesheet submitted from Title IIA funded account #20-271-200-100-75-F-00-00 at their contracted hourly rate of $53, not to exceed $159 per teacher.)

Acuna-Francisco, Viviana	Mastroserio, Jessica
Anan, Maria	McDermid, Jenna
Avallone, Lauren	Pasko, Thomas
Campbell, Erica	Puri, Mamta
Chesney, Brian	Ragan, Charlene
Hickman, Kristen	Rotella, Rachael
Jorge, Carla	Salsman, Danielle

52. That the Board of Education approve the following list of staff members for ASI, Title 1, IDEA, ESL/Bilingual projects along with their assignments and that portion of their salaries paid from Federal, Local and State funds for the 2026-2027 school year.

ASI-Title I, Title I SIA, IDEA, ESL/Bilingual Salary Breakdown 2026-27		
ASI Teachers 20-231-100-100-XX-F-00-00	Title I	Salary
Vladick, Eric 4/5 – XX 04	100%	$68,320.00
TBD 4/5 – XX 04	40%	
Amendolia, Alyssa 09	40%	$28,837.20
Galletta, Maria 09	100%	$65,093.00
Thode, Valerie 09	100%	$68,320.00
Anan, Emily 11	100%	$64,031.00
Feehan, Marissa 11	100%	$64,031.00
Wheeler, Michael 11	100%	$66,250.00
Check, Alexander 18	100%	$66,250.00
McCarthy, Kaitlynne 18	60%	$38,418.60
TBD 19	60%	
Mata, Alyssa 19	100%	$68,320.00
Chowon, Lee 23	100%	$74,380.00
McCarthy, Kaitlynne 24	40%	$25,612.40
Monticollo, Alexa 25	100%	$75,320.00
Pearl, Linda 25	100%	$67,380.00
Rodriguez, Aaron 25	100%	$74,380.00
Amendolia, Alyssa 28	60%	$43,255.80
Bhogal, Jasjyot 28	100%	$75,320.00
Support Staff		
Family & Community Resource Officer/Paraprofessional 20-23X-100-101-XX-F-00-00	Title I	
Mendez, Guissela 4/5 – 231 04	100%	$48,025.00
Serrano, Jasmin 11 - 235 11	100% SIA	$43,656.00
Secretary 20-251-100-106-73-F-00-00	IDEA	
Borrero, Emily Special Svs.	100%	$54,907.00

Academic Coaches, Bilingual/ESL 2026-2027		
Local Funds		
Literacy/Academic Coaches		Local
Dobbin, Christina 01		100%
Falcone, Kimberly 01		100%
Rubinstein, Max 04		100%
Schettini, Jennifer 04		100%
Cerreto, Darin 09		100%
McKenzie, Jill 09		100%
Egan, Elizabeth 11		100%
Massimino, Cindy 11		100%
Mejia, Claudia 18		100%
Zecchino, Laura 18		100%
Ammiano, Kelly 19		100%
Triebwasser, Linda 19		100%
Inverno, Nicole 20		100%
Marrone, Jodi 20		100%
Mazzuca, Brooke 21		100%
Moretti, Stephanie 21		100%
Sawczak, Steven 22		100%
Weitz, Amy 22		100%
Carnemolla, Jessica 23		100%
Hein, Dawn 23		100%
Gibbs, Marie 25		100%
Jarema, Annmarie 25		100%
Johnson, Catherine 25		100%
Triola, Rebecca 25		100%
Mangine, Nicole 26		100%
Quesada, Gina 26		100%
Kraese, Gina 27		100%
Romero, Terri 27		100%
Finnegan, Kelly 28		100%
Ricci, Karan 28		100%
Barbato, Catherine 29		100%
Terpanick, Emily 29		100%
Bilingual/ESL Teachers		
Rendeiro, Jessica 09		100%
Tavares, Michelle 09		100%
Espinal, Arline 11		100%
Vieira-Fahy, Dayse 11		100%
Gaud-Moro, Yessenia 18		100%
Nosek, Danielle 18		100%
Samuel, Rivan 18		100%
Tigeleiro, Kimberly 20		100%
Zaidi, Nuzhat 20		100%
Govil, Seema 23		100%
Nosek, Gabrielle L/R 23		100%
Williams, Alison FMLA 23		100%
Avila, Melissa 25		100%
Cruz, Maria 25		100%
Rivera, Bianca 25		100%
Shaikh, Rehana 25		100%
Whalen, Natalie 25		100%

Academic Coaches, Bilingual/ESL 2026-2027		
Albers, Joanna 27		100%
Samano, Sarahi 27		100%
Conrad, Jessica 29		100%
Desai, Kuntal 29		100%
Isola, Shannon 29		100%
Joe, Erin 29		100%
Mazza, Regina 29		100%
Shnayder, Anna 29		100%
Yajnik, Nita 29		100%
Zanatta-Perdomo, Gabriela 29		100%
Bildeyko, Kimberly AMS		100%
Lakshmi, FNU AMS		100%
Christian, Doneta FMS		100%
Santiago, Yvonne FMS		100%
Olarte, Viviana IMS		100%
Domingues, Melissa IMS		100%
Sanchez, Laura CHS		100%
Jorge, Carla JFK		100%
Kurowsky, Colleen JFK		100%
Morrison, Peter WHS		100%
Giblin, Victoria WHS		100%

53. That a note be made in the minutes that Michael Medvetz will not serve as Assistant Coach of Baseball at John F. Kennedy Memorial High School for the 2026-2027 school year, and will not be paid for same. (Personnel Agenda, 6/18/26, Item #40.)

54. That a note be made in the minutes that Kaitlyn Ferreira will not serve as Assistant Coach of Softball at John F. Kennedy Memorial High School for the 2026-2027 school year, and will not be paid for same. (Personnel Agenda, 6/18/26, Item #40.)

55. That a note be made in the minutes that one (1) Assistant Coach of Baseball position be eliminated at John F. Kennedy Memorial High School.

56. That a note be made in the minutes that one (1) Assistant Coach of Softball position be eliminated at John F. Kennedy Memorial High School.

57. That the Board of Education approve one (1) additional Assistant Coach of Wrestling (Boys) position at John F. Kennedy Memorial High School for the 2026-2027 school year, at a salary rate of $7,000.

58. That the Board of Education approve one (1) additional Assistant Coach of Cheerleading (winter) position at John F. Kennedy Memorial High School for the 2026-2027 school year, at a salary rate of $4,500.

59. That the following Substitutes be approved for the 2026-2027 school year:
    Sub School Aide
    Brown, Mabel

    Sub Event Manager
    Felcetto, Michael

I move for the adoption of the foregoing.

Motion by_____

Seconded by_____