



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

JANUARY 24, 2013

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

-RECOMMENDED ACTION:

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 January 24, 2013, 2013 on issues relating to personnel and 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portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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 January 24, 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

New Jersey School Board Recognition Month
Presented by Dr. Raymond A. Gonzalez

Student Artwork on Display This Evening Courtesy of
Wayne Valley National Art Honor Society

Dan West
Mirei Sakane
Erika Pianin
Kelly Cantwell
Mackenzie Faber
Andrew Popadics

VI. Administrative Summary Report

- Superintendent's Report

- State of the District Midyear 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. The Board Members request that all members of the public 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 may speak negatively or in a derogatory manner about an employee or employees or about a student or students of the district for any reason at any time. All comments will be considered and 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 must consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments. The Board bears no responsibility nor will it be liable for any comments made by members of the public.

IX. Approval of Minutes

Approval of Executive Session Minutes

M-13-01

-RECOMMENDED ACTION:

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

December 6, 2012	Regular Meeting
December 20, 2012	Regular Meeting
January 10, 2013	Regular Meeting

Approval of Public Meeting Minutes

M-13-02

-RECOMMENDED ACTION:

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

December 20, 2012	Regular Meeting
January 3, 2013	Organization Meeting
January 10, 2013	Regular Meeting

Approval to Release Executive Session Minutes

M-13-03

-RECOMMENDED ACTION:

BE IT RESOLVED, that the Board approves the release of the Executive Session Meeting Minutes from July 7, 2011 through June 28, 2012 to the public, as redacted with respect to items still privileged or confidential, as per the attached:"

Note: Once these minutes are approved, they will be posted to the District website under Minutes, Archived 2011-2012.

X. Committee Reports and Action

Education Committee	December 20, 2013	C-13-01
Facilities & Transportation Committee	December 20, 2013	
Finance Committee	January 10, 2013	
Personnel Committee	January 10, 2013	
Technology& Safety Committee	January 10, 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 Harrassment, Intimidation and Bullying matters first reported to

the Board on January 10, 2013, as required by N.J.S.A. 18A:37-15(b)(6)(e)."

Approval of the 2013 Board Goals

A-13-02

-RECOMMENDED ACTION:

"that the Board approve the 2013 Board Goals, as per attached."

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 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 Principals' Professional Development Workshops

E-13-02

-RECOMMENDED ACTION:

"that the Board approve a Letter of Agreement with Staff Development Workshops, Inc. to provide two days of training for elementary principals on Thursday and Friday, June 27 and 28, 2013 in the amount of \$3,000.00 to be paid from Title IIA funding."

Approval of Overnight Cheerleading Field Trip

E-13-03

-RECOMMENDED ACTION:

"that the Board approve an overnight trip for the Wayne Hills High School Competition Cheerleading Team and Coaches to travel to Orlando, Florida, for Americheer Competition, from March 14, 2013 thru March 18, 2013."

NOTE: Cost is funded by students

Approval of Korean Translator

E-13-04

-RECOMMENDED ACTION:

"that the Board approve Lily Ahn to provide Korean translator services for reevaluation planning and eligibility/IEP meetings from 01/30/13 and 03/31/13 for student #035760 at \$25.00 per hour for up to 3 hours not to exceed \$75.00."

Approval of Out of District Placement

E-13-05

-RECOMMENDED ACTION:

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

Student	School	Amount
020109	The Calais School (annual tuition rate of \$54,860.40 pro-rated @ \$33,830.58) Start date 01/07/13	\$33,830.58

NOTE: This is transfer of exiting placement to new placement.

Approval of Home Instruction for the 2012-2013 school year

E-13-06

-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
020694	SE	WHHS - GR. 9	Medical	10	\$40.00	12/13/12
020868	SE	WVHS - Gr. 9	Admin.	10	\$40.00	12/19/12
012596	GE	WHHS - Gr. 12	Admin.	10	\$40.00	12/18/12
019361	GE	WVHS - Gr. 10	Admin.	10	\$40.00	12/19/12
010390	SE	WVHS - Gr. 11	IEP	10	\$40.00	1/2/13
031791	SE	WVHS	Admin.	10	\$40.00	1/2/13

		- Gr. 9				
029176	GE	WVHS - Gr. 11	Medical	10	\$40.00	12/24/12
027801	GE	WVHS - Gr. 10	Medical	10	\$40.00	12/19/12
029988	GE	TD - Gr. 4	Medical	5	\$40.00	1/7/13
025054	SE	WHHS - Gr. 9	Medical	10	\$40.00	12/17/12
018989	SE	WHHS - Gr. 11	Medical	10	\$40.00	1/2/13
020019	SE	WVHS - Gr. 12	Medical	10	\$40.00	1/10/13

HUMAN RESOURCE:

Approval of Revised Item

H-13-01

-RECOMMENDED ACTION:

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

Incorrect rate on prior agenda for Iris Gray - change from \$23.28 per hour to \$23.74 per hour.

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."

Christine Ryan: PARA
Cynthia Bullis: OFFICE
Ilana Boyd: LPN PARA

Approval of Staff Leaves

H-13-03

-RECOMMENDED ACTION:

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

ID# 8440 - Special Education - Resource Room Randall Carter Elementary School
2/2/13 - 5/3/13 - Extension of WEA contractual Maternity Leave w/o pay & w/o benefits.

ID# 3907 - Van Driver, Transportation
1/4/13 - 3/7/13 - Medical leave, w/o pay & w/benefits.

ID#8523 - Speech Language Specialist, Ryerson Elementary School
3/25/13 - 5/1/13 paid sick days
5/2/13 - 6/30/13 - FMLA Maternity Leave, w/o pay & w/benefits.

ID#3182 - Grade 2, John F. Kennedy Elementary School
4/8/13 - 5/30/13 paid sick days
5/31/13 - 6/19/13 - FMLA Maternity Leave, w/o pay & w/benefits.

STAFF LEAVE REVISIONS

ID#8416 - Physical Education, Theunis Dey Elementary School,
change in return date from May 10, 2013 to May 23, 2013.

ID#4920 - Art, Wayne Valley High School
11/26/12 - 1/18/13 paid sick days
1/19/13 - 4/19/13 - FMLA Maternity Leave, w/o pay & w/benefits.
4/20/13 - 5/3/13 - w/o pay & w/o benefits.

Approval of Appointment of Professional Staff H-13-04

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year, Amanda Kearns MA Drew University, Step 1 of the Masters Teachers Salary Guide, \$51,900.00 pro-rated, Biology Teacher at Wayne Hills High School, effective February 1, 2013, replacing Geraldine Lowry. (\$113,130/Step22MA+30) (position#01-40-31/amc)

Approval of Appointment of Transportation Personnel H-13-05

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year, Debra Lowe as a Van Driver for the Transportation Department at Step 2 \$22.12 per hour of the Van Drivers Salary Guide, effective January 28, 2013 for 5 hours per day, replacing Dave Holley." (\$22.85/Step3) (position#71-06-18/chs)

Approval of Appointment of Camp Warwick Staff H-13-06

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year, Jerry Romei as Camp Warwick Staff for Lafayette Elementary School for 2 nights at the rate of \$82.00 per night for April 24-26,2013, replacing David

McGrath."

Approval of Paraprofessional Hours H-13-07

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year paraprofessional hours for Erika Batelli at John F. Kennedy Elementary School, from 8:45 a.m. - 3:25p.m. to 8:00 a.m. - 3:00 p.m., effective December 10, 2012."

(position # 11-04-12/bzj)

Approval of Resignations H-13-08

-RECOMMENDED ACTION:

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

Noel Anderson as Team Leader for Grade 8 at Schuyler Colfax Middle School, effective February 4, 2013. (\$2,050/Step 2)

Walt Johnson as Assistant Football Coach at Wayne Hills High School, effective January 16, 2013. (\$6,980.00/Step 4)

Approval of Appointment of Extra Curricular Advisors - H-13-09

-RECOMMENDED ACTION:

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

Lorena Jiminez as Team Leader for Grade 8 at Schuyler Colfax Middle School, Step 1 \$1,950 pro-rated, effective February 4, 2013, replacing Noel Anderson. (\$2,050/Step2)

Bryant Hatch for Father/Son Night at APT at the rate of \$90.00, replacing Rosario Iacono. (\$90)

Approval of Appointment of Secondary Head Counselors H-13-10

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year Secondary Head Counselors, and further that the Board approve the Middle School Head Counselors at Step 1 of the stipend in the WEA Contract and the High School Head Counselors at a stipend pending negotiations with the WEA."

SCHOOL	HEAD COUNSELOR(s)
George Washington	Bonnie Kehrier
	Michael Paul
	Denise Schlachter
Anthony Wayne	Jeff Robjohns
	Jackie Molina
	Michele Giarrusso
Schuyler Colfax	Laura Kuhn
	Karen Vivino
	Karen Gorman
Wayne Valley	Felicia Miller
	Lauren Zaccone
Wayne Hills	Cynthia Gorkowski

Approval of Appointment of School Cafeteria Playground Aide H-13-11

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year, Florige Ademi as School Cafeteria Playground Aide at Schuyler Colfax Middle School at a salary of \$15.60 per hour, effective January 28, 2013 and further, that up to 6 hours of professional development be approved during the school year at her hourly rate of pay, replacing Darlene Gerritsen." (\$15.60/hr.) (position #13-31-38/BTN)

Approval of Appointment of Extra Curricular Coaches

H-13-12

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve the Spring Extra Curricular Coaches for the 2012-2013 school year, as per attached."

Approval of Volunteer Coaches

H-13-13

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year Volunteer Athletic Coaches as per attached:"

Approval of Extension of Personnel Contract

H-13-14

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation for the 2012-2013 school year to extend the personnel contract for Christina Laietta, Special Education - Resource Room Teacher at Randall Carter Elementary School, Step 2 of the

Bachelors Long Term Substitute Salary Guide, \$26,832.00 prorated, no medical benefits, effective February 2, 2013 through May 3, 2013, or until the permanent teacher returns, replacing Devon Zimmerman." (\$56,680/StepMA5) (position# 01-01-12/avz)

Approval of Job Description for Title I Teacher/Intervention Specialist and the Creation of Corresponding Position H-13-15

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year the job description for Title I Teacher/Intervention Specialist, as recommended by the Personnel Committee, as per attached and also to approve the creation of a corresponding position at the Anthony Wayne Middle School, position #01-33-45/."

NOTE: This is the first of four new positions that will be funded with NCLB Title I funding.

Approval of Job Description for Special Education Paraprofessional H-13-16

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2012-2013 school year the job description for Special Education Paraprofessional, as recommended by the Personnel Committee, as per attached."

POLICY:

Approval of Policy 2430--Second Reading for Action

P-13-01

-RECOMMENDED ACTION:

"that the Board approve Policy 2430--Co-Curricular Activities--Second Reading for Action, having been recommended at the December 20, 2012 Education Committee, as per attached."

NOTE: Revisions made to reflect changes to legal references and to add language which ensures that all co-curricular programs comply with the Board's equity policy as well as federal requirements.

Approval of Policy No. 3125.2--Second Reading for Action

P-13-02

-RECOMMENDED ACTION:

"that the Board approve Policy No. 3125.2--Employment of Substitute Teachers--second reading for consideration, having been recommended at the December 6, 2012 Personnel Committee, as per attached."

NOTE: Revised to reflect the employment of substitutes for the

district through Source4Teachers.

Approval of Policy No. 5200--Second Reading for Action

P-13-03

-RECOMMENDED ACTION:

"that the Board approve Policy No. 5200--Attendance--second reading for action, having been recommended at the December 20, 2012 Education Committee, as per attached."

NOTE: Revisions made to emphasize how tardiness and late arrival/early dismissal also ties into attendance and to reflect the need to publicize the policy and review it regularly.

Approval of Policy No. 5533--First Reading for Consideration

P-13-04

-RECOMMENDED ACTION:

"that the Board approve Policy No.5533--Pupil Smoking--first reading for consideration, having been recommended at the December 20, 2012 Education Committee, as per attached."

NOTE: Revised to reflect the New Jersey Smoke-Free Air Act.

Approval of Policy 5513--Second Reading for Action

P-13-05

-RECOMMENDED ACTION:

"that the Board approve Policy 5513--Care of School Property--second reading for action, having been recommended at the December 20, 2012 Education Committee, as per attached."

NOTE: To reflect language from statute which states that parents/guardians are liable for damages done by any minor who damages school property.

Approval of Policy No. 5550--Second Reading for Action

P-13-06

-RECOMMENDED ACTION:

"that the Board approve Policy No. 5550--Disaffected Students--second reading for action, having been recommended at the December 20, 2012 Education Committee, as per attached."

NOTE: Removal of citations of regulations which no longer exist.

Approval of Policy No. 7510--Second Reading for Action

P-13-07

-RECOMMENDED ACTION:

"that the Board approve Policy No. 7510--Use of School Facilities--second reading for action, having been recommended at the December 20, 2012 Facilities and Transportation Committee, as per attached."

NOTE: Revisions made to clarify no rental fees for group use of groups whose participants are greater than 50% Wayne residents and to clarify security requirements.

SCHOOL RESOURCES:

Approval of the Bills List S-13-01

-RECOMMENDED ACTION:

"that the Board approve the January 24, 2013 Bills List in the total amount of \$13,313,769.40 as per the attached."

Approval of Treasurer of School Funds Report as of November 30, 2012 S-13-02

-RECOMMENDED ACTION:

"that the Board approve the Treasurer of School Funds Report as of November 30, 2012 as per the attached."

Approval of Report of Board Secretary as of November 30, 2012 S-13-03

-RECOMMENDED ACTION:

"that the Board approve the Report of the Board Secretary as of November 30, 2012 as per the attached."

Approval of Monthly Certification Resolution as of November 30, 2012 S-13-04

-RECOMMENDED ACTION:

WHEREAS, N.J.A.C. 6A:23-2.11(c) requires monthly certifications by Boards of Education that major account/fund balances have not been over-expended and that sufficient funds are available to meet the district's financial obligations for the 2012-2013 fiscal year; and,

WHEREAS, the Board Secretary has certified that no major account has been over-expended for the month ending November 30, 2012 and that sufficient funds are available for the remainder of the fiscal year;

WHEREAS, ALL Board members have been provided with expenditure summaries;

NOW< THEREFORE BE IT RESOLVED by the Board of Education of the Township of Wayne that they collectively certify the expenditures of the district for the month ending November 30, 2012 to be within the guidelines established under N.J.A.C. 6A:23-2.11(a), with General Operating Fund expenditures as follows:

Budgeted Appropriations: \$137,694,144.54
 Encumbrances (Open Purchase Orders): \$83,806,461.12
 Expenditures (Cash Disbursements): \$48,276,932.71

and further,

BE IT RESOLVED that a copy shall be appended to and made a part of these minutes.

Juanita A. Petty, RSBA

Approval of Transfer of Funds as of November 30, 2012 S-13-05

-RECOMMENDED ACTION:

"that the Board approve Resolution - Transfer of Funds as of November 30, 2012, as per the attached."

Approval of Award of RFP # 8-1213 S-13-06

-RECOMMENDED ACTION:

"that the Board approve the award of RFP# 8-1213 for Teacher/Administrator Evaluation Services to My Learning Plan, Inc. in the amount of \$40,500 -- for OASYS and ELEVATE annual licensing fees of \$28,500, a one time set up fee of \$3,000 and 3 days of professional development training of \$9,000, as per the attached."

Authorization to Amend 2012-2013 NCLB Grant S-13-07

-RECOMMENDED ACTION:

"that the Board of Education authorize an amendment to the 2012-2013 NCLB Grant to bring in approved carryover funds from the 2011-2012 grant cycle as follows:

Title IA	\$278,018
Title IIA	\$52,585
Title III	\$16,297

Approval of Agreement for Copier/Printer Services S-13-08

-RECOMMENDED ACTION:

"that the Board of Education approve the Services and Support Agreement with Xerox from January 1, 2013 to December 31, 2017, under State Contract #A51145, at a net monthly cost of \$53,092.09, as reviewed by the Finance Committee, the Technology, Safety & Security Committee, and the Facilities and Transportation Committee, and as reviewed and approved by Board Counsel, as per the attached."

Note: This renewal contract provides the Board with upgrades to the current equipment in all school facilities, upgrades to the District copy center, all supplies and service, as well two on-site Xerox staff, the addition of secure print services on copy machines that would enable the District to reduce the number of stand-alone printers in offices and possibly some classrooms; and the addition of Equitrac

Professional that would require staff members to swipe a smart card to access the copiers and would enable the District to assess and control usage. The total contract is \$10,000 per year less that the current contract.

Authorization to Submit Project Application for District Wide Communication System Project: Dispatch Depot at North Cove - **S-13-09**
RECOMMENDED ACTION:

RESOLVED, upon the recommendation of the Superintendent, that the Wayne Township Board of Education, in the County of Passaic, New Jersey authorizes the Superintendent, Business Administrator and Architect of Record to submit all necessary plans and paperwork to the Department of Education concerning the District Wide Communication System Project for the Dispatch Depot at North Cove, Project No. 5570-X04-13-1000 for a Wireless Radio Installation of a Digital Antenna and Repeater centrally located within the Township; and further, that this submission will serve as an application to the office of School Facilities and an amendment to the District's Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding as the project will be funded through the district's capital reserve fund / general fund.

NOTE: This is the last project application with respect to the wireless radio installation of a digital antenna and repeater centrally located within the Township.

Approval of Acceptance of Donations **S-13-10**
-RECOMMENDED ACTION:

"that the Board approve the acceptance of the following donations, at a total of \$3381.00 as noted below and on the attached updated list of donations received to date:"

1. To George Washington Middle School, from George Washington PTO a donation of \$3000.00 to be used to purchase two interactive boards.
2. To Pines Lake Elementary School, from an anonymous donor a donation of \$381.00 to be used to purchase a bicycle rack.

Date	Total	Cash	Non Cash
Donations received 1.24.13	\$3381.00	\$ 0.00	\$3381.00
Year to Date Donations	\$68,310.98	\$22,149.98	\$46,162.00

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. The Board Members request that all members of the public 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 may speak negatively or in a derogatory manner about an employee or employees or about a student or students of the district for any reason at any time. All comments will be considered and 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 must consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments. The Board bears no responsibility nor will it be liable for any comments made by members of the public.

XIII. Old Business

XIV. New Business

XV. Executive Session

XVI. Adjournment



A-13-02

Administrative Offices
www.wayneschools.com
Phone: (973) 633-3000

2013 Board Goals

1. Improve external communication between the Board of Education and the community
 - 1.1. Provide regular updates on committees at board meetings
 - 1.2. Respond to public inquiries at board meetings during board discussion, old and new business portions of the agenda
 - 1.3. Create alternative forums outside of board meetings for public discourse on district initiatives and board/committee work
2. Improve internal communication between members of the board of education
 - 2.1. Charge the "Communications Committee" with the task of developing a draft standardized communications protocol for board committees that:
 - 2.1.1. Defines the purpose of committees and expectations of members based upon policy, best practices, and NJSBA resources
 - 2.1.2. Establishes specific goals to guide committee work and guides discussion with administration
 - 2.1.3. Explicitly connects committee work to district goals
 - 2.1.4. Defines procedures for taking minutes and reporting out to full board
3. Work with New Jersey School Boards Association (NJSBA) to improve board performance in policy making and governance in order to become a certified board
 - 3.1.1. Meet with NJSBA field representative to assess training needs and expectations
 - 3.1.2. Develop regular schedule of meetings for the purpose of board development

E-13-01

Regular Board Meeting – January 24, 2013**OUT OF DISTRICT PROFESSIONAL TRAVEL OPPORTUNITIES FOR STAFF MEMBERS**

NAME	BLDG.	WORKSHOP	DATE/S	REG. FEE	T = Travel L=Lodging M&I=Meals Incidentals ° (See Below)	TOTAL COST
Gonzalez, R.	Admin. Bldg.	<i>TMI Google Symposium</i>	2/22/13	\$149.00	T = \$23.50	\$172.50
Gingerelli, A.	WVHS	<i>AP Studio Art Workshop (Previously approved at the 11/15/12 BOE Mtg for 12/8/12, however, unable to attend due to death in family)</i>	1/28/13	\$205.00	0	\$205.00
Killeen, P.	WHHS	<i>Creating College and Work Ready Students: Using the LearnDoEarn Student Achievement System</i>	3/19/13	0	T = \$20.62	\$20.62
Mathisen, K.	Lafayette	<i>How to Teach the Struggling Reader/Writer</i>	3/13/13	\$100.00	0	\$100.00
DiPiazza, J.	Lafayette	Workshop: Increasing Comprehension Through Read Aloud, Shared and Independent Reading: A Common Core Workshop for K-5 Teachers	3/11/13	\$100.00	0	\$100.00
Auerbach, D.	WH/WV	Instructional Strategies to Implement Common Core Standards (through AMTNJ)	2/7/13	\$119.99	T = \$46.06	\$166.05
Korman, S.	District	Instructional Strategies to Implement Common Core Standards (through AMTNJ)	2/7/13	\$119.99	T = \$46.06	\$166.05
Corrado, M.	SCMS	Common Core Standards Workshop	2/4/13 3/6/13 4/15/13	3 @ \$105.00	0	\$315.00
Testa, A.	Lafayette APT Ryerson	NJ Music Educators Association Annual Conf.	2/21/13 2/22/13 2/23/13	\$150.00	T = \$50.65	\$200.65

E-13-01

NAME	BLDG.	WORKSHOP	DATE/S	REG. FEE	T = Travel L=Lodging M&I=Meals Incidentals ° (See Below)	TOTAL COST
Kelly, J.	WHHS	NJ State School Nursing Association Annual Conference	3/9/13	\$199.00	0	\$199.00
Fioravanti, S.	Admin. Bldg.	Penn state MacAdmins Conference 2013	5/21/13 5/22/13 5/23/13 5/24/13	\$400.00	T = 146.40 L = \$264.00 M = \$168.00	\$978.40

*Charge to NCLB Title I
 **Charge to NCLB Title IIA
 ***Charge to NCLB Title III Grant
 °Includes unanticipated tolls and/or parking expenses

H-13-12

Wayne Hills Spring Coaches

1	Thomas	Duch	BASEBALL	Asst	WH	Step 1	\$ 5,480.00
2	Donald	Hayes	BASEBALL	Asst	WH	Step 1	\$ 5,480.00
3	Dennis	Lukarsko	LA CROSSE	Asst	WH	Step 1	\$ 5,480.00
4	Denise	Scalzitti	LA CROSSE	Asst	WH	Step 1	\$ 5,480.00
5	Richard	Basilicato	SOFTBALL	Asst	WH	Step 4	\$ 6,180.00
6	Theresa	Moschel	SOFTBALL	Asst	WH	Step 4	\$ 6,180.00
7	Christina	Caamano	TRACK	Asst	WH	Step 1	\$ 5,480.00
8	Todd	Green	TENNIS	Asst/B	WH	Step 1	\$ 5,060.00
9	Christopher	Monaco	TRACK	Asst/B	WH	Step 2	\$ 5,710.00
10	Ray	Riker Sr.	TRACK	Asst/B	WH	Step 4	\$ 6,180.00
11	Paul	Bonney	VOLLEYBALL	Asst/B	WH	Step 4	\$ 5,860.00
12	Michelle	Lala	TRACK	Asst/G	WH	Step 1	\$ 5,480.00
13	Fran	Rella	BASEBALL	Head	WH	Step 4	\$ 8,440.00
14	Lauren	Brown	SOFTBALL	Head	WH	Step 4	\$ 8,440.00
15	Claudio	Canonaco	STRENGTH & CONDITION/S	Head	WH	Step 1	\$ 2,650.00
16	Gregg	Rehberger	TRACK	Head	WH	Step 2	\$ 7,700.00
17	Marc	Jacobson	LA CROSSE	Head/B	WH	Step 4	\$ 8,440.00
18	Bruce	Keogh	TENNIS	Head/B	WH	Step 4	\$ 6,680.00
19	Robert	Bell	TRACK	Head/B	WH	Step 3	\$ 8,050.00
20	William	Eustice	VOLLEYBALL	Head/B	WH	Step 4	\$ 6,920.00
21	Marie	Tripp	LA CROSSE	Head/G	WH	Step 4	\$ 8,440.00

Wayne Valley Spring Coaches

1	Steve	Meigh	BASEBALL	Asst	WV	Step 4	\$ 6,180.00
2	TJ	Schneider	BASEBALL	Asst	WV	Step 2	\$ 5,710.00
3	Jeff	Hoover	BASEBALL	Head	WV	Step 4	\$ 8,440.00
4	Doug	Schemly	GOLF	Head	WV	Step 1	\$ 5,120.00
5	Brian	Petersen	LA CROSSE	Asst	WV	Step 1	\$ 5,480.00
6	Robert	Carothers	LA CROSSE	Asst/B	WV	Step 1	\$ 5,480.00
7	Dave	Ahlert	LA CROSSE	Head/B	WV	Step 1	\$ 7,400.00
8	Katy	Kraft	LA CROSSE	Head/G	WV	Step 2	\$ 7,700.00
9	Aurora	Schneider	SOFTBALL	Head	WV	Step 1	\$ 7,400.00
10	Jim	Camb	SOFTBALL	Asst	WV	Step 1	\$ 5,480.00
11	Howard	Smith	SOFTBALL	Asst	WV	Step 4	\$ 6,180.00
11	Gavin	Bannat	STRENGTH & CONDITION/S	Head	WV	Step 4	\$ 3,140.00
12	Karen	Enderly	TENNIS	Asst/B	WV	Step 4	\$ 5,750.00
13	Dan	Sullivan	TENNIS	Head/B	WV	Step 4	\$ 6,680.00
14	Bob	Bishop	TRACK	Asst/B	WV	Step 4	\$ 6,180.00
15	Melissa	Hodgson	TRACK	Asst/B	WV	Step 4	\$ 6,180.00
16	Jim	Kirby	TRACK	Asst/B	WV	Step 4	\$ 6,180.00
17	Joann	Mosley	TRACK	Asst/G	WV	Step 4	\$ 6,180.00
18	Brian	O'Connor	TRACK	Asst/G	WV	Step 4	\$ 6,180.00
19	Erik	Schulman	TRACK	Head	WV	Step 4	\$ 8,440.00
2-	Doug	Flower	TRACK	Head/B	WV	Step 4	\$ 8,440.00
21	Kathy	Sinram	VOLLEYBALL	Asst/B	WV	Step 4	\$ 5,860.00
22	Jason	Carcich	VOLLEYBALL	Head/B	WV	Step 4	\$ 6,920.00

H-13-13

Wayne Hills Winter Volunteer

1	Michelle	Wlosek	Basketball	Vol.	WH
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Wayne Hills Spring Volunteers

1	Brendan	Connelly	Baseball	Vol.	WH
2	Brian	Gelalia	BASEBALL	Vol.	WH
3	Matt	Diglio	LA CROSSE/B	Vol.	WH
4	Robert	Starr	LA CROSSE/B	Vol.	WH
5	Corey	Valencort	LA CROSSE/B	Vol.	WH
6	Alyssa	Bascelli	LaCrosse	Vol.	WH
7	Alexandra	Barlow	SOFTBALL	Vol.	WH
8	Tina	Londino	SOFTBALL	Vol.	WH
9	Daniella	Wagenti	SOFTBALL	Vol.	WH

Wayne Valley Spring Volunteers

1	Mike	Dicenso	BASEBALL	Vol.	WV
2	Jeff	Badaan	LA CROSSE	Vol.	WV
3	Kyle	Hayes	LA CROSSE	Vol.	WV
4	Michael	Reed	LA CROSSE	Vol.	WV
5	Ryan	Baitzel	LA CROSSE/B	Vol.	WV
6	Joe	Della Fera	LA CROSSE/B	Vol.	WV
7	Sabrina	Colli	SOFTBALL	Vol.	WV
8	Elizabeth	Tible	SOFTBALL	Vol.	WV
9	Lori	Conte	TRACK	Vol.	WV
10	Danielle	Savvas	TRACK	Vol.	WV
11	Catherine	Smith	TRACK	Vol.	WV
12	Farsheed	Tashayyoddi	TRACK	Vol.	WV
13	Conan	Ward	TRACK	Vol.	WV
14	Erik	Schulman	Track/W	Vol.	WV
15	Catherine	Smith	Track/W	Vol.	WV

P-13-01

POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

PROGRAM

2430/Page 1 of 2

CO-CURRICULAR ACTIVITIES (M)

2430 CO-CURRICULAR ACTIVITIES (M)

M

The Board of Education believes that the goals and objectives of this district are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular instructional program of the school. The purpose of such co-curricular activities shall be to develop leadership capacities and good organizational skills, to aid in the socialization of pupils, and to enable pupils to explore a wider range of individual interests than might be available in the regular curricular program.

The Board shall make school facilities, supplies, and equipment available and assign staff members for the support of a program of co-curricular activities for pupils. The Board shall maintain the program of co-curricular activities at no cost to participating pupils, except that pupils may be required to provide supplies in accordance with Board Policy No. 2520 on instructional supplies and pupils may be required to assume all or part of the costs of travel and attendance at co-curricular events and trips.

For purposes of this policy, co-curricular activities are those activities conducted on or off school premises by clubs, associations, and organizations of pupils sponsored by the Board and do not include athletic competitions and practices. Co-curricular activities must be related to the curriculum but are not offered for credit toward promotion or graduation and are ordinarily conducted wholly or partly outside the regular school day.

The Board will permit the use of school facilities by organizations of pupils during pupil activity periods. No group of pupils, regardless of the size of the group, will be denied an opportunity to meet on the basis of the religious, political, philosophical, or other content of the speech at their meeting.

No co-curricular activity shall be considered to be under the sponsorship of this Board unless it has been approved by the Board on recommendation of the Superintendent.

Pupils shall be fully informed of the co-curricular activities available to them and of the eligibility standards established for participation in co-curricular activities. Eligibility standards include, but may not be limited to attendance, disciplinary standing, and academic standing. Co-curricular activities shall be available to all pupils who voluntarily elect to participate except that where eligibility requirements specific to an organization are necessary or desirable, the Board shall be so informed and must approve the establishment of such eligibility standards before they may be operable.



P-13-01

**WAYNE TOWNSHIP
BOARD OF EDUCATION****POLICY**

PROGRAM
2430/Page 2 of 2
CO-CURRICULAR ACTIVITIES (M)

All pupils in good disciplinary and academic standing shall have equal access to all co-curricular activities regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status.

The Board will not permit the organization of a fraternity, sorority, or secret society.

No pupil who has been absent for a school day may participate in a co-curricular activity scheduled for the afternoon or evening of that school day.

The Superintendent shall prepare procedures to implement a co-curricular program and shall assess the needs and interests of the pupils of this district and provide for the continuing evaluation of the co-curricular program to ensure that all co-curricular programs and their operation comply with the Board's equity requirements and federal equal access requirements.

20 U.S.C.A. 4071-4074
N.J.S.A. 18A:11-3; 18A:42-2; 18A:42-5; 18A:42-6
N.J.S.A. 10:5-1 et seq
N.J.A.C. 6A:8-3.2(e)(2)(i)

Adopted: 15 October 2009



P-13-02

POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS

3125.2/Page 1 of 1

EMPLOYMENT OF SUBSTITUTE TEACHERS

3125.2 EMPLOYMENT OF SUBSTITUTE TEACHERS

The Board of Education will contract with Source4Teachers to employ substitutes in order to ensure continuity in the instructional program. The Board of Education will approve Source4Teachers together with its employees to provide substitute services on an annual basis.

All Source4Teachers substitute teachers must possess a Substitute certificate issued by the New Jersey State Board of Examiners in accordance with the provisions of N.J.A.C. 6.A:9-6.5. All Source4Teachers substitute teachers are required to undergo a criminal history record check in accordance with the provisions of N.J.S.A. 18A:6-7.1 et seq. and New Jersey Department of Education regulations and procedures for criminal history record checks.

A Source4Teachers substitute teacher shall follow the daily lesson plan provided by the regular teacher and when that plan is exhausted or unavailable, the instructions of the Principal. A Source4Teachers substitute teacher may not plan or direct an instructional program except as expressly permitted by the Superintendent.

A Source4Teachers employee will be assigned as Long term coverage for a teaching staff member who will be absent for more than 20 school days. The Source4Teachers employee identified will hold the proper credentials as described in N.J.A.C. 6A:9 to ensure continuity of instructional services.

The Superintendent or the Superintendent's designee will fill long term substitute positions through the District hiring process, rather than through Source4Teachers, whenever Source4Teachers is unable to provide an appropriate long-term substitute or whenever it is necessary to do so for operational efficiency or continuity as determined by the Superintendent or the Superintendent's designee.

Adopted: 3 November 2011

Revised:



P-13-03

POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

PUPILS
5200/Page 1 of 2
ATTENDANCE (M)

5200 ATTENDANCE (M)

M

The Board of Education requires the pupils enrolled in the schools of this district attend school regularly in accordance with the laws of the State. The educational program offered by this district is predicated on the presence of the pupil and requires continuity of instruction and classroom participation. The regular contact of pupils with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.

Attendance at school may be excused when the demonstrated mental or physical condition of the pupil is such as to interfere with learning or prevent attendance. Absence from school should be excused when due to a legal obligation or to the observance of a religious holiday so identified by the Commissioner of Education or to such circumstances as the Building Principal may determine constitute good cause. All other absences are unexcused.

Pupils absent from school for any reason are responsible for the completion of assignments missed because of their absence. No pupil excused for a religious holiday shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive the pupil of the classroom experience deemed essential to learning. A high school pupil (grades nine through twelve) who has been absent more than twenty-one days or a middle school pupil (grades six through eight) who has been absent for more than twenty-one days is subject to penalties including retention at that grade level or loss of credit toward a high school diploma.

Pupils shall be subjected to the school district response for unexcused absences during the school year as outlined in N.J.A.C. 6A:16-7.8(a)4 and Regulation 5200. In addition, unexcused absences from school or from classes within the school day shall subject a pupil to the disciplinary rules of the Board, which include the denial of a pupil's participation in co-curricular activities, athletic competition, and all afternoon, evening, and special events both PTO sponsored and Board sponsored. Repeated trancies that interfere with efforts of this Board and its staff in the maintenance of good order and the continuity of classroom instruction may result in the suspension or expulsion of any pupil from the course of study during which absences have occurred or the suspension or expulsion in accordance with Policy Nos. 5610 and 5620.



P-13-03

**WAYNE TOWNSHIP
BOARD OF EDUCATION****POLICY**PUPILS
5200/Page 2 of 2
ATTENDANCE (M)

The Superintendent shall calculate and monitor the average daily attendance rate for the district and for each school in the district. Whenever the average daily attendance rate for the district or for a school in the district does not meet the New Jersey Department of Education requirements, the Superintendent or designee shall develop performance objectives to improve pupil attendance pursuant to N.J.A.C. 6A:32-12.2(a)3.

Students must comply with the Tardiness Policy No. 5240 and the Late Arrival and Early Dismissal Policy No. 5230.

The Superintendent shall take all necessary steps to publicize this Policy and may include these rules in District handbooks and/or on the District website. Parents/Guardians and students shall be notified annually of the Attendance Policy. The Superintendent shall ensure that the rules for this Policy are applied consistently and uniformly, and that all disciplinary sanctions are carried out with necessary due process. The Board shall review the Attendance Policy on a regular basis.

N.J.S.A. 18A:36-14 et seq.; 18A:38-25 et seq.
N.J.S.A. 34:2-21.1 et seq.
N.J.A.C. 6A:16-7.8

Adopted: 15 October 2009
Revised:



P-13-05

**WAYNE TOWNSHIP
BOARD OF EDUCATION****POLICY**

PUPILS

5513/Page 1 of 1

CARE OF SCHOOL PROPERTY (M)

5513 CARE OF SCHOOL PROPERTY (M)**M**

The Board of Education believes that the schools should help pupils learn to respect property and to develop feelings of pride in community institutions. The Board charges each pupil enrolled in this district with responsibility for the proper care of school property and the school supplies and equipment entrusted to his/her use. The Board will hold the pupil or his or her parents or guardians liable for damage caused by the pupil to any school property, supplies and/or equipment.

Pupils who cause damage to school property will be subject to disciplinary measures. The Board authorizes the imposition of a fine for the loss, damage, or defacement of a textbook and reserves the right to withhold a report card or diploma from any pupil whose payment of a fine is in arrears.

A pupil who demonstrates chronic and/or serious disregard for property may be referred to the Child Study Team.

The Superintendent shall develop rules for the safekeeping and accounting of textbooks and prepare a schedule of fines for lost and damaged textbooks.

N.J.S.A. 18A:34-2; 18A:37-3

Adopted: 15 October 2009



P-13-06

POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

PUPILS
5550/Page 1 of 1
DISAFFECTED PUPILS (M)

5550 DISAFFECTED PUPILS (M)

M

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

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

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

Teaching staff members shall be alert to pupils experiencing difficulty in their classes. Any such pupil who does not appear to be disabled may be referred to the Intervention Referral Team (IRT).

A disaffected pupil who may have disabilities shall be referred to the Child Study Team for evaluation in accordance with Policy No. 2460 and corresponding Regulations.

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

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

Adopted: 15 October 2009

Revised:



P-13-07

POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

PROPERTY
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USE OF SCHOOL FACILITIES

7510 USE OF SCHOOL FACILITIES

N.J.S.A. 18A:20-34 authorizes Boards of Education to permit the use of school facilities and grounds or athletic fields when not in use for school purposes, for any of the following:

1. The assembly of persons for the purpose of giving and receiving instruction in any branch of education, learning, or the arts, including the science of agriculture, horticulture and floriculture;
2. Public library purposes or stations of public libraries;
3. The holding of such social, civic, and recreational meetings and entertainment and such other purposes as may be approved by the Board;
4. Such meetings, entertainment, and occasions where admission fees are charged as may be approved by the Board;
5. Polling places, holding elections, registration of voters, and holding political meetings; and
6. Child care services provided by the Board of Education; or a Board approved sponsor, or a child care program licensed pursuant to P.L. 1983, c.492 (C.30:5B-1 et seq.), before or after regular school hours, for any school aged child who attends school within the school district.

The Board of Education encourages the responsible use of the school buildings by organized groups of residents whose purpose and intent are to promote programs of an educational, civic or recreational nature for the youth and residents of the community. Fees will be established to cover reasonable operating costs and charged as per the Class of the responsible organization defined below. The Board's primary responsibilities towards its regular student body shall remain paramount in the interpretation and application of the rules established under this policy.

This Board of Education has designated the School Business Administrator/Board Secretary or Director of Facilities Management as having the authority to issue permits for the use of school facilities within the policy and approved financial limits of the Board. Authorized permission to use school facilities and grounds or athletic fields should not be considered as endorsement or approval of the group or organization nor the purpose they represent. The use by such groups should not be construed as a matter of right but a privilege afforded by the Board.



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POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

PROPERTY
7510/Page 2 of 8
USE OF SCHOOL FACILITIES

School functions, athletics, and extracurricular activities shall have first priority over any and all non-school uses. No permit shall be issued for the use of school facilities and grounds or athletic fields which shall conflict with the priority of classes as use set forth herein, unless specific such approval is granted by vote of the Board of Education. When two or more groups request simultaneous use of a school facility, preference shall be given to that function which serves best the maximum number of Wayne youth. The Board reserves the right to withdraw permission after it has been granted in the event circumstances change requiring such school facilities or school grounds will be needed for a school district purpose or due to a school closing due to weather or other emergency.

The following system of priorities will apply in determining the issuance of facility permits and the charges and costs related thereto:

CLASS I ORGANIZATIONS

Eligibility

This classification shall include all Wayne School District curricular related organizational activities, i.e. in-school activities in conjunction with the regular school program such as school classes, school clubs or groups of pupils or teachers for extra-curricular school activities as well as the PTO.

Fee Structure

No rental fees or custodial fees shall apply.

CLASS II ORGANIZATIONS

Eligibility

This classification shall include Not for Profit groups such as:

- (1) Divisions of the local municipal government
- (2) Regular business meetings of local Community groups formed for charitable, civic, social or educational purposes
- (3) Organizations indirectly related to the schools i.e. Boys and Girls Club, PAL, Wayne Soccer, Wayne Little League
- (4) Community political organizations
- (5) Community church groups



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**WAYNE TOWNSHIP
BOARD OF EDUCATION**

POLICY

PROPERTY
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USE OF SCHOOL FACILITIES

- (6) Educationally oriented associations where the function is on behalf of general education or youth and public welfare i.e. Scout groups

Fee Schedule

- a. No rental fees shall apply if the participants of the group are comprised of 50% or more of Wayne Township residents/students. Group must submit a roster of participants with the application.
- b. Custodial fees shall not apply if the activity is conducted during normal work shifts of the custodial staff on days when school is in session.
- c. On days when school is not in session, groups will be required to reimburse the District for custodial fees as approved by the Board on an annual basis, as well as for damages incurred or heavy clean up after an event.
- d. No security deposit shall apply.
- e. The Administration shall annually review that adequate resources are available to support this policy.
- f. As agreed in the Shared Services Agreement between the Township of Wayne and the Wayne Board of Education dated 4/10/08, the Township shall be entitled to the use of the turf fields, without charge, as follows:
 - (1) On two (2) weekday nights each week, after 6:00 p.m. The designation of these weekday nights shall be mutually agreed upon by the Board and the Township at the beginning of each calendar year.
 - (2) On each Saturday during the year, after the Board's programs have ended.
 - (3) On each Sunday during the year.
 - (4) If lights are required, a District custodian or groundskeeper must be present. Such costs shall be borne by the user pursuant to the Board approved fee schedule.



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POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

PROPERTY
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USE OF SCHOOL FACILITIES

- g. Permit requester must have a copy of the facilities use permit issued in their possession at the time of the event and must show it to any representative or employee of the District upon request.

CLASS III ORGANIZATIONS

Eligibility

This classification shall include for profit groups including but not limited to:

- (1) Groups outside the Community
- (2) Political rallies or caucuses sponsored by political parties
- (3) Activities sponsored by responsible groups or individuals for profit, either for the group or for the individual such as sports clinics.

Fee Schedule

- a. Rental Fees and Custodial Fees apply as approved by the Board on an annual basis.
- b. A security escrow deposit of \$1,000 is required. The security deposit must be delivered to the Business Office to be placed in an escrow account prior to the issuance of an approved permit. All fees, custodial costs and any costs incurred for repair of damage to buildings or fields as a consequence of use by the group or individual will be deducted from the security deposit as appropriate. The balance of the security deposit will be returned to the sponsor at the end of the event for which it was posted. In the event that the fees and/or costs exceed the amount of the security deposit, payment for such additional costs shall be made by the group within 90 days of receipt of the invoice for such additional fees. The Board reserves the right to increase the amount of the escrow deposit based upon the usage requested.
- c. Permit requestor must have a copy of the facilities use permit issued in their possession at the time of the event and must



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POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

PROPERTY
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USE OF SCHOOL FACILITIES

show it to any representative or employee of the District upon request.

Security

Requirement for police presence will be at the discretion of the organization with approval by the Business Administrator or designee based on the event. If security is required, the organization shall contract with the Township of Wayne Police Department and provide proper documentation of arrangements made.

However, events that require police presence are as follows:

- Any event at which staff/parent chaperones are not provided.
- Any event which is open to the public with an unknown amount of participants that may not be Wayne Students/Residents with an anticipated crowd of over 125 persons (i.e. tournament, carnival, circus or overnight events).

Restrictions

1. Smoking and the use of smokeless tobacco is prohibited in all district owned buildings, on all school grounds, and in all school vehicles. Violators are subject to penalties as set forth in Board policy.
2. All Board employees are further prohibited from smoking or using smokeless tobacco at all school-sponsored functions off school grounds when they are acting within the scope of their employment.
3. The possession of tobacco and/or product(s) containing tobacco is prohibited in district-owned buildings, on school grounds, and at school-related functions for any person under eighteen years of age.
4. Possession or use of alcohol/drugs (substance abuse) is prohibited at all times on any property or in any buildings owned by the Board of Education and at all school sponsored functions pursuant to Board policy and applicable law.
5. "No Smoking" signs shall be prominently displayed in all school buildings and grounds.
6. Eating, drinking, etc., unless specifically granted and noted on the facility use permit which has been issued, is prohibited.



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WAYNE TOWNSHIP BOARD OF EDUCATION

POLICY

PROPERTY
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USE OF SCHOOL FACILITIES

Insurance

Each user shall present evidence of the purchase of organizational liability insurance to the limit as prescribed by district regulations. Each user shall inspect any facility or school grounds to be used prior to such use and shall notify a district representative of any existing safety or dangerous conditions. In the event such conditions exist, the district may cancel or modify the user's access to the school facility until such conditions are addressed. Users shall be financially liable for damage to the facilities and for proper chaperonage as required by the school district administration. Each user shall sign an Indemnification/Save Harmless agreement in favor of the Board prior to issuance of the facilities use permit.

Equipment

Use of school equipment in conjunction with the use of school facilities must be specifically requested in writing and may be granted only to Class I users in accordance with Policy No. 7520. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use, regardless of any assignment of negligence. Where rules so specify, certain items of equipment may only be used by a qualified operator approved by the school district administration.

Facility Use Fees

1. The Board shall review annually a schedule of fees for the various classes of use prior to July 1 of each year.

Scheduling

Submittal dates for the seasonal use of the facilities are as follows:

Fall (Sept., Oct. & Nov.)	June 15
Winter (Dec., Jan. & Feb.)	Sept. 15
Spring (March, April & May)	Jan. 15
Summer (June, July & Aug.)	March 15

Cancellation

Any change in or cancellation of event MUST be made to the Facilities Department no less than 24 hours in advance to allow District to make necessary adjustments.



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POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

PROPERTY
7510/Page 7 of 8
USE OF SCHOOL FACILITIES

Staffing

Each group which uses school facilities shall provide personnel of sufficient number and training to safely and properly operate all system, machinery and equipment involved in use of those facilities. The Board shall provide all personnel necessary for each group, and when required shall be charged, and shall pay to the Board, a fee in addition to those fees described above which fee shall cover the salary costs and all other costs and expenses incurred by the Board in providing the required personnel.

Sports Related Concussions and Head Injuries

1. The school district shall provide a copy of Policy and Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries to all youth sports team organizations that operate on school grounds or in school facilities.
2. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that uses school facilities or operates on school grounds. The youth sports team organization must provide the school district: 1. Proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence, insuring the youth sports team organization against liability for any bodily injury suffered by a person; 2. A statement of compliance with the school district's Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.
3. For the purpose of this Policy, a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

The Superintendent shall develop regulations for the use of school facilities; such regulations shall be distributed to every user of the facilities and every applicant for the use of school facilities. Permission to use school facilities shall be granted only to persons and organizations that agree to the terms of Policy and Regulation 7510, the requirements as outlined in the use of school facilities application, and



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**WAYNE TOWNSHIP
BOARD OF EDUCATION**

POLICY

PROPERTY
7510/Page 8 of 8
USE OF SCHOOL FACILITIES

in accordance with the terms outlined in the approval granted by the school district.

N.J.S.A. 18A:20-20; 18A:20-34

Adopted: 15 October 2009
Revised: 17 June 2010
Revised: 20 January 2011
Revised: 17 November 2011
Revised: 26 April 2012
Revised: 19 July 2012
Revised:



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
			Donations received 10.18.2012	13,829.30	979.30	12,850.00
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
			Donations received 11.15.2012	1,800.00	0.00	1,800.00
12/20/2012	Ryerson E.S.	Ryerson PTO	Sound System	4,500.00		4,500.00
	Wayne Hills HS	Mr. Janes Stanfield	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	
			Donations received 12.20.2012	27,025.00	2,220.00	24,805.00
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
			Donations received 1.24.13	3,381.00	0.00	3,381.00
			YEAR TO DATE DONATIONS	68,310.98	22,149.98	46,162.00