



**FROM THE OFFICE OF THE SUPERINTENDENT**  
**WAYNE BOARD OF EDUCATION**  
**WAYNE, NEW JERSEY**

**FEBRUARY 21, 2013**

|  |  |
|--|--|
| 6:00 PM - Executive Session<br>Wayne Board of Education<br>Conference Room<br>50 Nellis Drive<br>Wayne, NJ 07470 | 7:30 PM - Public Meeting<br>Municipal Building<br>Council Chambers<br>475 Valley Road<br>Wayne, NJ 07470 |
|--|--|

**REGULAR MEETING AGENDA**

**I. Reading of "Sunshine Law" Statement**

Adequate notice of this Regular and Executive Meeting, setting forth time, date and location, has been provided in accordance with the requirements of the Open Public Meetings Act on January 4, 2013 by:

Prominently posting a copy on the bulletin board in the lobby of the offices of the Board of Education, which is a public place reserved for such announcements, transmitting a copy of this notice to The Record, The Wayne Today, and the Municipal Clerk.

**II. Roll Call**

**III. Approval to Convene into Executive Session**

WHEREAS, the Wayne Township Board of Education (hereinafter referred to as the "Board") from time to time must convene into Executive Session to discuss confidential matters including but not limited to personnel issues, legal matters, student issues and labor negotiations.

X-13-01

WHEREAS, THE Board has on its agenda for the meeting being held on February 21, 2013 on issues relating to legal items which must be discussed in a confidential closed session.

NOW THEREFORE BE IT RESOLVED, the Board shall move

into Executive Session to discuss the above referenced matter.

BE IT FURTHER RESOLVED, that the minutes of the executive session will provide as much information as possible without violating any applicable privilege or confidentiality so that the public can understand what was discussed and when available what the Board decision was.

BE IT FURTHER RESOLVED, that the minutes of the executive session will be released to the public in an appropriately redacted form within a reasonable period of time.

BE IT FURTHER RESOLVED, that the redacted portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

#### **IV. Reconvene**

The Executive Session of the Wayne Board of Education Regular Meeting of February 21, 2013 was convened in the Conference Room of the Wayne Board of Education, 50 Nellis Drive, Wayne, NJ 07470.

The Statement of Compliance setting forth time, date and location was read in accordance with the requirements of the Open Public Meetings Act and the roll call was taken. The meeting was recessed and is now being reconvened.

#### **FLAG SALUTE**

#### **MOMENT OF SILENCE**

#### **V. Recognition Program**

##### **ADMINISTER OATH OF OFFICE TO NEW BOARD MEMBER**

Rogger Ortiz

Student Artwork on Display This Evening  
Courtesy of Wayne Valley High School

Luke Popadics  
Samantha Cummings  
Hanna Kim  
Brandy Tran  
Emily Vogel  
Deanna Ludwig

## VI. Administrative Summary Report

- Superintendent's Report
  
- Student Representatives
  - David Ostern - Wayne Hills High School
  - Theresa Pascrell - Wayne Valley High School
  
- HIB Report

## VII. Revisions to Agenda Items

## VIII. Open to Public Agenda Items Only

This portion of the meeting is open to citizens for comment on agenda items only. Residents are to state their names, addresses, and subject matter. Comments may be limited to no more than five minutes per person. All members of the public are to be courteous and mindful of the rights of other individuals when speaking. Due to confidentiality and legal rights afforded by the State of New Jersey to students and employees, no member of the public will be permitted to speak negatively about an employee or a student. A response may be forthcoming if and when appropriate. There will be no discussion during the public portion of this meeting. Comments may be responded to tonight under "new business" or at subsequent meetings under "old business." Members of the public are legally responsible and liable for their comments. The Board bears no responsibility for comments made.

## IX. Approval of Minutes

Approval of Executive Session Minutes

M-13-01

**-RECOMMENDED ACTION:**

"that the Board approve the following Executive Session Minutes:"

|                   |                 |
|-------------------|-----------------|
| February 7, 2013  | Regular Meeting |
| February 11, 2013 | Special Meeting |

Approval of Public Meeting Minutes

M-13-02

**-RECOMMENDED ACTION:**

"that the Board approve the following Public Meeting Minutes, as per the attached:"

|                   |                 |
|-------------------|-----------------|
| February 7, 2013  | Regular Meeting |
| February 11, 2013 | Special Meeting |

## X. Committee Reports and Action

|   |                  |         |
|---|------------------|---------|
| Education Committee                     | January 24, 2013 | C-13-01 |
| Facilities and Transportation Committee | January 24, 2013 |         |
| Communications Committee                | January 29, 2013 |         |
| Finance Committee                       | February 7, 2013 |         |
| Personnel Committee                     | February 7, 2013 |         |
| Technology & Safety & Sec. Committee    | February 7, 2013 |         |

## XI. Action on Agenda

### ADMINISTRATIVE:

Approval of HIB Report A-13-01

**-RECOMMENDED ACTION:**

"that the Board affirm the Superintendent's decision on the Harassment, Intimidation and Bullying matters first reported to the Board on December 20, 2012 and February 7, 2013, as required by N.J.S.A. 18A:37-15(b)(6)(e) on the following cases:"

Case #24/2012-2013

Case# 44/2012-2013

### EDUCATION:

**Approval of Out of District Professional Travel**

E-13-01

**-RECOMMENDED ACTION:**

"that the Board approve Out of District Professional Travel for the 2012-2013 school year as follows:"

Whereas, District employees listed on the attached chart are attending conferences, conventions, staff training, seminars, workshops, student events or other required travel; and

Whereas, the attendance at stated functions were previously approved by the Chief School Administrator and School Business

Administrator as work related and within the scope of the work responsibilities of the attendees; and,

Whereas, the attendance at the functions were approved as promoting delivery of instruction of furthering efficient operation of the District, and fiscally prudent; and

Whereas, the travel and related expenses particular to attendance at these functions are within state travel guidelines established by the Department of Treasury in NJOMD circular letter; now therefore

Be it resolved, that the Board of Education finds the travel and related expense particular to attendance as these previously approved functions; and further,

Be it resolved, that the expenses are justified and therefore reimbursable and/or payable, as per the attached."

Approval of Field Trip Destinations

E-13-02

**-RECOMMENDED ACTION:**

"that the Board approve the Field Trip Destinations for the 2012-2013 school year as follows:

| <b>Destination</b>               | <b>City</b>    | <b>School</b> |
|----------------------------------|----------------|---------------|
| Grounds for Sculpture            | Hamilton, NJ   | SCMS          |
| Somerville Middle School         | Branchburg, NJ | WHHS          |
| Branchburg Central Middle School | Branchburg, NJ | WHHS          |

Approval of Out of District Placements

E-13-03

**-RECOMMENDED ACTION:**

"that the Board approve the following out of district placement for the 2012-2013 school year as follows:"

Student #032534 at High Point Regional High School at a total tuition cost of \$15,633

Note: Student 032534 was placed by the NJ Department of Children and Families.

Approval of Home Instruction for the 2012-2013 School Year

E-13-04

**-RECOMMENDED ACTION:**

"that the Board approve Home Instruction for the 2012-2013 school year as follows:

| I.D. # | Gen. & Spec. Ed. | School/ Grade | Reason  | Hours Per Week | Hourly Rate | Eff. Date |
|--------|------------------|---------------|---------|----------------|-------------|-----------|
| 019447 | SE               | WHHS - Gr. 9  | Medical | 10             | \$40.00     | 1/10/13   |
| 020287 | GE               | WVHS - Gr. 9  | Admin.  | 10             | \$40.00     | 1/18/13   |
| 012915 | SE               | WVHS - Gr. 12 | Admin.  | 10             | \$40.00     | 1/23/13   |
| 023506 | GE               | AWMS - Gr. 8  | Admin.  | 5              | \$40.00     | 1/23/13   |
| 027801 | SE               | WVHS - Gr. 10 | Medical | 10             | \$40.00     | 1/28/13   |

Approval of Overnight Wrestling Trip

E-13-05

**-RECOMMENDED ACTION:**

"that the Board approve an overnight trip for Wayne Valley High School Wrestling Team and Coaches to travel to Atlantic City Boardwalk Hall, for the State Tournament, from March 8 through March 13, 2013."

Approval of Out of District Placements

E-13-06

**-RECOMMENDED ACTION:**

"that the Board approve Out of District Placements for the 2012-2013 school year as follows and that transportation be provided as required;

| Student | School   | Amount      |
|---------|--|-------------|
| 027422  | New Alliance Academy (annual tuition rate of \$62,370.00 pro-rated @ \$31,185.00) Start date 02/04/13  | \$31,185.00 |
| 025901  | Celebrate the Children (annual tuition rate of \$62,000.00 pro-rated @ \$29,966.28) 1:1 aide (annual extraordinary service \$26,911.80 pro-rated at \$13,007.37) Start date 02/11/12 | \$42,973.65 |

NOTE: Placements are within the 2013-14 budget.

**HUMAN RESOURCE:**

Approval of Appointment of Long Term Replacement Personnel

H-13-01

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year, Emily Laccona, MS William Paterson University, Step 2 of the Masters Teachers

Salary Guide, \$53,000.00 pro-rated as a long term replacement Speech Language Specialist for Pines Lake Elementary School from April 8, 2013 through June 30, 2013 or until the permanent teacher returns, no medical benefits, replacing Kathleen Boehm." (\$89,040/Step19MA) (position control #01-08-12/ded)

Approval of Appointment of Substitutes

H-13-02

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year the following substitutes."

Zareh Bulbulian: CUSTODIAN  
 Pasquale Mastriani: CUSTODIAN  
 Pamela Burns: PARA/SCPA  
 Lorayn Sugleris: LPN PARA

**Approval of Appointment of High School Chaperones**

H-13-03

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year chaperones for Wayne Valley High School and Wayne Hills High School at the rate of \$82.00 per person, per event, as per the attached; and furthermore, that all high school staff be approved as alternate chaperones on an emergency needed basis."

Approval of Appointment of Chaperones for Camp Warwick

H-13-04

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year the following staff members as chaperones for Camp Warwick Encampments at the rate of \$82.00 per night."

**LAFAYETTE ELEMENTARY SCHOOL**

Scott Wagner: 1 night April 24th  
 Steve Viti: 1 night April 25th

**PINES LAKE ELEMENTARY SCHOOL**

Jerry Romei: 2 nights March 26th & March 27th

## Approval of Transfer of Personnel

H-13-05

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year the following transfers for staff members."

Michele Goetz from pre-school classroom paraprofessional at Albert P. Terhune Elementary School (position control #11-11-12/dec) to 3:1 paraprofessional for students ID#026349, ID#028066, and ID#021818 at Schuyler Colfax Middle School 7:45 a.m. to 2:45 p.m., effective February 25, 2013. (position control #11-31-12/dfp)

Callan Pascale from 1:1 pre-school paraprofessional at Ryerson Elementary School (position control #11-10-12/bwm) for student ID#025901 to pre-school classroom paraprofessional at Albert P. Terhune Elementary School 8:00 a.m. to 3:00 p.m., effective February 25, 2013. (position control #11-11-12/dec)

## Approval of Staff Leave

H-13-06

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year the following staff leave."

ID#6745 - Kindergarten, Lafayette Elementary School  
4/8/13 - 5/31/13 paid sick days  
6/3/13 - 6/30/13 - FMLA Maternity/Childcare Leave, w/o pay & w/benefits.

## Approval of Resignations

H-13-07

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to accept the following resignation."

Lindsay Teehan as Caregiver for the Extended Day Program, effective December 10, 2012. (\$12.25hr.) (position control #85-21-27/cwk)

## Approval of Appointment of Extra Curricular Advisors

H-13-08

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year the following extra curricular advisors."

**DISTRICT**

Michele Hughes, All Wayne Band Co-Conductor, Step 4



\$3,400.00

Allison Testa, All Wayne Band Co-Conductor, Step 1 \$3,050.00

Gail Dragone, All Wayne Chorus, Step 3 \$3,250.00

Patricia Merlucci, All Wayne Chorus, Step 3 \$3,250.00

Evelyn Makulinski, All Wayne Accompanist, Step 4 \$2,950.00

Sheila Mendel, All Wayne Ensemble Strings, \$3,225.00

Sheila Mendel, Instrumental String Ensemble, Wayne Hills High School, Step 4 of the Middle School Extra Curricular Guide, \$2,700.00

Jennifer Shea, Bus Duty, JFK, Step 1 \$2,350.00 rate to be pro-rated from April 8, 2013 through June 30, 2013, replacing Lisa Liguori, Step 2 \$2,450.

Approval of Appointment of School Cafeteria Playground Aide H-13-09

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation for the 2012-2013 school year to approve Amisha Mehta as School Cafeteria Playground Aide, for Schuyler Colfax Middle School, \$15.60 per hour, effective February 11, 2013 and further, that up to 6 hours of professional development be approved during the school year at her hourly rate of pay, replacing Florije Ademi. (\$15.60/hr.) (position control #13-31-38/btn)

Approval to Create Position of Van Aide Paraprofessional H-13-10

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to create for the 2012-2013 school year a .5 van aide paraprofessional position, position control #11-06-18/dfr, effective February 25, 2013."

Approval of Appointment of Van Aide Paraprofessionals H-13-11

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year, the following Van Aide Paraprofessionals."

Souzi Ismail, Van Aide Paraprofessional, Step 1-3 of the Paraprofessionals Salary Guide \$16.09 per hour, 4 hours a day, Transportation, no medical benefits, effective February 25, 2013, replacing Linda Wagoner. (\$18.43hr/Step12) (position control #11-06-18/bzz)

Nadine Jacobs, Van Aide Paraprofessional, Step 1-3 of the Paraprofessionals Salary Guide \$16.09 per hour, 4 hours a day, Transportation, no medical benefits, effective February 25, 2013. (position control #11-06-18/dfr)

Approval of Change in Paraprofessional Hours H-13-12

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year a change in paraprofessional hours for Julieanne Calantone at Ryerson Elementary School to add an additional 1.25 hours." (position control #11-10-12/bwp)

Approval of Retirement H-13-13

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to accept the retirement of Kenneth Kaplan, Principal of Randall Carter Elementary School, effective August 16, 2013." (\$152,148.18/Step10MA+30) (position control #02-01-42/bcp)

Approval of District Staff for Home Program H-13-14

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year the following staff member for Home Program."

| Student | Services                      | Frequency & Duration                     | Provider                  | Hr. Rate |
|---------|-------------------------------|--|---------------------------|----------|
| 025642  | Developmental Instruction/ABA | 2<br>hours/week<br>09/01/12-<br>02/07/13 | Gina<br>Rosa<br>(Teacher) | \$46.84  |

Approval of Transition Paraprofessional for Out of District Placement H-13-15

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year Callan Pascale, a district paraprofessional, as a transportation paraprofessional and an out of district paraprofessional for student ID#025901 for transit and school hours at the rate of \$16.34 per hour, from February 11, 2013 through February 24, 2013, not to exceed 60 hours."

Approval of Sabbatical H-13-16

**-RECOMMENDED ACTION:**

"that the Board approve the Superintendent's recommendation to approve for the 2013-2014 school year a 1/2 year sabbatical for Simone Edwards, Guidance Counselor at Wayne Valley High

School, for credits that will be used for her doctorate degree in counseling at Montclair State University, effective February 1, 2014 through June 30, 2014 at full pay with benefits, as per the WEA contract."

**POLICY:**

Approval of Policy 3125--First Reading for Consideration P-13-01

**-RECOMMENDED ACTION:**

"that the Board approve Policy 3125--Employment of Teaching Staff Members--first reading for consideration, having been recommended at the February 7, 2013 Personnel Committee, as per attached."

NOTE: Revised to reflect the employment of substitutes for the district through Source4Teachers.

Approval of Policy 3281--First Reading for Consideration P-13-02

**-RECOMMENDED ACTION:**

"that the Board approve Policy 3281--Inappropriate Staff Conduct--first reading for consideration, having been recommended at the February 7, 2013 Personnel Committee, as per attached."

NOTE: Revision made to reflect change in code location and to include the provision regarding the role of arbitrators in the tenure dismissal process.

Approval of Policy 3362--First Reading for Consideration P-13-03

**-RECOMMENDED ACTION:**

"that the Board approve Policy 3362--Sexual Harassment--first reading for consideration, having been recommended at the February 7, 2013 Personnel Committee, as per attached."

NOTE: Revised to reflect minor language change.

Approval of Policy No. 4281--First Reading for Consideration P-13-04

**-RECOMMENDED ACTION:**

"that the Board approve Policy 4281--Inappropriate Staff Conduct Support Staff--first reading for consideration, having been recommended at the February 7, 2013 Personnel Committee, as per attached."

NOTE: Revision made to reflect change in code location and to include the provision regarding the role of arbitrators in the tenure dismissal process.

Approval of Policy 4352--First Reading for Consideration P-13-05

**-RECOMMENDED ACTION:**

"that the Board approve Policy 4352--Sexual Harassment Support Staff--first reading for consideration, having been recommended at the February 7, 2013 Personnel Committee, as per attached."

NOTE: Revised to reflect minor language change.

**Approval of Policy 5561--Second Reading for Action**

P-13-06

**-RECOMMENDED ACTION:**

"that the Board approve Policy 5561--Use of Physical Restraint--second reading for action, having been recommended at the January 24, 2013 Education Committee, as per attached."

NOTE: Policy revisions reflect new federal and state guidelines for a Restraint Review following a restraint event.

**Approval of Policy 5830--First Reading for Consideration**

P-13-07

**-RECOMMENDED ACTION:**

"that the Board approve Policy 5830--Pupil Fund Raising--first reading for consideration, having been recommended at the February 7, 2013 Finance Committee, as per attached."

NOTE: Revised to reflect the manner in which student activity and pupil store accounts deposit and withdraw money.

**Approval of Policy 6163--First Reading for Consideration**

P-13-08

**-RECOMMENDED ACTION:**

"that the Board approve Policy 6163--Advertising on School Property--first reading for consideration, having been recommended at the February 7, 2013 Finance Committee, as per attached."

NOTE: This is a new policy developed to be consistent with our policy for Advertising on School Buses.

**Approval of Policy 6480--First Reading for Consideration**

P-13-09

**-RECOMMENDED ACTION:**

"that the Board approve Policy 6480--Purchase of Food Supplies--first reading for consideration, having been recommended at the February 7, 2013 Finance Committee, as per attached."

NOTE: New code permits purchase of food supplies up to \$500 per month without soliciting quotations. School districts that purchase food supplies for instructional programs are required to have this policy.

**SCHOOL RESOURCES:**

Approval of the Bills List S-13-01

**-RECOMMENDED ACTION:**

"that the Board approve the February 21, 2013 Bills List in the total amount of \$ 13,151,393.13 as per the attached."

Approval of 2013-2014 Tentative Budget **-RECOMMENDED ACTION:** S-13-02

BE IT RESOLVED, by the Wayne Board of Education, County of Passaic, that the tentative school district budget for the 2013-2014 school year be approved as follows:

|                            |               |
|----------------------------|---------------|
| General Fund               | \$142,054,023 |
| Restricted Special Revenue | \$2,707,662   |
| Debt Service               | \$4,038,292   |
| Total Budget               | \$148,799,977 |

AND, BE IT FURTHER RESOLVED, that the following GENERAL FUND AND DEBT SERVICE tax levies be approved to support the 2013 - 2014 budget:

|              |               |
|--------------|---------------|
| General Fund | \$132,298,841 |
| Debt Service | \$4,038,292   |

AND, BE IT RESOLVED that the Board of Education hereby approves and adopts the proposal set forth in the notice, and hereby determines to carry out the same.

Note: This tentative school budget includes the use of the health care waiver to increase the base tax levy amount in order to offset the increase in the District's healthcare costs and new assessments that will be levied as part of the Federal Healthcare Reform Act. The total tax impact under this budget would increase taxes by \$205 per year for the average home assessed at \$229,000. Over the next four weeks, the Board and Administration will make revisions to this budget, based on input gathered from the public and the Board of Education and will present the final budget for adoption at its Public Hearing and Board Meeting on March 27, 2013.

Disposal of Obsolete/Surplus Equipment S-13-03

**-RECOMMENDED ACTION:**

"that the Board approve the disposal of obsolete/surplus equipment, as per the attached."

**Approval of Acceptance of Donations**  
**-RECOMMENDED ACTION:**

S-13-04

"that the Board approve the acceptance of the following donations, at a total of \$3,854.00 as noted below and on the attached updated list of donations received to date:"

1. To John F. Kennedy Elementary School, from John F. Kennedy PTO a donation of \$3,000.00 to be used for technology enhancements.
2. To John F. Kennedy Elementary School, from John F. Kennedy PTO a donation of \$854.00 to be used for student fieldtrips.
3. To Lafayette Elementary School, from the Lafayette PTO a donation of \$1,500.00 to be used for the NJASK Prep Program Stipends.

| <b>Date</b>                | <b>Total</b> | <b>Cash</b> | <b>Non Cash</b> |
|----------------------------|--------------|-------------|-----------------|
| Donations received 2.21.13 | \$5,354.00   | \$0.0       | \$5,354.00      |
| Year to Date Donations     | \$73,664.98  | \$22,149.98 | \$51,515.00     |

## **XII. Open to Public**

This portion of the meeting is open to citizens for comment on any topic. Residents are to state their names, addresses, and subject matter. Comments may be limited to no more than five minutes per person. All members of the public are to be courteous and mindful of the rights of other individuals when speaking. Due to confidentiality and legal rights afforded by the State of New Jersey to students and employees, no member of the public will be permitted to speak negatively about an employee or a student. A response may be forthcoming if and when appropriate. There will be no discussion during the public portion of this meeting. Comments may be responded to tonight under "new business" or at subsequent meetings under "old business." Members of the public are legally responsible and liable for their comments. The Board bears no responsibility for comments made.

## **XIII. Old Business**

## **XIV. New Business**

## **XV. Executive Session**

## **XVI. Adjournment**

E-13-01

Regular Board Meeting – February 21, 2013**OUT OF DISTRICT PROFESSIONAL TRAVEL OPPORTUNITIES FOR STAFF MEMBERS**

| NAME          | BLDG.        | WORKSHOP   | DATE/S                 | REG. FEE   | T = Travel<br>L=Lodging<br>M&I=Meals<br>Incidentals<br>° (See Below) | TOTAL COST   |
|---------------|--------------|--|------------------------|------------|--|--------------|
| M. Berrios    | Admin. Bldg. | NJSBAIG Affirmative Action Officer Training          | 5/17/13                | \$ 20.00   | T = \$17.07  | \$ 37.07     |
| J. Petty      | Admin. Bldg. | NJSBAIG Affirmative Action Officer Training          | 5/17/13                | \$ 20.00   | T = \$17.07  | \$ 37.07     |
| K. Peragallo  | JFK          | NJ State School Nurse Assoc. Conf.                   | 3/8-9/13               | \$229.00   | 0  | \$ 229.00    |
| K. Travis     | SCMS         | Teachers College: Summer Reading Institute           | 7/1-7/6/13             | \$700.00   | T = \$311.74   | \$1,011.74** |
| D. Bright     | SCMS         | Teachers College: Summer Reading Institute           | 7/1-7/6/13             | \$700.00   | T = \$311.74   | \$1,011.74** |
| F. Benemowitz | SCMS         | Teachers College: Summer Reading Institute           | 7/1-7/6/13             | \$700.00   | T = \$311.74   | \$1,011.74** |
| C. Orr        | SCMS         | Teachers College: Summer Reading Institute           | 7/1-7/6/13             | \$700.00   | T = \$311.74   | \$1,011.74** |
| J. Burton     | SCMS         | Teachers College: Summer Reading & Writing Institute | 7/1-7/6/13<br>8/5-9/13 | \$1,400.00 | T = \$623.48   | \$2,023.48** |
| B. Pearsall   | AWMS         | Teachers College: Summer Reading & Writing Institute | 8/12-16/13<br>8/5-9/13 | \$1,400.00 | T = 606.66   | \$2,006.66** |
| C. Mucha      | SCMS         | Teachers College: Summer Reading & Writing Institute | 8/12-16/13<br>8/5-9/13 | \$1,400.00 | T = 623.48   | \$2,023.48** |
| K. Kirstein   | GWMS         | Teachers College: Summer Reading Institute           | 8/5-9/13               | \$700.00   | T = \$ 320.42  | \$1,020.42** |
| D. Bradley    | AWMS         | TEACHERS College: Summer Reading Institute           | 8/12-16/13             | \$700.00   | T = 303.33   | \$1,003.33** |

## E-13-01

| NAME            | BLDG.           | WORKSHOP  | DATE/S     | REG. FEE | T = Travel<br>L=Lodging<br>M&I=Meals<br>Incidentals<br>° (See Below) | TOTAL COST   |
|-----------------|-----------------|---|------------|----------|--|--------------|
| J. Avriia       | GWMS            | Teachers College:<br>Summer Reading<br>Institute      | 8/12-16/13 | \$700.00 | T = 320.42   | \$1,020.42** |
| S. Greive       | GWMS            | Teachers College:<br>Summer Reading<br>Institute      | 8/12-16/13 | \$700.00 | T = 320.42   | \$1,020.42** |
| K. Beier        | GWMS            | Teachers College:<br>Summer Reading<br>Institute      | 8/12-16/13 | \$700.00 | T = 320.42   | \$1,020.42** |
| L. Parian       | GWMS            | Teachers College:<br>Summer Reading<br>Institute      | 8/12-16/13 | \$700.00 | T = 320.42   | \$1,020.42** |
| D. Klein        | GWMS            | Teachers College:<br>Summer Reading<br>Institute      | 8/12-16/13 | \$700.00 | T = 320.42   | \$1,020.42** |
| M. Reno-Puentes | GWMS            | Teachers College:<br>Summer Reading<br>Institute      | 8/12-16/13 | \$700.00 | T = \$320.42   | \$1,020.42** |
| N. Ryan         | AWMS            | Teachers College:<br>summer Reading<br>Institute      | 8/12-16/13 | \$700.00 | T = \$303.33   | \$1,003.33** |
| E. Kane         | AWMS            | Teachers College:<br>summer Reading<br>Institute      | 8/12-16/13 | \$700.00 | T = \$303.33   | \$1,003.33** |
| B. Liquori      | Lafayette       | Changing School<br>Culture: Changing Lives            | 3/18/13    | \$ 60.00 | 0  | \$ 60.00     |
| D. Pandolfi     | Admin.<br>Bldg. | CCSS and your School<br>Library Program               | 2/25/13    | \$149.00 | T = \$ 31.93   | \$ 180.93    |
| K. Gorman       | SCMS            | Journal Therapy –<br>Writing as a<br>Therapeutic Tool | 3/6/13     | \$159.00 | 0  | \$ 159.00    |
| L. Kuhn         | SCMS            | Journal Therapy –<br>Writing as a<br>Therapeutic Tool | 3/6/13     | \$159.00 | 0  | \$ 159.00    |
| M. Giarrusso    | AWMS            | NJ School Counselor<br>Conference                     | 4/12/13    | \$ 30.00 | T = \$ 14.76   | \$ 50.76     |



## E-13-01

| NAME            | BLDG.           | WORKSHOP   | DATE/S              | REG. FEE | T = Travel<br>L=Lodging<br>M&I=Meals<br>Incidentals<br>° (See Below) | TOTAL COST   |
|-----------------|-----------------|--|---------------------|----------|--|--------------|
| B. Bishop       | AWMS            | Wrestling State Tournament   | 3/8-3/10/13         | 0        | T = \$109.46<br>L = \$416.72<br>M&I=\$163.00                         | \$689.18     |
| T. Schroeder    | Out of District | Wrestling State Tournament   | 3/8-3/10/13         | 0        | T = \$109.46<br>L = \$416.72<br>M&I=\$163.00                         | \$689.18     |
| P. McHugh       | Out of District | Wrestling State Tournament   | 3/8-3/10/13         | 0        | M = \$163.00   | \$163.00     |
| E. Scott        | WVHS            | Athletic Directors Workshop  | 3/17/13-<br>3/20/13 | \$350.00 | T = \$100.00<br>L = \$288.00<br>M&I=\$198.00                         | \$936.00     |
| M. Cornell      | WVHS            | Instruction for Students with MD   | 4/26/13             | \$ 11.00 | 0  | \$ 11.00     |
| H. Bobrowski    | T. Dey          | NJASECD Annual Conference  | 3/18/13             | \$ 85.00 | 0  | \$ 85.00     |
| L. Russomano    | T. Dey          | NJASECD Annual Conference  | 3/18/13             | \$ 85.00 | 0  | \$ 85.00     |
| L. Hoogstrate   | T. Dey          | NJASECD Annual Conference  | 3/18/13             | \$ 85.00 | 0  | \$ 85.00     |
| A. Battagliese  | AWMS            | Teachers College: Summer Reading Institute   | 8/12-16/13          | \$700.00 | T = \$303.33   | \$1,003.33** |
| B. Castania     | SCMS            | Teachers College: Summer Writing Institute   | 8/5-9/13            | \$700.00 | T = \$311.74   | \$1,011.74** |
| S. Rossi        | AWMS            | Teachers College: Summer Reading Institute   | 8/12-16/13          | \$700.00 | T = \$303.33   | \$1,033.33** |
| D. Pandolfi     | District        | NJASECD Annual Conference  | 3/18/13             | \$65.00  | 0  | \$65.00      |
| S. Marra-Gaspar | AWMS            | Educational Technology Conference<br>(approved at 12/6/12 BOE Meeting for 2/8/13 but was cancelled due to inclement weather) | 3/1/13              | \$65.00  | 0  | \$65.00      |
| M. Ben-David    | AWMS            | TMI Google Symposium (replacing R. Gonzalez, who was approved at 1/24/13 BOE Meeting)  | 2/22/13             | 0        | T = \$22.46  | \$22.46      |
| L. Hassert      | Ryerson         | The CCSS and Reading   | 3/13/13             | \$100.00 | T = \$22.94  | \$122.94     |

E-13-01

| <b>NAME</b> | <b>BLDG.</b> | <b>WORKSHOP</b>             | <b>DATE/S</b> | <b>REG.<br/>FEE</b> | <b>T = Travel<br/>L=Lodging<br/>M&amp;I=Meals<br/>Incidentals<br/>° (See Below)</b> | <b>TOTAL<br/>COST</b> |
|-------------|--------------|-----------------------------|---------------|---------------------|---|-----------------------|
| D. Auerbach | District     | NJASCD Annual<br>Conference | 3/7/13        | \$149.00            | 0   | \$149.00              |
| K. Eid      | District     | NJASCD Annual<br>Conference | 3/7/13        | \$199.00            | 0   | \$1.99.00             |

\*Charge to NCLB Title I

\*\*\*Charge to NCLB Title III Grant

\*\*Charge to NCLB Title IIA

°Includes unanticipated tolls and/or parking expenses

H-13-03

**2012-2013 CHAPERONES (SUBJECT TO CHANGE)**

| <b>JR DANCE</b> |                    | <b>SENIOR PROM</b> |               | <b>SENIOR TRIP</b> |               |
|-----------------|--------------------|--------------------|---------------|--------------------|---------------|
| VALLEY-3/1/13   | HILLS-3/1/13       | VALLEY-6/7/13      | HILLS-6/13/13 | VALLEY-6/1/13      | HILLS-6/3/13  |
| M. KESSANIS     | K.HORNES           | M. KESSANIS        | M. SHALE      | M. KESSANIS        | M. SHALE      |
| A. GIORDANO     | C. SCHALAGO        | A. GIORDANO        | J. GRIMBALIS  | A. GIORDANO        | J. GRIMBALAS  |
| A. DISPENSIERE  | C. MARTINEZ        | A. DISPENSIERE     | M. DUBOIS     | A. DISPENSIERE     | B. MCNUTT     |
| D. SUTER        | A. POALILLO        | B. WATSON          | J. DALY       | B. WATSON          | B. SMITH      |
| S. DEUTSCH      | T. BERKOWITZ       | D. SUTER           | J. FALEY      | D. SUTER           | T. BERKOWITZ  |
| B. WATSON       | P. UHR             | L. SABATINO        | K. STOFEY     | C. SMITH           | M. AGRATI     |
| M. CORNELL      | R. BASILICATO, JR. | L. ZACCONE         | J. TURSO      | L. ZACCONE         | C. MONACO     |
| D. AHLERT       | J. KELLY           | L. AHLERT          | E. FERRANTE   | S. VANATTA         | C. MARTINEZ   |
| H. POTTS        | A. ASCIONE         | D. AHLERT          | K. HORNES     | M. HECHT           | R. BASILICATO |
| A. IM           | S. GAETZKE         | S. VANATTA         | C. SCHALAGO   |                    | T. GREEN      |
| L. CONTE        | G. PEANO           | M. HECHT           | S. O'KEEFE    |                    | M. LEVY       |
| M. ROSE         | D. DELMORO         |                    | L. JENCARELLI |                    | J. DALY       |
| K. JARGER       | V. CHILLER         | ALTERNATES:        | B. GRIECO     | ALTERNATES:        | L. JENCARELLI |
| K. LOURIDAS     | D. ADEMI           | ALL WVSTAFF        | M. CANGIALOSI | ALL WVSTAFF        | M. CANGIALOSI |
| D. SAVVAS       | C. CAAMANO         |                    | L. FRITZ      |                    | M. DUBOIS     |
| T. SIMPSON      | D. KING            |                    |               |                    |               |
| N. MOSES        |                    |                    | ALTERNATES:   |                    | ALTERNATES:   |
|                 | ALTERNATES:        |                    | ALL WHSTAFF   |                    | ALL WHSTAFF   |
| ALTERNATES:     | ALL WHSTAFF        |                    |               |                    |               |
| L. SABATINO     |                    |                    |               |                    |               |
| J. FACCENDA     |                    |                    |               |                    |               |
| J. VOSKIAN      |                    |                    |               |                    |               |
| F. MILLER       |                    |                    |               |                    |               |
| T. ALEXANDER    |                    |                    |               |                    |               |
| L. ZACCONE      |                    |                    |               |                    |               |
| A. MASCARO      |                    |                    |               |                    |               |
| ALL WVSTAFF     |                    |                    |               |                    |               |



P-13-06

# POLICY

## WAYNE TOWNSHIP BOARD OF EDUCATION

PUPILS

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Use of Physical Restraint

### 5561 USE OF PHYSICAL RESTRAINT

The Board of Education strives to provide a safe, caring atmosphere that supports all learners in the least restrictive environment. On, occasion, during an emergency, a situation may arise making it necessary to temporarily restrain a pupil. An emergency is defined as a situation in which the pupil's behavior poses threat of imminent, serious physical harm to the pupil or others or imminent, serious property destruction, which can cause harm to the pupil or others.

In accordance with N.J.S.A.18:A:6-1, no person employed or engaged in school or educational instruction, whether public or private, shall inflict or cause to be inflicted corporal punishment upon a pupil attending such school or institution. However, any such person may within the scope of his/her employment, use and apply physical restraint or control techniques as outlined by the current district model. Any such technique shall not be construed to constitute corporal punishment within the meaning and intentment of N.J.S.A. 18A:6-1.

“Physical restraint” means holding a pupil or otherwise restricting his/her movements. Physical restraint shall include the use of specific, planned members who shall only be used with reasonable limitations by school staff members who have received training in the use of physical restraint. Classroom interventions should be implemented, whenever possible, prior to the use of any physical restraint. The use of physical restraint shall be limited to only those circumstances where other interventions are not possible or have been unsuccessful in eliminating the threat of serious imminent danger to the pupil, and/or others, or property destruction that could potentially cause harm to the pupil or others.

Restraint does not, nor ever shall be used as a response to inappropriate behavior (e.g., disrespect, noncompliance, insubordination, out of seat behavior). Planned positive behavior strategies should always be used as a first step to de-escalate potentially harmful behavior.

A pupil shall be released from physical restraint immediately upon a determination by a trained school staff member administering the restraint and an additional staff member responsible for assessing time, safety and signs of physical distress. As soon as the pupil demonstrates signs of calm and a marked decrease of the problem behavior, test release procedures shall be implemented. Once the pupil can be successfully released, and the threat of serious, imminent danger is no longer evident, the pupil shall return to the normal routine as soon as possible. The Principal will notify the parent or legal guardian



P-13-06

# POLICY

## WAYNE TOWNSHIP BOARD OF EDUCATION

PUPILS

5561/Page 2 of 2

Use of Physical Restraint

in the event an emergency existed and physical restraint was used on their child. The pupil shall be examined by a school nurse after any physical restraint. A “Personal Restraint Technique Incident Form” shall be completed.

A guidance document for the use of physical restraint and seclusion was issued by the United States Department of Education, Office of Special Education and Rehabilitative Services (USDE OSERS) on May 15, 2012, which addresses the use of restraint and seclusion in the education of students with disabilities. On September 18, 2012, The New Jersey Department of Education, Office of Special Education, endorsed this document for use in the public schools. Based on recommendations of these federal and state guidelines, a Restraint Review shall occur following a restraint event. Therefore, the following procedure shall occur:

- When a pupil is temporarily restrained, by trained personnel, a Restraint Review Meeting shall occur within 24 hours of the event.
- A Restraint Review will occur in the form of a meeting and shall include the following staff members: the trained staff member who implemented the restraint, the classroom teacher, the case manager, the district behavior specialist and school administrator.
- The purpose of the Restraint Review is to debrief the event and, if appropriate, revise the strategies currently in place to address the behavior. This can include review of the pupil’s behavior plan, modification of the prescribed behavior strategies and re-evaluation of staff training and skills for appropriate implementation of positive preventative strategies.

N.J.S.A. 18A:6-1

Adopted: 26 April 2012



APPROVAL OF ACCEPTANCE OF DONATIONS  
2012-2013

| Date      | Location                   | Donor                   | Description  | TOTAL            | CASH            | NONCASH         |
|-----------|----------------------------|-------------------------|--|------------------|-----------------|-----------------|
| 7/19/2012 | Facilities Dept            | Sherwin Williams        | Gift Card  | 250.00           |                 | 250.00          |
|           |                            |                         | <b>Donations received 7.19.2012</b>                  | <b>250.00</b>    | <b>0.00</b>     | <b>250.00</b>   |
| 8/23/2012 | Packanack E.S              | Packanack PTO-          | Raised garden beds/tool box                          | 765.00           |                 | 765.00          |
|           | Packanack E.S              | Packanack PTO-          | Charlie's Nursey & Garden Center                     |                  |                 |                 |
|           |                            |                         | soil, vegetable plants, planters, and seeds          | 100.00           |                 | 100.00          |
|           | Packanack E.S              | Packanack PTO           | Picnic tables  | 1,000.00         |                 | 1,000.00        |
|           | Schuyler Colfax M.S        | Wells Family            | Upright Kimball piano                                | 1,000.00         |                 | 1,000.00        |
|           | Pines Lake E.S.            | Pines Lake PTO          | Last installment of P.L Elementary School playground | 9,284.00         | 9,284.00        |                 |
|           |                            |                         | <b>Donations received 8.23.2012</b>                  | <b>12,149.00</b> | <b>9,284.00</b> | <b>2,865.00</b> |
| 9/20/2012 | G. Washington M.S.         | David Feit Memorial Fd. | Stipends for advisors for SODA Club                  | 2,000.00         | 2,000.00        |                 |
|           | Wayne Valley H.S           | Wells Fargo             | Matching Gift Program-Employee Donations:            | 2,825.00         | 2,825.00        |                 |
|           |                            |                         | Gilda Bruckner, Patrick Butler, Michael Campanaro    |                  |                 |                 |
|           |                            |                         | Kevin Chittenden, Michael Coleman                    |                  |                 |                 |
|           |                            |                         | Alphonse Danubio, Felice Iossa, Gregory Knox,        |                  |                 |                 |
|           |                            |                         | Harold Reither, David Taormina, Joseph Verdicchio    |                  |                 |                 |
|           |                            |                         | Joseph Vorel, William Waldron                        |                  |                 |                 |
|           | Wayne Valley H.S           | Target                  | Take Charge of Education Program                     | 457.34           | 457.34          |                 |
|           | Wayne Hills H.S            | Target                  | Take Charge of Education Program                     | 171.51           | 171.51          |                 |
|           | Ryerson E.S                | Target                  | Take Charge of Education Program                     | 87.24            | 87.24           |                 |
|           | James Fallon E.S.          | Target                  | Take Charge of Education Program                     | 276.59           | 276.59          |                 |
|           | James Fallon E.S.          | James Fallon PTO        | Purchase risers for the Music Room                   | 3,849.00         | 3,849.00        |                 |
|           | Wayne Twp Public Schools   | Mr. & Mrs. Halpern      | School supplies                                      | 200.00           |                 | 200.00          |
|           | Outdoor Environ Ed Program | Pines Lake Association  | Soda for high school counselors                      | 10.00            |                 | 10.00           |
|           |                            |                         | <b>Donations received 9.20.2012</b>                  | <b>9,876.68</b>  | <b>9,666.68</b> | <b>210.00</b>   |
|           |                            |                         |  |                  |                 |                 |
|           |                            |                         |  |                  |                 |                 |
|           |                            |                         |  |                  |                 |                 |
|           |                            |                         |  |                  |                 |                 |
|           |                            |                         |  |                  |                 |                 |
|           |                            |                         |  |                  |                 |                 |

APPROVAL OF ACCEPTANCE OF DONATIONS  
2012-2013

| Date       | Location                   | Donor                 | Description                          | TOTAL            | CASH             | NONCASH          |
|------------|----------------------------|-----------------------|--------------------------------------|------------------|------------------|------------------|
| 10/18/2012 | Pines Lake E.S.            | Target                | Take Charge of Education Program     | 148.21           | 148.21           |                  |
|            | George Washington MS       | Target                | Take Charge of Education Program     | 131.09           | 131.09           |                  |
|            | Lafayette E.S.             | Invent Now, Inc.      | Camp Invention                       | 700.00           | 700.00           |                  |
|            | Wayne Hills H.S            | Marc Lawlor           | Chickering & Son Piano               | 11,000.00        |                  | 11,000.00        |
|            | Theunis Dey E.S.           | Theunis Dey PTO       | Classroom supplies for Teachers      | 1,850.00         |                  | 1,850.00         |
|            |                            |                       | <b>Donations received 10.18.2012</b> | <b>13,829.30</b> | <b>979.30</b>    | <b>12,850.00</b> |
| 11/15/2012 | Albert Payson Terhune E.S. | LaCorte Family        | Mums, scarecrows, hay                | 300.00           |                  | 300.00           |
|            |                            | Mrs. Susan Calton     | 150 Large Picture Frames             | 1,500.00         |                  | 1,500.00         |
|            |                            |                       | <b>Donations received 11.15.2012</b> | <b>1,800.00</b>  | <b>0.00</b>      | <b>1,800.00</b>  |
| 12/20/2012 | Ryerson E.S.               | Ryerson PTO           | Sound System                         | 4,500.00         |                  | 4,500.00         |
|            | Wayne Hills HS             | Mr. Janes Stanffield  | 1983 Yamaha Grand Piano              | 10,000.00        |                  | 10,000.00        |
|            | Schyler Colfax MS          | Schyler Colfax PTO    | Sound System                         | 10,305.00        |                  | 10,305.00        |
|            | Theunis Dey ES             | Theunis Dey PTO       | Camp Warwick                         | 2,220.00         | 2,220.00         |                  |
|            |                            |                       | <b>Donations received 12.20.2012</b> | <b>27,025.00</b> | <b>2,220.00</b>  | <b>24,805.00</b> |
| 1/24/2013  | George Washington M.S.     | George Washington PTO | 2 Interactive Boards                 | 3,000.00         |                  | 3,000.00         |
|            | Pines Lake E.S.            | Anonymous             | Bicycle Rack                         | 381.00           |                  | 381.00           |
|            |                            |                       | <b>Donations received 1.24.13</b>    | <b>3,381.00</b>  | <b>0.00</b>      | <b>3,381.00</b>  |
| 2/21/2013  | John F. Kennedy E.S.       | John F. Kennedy PTO   | Technology Enhancements              | 3,000.00         |                  | 3,000.00         |
|            | John F. Kennedy E.S.       | John F. Kennedy PTO   | Student Field Trips                  | 854.00           |                  | 854.00           |
|            | Lafayette E.S.             | Lafayette PTO         | NJASK Prep Program Stipends          | 1,500.00         |                  | 1,500.00         |
|            |                            |                       | <b>Donations received 2.21.13</b>    | <b>5,354.00</b>  | <b>0.00</b>      | <b>5,354.00</b>  |
|            |                            |                       | <b>YEAR TO DATE DONATIONS</b>        | <b>73,664.98</b> | <b>22,149.98</b> | <b>51,515.00</b> |