



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

MARCH 1, 2012

6:00 PM - Executive Session Wayne Board of Education Conference Room 50 Nellis Drive Wayne, NJ 07470	7:30 PM - Public Meeting Wayne Board of Education Conference Room 50 Nellis Drive 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 August 25, 2011 by:

Prominently posting a copy on the bulletin board on 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

Approval to Convene into Executive Session

X-12-01

-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.

WHEREAS, THE Board has on its agenda for the meeting being held on March 1, 2012 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portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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 March 1, 2012, 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. Administrative Summary Report

Administrative Summary Report

HIB Report

Presentation of 2012-2013 Tentative School Budget

VI. Open to Public Agenda Items Only

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on any agenda item during their five minutes.

VII. Approval of Minutes

Approval of Executive Session Minutes M-12-01

-RECOMMENDED ACTION:

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

February 16, 2012 Regular Meeting

Approval of Public Meeting Minutes M-12-02

-RECOMMENDED ACTION:

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

February 16, 2012 Regular Meeting

VIII. Committee Reports and Action

Education Committee	February 16, 2012	C-12-01
Facilities and Transportation Committee	February 16, 2012	
Finance Committee	February 15, 2012	

IX. Action on Agenda

Approval of 2011-2012, 2012-2013 District Goals and Objectives A-12-01

-RECOMMENDED ACTION:

"that the Board approve 2011-2012, 2012-2013 District Goals and Objectives, as per attached."

Education:

Approval of Behavior Evaluation Services E-12-01

-RECOMMENDED ACTION:

"that the Board approve Bergen County Special Services to provide a behavioral evaluation for student 020968 not to exceed \$835.00."

Approval of Home Instruction for the 2011-2012 School Year E-12-02

-RECOMMENDED ACTION:

"that the Board approve the Home Instruction for the 2011-2012 School Year as follows:

I.D. #	Gen. Ed/ Spec. Ed.	School/ Grade	Reason	Hours Per Week	Hourly Rate	Eff. Date
026227	Gen.	GWMS - Gr. 8	Medical	5	\$39.00	2/8/12
034576	Spec.	JFK - Pre-K	Medical	10	\$39.00	2/9/12
012963	Spec.	WVHS- Gr. 11	Admin.	10	\$39.00	2/8/12
034496	Spec.	Pack. - Pre-K	Medical	6	\$39.00	2/3/12
030708	Spec.	SCMS - Gr. 6	Medical	10	\$39.00	2/15/12
035736	Spec.	WHHS- Gr. 10	Medical	10	\$39.00	2/14/12

Approval of KDDS TOO, Inc. t/a North Jersey Outreach

E-12-03

-RECOMMENDED ACTION:

"that the Board approve KDDS TOO, Inc. t/a North Jersey Outreach to provide the Wayne Public Schools the following Services not to exceed \$35,000.00."

SERVICE	HOURLY RATE
Educational/Behavioral Assessments	\$200.00
Reading Assessment	\$185.00
Occupational Therapy Assessments	\$175.00
Speech Therapy Assessments	\$175.00
Physical Therapy Assessments	\$175.00
ABA/Individual Instruction	\$90.00
Reading Instruction	\$145.00
Occupational Therapy	\$145.00
Speech Therapy	\$145.00
Physical Therapy	\$145.00
Parent Training	\$175.00
Coordination/Consultation Services	\$175.00
Staff Training/Inservice	½ day \$1,500.00
Staff Training/ Inservice	Full day \$3,000.00

Approval of Out of District Placement

E-12-04

-RECOMMENDED ACTION:

"that the Board approve an Out of District Placement for the 2011-2012 school year as follows and that transportation be arranged as required."

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STUDENT	SCHOOL	AMOUNT
013206	Lakeview Learning Center (annual tuition rate of \$47,257.00, pro-rated @ \$20,740.66) Effective Date 2/22/12	\$20,740.66

Approval of Out of District Professional Travel for Staff Members E-12-05

-RECOMMENDED ACTION:

"that the Board approve out of district professional travel for the 2011-2012 school year, as follows:

Whereas, district employees and members of the Board of Education listed on the 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 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 NJOMD circular letter;

Be is resolved, that the Board of Education finds the travel and related expenses particular to attendance at these previously approved functions;

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

Approval of a Spanish Translator E-12-06

-RECOMMENDED ACTION:

"that the Board approve Delores Mauriello as a Spanish Translator for the Wayne School District at the rate of \$25.00 per hour for the 2011-2012 school year not to exceed \$350.00."

Approval to Submit District Research Application E-12-07

-RECOMMENDED ACTION:

"that the Board approve Emily Laccona to conduct a research

project entitled "Investigating Children's Organization of Script Knowledge Over Time" at Fallon Elementary School, as per attached."

Human Resource:

Approval of Appointment of Building Services Personnel H-12-01

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2011-2012 school year, Luigi Conforti, from full time Night Custodial Floater, Administration Building (Step 7/ \$47,485), to Assistant Building and Grounds Supervisor for both high schools, new position, \$53,585 pro-rated, effective March 5, 2012.

Night Custodial Floater will not be replaced.

Approval of Agreement with the Local 11, Affiliated with the International Brotherhood of Teamsters H-12-02

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve an agreement with the Local 11, Affiliated with the International Brotherhood of Teamsters for the school years 2010-2011, 2011-2012 and 2012-2013, as per attached."

Approval of High School Extracurricular Appointment H-12-03

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to appoint Dorian Aimi, Student Dance Team, Wayne Valley High School, Step 4, \$3,480, for the 2011-2012 school year, to be paid by donation from SDA, Wayne Valley High School.

Approval of Appointment of Long Term Replacement Personnel H-12-04

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2011-2012 school year, as follows:"

Felicia Miller, MA Kean University, Step 1 of the Masters Long Term Substitute Guide, \$28,808 pro-rated, effective March 5, 2012 through June 30, 2012, no medical benefits, Guidance Counselor, Wayne Valley High School, replacing Rosemarie O'Shea. (\$93,460/17MA+30)

Laura Mazza, BA University of Massachusetts, Step 2 of the Bachelors + 15 Long Term Substitute Guide, \$28,184 pro-rated, effective March 2, 2012 through March 30, 2012 or until the permanent teacher returns, no medical benefits, Grade 4,

Randall Carter, replacing Alexis Scheck. (7 BA+15/\$56,100)

Resumes provided to Board Members

Approval of Appointment of Office Personnel H-12-05

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve Office Personnel for the 2011-2012 school year, Anna Marie Jelderks, Step 5 of the Office Personnel III Salary Guide, \$33,900 pro-rated, effective March 2, 2012, Secretary to Vice Principal, Anthony Wayne Middle School, replacing Valerie D'Ambrosio." (\$33,900/OPIII/5)

Approval of Resignations H-12-06

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to accept resignations, as follows."

Alexandra Argiris, Clerical Assistant, Lafayette Elementary School, effective February 17, 2012, personal reasons. (\$14.42hr.)

Jeanette Basilicato, Evening Concert Instrumental and Instrumental Jazz Band, Anthony Wayne Middle School, effective January 1, 2012, personal reasons.

Brian Gelalia, Assist. Baseball Coach @ Wayne Hills High School, personal reasons, wants to volunteer.

Alyssa Koob, Assist. Track @ Wayne Hills High School, personal reasons;

Matt Conway, Assist. LaCrosse @ Wayne Hills High School, personal reasons;

Jonathan Goldstein, Volunteer Baseball Coach @ Wayne Hills High School, switching to volunteer for Girls Softball.

Mark Kemp, Volunteer Baseball Coach Wayne Valley High School, personal reasons.

Approval of Salary Adjustment for Substitute Paraprofessional H-12-07

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve the salary adjustment for Beth Gayo for 21 days of consecutive work, as per policy, Ryerson Elementary School, Step 1 of the Paraprofessionals Salary Guide, \$15.66 per hour, effective January 23, 2012.

extra coverage based upon a student IEP change.

Approval of Staff Leaves H-12-08

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve staff leaves, as follows."

ID#6451 - Plumber, Building Services
2/9/12 - 2/29/12 - Medical Leave, w/o pay & w/benefits.

Approval of Transitional Personnel H-12-09

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation for the 2011-2012 school year, to allow Rachel Coviello as substitute transitional personnel, effective 2 days, March 12 & March 13, 2012, George Washington Middle School."

Approval of Transportation Hours H-12-10

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to approve for the 2011-2012 school year, transportation hours, as follows."

Anthony Fuller: Bus Driver, from 5.25 hrs. to 6 hrs. add .75 hrs., effective 2/13/12

Anne Regan: Van Driver, from 7 hrs. to 7.75 hrs. add .75 hrs., effective 2/8/12

Linda Wagoner: Van Aide, from 4 hrs. to 4.75 hrs. add .75 hrs., effective 1/23/12

Bertha Castaneda Van Driver from 6 to 4.75 loss of 1.25hrs effective 2/27/12

Veronica Intriago Bus Driver from 4.75 to 5.25 increase of .50hrs effective 2/15/12

Denise Williams Van Driver from 5.5 to 6.25 increase of .75hrs effective 2/27/12

Approval of Volunteer Athletic Coaches H-12-11

-RECOMMENDED ACTION:

"that the Board approve the appointment of Volunteer Athletic Coaches, for the 2011-2012 school year, Kyle Hayes, Boys LaCrosse @ WV; Mike Reed, Boys LaCrosse @ WV; Nicole Garvey, Softball @ WV; Jonathan Goldstein, Softball @ WH; Brian Gelalia, Baseball @ WH."

Approval of Extracurricular Appointments (Coaches) H-12-12

-RECOMMENDED ACTION:

"that the Board approve the Superintendent's recommendation to appoint coaches of extracurricular activities for the 2011-2012 school year"

Scott Bushover, Assist. Baseball @ WH, Step 1, \$5,480.00

Denise Scalzitti, Assist. LaCrosse @ WH, Step 1, \$5,480.00

Chris Monaco, Head Track/W @ WH, Step 1, \$6,040.00

Policy:

Approval of Bylaw No. 0144--First Reading for Consideration P-12-01

-RECOMMENDED ACTION:

"that the Board approve Bylaw #0144--Board Member Orientation and Training--first reading for consideration, having been recommended at the February 16, 2012 Education Committee, as per attached."

Approval of Policy No. 2560--First Reading for Consideration P-12-02

-RECOMMENDED ACTION:

"that the Board approve Policy #2560--Live Animals In School--first reading for consideration, having been recommended at the February 16, 2012 Education Committee, as per attached."

Approval of Policy No. 3431.3--Second Reading for Action P-12-03

-RECOMMENDED ACTION:

"that the Board approve Policy #3431.3--Teaching Staff New Jersey's Family Leave Insurance Program--second reading for action, having been recommended at the February 2, 2012 Personnel Committee, as per attached."

Approval of Policy #4431.3--Second Reading for Action P-12-04

-RECOMMENDED ACTION:

"that the Board approve Policy #4431.3--Support Staff Members New Jersey's Family Leave Insurance Program--second reading for action, having been recommended at the February 2, 2012 Personnel Committee, as per attached."

Approval of Policy No. 8505--First Reading for Consideration P-12-05

-RECOMMENDED ACTION:

"that the Board approve Policy No. 8505--School Nutrition--first reading for consideration, having been recommended at the February 16, 2012 Education Committee, as per attached."

Approval of Policy No. 9700--First Reading for Consideration P-12-06
-RECOMMENDED ACTION:
 "that the Board approve Policy #9700--Special Interest Groups--first reading for consideration, having been recommended at the February 16, 2012 Education Committee, as per attached."

Approval of Policy No. 5350--First Reading for Consideration P-12-07
-RECOMMENDED ACTION:
 "that the Board approve Policy #5350--Pupil Suicide Prevention--first reading for consideration, having been recommended at the February 16, 2012 Education Committee, as per attached."

School Resources:

Approval of Bills List dated March 1, 2012 S-12-01
-RECOMMENDED ACTION:
 "that the Board approve the March 1, 2012 Bills List in the total amount of \$4,903,774.25, as per the attached."

Approval of Reimbursement for Fingerprinting S-12-02
-RECOMMENDED ACTION:
 "that the Board approve the reimbursement costs of required fingerprinting to undergo a criminal history record check for Donald G. Monteyne, Board Member, in the amount of \$81.25."

Approval to Submit a Grant Application for Safety Grant S-12-03
-RECOMMENDED ACTION:
 "that the Board approve to submit a grant application for a Safety Grant to ERIC-WEST, in the amount of \$4,000, to be used to continue the installation of security cameras at the elementary schools."

Approval of Agreement for Public Relations Services - S-12-04
RECOMMENDED ACTION: "that the Board approve an Agreement with Success Communications Group for Public Relations Services in the amount of \$2,500 per month from March 1, 2012 to June 30, 2012 as per the attached."

Approval of 2012-2013 Tentative Budget **-RECOMMENDED ACTION:** S-12-05

BE IT RESOLVED, by the Wayne Board of Education, County of Passaic, that the tentative school district budget for the 2012-2013 school year be approved, as attached.

General Fund	\$139,619,984
Restricted Special Revenue	\$2,756,254
Debt Service	\$4,134,637
Total Budget	\$146,510,875

BE IT FURTHER RESOLVED, that the following GENERAL FUND AND DEBT SERVICE tax levies be approved to support the 2012 - 2013 budget:

General Fund	\$129,777,045
Debt Service	\$4,129,125

BE IT RESOLVED that the Board approves the use of banked CAP from the 2011-2012 school year in the amount of \$1,321,321 to support the base budget in order to maintain class sizes for the 2012-2013 school year,

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.

X. Open to Public

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on any topic during their five minutes.

XI. Old Business

XII. New Business

XIII. Executive Session

XIV. Adjournment



50 Nellis Drive Wayne, New Jersey 07470

A-12-01
Raymond A. González, Ed. D.
Superintendent of Schools
rgonzalez@wayneschools.com
Phone: (973) 633-3032
Fax: (973) 628-8058

District Goals and Objectives 2011-12 / 2012-13

GOAL 1: Student Performance – Improve student performance for ALL students through an intense focus on enhancing the teaching and instructional experience throughout the district

Objectives

- Plan, develop and implement a K-12 curriculum that is aligned to the State and Common Core standards
- Establish a teacher observation and evaluation system that aligns instruction to the standards-based curriculum and is based on effective practices and learning outcomes
- Provide opportunities for increased professional development to support the achievement of this goal

GOAL 2: Communications – Improve communication among all members of the Wayne school district in order to share important information about the school district in a way that is timely, meaningful, and responsive to the needs of the community.

Objectives

- Develop a communication plan for the district to specify strategies that will maximize our current resources while exploring new avenues for keeping the district and the community connected
- Create additional opportunities for the district and schools to proactively present information to the community while soliciting valuable input and feedback

GOAL 3: Operations – To effectively and efficiently use district resources to provide safe, healthy, supportive environments that support educational initiatives and provide accountability for outcomes.

Objectives

- Develop and implement the annual budget to support educational and operational initiatives, and provide fiscal accountability to the community
- Assess district practices, procedures, and internal control systems to ensure fiscal accountability and efficient and responsive operations

GOAL 4: Technology – To increase the use of technology for the purpose of improving the effectiveness and efficiency of achieving all other district goals.

Objectives

- Inventory and assess the use of existing technology resources throughout the district
- Redesign and launch the district and school web pages to be more inviting, informational, and user-friendly
- Increase opportunities for implementing innovative educational technology resources for instructional, operational, and administrative use

Regular Board Agenda – March 1, 2012

OUT OF DISTRICT PROFESSIONAL TRAVEL OPPORTUNITIES FOR STAFF MEMBERS

NAME	BLDG.	WORKSHOP	DATE/S	FEE	T=Travel L=Lodging M&I=Meals & Incidentals	TOTAL COST
Agrati, M.	WHHS	Google Apps for Education Summit	3/22-23/12	\$200.00	0	\$200.00
Carlin, T.	District	Google Apps for Education Summit	3/22-23/12	\$200.00	\$13.93	\$213.93
Carlin, T.	District	Going Google, Learning Evaluation Models and More	3/14/12	\$147.00	\$31.93	\$178.93
Estrada, G.	Fallon	NJ ASK District Test Coordinator Training	3/19/12	0	\$10.35	\$10.35
Garbera, R.	Transp.	Dealing with Difficult People	3/14/12	\$149.00	\$12.40	\$161.40
Giordano, D.	SCMS	Google Apps for Education Summit	3/22-23/12	\$200.00	0	\$200.00
Maso, J.	District	Sustainable Schools Conference	3/28/12	\$125.00	0	\$125.00
Montgomery, A.	Fallon	Speed Drills to Prepare for Testing Success	3/8/12	\$150.00	\$16.70	\$166.70
*Replacing Professional Leave for R. Heine, which was approved at the 2/2/12 Board Meeting.						
Palczewski, K.	WHHS	Google Day – Special Technology Conference	3/14/12	\$147.00	\$47.20	\$194.20
Pandolfi, D.	District	Google Apps for Education	3/14/12	\$147.00	\$32.00	\$179.00
Skibitski, R.	Transp.	Dealing with Difficult People	3/14/12	\$149.00	\$12.40	\$161.40

POLICY

P-12-03
**WAYNE TOWNSHIP
BOARD OF EDUCATION**

TEACHING STAFF MEMBERS

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NEW JERSEY'S FAMILY LEAVE INSURANCE PROGRAM

3431.3 NEW JERSEY'S FAMILY LEAVE INSURANCE PROGRAM

Board of Education employees are eligible to apply for benefits under New Jersey's Family Leave Insurance Program administered by the State of New Jersey – Department of Labor and Workforce Development. New Jersey's Family Leave Insurance Program (NJFLI) may provide up to six weeks of family leave insurance benefits payable to covered employees from either the New Jersey State Plan or an approved employer-provided private plan.

A benefit provided through the NJFLI will be for the employee to bond with a child during the first twelve months after the child's birth, if the covered individual or the domestic partner or civil union partner of the covered individual is a biological parent of the child, or the first twelve months after the placement of the child for adoption with the covered individual. An employee who intends to apply to the State of New Jersey for benefits under this provision of the NJFLI must provide the Superintendent of Schools written notice thirty calendar days prior to beginning the leave. Failure to provide this thirty-day notice may result in a reduction in the employee's maximum family leave insurance benefits. Intermittent leave to bond with a newborn or newly adopted child must be agreed to by the Superintendent of Schools and the employee and, if agreed to, must be taken in periods of seven days or more.

A benefit provided through the NJFLI will also be to care for a family member with a serious health condition supported by a certification provided by a health care provider. An employee who intends to apply to the State of New Jersey for benefits under this provision of the NJFLI for consecutive leave must provide the school district reasonable and practical notice unless the time of the leave is unexpected or the time of the leave changes for unforeseen reasons. An employee who intends to apply for benefits under this provision of the NJFLI for intermittent leave must provide the school district with a written notice at least fifteen calendar days prior to beginning the leave.

For the purposes of this Policy, "family member" means a child, spouse, domestic partner, civil union partner, or parent of a covered individual. "Child" means a biological, adopted, or foster child, stepchild, or legal ward of a covered individual, child of a domestic partner of the covered individual, or child of a civil union partner of the covered individual, who is less than nineteen years of age or is nineteen years of age or older but incapable of self-care because of mental or physical impairment.



POLICY

P-12-03
**WAYNE TOWNSHIP
BOARD OF EDUCATION**

TEACHING STAFF MEMBERS

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NEW JERSEY'S FAMILY LEAVE INSURANCE PROGRAM

All applications for benefits under the NJFLI must be filed directly with the State of New Jersey – Department of Labor and Workforce Development. The eligibility requirements, wage requirements, benefit duration and amounts, and benefit limitations shall be in accordance with the provisions of the NJFLI as administered by the State of New Jersey – Department of Labor and Workforce Development. A formal appeal may be submitted to the State of New Jersey – Department of Labor and Workforce Development if an employee or the Board disagrees with a determination on a claim.

The NJFLI provides eligible individuals a monetary benefit and not a leave benefit. The school district administrative and related staff will comply with the State of New Jersey - Department of Labor and Workforce Development requests for information in accordance with the provisions of N.J.A.C. 12:21-3.9.

The Board may elect to provide employees with Family Leave Insurance benefits coverage under a private plan which must be approved by the State of New Jersey – Department of Labor and Workforce Development.

A printed notification of covered individuals' rights relative to the receipt of benefits under the NJFLI will be posted in each of the school district worksites and in a place or places accessible to all employees at the worksite. Each employee shall receive a copy of this notification in writing at the time of the employee's hiring, whenever the employee provides written notice to the Superintendent of their intention to apply for benefits under the NJFLI, or at any time upon the first request of the employee. The written notification may be transmitted to the employee in electronic form.

N.J.S.A. 43:21-25 et seq.
N.J.A.C. 12:21-1.1 et seq.

Adopted:



P-12-04

POLICY

WAYNE TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF MEMBERS

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NEW JERSEY'S FAMILY LEAVE INSURANCE PROGRAM

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A benefit provided through the NJFLI will also be to care for a family member with a serious health condition supported by a certification provided by a health care provider. An employee who intends to apply to the State of New Jersey for benefits under this provision of the NJFLI for consecutive leave must provide the school district reasonable and practical notice unless the time of the leave is unexpected or the time of the leave changes for unforeseen reasons. An employee who intends to apply for benefits under this provision of the NJFLI for intermittent leave must provide the school district with a written notice at least fifteen calendar days prior to beginning the leave.

For the purposes of this Policy, "family member" means a child, spouse, domestic partner, civil union partner, or parent of a covered individual. "Child" means a biological, adopted, or foster child, stepchild, or legal ward of a covered individual, child of a domestic partner of the covered individual, or child of a civil union partner of the covered individual, who is less than nineteen years of age or is nineteen years of age or older but incapable of self-care because of mental or physical impairment.



POLICY

P-12-04
**WAYNE TOWNSHIP
BOARD OF EDUCATION**

SUPPORT STAFF MEMBERS

4431.3/Page 2 of 2

NEW JERSEY'S FAMILY LEAVE INSURANCE PROGRAM

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The NJFLI provides eligible individuals a monetary benefit and not a leave benefit. In addition, the school district administrative and related staff will comply with the State of New Jersey - Department of Labor and Workforce Development requests for information in accordance with the provisions of N.J.A.C. 12:21-3.9.

The Board may elect to provide employees with Family Leave Insurance benefits coverage under a private plan which must be approved by the State of New Jersey – Department of Labor and Workforce Development.

A printed notification of covered individuals' rights relative to the receipt of benefits under the NJFLI will be posted in each of the school district worksites and in a place or places accessible to all employees at the worksite. Each employee shall receive a copy of this notification in writing at the time of the employee's hiring, whenever the employee provides written notice to the Superintendent of their intention to apply for benefits under the NJFLI, or at any time upon the first request of the employee. The written notification may be transmitted to the employee in electronic form.

N.J.S.A. 43:21-25 et seq.
N.J.A.C. 12:21-1.1 et seq.
Adopted:

