

Perth Amboy Board of Education
Regular Meeting
September 23, 2014 – 6:08 p.m.
William C. McGinnis School
271 State Street

MINUTES

1. Call to Order – President Gonzalez.

2. Pledge of Allegiance.

3. Notice of Meeting

“The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Perth Amboy Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the bulletin board in the Administrative Headquarters Building, mailing notices to The Home News Tribune, The Amboy Guardian, El Diario/La Prensa, City Clerk Jasko, as well as all other persons requiring notification pursuant to the New Jersey Open Public Meetings Law.”

4. Roll Call – Sandra Jimenez, Esq., Board Attorney

Mr. Bermudez	<u> P </u>	arrived at 7:00pm	Mr. Ortiz	<u> P </u>
Ms. Garcia	<u> P </u>		Mr. Puccio	<u> P </u>
Ms. Gonzalez	<u> P </u>		Ms. Roman	<u> P </u>
Mr. Lebreault	<u> P </u>		Ms. Tejeda	<u> P </u>
			Mr. Varela	<u> P </u>

Present from Administration:

Dr. Vivian Rodriguez, Acting Superintendent
Ms. Derlys M. Gutierrez, Board Attorney
Ms. Sandra T. Jimenez, Board Attorney

5. Meeting open to the public for discussion of agenda items.

- No public commentary regarding the agenda items.

<u>Lebreault</u>	<u>Varela</u>	CARRIED UNANIMOUSLY
Motion	Seconded	(To close following discussion)

6. Presentation – There were no presentations at this meeting.

7. Student Representatives Report - Olivia Feliciano and Alexander Collado

- Glad to report that the school opening went smoothly.
- Colleges will be visiting the high school for the next two months. The representatives ask that parents encourage their children to attend the college fair.

8. Executive Session to discuss personnel matters.

<u>Tejeda</u>	<u>Varela</u>	CARRIED UNANIMOUSLY
Motion	Seconded	

9. Approval of Minutes of Regular Meeting held on August 28, 2014.

<u>Tejeda</u>	<u>Varela</u>	CARRIED UNANIMOUSLY
Motion	Seconded	

10. Approval of Minutes of Regular Meeting Executive Session held on August 28, 2014.

- Skipped because there was no executive session on August 28, 2014.

11. Approval of Bill List for the period of August 1, 2014 through August 31, 2014. (Attachment)

<u>Tejeda</u>	<u>Varela</u>	CARRIED UNANIMOUSLY
Motion	Seconded	

12. Correspondence

A. State Department of Education (Copies distributed to Members of the Board)

- 1). Letters received from the Teacher’s Pension and Annuity Fund approving the applications for Service Retirements for the following individuals with the following effective dates:

Christine A. Haun	July 1, 2014
Wayne C. Castello	July 1, 2014
Alfred E. Cresci	September 1, 2014
Fortunata B. Valenty	September 1, 2014

13. Reports

A. Board Attorney – Derlys Gutierrez, Esq. introduced the Secretary’s Monthly Financial Report for the month of July 2014 and the Treasurer’s Monthly Financial Report for the Month of July 2014.

- 1). Secretary’s Monthly Financial Report for the month of July 2014. (Attachment 13-A-1)
- 2). Treasurer’s Monthly Financial Report for the month of July 2014. (Attachment 13-A-2)

Acceptance of the Report of the Secretary and Treasurer as submitted and as being in agreement for the month of July 2014.

<u>Tejeda</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

Acceptance of certification that no major line item has been over-expended for the month of July 2014.

<u>Tejeda</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

B. Board President’s Report – Mrs. Obdulia Gonzalez

- Ms. Gonzalez began by expressing her condolences to the parents of Juan Carlos Taveras on his untimely passing. Ms. Gonzalez asked for a moment of silence for the passing of Juan Carlos. She commented that the school opening went well. She was impressed with the cleanliness of the schools. She commented that a lot had been accomplished during the summer and thanked the custodians for their hard work. Ms. Gonzalez spoke briefly about her attendance at an SGO workshop geared toward preparing staff on how to conduct evaluations. She also relayed that there was a meeting last night for the search of a superintendent. Ms. Gonzalez also spoke about correspondence she received from the Schools Development Authority (SDA). She is hoping construction will begin soon. She confirmed with Mr. McKenna from the SDA that there will be a meeting on October 2, 2014 with the building and grounds committee. She stated that if she feels that a special meeting is necessary before the next Board meeting, she will call one.

C. Acting Superintendent’s Report – Dr. Vivian C. Rodriguez

- The Perth Amboy Board of Education resolves that the week of October 6, 2014 – 10, 2014, be designated as the “Week of Respect.”

The School District in order to recognize the importance of character education, shall observe the week by providing age-appropriate instruction focusing on preventing harassment, intimidation and bullying in accordance with the core curriculum standards.

- Dr. Rodriguez spoke about the importance of helping our students cope with student loss. She indicated that we must support all students in coping with the loss of a fellow classmate.
- Captain Karen Hard presented on the Perth Amboy Junior ROTC program. She explained that it is a citizenship development program. Ms. Hard gave an overview of the ROTC curriculum, the ROTC requirements, the weekly schedule, and the 10th period challenge. Ms. Hard confirmed that students can join late into the year.

13. Reports

C. Acting Superintendent's Report – Dr. Vivian C. Rodriguez

- Director Fernando Alonso made a presentation regarding Puerto al Futuro Program. He gave some background about the program, commenting that the program was designed by Farleigh Dickinson University to help Latinos learn English simultaneously while taking academic classes in furtherance of a degree. A few years ago, the program began off-site in Perth Amboy. Its aim is to help the Perth Amboy community. Mr. Alonso commented that the program transfers credits from abroad, but requires students to earn 30 credits with Farleigh Dickinson University.

14. Recommendations of the Acting Superintendent of Schools

A. Curriculum Committee – Ms. Dianne Roman, Chairperson

- 1). Approval of field trips. (Attachment 14-A-1)

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 2). Approval of the placement of a special education students in out-of-district facilities for the 2014-2015 school year.

<u>Student</u>	<u>Class</u>	<u>Facility</u>	<u>Tuition</u>	<u>Date</u>
TB	ED	Career Center Somerset Ed. Serv. Comm.	\$48,930.00	09/03/14
KM	MD	New Road School	\$47,952.00	09/03/14
TM	ED	CPC High Point	\$63,000.00	09/09/14
EA	N/A	Choices Program	\$21,500.00	09/15/14
JS	ED	Rugby School	\$64,783.00	09/16/14
EH	N/A	Choice Program	\$21,500.00	09/19/14

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 3). Approval for the following staff and facilities/hospitals to provide home/supplemental instruction for the 2014-2015 school year. (Attachment 14-A-3)

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 4). Approval for the following Middlesex County College student, whom we have accepted for her student observation for the Fall Semester (not to exceed 45 hours).

<u>Student's Name</u>	<u>Date</u>	<u>School</u>	<u>Subject</u>
Alicia Brown	09/24/14-12/19/14	Flynn School	Elementary

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 5). Approval for the following Middlesex County College student, whom we have accepted for her student observation for the Fall Semester 2014 and Spring 2015 Semester.

<u>Student's Name</u>	<u>Date</u>	<u>School</u>	<u>Subject</u>
Nazish Faryal	09/24/14-05/19/14	Hmieleski	Early Childhood

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 6). Approval for the following Monmouth University student, whom we have accepted for her student observation for the Fall Semester 2014 and Spring 2015 Semester.

<u>Student's Name</u>	<u>Date</u>	<u>School</u>	<u>Subject</u>
Danielle Lewis	09/24/14-05/29/14	Richardson	Elementary

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

14. Recommendations of the Acting Superintendent of Schools

A. Curriculum Committee – Ms. Dianne Roman, Chairperson

- 7). Approval for the following New Jersey City University student, whom we have accepted for her student observation for the Fall Semester 2014.

<u>Student's Name</u>	<u>Date</u>	<u>School</u>	<u>Subject</u>
Janet Hernandez	09/24/14-12/19/14	McGinnis	ESL/Bilingual

<u>Roman</u> Motion	<u>Puccio</u> Seconded	CARRIED UNANIMOUSLY
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- 8). Approval for the following University of Phoenix student, whom we have accepted for her student observation for the 2014-2015 School Year.

<u>Student's Name</u>	<u>Date</u>	<u>School</u>	<u>Subject</u>	<u>Cooperating Teacher</u>
Kelly Ollivierre	09/24/14-12/19/14	Patten	Elementary	Darlene Cheese Jones

<u>Roman</u> Motion	<u>Puccio</u> Seconded	CARRIED UNANIMOUSLY
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- 9). Approval for the following Georgian Court University student, whom we have accepted for her student observation for the Fall semester.

<u>Student's Name</u>	<u>Date</u>	<u>School</u>	<u>Subject</u>
Sindy Torres	09/24/14-12/19/14	P.A.H.S.	Science

<u>Roman</u> Motion	<u>Puccio</u> Seconded	CARRIED UNANIMOUSLY
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- 10). Approval for the following Samuel E. Shull School staff to be compensated at the contractual rate, for providing Professional Development to staff, on September 2, 2014 for 1-hour preparation time for a 3-hour presentation, paid through school based budget.

Jessica Perez – Performance Matters
Linda Taylor - STAR

<u>Roman</u> Motion	<u>Puccio</u> Seconded	CARRIED UNANIMOUSLY
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- 11). Approval for Lorian Redouane and Jason Garzone (Technology Educators), Samuel E. Shull School, to provide a 3-hour professional development sessions to support the transition to Infinite Campus gradebook for staff, before and/or afterschool, to be paid through school-based funds.

<u>Roman</u> Motion	<u>Puccio</u> Seconded	CARRIED UNANIMOUSLY
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- 12). Approval to adopt the revised Curriculum Guide's for implementation during the 2014-2015 school year. (Attachment 14-A-12)

<u>Roman</u> Motion	<u>Puccio</u> Seconded	CARRIED UNANIMOUSLY
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- 13). Approval for the following Samuel E. Shull School's staff to continue the development of the Language Arts and Social Studies Curriculum Pacing Guides and assignment of resources, not to exceed 15 hours, at a cost of \$3,240.00, funded through school-based budget, account number 15-130-100-101-1-0000-06.

Alicia Doherty	Janet Sabine
Jeremiah Kleckner	Schakia Arrington
Mary Doherty	Jessica Ramos
Al Rasmussen	Mary Beth Vizzacchero

<u>Roman</u> Motion	<u>Tejeda</u> Seconded	CARRIED UNANIMOUSLY
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14. Recommendations of the Acting Superintendent of Schools

A. Curriculum Committee – Ms. Dianne Roman, Chairperson

- 14). Approval to continue the Samuel E. Shull School Learning Center, where students will receive tutoring and other support services before or after school in major subject areas. The program will be paid through Title I funds, at a cost not to exceed \$161,160.00 for 20 teachers, 1 ½ hours a day and for the following staff to be compensated at the contractual rate. (Attachment 14-A-14)

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 15). Approval for the Perth Amboy High School to start an After-School and Saturday Detention Program for the 2014-2015 school year, beginning on September 29, 2014 and for the Perth Amboy High School staff to be compensated at the contractual rate. Paid through account number 15-140-100-101-1-0000-03.

- Acting Superintendent Rodriguez stated the Dr. Collazo’s plan is to have the following detention times:

Main:	90 minutes
Main (Saturday):	120 minutes
South:	45 minutes
East:	45 minutes
- Garcia asked what the District had planned to have the students do during detention. Acting Superintendent Rodriguez stated that she would report back to the Board what the students will be doing during detention.

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 16). Approval to use ALEKS a math web-based program that provides personalized learning correlated to the Common Core State Standards for grades 9-12 students at a cost of \$18,750.00, funded through federal funds.

- Tejeda asked for information regarding ALEKS. Acting Superintendent Rodriguez stated that it is going to be used as an enrichment program. The cost amount is much smaller because it is going to be used for a learning center. She emphasized that it is an effective enrichment program.

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 17). Approval for Marzano Research Associate to conduct a two-day vocabulary workshop, October 16, 2014 and October 17, 2014 to McGinnis School staff at a cost of \$12,000.00 funded through school-based budget 15-190-100-300.

- Roman asked if the teachers would be doing a full-day workshop or a workshop after school. Dr. Garcia elaborated on the workshop and stated that the workshop will take place during the day for half a day. There will not be an early dismissal. The school will be utilizing substitutes.

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

14. Recommendations of the Acting Superintendent of Schools

A. Curriculum Committee – Ms. Dianne Roman, Chairperson

- 18). Approval to provide transportation to the 9th Grade NJROTC students that attend the East and South Campuses to the main campus from 3:05 p.m. to 3:47 p.m.
- Garcia asked what the previous schedule for ROTC was. Acting Superintendent Rodriguez stated that last year the 9th Grade students were being taken out of class for ROTC. This year, ROTC will take place during 10th period to close the academic gap.
 - Garcia asked if students would be interested in participating if they were required to attend ROTC from 3:05pm to 3:47pm. Acting Superintendent Rodriguez responded in the affirmative because these are students who actively participate and go above and beyond.
 - Gonzalez commented that the District is truly moving toward an extended day. ROTC students are extremely motivated.

<u>Roman</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 19). Approval for Perth Amboy Public Schools to participate with the City of Perth Amboy's 225th Commemorative Reenactment Celebration by focusing on the first 10 Amendments known as the "Bill of Rights" in our curriculum and culminating in the Reenactment Celebration on November 11, 2014.

<u>Roman</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 20). Approval for the Foundation for Educational Administration to provide training entitled "School Law for Administrative Assistants" on October 22, 2014 and November 19, 2014 to Administrative Assistants at a cost of \$4,000.00, funded through District Professional Development Account.

<u>Roman</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 21). Approval to submit the HIB (Harassment, Intimidation, Bullying) Self-Assessment Summary Report to the New Jersey Department of Education under the Anti-Bullying Bill of Rights

- Ortiz commented that there is supposed to be a report shown to the public. Ms. Gutierrez corrected Ortiz's comment and clarified that a report must be shown to the Board, not the public.

<u>Roman</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 22). Approval to submit the Statement of Assurances to the New Jersey Department of Education for the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.

<u>Roman</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 23). Approval to submit the Revised QSAC Long Term Plan (LTP) as required by regulations for the area of Instruction and Program to the New Jersey Department of Education and the Middlesex County Superintendent (Attachment 14-A-23)

<u>Roman</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

14. Recommendations of the Acting Superintendent of Schools

A. Curriculum Committee – Ms. Dianne Roman, Chairperson

- 24). Approval to adopt and implement the Board of Education Goals in the 2014-2015 school year. (Attachment 14-A-24)
 - Tejada commented that the Board is looking forward to helping students close the gap.
 - Roman stated that she is happy to see the item on the agenda. She suggested that the Board of Education Goals should identify short and long term goals.
 - Roman stated that the recommendations of Mr. Carrig were added into the goals and objectives.

<u>Roman</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 25). Approval to purchase license from ASCD for Electronic forms and rubrics for Enhancing Professional Practice: A Framework for Teaching for evaluation system – Teachscape at a cost of \$300.00 funded through the Professional Development account (11-000-223-320.0-0000-35)

Moved by Roman; Seconded by Puccio – Motion carried unanimously

14. Recommendations of the Acting Superintendent of Schools

B. Finance Committee – Mr. Samuel Lebreault, Chairperson

- 1). Approval of travel expenses. (Attachment 14-B-1)

<u>Lebreault</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 2). Provision of Temporary Emergency Transportation to the following pursuant to the provisions of the Homeless Act.

<u>Student</u>	<u>From</u>	<u>School</u>
AR	Elizabeth, NJ	Richardson School
GEG	Elizabeth, NJ	P.A.H.S.
MN	South Amboy, NJ	McGinnis School
ND	South Amboy, NJ	McGinnis School
ND	South Amboy, NJ	McGinnis School
EA	Perth Amboy, NJ	Hmieleski E.C.C.
ECM	Edison, NJ	Patten School
AP	Somerset, NJ	P.A.H.S.(South Campus)
JB	Somerset, NJ	P.A.H.S.
AG	Avenel, NJ	Ignacio Cruz E.C.C
AG	Highland Park, NJ	School #7
XG	Highland Park, NJ	Wilentz School
ID	South Amboy, NJ	Richardson School
DO	New Brunswick, NJ	Richardson School
ZS	East Brunswick, NJ	Wilentz School
SK	East Brunswick, NJ	McGinnis School
LR	Edison, NJ	Hmieleski E.C.C.
AR	Edison, NJ	Flynn School
RC	Edison, NJ	Patten School
MS	Edison, NJ	McGinnis School
ZS	Edison, NJ	McGinnis School
SR	Edison, NJ	McGinnis School
PQ	Edison, NJ	P.A.H.S.(South Campus)
JQ	Edison, NJ	P.A.H.S.
AE	Old Bridge, NJ	McGinnis School
JE	Old Bridge, NJ	P.A.H.S.
JS	South Amboy, NJ	The Rugby School

<u>Lebreault</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

14. Recommendations of the Acting Superintendent of Schools

B. Finance Committee – Mr. Samuel Lebreault, Chairperson

- 3). Approval for the Perth Amboy Education Center to accept a \$1,000.00 grant from Wells Fargo Community Connections Program.

<u>Lebreault</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 4). Approval for PennJersey Environmental Consultants to conduct Remedial Investigation and Remedial Action Services for the Seaman Avenue site (425 Seaman Avenue and 489 Sayre Avenue) at a cost of \$449,595.00. (Tabled at the August 28th Board Meeting).

Motion to untable item:

<u>Lebreault</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- Bermudez asked if any documents from the last board had been located. Varela responded that there are not enough documents from the last board that were of any substance.
- Lebreault commented that the Board does not have the data to determine the location of the site.
- Puccio stated that the intended site will be a traffic nightmare.
- Bermudez commented that traffic will always be an issue.
- Lebreault commented that reducing traffic at the new location will be a focus of determining where to build.

<u>Lebreault</u>	<u>Puccio</u>	(Garcia, Ortiz – Opposed)
Motion	Seconded	CARRIED BY A MAJORITY

- 5). Approval to utilize district buses to provide transportation, between schools, for parents to attend the District Literacy Fair at the Richardson School on October 11, 2014, to be paid for using federal funds.

- Roman asked how many buses will be used to transport parents. She wants to make sure the Saturday program is promoted appropriately. Acting Superintendent Rodriguez stated that four buses will be used.
- Varela commented that by statute, the District must have a certain number of buses for special needs.

<u>Lebreault</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 6). Approval for the renewal of transportation contracts with Irvin Raphael, and Keyport Auto Body, (Shamrock) for the provision of transportation for school trips, at no cost increase. (Attachment 14-B-6)

<u>Lebreault</u>	<u>Puccio</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 7). Approval for an addendum for the following bus routes for the 2014-2015 school year. (Attachment 14-B-7)

<u>Lebreault</u>	<u>Puccio</u>	(Garcia, Ortiz – Opposed)
Motion	Seconded	CARRIED BY A MAJORITY

14. Recommendations of the Acting Superintendent of Schools

C. Buildings and Grounds Committee – Mr. Israel Varela, Chairperson

- 1). Approval of an application for the Raritan Bay Area YMCA to utilize the William C. McGinnis School and the Samuel E. Shull School for the 2014-2015 school year to provide After-School services.

<u>Varela</u>	<u>Lebreault</u>
Motion	Seconded

- Roman asked what the parents' contribution fee was for the YMCA after school program. Acting Superintendent Rodriguez stated that parent contribution would total \$240 per month or \$70 per week.
- Roman asked how the Board intended to accommodate parents who could not afford to pay the monthly or weekly fees. Acting Superintendent Rodriguez stated that the District is aggressively looking for other partnerships. The Superintendent stated that she will try to have a report about how to assist families who cannot afford the YMCA fee by the next board meeting.
- Puccio stated that the Board should pay the YMCA fees.

Motion to table:

<u>Roman</u>	<u>Bermudez</u>	(Varela – Abstained; Ortiz – Opposed)
Motion	Seconded	MOTION TABLED BY MAJORITY

- 2). Approval for the City to utilize several schools to conduct Community Meetings from 5:30 pm – 8:00 pm:

Ceres School	October 9, 10, 2014
Patten School	October 13, 14, 2014
Flynn School	October 17, 20, 2014
PAHS	October 23, 24, 2014

- Acting Superintendent read an email from Josie Gonsalves dated September 23, 2014 regarding community meetings.
- Lebreault requested that the item be tabled because the Board was not given enough time to consider it.
- Puccio asked why the Board would consider tabling the item. He believes it is good for the City. Garcia shared Puccio's sentiments.
- Ortiz stated that the Board was putting politics first.

Motion to Table:

<u>Varela</u>	<u>Bermnudez</u>	(Roman and Puccio – Abstained)
Motion	Seconded	(Garcia and Ortiz – Opposed)
		CARRIED BY A MAJORITY

14. Recommendations of the Acting Superintendent of Schools

D. Personnel Committee – Mr. Samuel Lebreault, Chairperson

Note: All appointments of district staff are contingent upon satisfying the requirements of the New Jersey Criminal History Background Check Status.

1). Acceptance of the following resignations:

- a). Kuk Yau Yuen, Food Service Worker, William C. McGinnis School, effective January 1, 2015 for the purpose of retirement.
- b). Wendy Ronquillo, District Instructional Leader, Perth Amboy High School, effective on or before October 27, 2014.
- c). John Richelieu Boima, Teacher, Perth Amboy High School effective August 31, 2014.
- d). Daniel Verdia, Paraprofessional, Perth Amboy High School, effective September 30, 2014.
- e). Jose Vasquez, Part-Time School Counselor, Perth Amboy Education Center, effective August 28, 2014.
- f). Norma T. Dunne, Part-Time Math Teacher, Perth Amboy Education Center, effective September 5, 2014.
- g). Sally Batarseh, Social Worker, Samuel E. Shull School, effective on or before October 25, 2014.
- h). Anna Garrick, Substitute Nurse, effective October 1, 2014.
- i). Carmen R. Rosario, Substitute Lunch Aide, effective September 2, 2014.

<u>Lebreault</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

2). Approval of the following requests for a Leave of Absence:

- a). Nicole Plevniak, Maternity Leave of Absence, November 10, 2014 through December 19, 2014, utilizing sick/personal days, January 5, 2015 through March 27, 2015 without pay.
- b). Yuderka Tejada, Maternity Leave of Absence, December 1, 2014 through January 2, 2015, utilizing sick days, January 5, 2015 through June 30, 2015, without pay.
- c). Isabel Chita, Maternity Leave of Absence, October 6, 2014 through December 9, 2014, utilizing sick days, December 10, 2014 through February 27, 2015, without pay.

<u>Lebreault</u>	<u>Tejeda</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

14. Recommendations of the Acting Superintendent of Schools

D. Personnel Committee – Mr. Samuel Lebreault, Chairperson

2). Approval of the following requests for a Leave of Absence: continued

- d). Tonimarie Amabile, Maternity Leave of Absence, October 24, 2014 through November 25, 2014, utilizing sick days, November 26, 2014 through February 16, 2015, without pay.
- e). Vanessa Buron, Maternity Leave of Absence, October 20, 2014 through November 28, 2014, utilizing sick days.
- f). Courtney Kittai, Revision of Maternity Leave of Absence, From: September 1, 2014 through October 24, 2014, without pay, To: September 2, 2014 through September 15, 2014, utilizing sick days, September 16, 2014 through November 28, 2014, without pay.
- g). Rosandra Alba, Revision of Maternity Leave of Absence, From: October 6, 2014 through October 17, 2014, utilizing sick days, October 20, 2014 through November 28, 2014, without pay, To: September 2, 2014 through September 15, 2014, utilizing sick days, September 16, 2014 through November 28, 2014, without pay.
- h). Sandra Cohorsky, Extension of Family Leave of Absence, October 13, 2014 through January 30, 2015, without pay.
- i). Nephtaly Cardona, Medical Leave of Absence, July 29, 2014 through October 3, 2014, utilizing sick days.
- j). Irene Hand, Medical Leave of Absence, August 18, 2014 through October 2, 2014, utilizing sick days.
- k). Wilma Barfield, Medical Leave of Absence, September 2, 2014 through September 12, 2014, without pay.
- l). Jacqueline Pineiro, Medical Leave of Absence, September 2, 2014 through September 12, 2014, without pay.
- m). Raymond Magyar, Medical Leave of Absence, September 2, 2014 through September 19, 2014, without pay.
- n). Judith Bellovin, Medical Leave of Absence, September 2, 2014 through November 7, 2014, without pay.
- o). Kimberly Ray, Extension of Medical Leave of Absence, September 2, 2014 through October 31, 2014, without pay.
- p). Candace Pyzik, Extension of Medical Leave of Absence, September 2, 2014 through June 30, 2015, without pay.
- q). William Pafinty, Revision of Medical Leave of Absence, From: September 2, 2014 through September 30, 2014, without pay, To: September 2, 2014 through June 30, 2015, without pay.
- r). Joann Magyar, Family Leave of Absence, September 2, 2014 through September 19, 2014, without pay.
- s). Arlene Roncin, Family Leave of Absence, September 2, 2014 through November 30, 2014, without pay.
- t). Junior Gonzalez, Personal Leave of Absence, September 2, 2014 through November 30, 2014, without pay.
- u). Janice Sias, Personal Leave of Absence, September 24, 2014 through September 30, 2014, without pay.

Lebreault
Motion

Varela
Seconded

CARRIED UNANIMOUSLY

14. Recommendations of the Acting Superintendent of Schools

D. Personnel Committee – Mr. Samuel Lebreault, Chairperson

3). Appointments of the following certificated staff: continued

- a). Charity Lee, ESL Teacher, Perth Amboy High School, effective October 1, 2014 through June 30, 2015 (Step 2-MA) at a pro-rated 10-month salary of \$53,750.00, pending negotiations. COE: ESL/COE: Elementary K-5. (Replacing – D. Rodriguez)
- b). Erica Mateo-Baez, Academic Advisor, Perth Amboy Education Center, effective October 1, 2014 through June 30, 2015 (Step 1-MA) at a pro-rated 10-month salary of \$53,500.00, pending negotiations. Standard: Guidance Counselor (New position)
 - Garcia asked if this was a new position. Dr. Robles answered in the affirmative and explained that the advisor would be working with the day and evening programs to help them apply to college.
- c). Alfonso Vistoso, Social Studies Teacher, Perth Amboy Education Center, effective October 1, 2014 through June 30, 2015 (Step 4-BA) at a pro-rated 10-month salary of \$49,600.00, pending negotiations. Non-Citizen/Standard: Social Studies. (Replacing – A. Fernandez)
- d). Wendy Guerra, Bilingual Language Arts Teacher, Samuel E. Shull School, effective October 1, 2014 through June 30, 2015 (Step 10-BA) at a pro-rated 10-month salary of \$55,700.00, pending negotiations. Standard: Bilingual/Bicultural Standard: Elementary with matter specialization/Language Arts/Literacy 5-8. (Replacing E. Torres)
- e). Nelly Oroscro, Bilingual Elementary Teacher, Dr. Herbert N. Richardson School, effective October 1, 2014 through June 30, 2015 (Step 1-BA) at a pro-rated 10-month salary of \$48,000.00, pending negotiations. COE: Bilingual/Bicultural/COE:ESL/COE:Elementary K-5/COE:P-3/COE:Spanish. (Replacing – I. Robbins)
- f). Jackelyn Cruz, Dual Language Elementary Teacher, Dr. Herbert N. Richardson School, effective October 1, 2014 through June 30, 2015 (Step 1-BA) at a pro-rated 10-month salary of \$48,000.00, pending negotiations. COE: Elementary K-6. (Replacing – C. Lawrence)
- g). Sandra P. Camcho, Bilingual Elementary Teacher, Dr. Herbert N. Richardson School, effective October 1, 2014 through June 30, 2015 (Step 1-BA) at a pro-rated 10-month salary of \$48,000.00, pending negotiations. COE: Elementary K-6. (New position)
- h). Gina Marie Bilotti, Elementary Teacher, Robert N. Wilentz School, effective October 1, 2014 through June 30, 2015 (Step 1-MA) at a pro-rated 10-month salary of \$53,500.00, pending negotiations. CEAS: Elementary K-5. (Replacing – C. White).
- i). Norelis Martinez, Temporary Replacement , Pre-School Teacher, Ignacio Cruz Early Childhood Center, effective October 1, 2014 through June 30, 2015 at a pro-rated 10-month salary of \$48,000.00, pending negotiations. COE: ESL/COE:Elementary K-5 (Replacing C. Pyzik)
- j). Revision: Brienne Richards, Temporary Replacement, School Psychologist, Edward J. Patten School, effective September 1, 2014 through February 1, 2015 (Step 1-MA) at a pro-rated 10-month salary of \$53,500.00, pending negotiations, Standard: School Psychologist. (Replacing J. Pasigos)

Lebreault
Motion

Tejeda
Seconded

(Puccio – Abstained)
CARRIED BY ROLL CALL MAJORITY

14. Recommendations of the Acting Superintendent of Schools

D. Personnel Committee – Mr. Samuel Lebreault, Chairperson

4). Appointments of the following non-certificated staff:

- a). Yenny Torres-Magyar, Special Education Paraprofessional, Perth Amboy High School, effective October 1, 2014 through June 30, 2015 at a pro-rated 10-month salary of \$35,300.00, pending negotiations. (Replacing – M. Jasper)
- b). Alex Perez, Special Education Paraprofessional, Perth Amboy High School, effective October 1, 2014 through June 30, 2015 at a pro-rated 10-month salary of \$35,300.00, pending negotiations. (Replacing – D. Verdia)
- c). Guy A. Cross, Custodian (B), Perth Amboy High School, effective October 1, 2014 through June 30, 2015 at a pro-rated 12-month salary of \$25,425.00 (night stipend included), pending negotiations. (Replacing – E. Colon)
- d). Edwin Nieves, Assistant Food Service Driver, Perth Amboy High School, effective October 1, 2014 through June 30, 2015 at an hourly rate of \$25.40 (8 hours daily), pending negotiations. (Replacing S- Quinones)
- e). Nidia Estevez, General Food Services Worker, Perth Amboy High School (South Campus), effective October 1, 2014 through June 30, 2015 at an hourly rate of \$17.20 (6 ½ hours daily), pending negotiations. (Replacing D. Morales)
- f). Gabriel Morales, Food Service Special Worker, William C. McGinnis School, effective October 1, 2014 through June 30, 2015 at an hourly rate of \$23.40, (8 hours daily), pending negotiations. (Replacing – A. Liska)
- g). Armando Couret, Assistant Head Custodian, Anthony V. Ceres School, effective October 1, 2014 through June 30, 2015 at a pro-rated 12-month salary of \$29,810.00 (assistant head/night stipend included), pending negotiations. (Replacing – C. Gonzalez)
- h). Marlene Hernandez, Paraprofessional, Ignacio Cruz Early Childhood Center, effective October 1, 2014 through June 30, 2015 at a pro-rated 10-month salary of \$33,475.00, pending negotiations (Replacing – S. Claros)
- i). Maria Quinones, Cafeteria Manager (Other), Ignacio Cruz Early Childhood Center, effective October 1, 2014 through June 30, 2015 at a pro-rated 10-month salary of \$32,405.00, pending negotiations. (Replacing – E. Rezes)

<u>Lebreault</u>	<u>Varla</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 5). Appointment of Fred T. Geardino III, Instructional Leader (Math), William C. McGinnis School, effective on or before November 24, 2014 through June 30, 2015 at a pro-rated 12-month salary of \$91,350.00. Standard:Supervisor/COE:Principal/CEAS:Math. (Replacing – M. Bermudez)

<u>Lebreault</u>	<u>Tejeda</u>	(Puccio – Abstained)
Motion	Seconded	CARRIED BY ROLL CALL MAJORITY

- 6). Appointment of Shanesia Davis, Science Department Chairperson, Perth Amboy High School, effective October 1, 2014 through June 30, 2015 (Step 1-PSA) at a pro-rated 10-month salary of \$75,750.00. COE:Principal/Standard:Elementary w/Science 5-8/Standard:Elementary K-5. (New position)

<u>Lebreault</u>	<u>Tejeda</u>	(Puccio – Abstained)
Motion	Seconded	CARRIED BY ROLL CALL MAJORITY

- 7). Appointment of Jeannie Paz, Social Studies Department Chairperson, Perth Amboy High School, effective October 1, 2014 through June 30, 2015 (Step 1-PSA) at a pro-rated 10-month salary of \$75,750.00. Standard:Supervisor/Standard:Social Studies. (New position)

<u>Lebreault</u>	<u>Tejeda</u>	(Puccio – Abstained)
Motion	Seconded	CARRIED BY ROLL CALL MAJORITY

14. Recommendations of the Acting Superintendent of Schools

D. Personnel Committee – Mr. Samuel Lebreault, Chairperson

- 8). Approval for N.J. “Leaders to Leaders” to assign a mentor to the district’s new administration staff for the 2014-2015 school year at the district’s contractual rate of \$1,700.00 in accordance with the N.J. “Leaders to Leaders” Residency Plan requirement.

<u>Administrator</u>	<u>School</u>	<u>Mentor</u>
Dr. Wachera Ragland Brown	P.A. High School	Ed Yergalonis

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 9). Approval for the following administration to be reimbursed at the district’s contractual mentoring rate of \$1,700.00 for the advanced payment to mentors assigned by N.J. “Leaders to Leaders” for the 2014-2015 school year (Year 1), in accordance with the N.J. “Leaders to Leaders Residency Plan” requirement.

<u>Administrator</u>	<u>School</u>	<u>Mentor</u>
Dr. Wachera Ragland Brown	P.A. High School	Ed Yergalonis

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 10). Approval for the following staff members to serve as a mentors for the first-year teachers during the 2014-2014 school year. (Attachment 14-D-10)

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 11). Approval for the following Security Personnel to work the Literacy Convention on October 11, 2014 at the Dr. Herbert N. Richardson School from 7:15 a.m. to 2:15 p.m. and to be compensated at the contractual rate, not to exceed 7 hours. Paid through account number 20-234-200-110-0-0000-40.

Luis Ramos	Shylin Irizarry
Pete Roman	Wendy Sutton
Jason Cardona	Jose F. Gonzalez

<u>Lebreault</u>	<u>Varela</u>	(Roman – Abstained)
Motion	Seconded	CARRIED BY MAJORITY

- 12). Approval for the following Custodial Personnel to work the Literacy Convention on October 11, 2014 at the Dr. Herbert N. Richardson School from 7:00 a.m. to 3:00 p.m. and to be compensated at the contractual rate, not to exceed 8 hours. Paid through account number 20-234-200-110-0-0000-40.

Rafael Gonzalez	Tyrell Grant
Casey Johnson	Talia Mercado
Jamie Serrano	Iris Velasquez

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 13). Approval for the following additional teachers to work “The Learning Center” at Perth Amboy High School for the 2014-2015 school year and to be compensated at the contractual rate. Funded from the High School budget, account number 15-140-100-101-2-0000-03. (Attachment 14-D-13)

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 14). Approval for the following teachers to work the “Reading Horizons Program” for the 2014-2015 school year and to be compensated at the contractual rate. To be paid for from the McGinnis School budget and Title III. (Attachment 14-D-14)

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

14. Recommendations of the Acting Superintendent of Schools

D. Personnel Committee – Mr. Samuel Lebreault, Chairperson

- 15). Approval of the following staff to the Delayed Opening/Early Dismissal Team for the 2014-2015 school year. (Attachment 14-D-15)

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 16). Approval of the following staff and/or substitutes to the before/after school, Saturday Morning Family School and/or evening programs for the 2014-2015 school year. (Attachment 14-D-16)

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 17). Approval of the following staff to serve as Substitute Bus Aides for the 2014-2015 school year. (Attachment 14-D-17)

<u>Lebreault</u>	<u>Varela</u>	(Garcia – Opposed)
Motion	Seconded	CARRIED BY MAJORITY

- 18). Approval of the following to serve as Substitute School Nurse for the 2014-2015 school year.

Lucille Gall

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 19). Approval of the following to serve as Substitute Lunch Aide/Cafeteria Workers for the 2014-2015 school year.

Dulce Rodriguez	Nelly E. Carmona
Christina Alvarado	Alba Lopez
Mallile Minsal	

<u>Lebreault</u>	<u>Varela</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- 20). Approval for the following to serve as Substitute Custodian/Substitute Maintenance for the 2014-2015 school year.

Alexandro Morel	Bryan J. Valera
Fernando Rosa	Melvin Crus
Victor Santos	Nicholas Fernandez
Basilio Perez	Kenny Abreu
Herminio Rosa	
Milagros Echevarria	

- Superintendent Rodriguez removed Guy A. Cross from the list of Substitute Custodians because he was previously approved for appointment as 12-month employee. See Item 14D(4)(c).

<u>Lebreault</u>	<u>Varela</u>	(Garcia – Opposed as to Morel, Abreu, and Valera)
Motion	Seconded	(Ortiz – Opposed as to Morel and Abreu)
		CARRIED UNANIMOUSLY

14. Recommendations of the Acting Superintendent of Schools

D. Personnel Committee – Mr. Samuel Lebreault, Chairperson

21). Approval of the following staff to stipend positions for the 2014-2015 school year.

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Stipend Amount</u>
Cynthia B. Miranda	P. A. Education Center	Class Advisor	\$1,390.00
Ana Lebron Vera	W.C. McGinnis School	Advisor	\$1,175.00

<u>Lebreault</u> Motion	<u>Varela</u> Seconded	CARRIED UNANIMOUSLY
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22). Approval of the following salary adjustments. (Attachment 14-D-22)

<u>Lebreault</u> Motion	<u>Varela</u> Seconded	CARRIED UNANIMOUSLY
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23). Approval to amend the Job Title for the following Administrative Staff:

<u>Name</u>	<u>From</u>	<u>To</u>
Thomas Smith	Supervisor of Mathematics Gr. 7-12	Dean of Students

<u>Lebreault</u> Motion	<u>Varela</u> Seconded	CARRIED UNANIMOUSLY
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24). Approval of the transfer and/or change in assignment for the following staff for the 2014-2015 school year. (Attachment 14-D-24)

<u>Lebreault</u> Motion	<u>Varela</u> Seconded	CARRIED UNANIMOUSLY
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14. Recommendations of the Interim Superintendent of Schools

E. Athletics & Co-Curricular – Mr. Anthony Bermudez, Chairperson

1). Appointment of Jorge Nogueira, Head Girls Tennis Coach (Fall Season), Perth Amboy High School, at a stipend amount of \$4,550.00, pending negotiations.

<u>Bermudez</u> Motion	<u>Tejeda</u> Seconded	CARRIED UNANIMOUSLY
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2). Approval for members of the High School Cross Country Team to participate in a fundraising activity, in conjunction with Sodexo, at Rutgers High Point Solutions Stadium on September 6, 2014 and September 27, 2014. Our students will work the concession stands and earn 15% of sales. Transportation to be provided by the district.

<u>Bermudez</u> Motion	<u>Tejeda</u> Seconded	CARRIED UNANIMOUSLY
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15. Old Business

Approval of the following revised Job Description. (Attachment)

- Academic Advisor
- Garcia asked what change was made to the job description. Acting Superintendent Rodriguez indicated that the position had been changed from a 10-month to 12-month position.

<u>Lebreault</u> Motion	<u>Tejeda</u> Seconded	CARRIED UNANIMOUSLY
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15. Old Business (continued)

- Roman asked if the CDs that the Board received containing the District's policies are going to be made available to the public on the District's website, and if so when. Acting Superintendent Rodriguez stated that once the Board approves the policies, they will be made available to the public.
- Lebreault commented that the Policy Committee is going to be making significant changes to the District's policies, therefore, posting them online would not make much sense.
- Ortiz asked when Teachscape was initially rolled out. Acting Superintendent Rodriguez stated that she believed it was last school year. Mr. Ortiz was curious why the Board was discussing Teachscape if it had already been rolled out.

Motion to close old business.

Lebreault
Motion

Bermudez
Seconded

CARRIED UNANIMOUSLY

16. New Business

- Varela stated that with regards to custodians and technicians, the Board and the Union should consider modifying the provision in their contracts regarding vacation. Presently, they must use their vacation during their contract year or lose them, however the District desperately needs custodians and technicians during July and August. He also stated that organizations using the District's buildings need to make sure they leave it the way they found it. Teachers and staff have been complaining that organizations utilizing the school's buildings leave them a mess.
- Garcia read a paragraph from the SDA letter. She stated that rather than build a new school, the better plan is to put an addition to the current high school.
- Tejada expressed disagreement with building an addition to the high school. She stated that the Board needs to think long term.
- Bermudez stated that the main priority is to build a new high school. He believes the new school should be away from highways. He agrees that the Board needs to think long term.
- Roman pointed out that Woodbridge high school is on the same road. She stated that the District has to be diligent but also has to take the State seriously. She commented that the District can't spend millions to clean up a site just to be told that it is not viable for construction. She wants to set up a meeting and get going on building a new high school.
- Puccio commented that the highway is not the issue. The issue is where we can afford to build. He noted that the clean up alone is \$120 million and dealing with SDA means there will be restrictions. He stated that we need to start building now.
- Ortiz stated that the SDA could not have been any clearer. The only viable land is a parcel owned by the Perth Amboy Housing Authority. He commented that President Gonzalez needs to use her connection to get the project going since she shares a bed with one of the Housing Authority Commissioners.
- President Gonzalez responded to Ortiz's comment. She stated that she will recuse herself if she is told she has to, but if she doesn't have to, she wants to participate in discussions regarding the new high school. She stated that she wants the community to see her as a separate entity from her husband, who is a Commissioner on the Housing Authority. She indicated that her husband always recuses himself from any discussions regarding the Board of Education and will not be involved in any decision regarding property that may be sold to the Board of Education.
- Roman asked why the SDA letter was not added to correspondence. Acting Superintendent Rodriguez responded and stated that it should have been included. A copy of the SDA letter will be added to correspondence.
- President Gonzalez stated that McKenna's earliest availability was October 2nd. She stated that everyone's questions are legitimate and that the board meetings are an open forum to discuss the issue.
- Lebreault commented that if the high school we build will become obsolete in a few years, then what is the point of building it. He urged everyone to work together to try and get it done.

16. New Business (continued)

- Varela stated that he has been pushing for a new high school for some time. He asked to be included in the discussion as part of the Buildings and Grounds committee.
- President Gonzalez emphasized that the board members must respect each other during conversations about the new school. She stated that the members all need to be above making disparaging remarks. She assured that the full board will be engaged in the discussion.
- Ortiz commented that the District can build a high school with sufficient capacity even if an addition is built to the high school. He also suggested that President Gonzalez recuse herself from discussions since her husband is a Housing Authority Commissioner.
- Lebreault made a motion to approve R-Pat Solutions as the search firm to conduct the Superintendent's search.
 - Lebreault stated that they were the best candidates and were the cheapest
 - Puccio agreed with Lebreault
 - President Gonzalez stated that she was pleased at their price. She also stated that the company promised that if the Board did not select a superintendent during the first round, the second round would be free.
 - Garcia requested information on the hiring company. Lebreault stated that he would provide her with information regarding the company after the meeting.

<u>Lebreault</u>	<u>Ortiz</u>	(Bermudez, Roman, Tejada, and Varela – Conflicted)
Motion	Seconded	CARRIED BY A MAJORITY OF THE NONCONFLICTED MEMBERS

- Mr. Ortiz made a motion to officially apologize to the student that was victimized by former teacher Morales.
 - Ortiz stated that the Board ignored the facts reported by NBC
 - Roman asked if the topic could be discussed since it involves personnel matters. Ms. Gutierrez recommended that because the motion involves at least one person who is still a District employee, the motion should be discussed in closed session after giving the individual a RICE notice.
 - President Gonzalez suggested that the motion be tabled until the individual involved is issued a RICE notice.

<u>Ortiz</u>	<u>Garcia</u>	
Motion	Seconded	Tabled unanimously until next board meeting

- Mr. Ortiz made a motion to apologize to the security staff for events that occurred during the last board meeting.
 - The motion was not seconded.
 - President Gonzalez asked that Board Counsel review the policy
 - Roman noted that staff uses school letterhead to for example, write student recommendations. She stated that the Board needs to make sure that the school is following a uniform policy on the use of school letterhead.

17. Open to the Public

Motion to open the meeting to the public:

<u>Lebreault</u>	<u>Varela</u>
Motion	Seconded

- Public #1: Read from a document he obtained through an OPRA request regarding notes prepared by Edwin Nieves regarding substitute teacher W.O. and a student concerning an altercation that occurred between the substitute teacher and the student.
- Public #2: Stated that she did not appreciate the fact that the death of a student was brought up during discussions of where to build the high school. She commented that she agrees with Board member Garcia about building an addition to the high school rather than building a completely new high school. She believes the issues here is foundation. She commented that we are a lot like New York City in terms of population and that the education of the District's students should be the most important consideration in considering the construction of a new high school. She also requested a follow up to an email she submitted in June regarding an accountability investigation.
- Public #3: Thanked Dr. Rodriguez for inviting her be a part of the professional development process. She also commented that this year's school opening was one of the smoothest openings in over a decade. She expressed a concern that the City does not have sufficient enrichment programs, especially for the elementary school students. She also expressed frustration regarding the Board's hesitation on moving forward on the Delaney Home property. She believes that if the SDA wants to give the District money to build a school, the District should take it. She also commented that she has an issue that the District does not post its policies online. She stated that the public deserves to have access to the policies. She also requested that the District update its website to include up-to-date information.
- Public #4: Opined that the Board is being held hostage by a board member who does not have the credentials to be on the Board and who vilified a student when he served as a substitute teacher in the District.
- Public #5: Expressed frustration that the Board has not been able to come to a decision on the high school construction. He believes that the Celotex property is a bad property because of the cost. He stated that the Delaney property is the only choice because it will not require clean up.
- Public #6: He is a parent of children who attend the school district. He stated that the problem with overcrowding has cause the Perth Amboy Junior ROTC to be displaced twice. The ROTC was initially pushed out of their office on the second floor and relocated to a trailer, from which it was again pushed out and relocated to a smaller trailer. He brought up the issue to emphasize the point that the City needs a new high school. He stated that we have limited opportunities and limited time because the HAPA site is being sought after by other interested parties and HAPA has to make a decision by October 8th. He agreed with Mr. Puccio that the District has looked at alternate sites, and there is nothing available.
- Public #7: Is a former Board member. He does not support construction at the HAPA site because they are only willing to sell 11 acres. He does not believe that 11 acres will be enough to construct the new high school because it will not accommodate the District's student population. He recommended that the Board look into the Halpern property because it would be a viable option.
- Public #7: He stated that 11 acres is not going to be enough. He suggested that the Board look at the Halpern property because it would be a viable option.
- Public #8: Encouraged community members to become part of the PTO. Membership costs \$1. Advertised that the PTO is selling magnets and hosting a breakfast on November 8th at the Woodbridge Applebee's to fundraise for scholarships for high school seniors. Tickets to the breakfast are \$10. She commented that the PTO needs to know the school's policies regarding fundraising and who she needs to contact to confirm the District's policies so that she is aware of what the PTO can and cannot do for purposes of fundraising. She thanked President Gonzalez for emphasizing that members need to attack the issues and not individuals. She commented that the community, not just the Board, needs to be a part of the discussion regarding the construction of the new high school. She would like to see more community members speaking up at board meetings.
- Public #9: He is a former board member. He commented that the HAPA proposal is a great opportunity that the Board should not pass up on. He emphasized the point that the City needs a new high school.

17. Open to the Public (continued)

- Public #10: Congratulated President Gonzalez on the way she runs the board meetings. He spoke about the passing of Juan Carlos Taveras and commented that it was nice to see the community come together during such a tragic time. He also spoke about the construction of the new high school, and urged the Board to act immediately with regards to the HAPA site. He stated that the Board should hold a special meeting regarding the site and also prepare to have a Plan B in case the HAPA site does not go through.
- Public #11: He is a parent of a District student and also a board employee. He stated that the Board should have tighter requirements and restrictions on enrolling a child in the District. He commented that the District needs to regulate non-resident enrollment. Non-resident students are taking our kids resources.
- Public #12: Commended President Gonzalez on her leadership during tonight's meeting. She stated that in 2013 there were many discussions regarding Dunlap before the planning board. She shared that the planning board was being pressured by a developer to pass and approve development plans because they did not want to miss out on Sandy relief funds and would not build if they missed the opportunity. She mentioned this because she does not understand why SDA is requiring the City to use its own money to purchase the land when private developers were permitted to use government funds.
- Public #13: He does not want the Board to rule out the Celotex property. He believes the pollution on the site is concentrated to one area and that the property is a beautiful piece of land, that if the Board rules out the polluted area would be a viable option for construction.
- Public #14: He stated that disparaging comments made by board members to other board members disrespect the Board and the community. He commented that board members need to be sensitive and respectful of one another. He applauded President Gonzalez for her leadership. He stated that today, there was leadership on the Board. He stated that the Board needs to implement policies and procedures concerning the respect of board members towards one another. He also commented on the issue of transportation. He stated that he doesn't understand how the Board can say no to student transportation.
- Public #15: His son attends Williams School. His son scored a perfect score on the Math portion of the NJASK. He thanked the teachers and staff who made it possible for his son to achieve a perfect score and who made a difference in his life. He also commented on the new high school. He stated that the community has been waiting too long for a high school that meets its student's needs. He believes that there is no alternative to the Delaney property, and that the Board needs to secure the purchase of the land. He stated that building on contaminated land does not promote student safety.
- Public #16: She wants to be assured at the next board meeting that security will ensure the safety of the community and board members during the monthly board meetings.
- Public #17: He is a former board member. He commented that when he was on the Board, the Board built an addition to school #2. He advised that when the Board looks at sites, it must look at logistics.
- Public #18: She stated that she has heard a lot of lies tonight about what the Housing Authority has and has not done. She stated that she has been meeting with the School's Construction Corporation since 2004. There was a three-member board to discuss construction. Two of the members only showed up occasionally. She stated that she met with the board of the State for 3 ½ years. She claimed that at that time the School's Construction Corporation wanted to buy Delaney Home and the Housing Authority wanted to sell it to them. The Corporation wanted to buy the property and build a school, and then turn the key over to the Board. She stated that no one from the Board ever showed up to one meeting in the 3 ½ years despite being invited. She stated that at some point there was a scandal at the Construction Corporation and several individuals got fired. When new staff came on board, they looked at the different districts that wanted schools and they gave the money to districts that showed interest in wanting a school. Perth Amboy was not one of them. She stated that the Housing Authority met with the School's Construction Corporation on September 9th. The difference now is that the City is going to have to buy the land. She advised that if the Board wants the property and wants to build a school, they need to act fast because they only have 30 days. The Housing Authority has another entity that is interested in purchasing the property.

Motion to close public session.

Lebreault
Motion

Garcia
Seconded

CARRIED UNANIMOUSLY

Motion to adjourn at 11:47 pm.

Lebreault
Motion

Varela
Seconded

CARRIED UNANIMOUSLY

Respectfully submitted,

Sandra T. Jimenez, Esq.



Correspondence

12 - A - 1

Location:
50 West State Street
Trenton, New Jersey

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS
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ANDREW P. SIDAMON-ERISTOFF
State Treasurer

FLORENCE J. SHEPPARD
Acting Director

August 7, 2014

CHRISTINE A HAUN

RE: TPAF, 418217

To: Retiree
From: Bureau of Retirements
Subject: Notice of Retirement Approval

Congratulations on your retirement. The Board of Trustees, at their regular meeting on August 7, 2014, approved your application for Service Retirement effective July 1, 2014. (In accordance with your selection of option a).

In accordance with law, you have until thirty days after (A) the effective date of your retirement, or (B) the date your retirement was approved by the Board of Trustees, whichever is the later date, to make any changes to your retirement. Also, your first check cannot be mailed until after this thirty day period. However, the benefit will be retroactive to the original effective date of your retirement. Please allow an additional period for the disbursement and delivery of the check by the federal postal authorities.

If you return to public employment following your retirement, you must notify our Office of Client Services immediately at (609) 292-7524.

CC: Employer
PERTH AMBOY BD OF ED
178 BARRACKS ST
PERTH AMBOY NJ 08861



Mailing Address:
PO Box 295
Trenton, NJ 08625-0295
Location:
50 West State Street
Trenton, New Jersey

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS
(609) 292-7524 TDD (609) 292-7718
www.state.nj.us/treasury/pensions

ANDREW P. SIDAMON-ERISTOFF
State Treasurer

FLORENCE J. SHEPPARD
Acting Director

August 7, 2014

WAYNE C CASTELLO

RE: TPAF, 457158

To: Retiree
From: Bureau of Retirements
Subject: Notice of Retirement Approval

Congratulations on your retirement. The Board of Trustees, at their regular meeting on August 7, 2014, approved your application for Service Retirement effective July 1, 2014. (In accordance with your selection of the maximum retirement option which provides no survivor's benefit).

In accordance with law, you have until thirty days after (A) the effective date of your retirement, or (B) the date your retirement was approved by the Board of Trustees, whichever is the later date, to make any changes to your retirement. Also, your first check cannot be mailed until after this thirty day period. However, the benefit will be retroactive to the original effective date of your retirement. Please allow an additional period for the disbursement and delivery of the check by the federal postal authorities.

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Trenton, New Jersey

ANDREW P. SIDAMON-ERISTOFF
State Treasurer

FLORENCE J. SHEPPARD
Acting Director

August 7, 2014

ALFRED E CRESCI

RE: TPAF, 438882

To: Retiree
From: Bureau of Retirements
Subject: Notice of Retirement Approval

Congratulations on your retirement. The Board of Trustees, at their regular meeting on August 7, 2014, approved your application for Service Retirement effective September 1, 2014. (In accordance with your selection of the maximum retirement option which provides no survivor's benefit).

In accordance with law, you have until thirty days after (A) the effective date of your retirement, or (B) the date your retirement was approved by the Board of Trustees, whichever is the later date, to make any changes to your retirement. Also, your first check cannot be mailed until after this thirty day period. However, the benefit will be retroactive to the original effective date of your retirement. Please allow an additional period for the disbursement and delivery of the check by the federal postal authorities.

If you return to public employment following your retirement, you must notify our Office of Client Services immediately at (609) 292-7524.

CC: Employer
PERTH AMBOY BD OF ED
178 BARRACKS ST
PERTH AMBOY NJ 08861



CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

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DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS
(609) 292-7524 TDD (609) 292-7718
www.state.nj.us/treasury/pensions

September 4, 2014

Mailing Address:
PO Box 295
Trenton, NJ 08625-0295
Location:
50 West State Street
Trenton, New Jersey

ANDREW P. SIDAMON-ERISTOFF
State Treasurer

FLORENCE J. SHEPPARD
Acting Director

FORTUNATA B VALENTY

RE: TPAF, 389027

To: Retiree
From: Bureau of Retirements
Subject: Notice of Retirement Approval

Congratulations on your retirement. The Board of Trustees, at their regular meeting on September 4, 2014, approved your application for Service Retirement effective September 1, 2014. (In accordance with your selection of option a).

In accordance with law, you have until thirty days after (A) the effective date of your retirement, or (B) the date your retirement was approved by the Board of Trustees, whichever is the later date, to make any changes to your retirement. Also, your first check cannot be mailed until after this thirty day period. However, the benefit will be retroactive to the original effective date of your retirement. Please allow an additional period for the disbursement and delivery of the check by the federal postal authorities.

If you return to public employment following your retirement, you must notify our Office of Client Services immediately at (609) 292-7524.

CC: Employer
PERTH AMBOY BD OF ED
178 BARRACKS ST
PERTH AMBOY NJ 08861

Curriculum
14 - A - 1

FIELD TRIPS FOR BOARD APPROVAL ON SEPTEMBER 23, 2014

Date Of Trip	Destination Name	School	Teacher Responsible	Admissions Cost	Admissions Number	Admissions Account	Additional Cost, if any	Transportation Cost	Transportation Number	Transportation Account	Grand Total Cost	Num Buses	Departure Time	Return Time
9/27/2014	Juan Pablo Duarte Park	High School	Marilena Kerins	0	0	0	0	0	15-000-270-512-0-0000-03	15-000-270-512-0-0000-03	\$ 150.00	2	1:30 p.m.	4:00 p.m.
10/4/2014	Woodbridge HS	High School	Marilena Kerins	0	0	0	0	0	15-000-270-512-0-0000-03	15-000-270-512-0-0000-03	\$ 350.00	2	4:30 p.m.	9:00 p.m.
10/22/2014	Woodbridge High School - College Fair	High School	Allison McMorrow	0	0	0	0	0	Transportation is provided by Career Council	Transportation is provided by Career Council		0	10:00 a.m.	12:00 p.m.
10/23/2014	Rider University	High School	Joyce Ship	\$200.00	15-190-100-500-0-0000-03	15-190-100-500-0-0000-03	\$20.00	\$210.00	15-000-270-512-0-0000-03	15-000-270-512-0-0000-03	\$ 430.00	1	7:00 a.m.	4:00 p.m.
10/25/2014	New York Hilton Midtown - All American High School Film Festival	High School VPAM	Brian Wilson	\$3,450.00	15-190-100-500-0-0000-03	15-190-100-500-0-0000-03	0	\$1050.00	15-000-270-512-0-0000-03	15-000-270-512-0-0000-03	\$ 4,500.00	1	7:30 a.m.	11:00 p.m.
10/26/2014	New Jersey Convention and Exposition Center	High School	Carolina Benitez	0	0	0	0	0	15-000-270-512-0-0000-03	15-000-270-512-0-0000-03	\$ 50.00	1	8:00 a.m.	12:00 p.m.

**PERTH AMBOY PUBLIC SCHOOLS
DEPARTMENT OF SPECIAL SERVICES
178 BARRACKS STREET
PERTH AMBOY, NEW JERSEY 08861
TELEPHONE 732-376-6206
FAX 732-826-4932**

Nancy Samaha, Ph.D
Chief Special Education Services
Supervisor

Arleen Rios
Supervisor

Diane Dahl
Supervisor

Special Education ♦ Psychological Services ♦ Social Worker Services ♦ Learning Disabled Services ♦ Home Instruction
Supplemental Instruction ♦ Speech & Hearing Services

To: Dr. Vivian Rodriguez
Acting Superintendent

From: Dr. Nancy Samaha, Ph.D *NS*
Chief Special Education Services Supervisor

Date: September 16, 2014

Subject: Home Instruction

The following facilities/hospitals will be providing Home Instruction for the 2014-2015 school year. Board approval is hereby requested.

Facility/Hospital	Hourly Rate
Brookfield Schools (For Keeps Program)	\$34.00
Education Inc.	\$44.00
Integrity, Inc. (Integrity House)	\$60.00
Hampton Behavioral Health Center	\$34.00
Middlesex Regional Educational Services Commission (MRESC)	\$60.00
Straight & Narrow, Inc.	\$98.00
Professional Education Services, Inc. (PESI)	\$34.00
Rutgers University Behavioral Health Care	\$65.00
Bonnie Brae	\$24.00
Joe Sampson (facilitator, NJ Virtual School)	

RE: Curriculum Approval

DATE: September 10, 2014

**Please place the following item on the agenda of the next Board of Education meeting:
Approval to adopt the revised Curriculum Guide's listed below for implementation in 2014-2015:**

1. Advisory III
2. Advisory IV
3. AP Music Theory
4. Calculus I Honors
5. Chemistry
6. Computer Art/Digital Photography - Adult High School & Accelerated High School Program
7. Contemporary World Issues
8. Forensic Science – Adult High School & Accelerated High School Program
9. Forensics
10. Foundations of Art
11. Freshman Seminar
12. Genetic Engineering
13. Human Geography
14. Introduction to Sustainability – Adult High School & Accelerated High School Program
15. LLD Foundation of Literacy
16. LLD Science I
17. LLD Science II
18. Math Concepts and Applications
19. Music Theory II
20. Probability & Statistics
21. Psychology
22. Reading – Special Education Program
23. Robotics, AP Chemistry
24. Spanish IV
25. World Religions

2013 – 2014
School Self-Assessment for
Determining Grades under the Anti-Bullying Bill of Rights

School Self- Assessment Scores:

SCHOOL	SCORE
PAHS	52 of 78
Shull	50 of 78
McGinnis	59 of 78
Ceres	66 of 78
Flynn	52 of 78
Patten	67 of 78
Richardson	75 of 78
Wilentz	57 of 78

Purpose of the Self – Assessment Scores:

- The purpose of the self-assessment is for each School Safety Team to determine how well each of the Core Elements of the ABR was implemented in their school.
- The score in each element is then utilized by the School Safety Team in planning and implementing the Core Elements in the next school year

Process for Determination of Scores:

- Each School Safety Team under the direction of the building principal is required to meet and review their implementation of the Anti-Bullying Bill of Rights
- Scores are Approved at a Board Meeting – September 23rd
- Statement Assurance is Signed by Board President
- Scores are certified on NJ Homeroom
- State provides official score and that score is required to be posted on the district and school websites

New Jersey Department of Education
School Self-Assessment for Determining Grades
under the *Anti-Bullying Bill of Rights Act*
July 1, 2013 - June 30, 2014

District Name: PERTH AMBOY CITY

School Name: Perth Amboy High School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

Indicators

Score (0-3)

- A. The school annually established HIB programs, approaches or other initiatives. 1
- B. The school annually implemented and documented HIB programs, approaches or other initiatives. 1
- C. The school annually assessed HIB programs, approaches or other initiatives. 1
- D. The school's HIB programs, approaches or other initiatives were designed to create school-wide conditions to prevent and address HIB. 1
- E. The school safety team (SST) identified patterns of HIB and reviewed school climate and school policies for the prevention of HIB. 0

SUB-TOTAL (possible 15)

4

Core Element #2: Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)

Indicators

Score (0-3)

- A. School employees, contracted service providers and volunteers were provided training on the HIB policy. 2
- B. The HIB policy training included instruction on preventing HIB on the basis of protected categories enumerated in the ABR and

<p>other distinguishing characteristics that may incite incidents of discrimination or HIB.</p>		3
<p>C. The HIB policy was <u>discussed</u> with students, in accordance with the district's process for these discussions.</p>	<p>SUB-TOTAL (possible 9)</p>	1
<p>Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)</p>		6
<p>Indicators</p>	<p>Score (0-3)</p>	
<p>A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB, in each five-year professional development period.</p>		3
<p>B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period.</p>		3
<p>C. The school anti-bullying specialist (ABS) was given <u>time during the usual school schedule</u> to participate in <u>in-service training</u> in preparation to act as the ABS.</p>		1
<p>D. The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches.</p>		1
<p>E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.</p>		1
<p>SUB-TOTAL (possible 15)</p>		9
<p>Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)</p>		
<p>Indicators</p>	<p>Score (0-3)</p>	
<p>A. The school <u>provided ongoing, age-appropriate instruction</u> on preventing HIB in accordance with the Core Curriculum Content Standards.</p>		1
<p>B. The school observed the "<u>Week of Respect</u>," during the week beginning with the first Monday in October of each year, <u>recognizing the importance of character education</u> by providing age-appropriate instruction focusing on HIB prevention.</p>		2

SUB-TOTAL (possible 6)		3
Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
<i>Indicators</i>		
A. The principal appointed a school anti-bullying specialist (ABS).		3
B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC).		3
C. The school safety team (SST) met at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.		0
SUB-TOTAL (possible 9)		6
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
During the 2013-2014 school year, was there at least 1 report of HIB?		Yes
<i>Option A Indicators</i>		Score (0-3)
A. The school implemented the district's procedure for reporting HIB that includes all required elements.		3
B. The school implemented the district's procedure for reporting new information on a prior HIB report.		3
SUB-TOTAL (possible 6)		6
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))		
During the 2013-2014 school year, was there at least 1 report of HIB?		Yes
<i>Option A Indicators</i>		Score (0-3)
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:		
A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident.		3
B. Completion of the investigation within 10 school days of the written incident report.		3

C. Preparation of a <u>written report</u> on the findings of each HIB investigation.	3
D. Results of the investigation <u>reported</u> to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3
SUB-TOTAL (possible 12)	12
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. The school has a <u>procedure</u> for <u>ensuring</u> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)	6
TOTAL SCORE (possible 78)	52

New Jersey Department of Education
 School Self-Assessment for Determining Grades
 under the *Anti-Bullying Bill of Rights Act*
 July 1, 2013 - June 30, 2014

District Name: **PERTH AMBOY CITY**

School Name: **Samuel E. Shull Middle School**

Core Element #1: **HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)**

Indicators

Score (0-3)

A. The school annually established HIB programs, approaches or other initiatives.

2

B. The school annually implemented and documented HIB programs, approaches or other initiatives.

2

C. The school annually assessed HIB programs, approaches or other initiatives.

2

D. The school's HIB programs, approaches or other initiatives were designed to create school-wide conditions to prevent and address HIB.

3

E. The school safety team (SST) identified patterns of HIB and reviewed school climate and school policies for the prevention of HIB.

2

SUB-TOTAL (possible 15)

11

Core Element #2: **Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)**

Indicators

Score (0-3)

A. School employees, contracted service providers and volunteers were provided training on the HIB policy.

2

B. The HIB policy training included instruction on preventing HIB on the basis of protected categories enumerated in the ABR and

other distinguishing characteristics that may incite incidents of discrimination or HIB.

C. The HIB policy was discussed with students, in accordance with the district's process for these discussions.

SUB-TOTAL (possible 9)

6

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators

Score (0-3)

A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB, in each five-year professional development period.

2

B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period.

2

C. The school anti-bullying specialist (ABS) was given time during the usual school schedule to participate in in-service training in preparation to act as the ABS.

0

D. The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches.

0

E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.

2

SUB-TOTAL (possible 15)

6

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators

Score (0-3)

A. The school provided ongoing, age-appropriate instruction on preventing HIB in accordance with the Core Curriculum Content Standards.

3

B. The school observed the "Week of Respect" during the week beginning with the first Monday in October of each year, recognizing the importance of character education by providing age-appropriate instruction focusing on HIB prevention.

3

	SUB-TOTAL (possible 6)	6
Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
<i>Indicators</i>		
A. The principal appointed a school anti-bullying specialist (ABS).		3
B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC).		0
C. The school safety team (SST) met at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.		2
	SUB-TOTAL (possible 9)	5
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A:37-15b(6)(a))		
During the 2013-2014 school year, was there at least 1 report of HIB?	Yes	
	<i>Score (0-3)</i>	
<i>Option A Indicators</i>		
A. The school implemented the district's procedure for reporting HIB that includes all required elements.		2
B. The school implemented the district's procedure for reporting new information on a prior HIB report.		1
	SUB-TOTAL (possible 6)	3
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))		
During the 2013-2014 school year, was there at least 1 report of HIB?	Yes	
	<i>Score (0-3)</i>	
<i>Option A Indicators</i>		
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:		
A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident.		2
B. Completion of the investigation within 10 school days of the written incident report.		3

C. Preparation of a written report on the findings of each HIB investigation.	3
D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3
SUB-TOTAL (possible 12)	11
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. The school has a <u>procedure</u> for <u>ensuring</u> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	2
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	0
SUB-TOTAL (possible 6)	2
TOTAL SCORE (possible 78)	50

New Jersey Department of Education
 School Self-Assessment for Determining Grades
 under the *Anti-Bullying Bill of Rights Act*
 July 1, 2013 - June 30, 2014

District Name: PERTH AMBOY CITY

School Name: William C. McGinnis Middle School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

Indicators

A. The school annually established HIB programs, approaches or other initiatives.

B. The school annually implemented and documented HIB programs, approaches or other initiatives.

C. The school annually assessed HIB programs, approaches or other initiatives.

D. The school's HIB programs, approaches or other initiatives were designed to create school-wide conditions to prevent and address HIB.

E. The school safety team (SST) identified patterns of HIB, and reviewed school climate and school policies for the prevention of HIB.

SUB-TOTAL (possible 15)

Core Element #2: Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)

Indicators

A. School employees, contracted service providers and volunteers were provided training on the HIB policy.

B. The HIB policy training included instruction on preventing HIB on the basis of protected categories enumerated in the ABR and

	Score (0-3)
	2
	2
	2
	3
	2
	11
	Score (0-3)
	2

<p>other distinguishing characteristics that may incite incidents of discrimination or HIB.</p>	2
<p>C. The HIB policy was discussed with students, in accordance with the district's process for these discussions.</p>	3
<p style="text-align: center;">SUB-TOTAL (possible 9)</p>	7
<p>Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)</p>	
<p><i>Indicators</i></p>	<p><i>Score (0-3)</i></p>
<p>A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB, in each five-year professional development period.</p>	2
<p>B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period.</p>	2
<p>C. The school anti-bullying specialist (ABS) was given time during the usual school schedule to participate in in-service training in preparation to act as the ABS.</p>	2
<p>D. The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches.</p>	2
<p>E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.</p>	3
<p style="text-align: center;">SUB-TOTAL (possible 15)</p>	11
<p>Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)</p>	
<p><i>Indicators</i></p>	<p><i>Score (0-3)</i></p>
<p>A. The school provided ongoing, age-appropriate instruction on preventing HIB in accordance with the Core Curriculum Content Standards.</p>	2
<p>B. The school observed the "Week of Respect" during the week beginning with the first Monday in October of each year, recognizing the importance of character education by providing age-appropriate instruction focusing on HIB prevention.</p>	2

SUB-TOTAL (possible 6)		4
Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
<i>Indicators</i>		
A. The principal appointed a school anti-bullying specialist (ABS).		Score (0-3)
		2
B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC).		2
C. The school safety team (SST) met at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.		2
SUB-TOTAL (possible 9)		6
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
During the 2013-2014 school year, was there at least 1 report of HIB?		
	Yes	
		Score (0-3)
<i>Option A Indicators</i>		
A. The school implemented the district's procedure for reporting HIB that includes all required elements.		2
B. The school implemented the district's procedure for reporting new information on a prior HIB report.		2
SUB-TOTAL (possible 6)		4
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))		
During the 2013-2014 school year, was there at least 1 report of HIB?		
	Yes	
		Score (0-3)
<i>Option A Indicators</i>		
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:		
A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident.		3
B. Completion of the investigation within 10 school days of the written incident report.		3

C. Preparation of a written report on the findings of each HIB investigation.	2
D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3
SUB-TOTAL (possible 12)	11
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. The school has a procedure for ensuring that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	2
SUB-TOTAL (possible 6)	5
TOTAL SCORE (possible 78)	59

New Jersey Department of Education
 School Self-Assessment for Determining Grades
 under the *Anti-Bullying Bill of Rights Act*
 July 1, 2013 - June 30, 2014

District Name: PERTH AMBOY CITY

School Name: Anthony V. Ceres Elementary School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

Indicators

A. The school annually established HIB programs, approaches or other initiatives.

B. The school annually implemented and documented HIB programs, approaches or other initiatives.

C. The school annually assessed HIB programs, approaches or other initiatives.

D. The school's HIB programs, approaches or other initiatives were designed to create school-wide conditions to prevent and address HIB.

E. The school safety team (SST) identified patterns of HIB and reviewed school climate and school policies for the prevention of HIB.

SUB-TOTAL (possible 15)

Core Element #2: Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)

Indicators

A. School employees, contracted service providers and volunteers were provided training on the HIB policy.

B. The HIB policy training included instruction on preventing HIB on the basis of protected categories enumerated in the ABR and

	Score (0-3)
A. The school annually established HIB programs, approaches or other initiatives.	2
B. The school annually implemented and documented HIB programs, approaches or other initiatives.	3
C. The school annually assessed HIB programs, approaches or other initiatives.	2
D. The school's HIB programs, approaches or other initiatives were designed to create <u>school-wide conditions</u> to prevent and address HIB.	3
E. The school safety team (SST) <u>identified patterns</u> of HIB and <u>reviewed school climate</u> and school policies for the prevention of HIB.	2
SUB-TOTAL (possible 15)	12
Core Element #2: Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)	
<i>Indicators</i>	Score (0-3)
A. School employees, contracted service providers and volunteers were provided <u>training</u> on the HIB policy.	2
B. The HIB policy training included instruction on preventing HIB on the basis of <u>protected categories</u> enumerated in the ABR and	

other distinguishing characteristics that may incite incidents of discrimination or HIB. 2

C. The HIB policy was discussed with students, in accordance with the district's process for these discussions. 2

SUB-TOTAL (possible 9) 6

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators *Score (0-3)*

A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB, in each five-year professional development period. 2

B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period. 2

C. The school anti-bullying specialist (ABS) was given time during the usual school schedule to participate in in-service training in preparation to act as the ABS. 3

D. The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches. 2

E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance. 3

SUB-TOTAL (possible 15) 12

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators *Score (0-3)*

A. The school provided ongoing, age-appropriate instruction on preventing HIB in accordance with the Core Curriculum Content Standards. 2

B. The school observed the "Week of Respect," during the week beginning with the first Monday in October of each year, recognizing the importance of character education by providing age-appropriate instruction focusing on HIB prevention. 3

		SUB-TOTAL (possible 6)	5
Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)			
<i>Indicators</i>			
A. The principal appointed a school anti-bullying specialist (ABS).			2
B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC).			3
C. The school safety team (SST) met at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.			2
		SUB-TOTAL (possible 9)	7
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A:37-15b(6)(a))			
During the 2013-2014 school year, was there at least 1 report of HIB?		Yes	
		<i>Score (0-3)</i>	
<i>Option A Indicators</i>			
A. The school implemented the district's procedure for reporting HIB that includes all required elements.			3
B. The school implemented the district's procedure for reporting new information on a prior HIB report.			3
		SUB-TOTAL (possible 6)	6
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))			
During the 2013-2014 school year, was there at least 1 report of HIB?		Yes	
		<i>Score (0-3)</i>	
<i>Option A Indicators</i>			
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:			
A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident.			3
B. Completion of the investigation within 10 school days of the written incident report.			3

<p>C. Preparation of a written report on the findings of each HIB investigation.</p>	3
<p>D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.</p>	3
SUB-TOTAL (possible 12)	
12	
<p>Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)</p>	
<p><i>Indicators</i></p>	
<p>A. The school has a procedure for ensuring that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.</p>	3
<p>B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.</p>	3
SUB-TOTAL (possible 6)	
6	
TOTAL SCORE (possible 78)	
66	

New Jersey Department of Education
School Self-Assessment for Determining Grades
under the *Anti-Bullying Bill of Rights Act*
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District Name: PERTH AMBOY CITY

School Name: James J. Flynn Elementary School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

Indicators

Score (0-3)

A. The school annually established HIB programs, approaches or other initiatives.

2

B. The school annually implemented and documented HIB programs, approaches or other initiatives.

2

C. The school annually assessed HIB programs, approaches or other initiatives.

2

D. The school's HIB programs, approaches or other initiatives were designed to create school-wide conditions to prevent and address HIB.

2

E. The school safety team (SST) identified patterns of HIB and reviewed school climate and school policies for the prevention of HIB.

2

SUB-TOTAL (possible 15)

10

Core Element #2: Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)

Indicators

Score (0-3)

A. School employees, contracted service providers and volunteers were provided training on the HIB policy.

3

B. The HIB policy training included instruction on preventing HIB on the basis of protected categories enumerated in the ABR and

other distinguishing characteristics that may incite incidents of discrimination or HIB.

C. The HIB policy was discussed with students, in accordance with the district's process for these discussions.

SUB-TOTAL (possible 9)

6

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators

Score (0-3)

A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB, in each five-year professional development period.

3

B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period.

3

C. The school anti-bullying specialist (ABS) was given time during the usual school schedule to participate in in-service training in preparation to act as the ABS.

2

D. The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches.

2

E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.

3

SUB-TOTAL (possible 15)

13

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators

Score (0-3)

A. The school provided ongoing, age-appropriate instruction on preventing HIB in accordance with the Core Curriculum Content Standards.

2

B. The school observed the "Week of Respect" during the week beginning with the first Monday in October of each year, recognizing the importance of character education by providing age-appropriate instruction focusing on HIB prevention.

2

SUB-TOTAL (possible 6)		4
Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
<i>Indicators</i>		
A. The principal appointed a school anti-bullying specialist (ABS).		3
B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC).		0
C. The school safety team (SST) met at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.		1
SUB-TOTAL (possible 9)		4
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
During the 2013-2014 school year, was there at least 1 report of HIB?		
	Yes	
<i>Option A Indicators</i>		
A. The school implemented the district's procedure for reporting HIB that includes all required elements.		2
B. The school implemented the district's procedure for reporting new information on a prior HIB report.		2
SUB-TOTAL (possible 6)		4
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))		
During the 2013-2014 school year, was there at least 1 report of HIB?		
	Yes	
SUB-TOTAL (possible 3)		2
<i>Option A Indicators</i>		
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:		
A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident.		2
B. Completion of the investigation within 10 school days of the written incident report.		2

C. Preparation of a written report on the findings of each HIB investigation.	2
D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.	1
SUB-TOTAL (possible 12)	7
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. The school has a procedure for ensuring that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	1
SUB-TOTAL (possible 6)	4
TOTAL SCORE (possible 78)	52

New Jersey Department of Education
 School Self-Assessment for Determining Grades
 under the *Anti-Bullying Bill of Rights Act*
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District Name: PERTH AMBOY CITY

School Name: Edward T. Patten Elementary School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

Indicators

Score (0-3)

- A. The school annually established HIB programs, approaches or other initiatives. 3
 - B. The school annually implemented and documented HIB programs, approaches or other initiatives. 3
 - C. The school annually assessed HIB programs, approaches or other initiatives. 2
 - D. The school's HIB programs, approaches or other initiatives were designed to create school-wide conditions to prevent and address HIB. 3
 - E. The school safety team (SST) identified patterns of HIB and reviewed school climate and school policies for the prevention of HIB. 3
- SUB-TOTAL (possible 15) 14

Core Element #2: Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)

Indicators

Score (0-3)

- A. School employees, contracted service providers and volunteers were provided training on the HIB policy. 2
- B. The HIB policy training included instruction on preventing HIB on the basis of protected categories enumerated in the ABR and 2

other distinguishing characteristics that may incite incidents of discrimination or HIB.

3

C. The HIB policy was discussed with students, in accordance with the district's process for these discussions.

3

SUB-TOTAL (possible 9)

8

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators

Score (0-3)

A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB, in each five-year professional development period.

3

B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period.

3

C. The school anti-bullying specialist (ABS) was given time during the usual school schedule to participate in in-service training in preparation to act as the ABS.

2

D. The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches.

2

E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.

3

SUB-TOTAL (possible 15)

13

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators

Score (0-3)

A. The school provided ongoing, age-appropriate instruction on preventing HIB in accordance with the Core Curriculum Content Standards.

3

B. The school observed the "Week of Respect" during the week beginning with the first Monday in October of each year, recognizing the importance of character education by providing age-appropriate instruction focusing on HIB prevention.

3

SUB-TOTAL (possible 6) 6

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)

Indicators Score (0-3)

A. The principal appointed a school anti-bullying specialist (ABS). 3

B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC). 0

C. The school safety team (SST) met at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB. 3

SUB-TOTAL (possible 9) 6

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))

During the 2013-2014 school year, was there at least 1 report of HIB? Yes

Option A Indicators Score (0-3)

A. The school implemented the district's procedure for reporting HIB that includes all required elements. 2

B. The school implemented the district's procedure for reporting new information on a prior HIB report. 2

SUB-TOTAL (possible 6) 4

Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))

During the 2013-2014 school year, was there at least 1 report of HIB? Yes

Option A Indicators Score (0-3)

The school followed the BOE-approved policy on HIB investigation procedures, which provides for:

A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident. 2

B. Completion of the investigation within 10 school days of the written incident report. 2

C. Preparation of a written report on the findings of each HIB investigation.	3
D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3
SUB-TOTAL (possible 12)	10
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	
A. The school has a procedure for ensuring that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)	6
TOTAL SCORE (possible 78)	67

New Jersey Department of Education
 School Self-Assessment for Determining Grades
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 July 1, 2013 - June 30, 2014

District Name: PERTH AMBOY CITY

School Name: Herbert N. Richardson 21st Century School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

Indicators

Score (0-3)

A. The school annually established HIB programs, approaches or other initiatives.

3

B. The school annually implemented and documented HIB programs, approaches or other initiatives.

3

C. The school annually assessed HIB programs, approaches or other initiatives.

3

D. The school's HIB programs, approaches or other initiatives were designed to create school-wide conditions to prevent and address HIB.

3

E. The school safety team (SST) identified patterns of HIB and reviewed school climate and school policies for the prevention of HIB.

3

SUB-TOTAL (possible 15)

15

Core Element #2: Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)

Indicators

Score (0-3)

A. School employees, contracted service providers and volunteers were provided training on the HIB policy.

3

B. The HIB policy training included instruction on preventing HIB on the basis of protected categories enumerated in the ABR and

<p>other distinguishing characteristics that may incite incidents of discrimination or HIB.</p>	3
<p>C. The HIB policy was discussed with students, in accordance with the district's process for these discussions.</p>	3
<p style="text-align: right;">SUB-TOTAL (possible 9)</p>	9
<p>Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)</p>	
<p><i>Indicators</i></p>	<p><i>Score (0-3)</i></p>
<p>A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB, in each five-year professional development period.</p>	3
<p>B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period.</p>	3
<p>C. The school anti-bullying specialist (ABS) was given time during the usual school schedule to participate in in-service training in preparation to act as the ABS.</p>	3
<p>D. The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches.</p>	3
<p>E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.</p>	3
<p style="text-align: right;">SUB-TOTAL (possible 15)</p>	15
<p>Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)</p>	
<p><i>Indicators</i></p>	<p><i>Score (0-3)</i></p>
<p>A. The school provided ongoing, age-appropriate instruction on preventing HIB in accordance with the Core Curriculum Content Standards.</p>	3
<p>B. The school observed the "Week of Respect" during the week beginning with the first Monday in October of each year, recognizing the importance of character education by providing age-appropriate instruction focusing on HIB prevention.</p>	3

SUB-TOTAL (possible 6)		6
Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
<i>Indicators</i>		
A. The principal appointed a school anti-bullying specialist (ABS).		3
B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC).		3
C. The school safety team (SST) met at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.		3
SUB-TOTAL (possible 9)		9
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
During the 2013-2014 school year, was there at least 1 report of HIB?		
	Yes	
<i>Option A Indicators</i>		
A. The school implemented the district's procedure for reporting HIB that includes all required elements.		3
B. The school implemented the district's procedure for reporting new information on a prior HIB report.		3
SUB-TOTAL (possible 6)		6
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))		
During the 2013-2014 school year, was there at least 1 report of HIB?		
	Yes	
<i>Option A Indicators</i>		
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:		
A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident.		3
B. Completion of the investigation within 10 school days of the written incident report.		3

C. Preparation of a written report on the findings of each HIB investigation.	3
D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3
SUB-TOTAL (possible 12)	12
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. The school has a procedure for ensuring that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B. The official grades received from the NIDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NIDOE.	0
SUB-TOTAL (possible 6)	3
TOTAL SCORE (possible 78)	75

New Jersey Department of Education
 School Self-Assessment for Determining Grades
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District Name: PERTH AMBOY CITY

School Name: Robert N. Wilentz Elementary School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

<i>Indicators</i>	<i>Score (0-3)</i>
A. The school annually <u>established</u> HIB programs, approaches or other initiatives.	2
B. The school annually <u>implemented</u> and documented HIB programs, approaches or other initiatives.	2
C. The school annually <u>assessed</u> HIB programs, approaches or other initiatives.	2
D. The school's HIB programs, approaches or other initiatives were designed to create <u>school-wide conditions</u> to prevent and address HIB.	2
E. The school safety team (SST) <u>identified patterns</u> of HIB and reviewed school climate and school policies for the prevention of HIB.	2
SUB-TOTAL (possible 15)	10

Core Element #2: Training on the BOE-approved HIB Policy (N.J.S.A. 18A:37-17b and c)

<i>Indicators</i>	<i>Score (0-3)</i>
A. School employees, contracted service providers and volunteers were provided <u>training</u> on the HIB policy.	2
B. The HIB policy training included instruction on preventing HIB on the basis of <u>protected categories</u> enumerated in the ABR and	

<p>other distinguishing characteristics that may incite incidents of discrimination or HIB.</p>	2
<p>C. The HIB policy was discussed with students, in accordance with the district's process for these discussions.</p>	2
<p style="text-align: center;">SUB-TOTAL (possible 9)</p>	6
<p>Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)</p>	
<p><i>Indicators</i></p>	<p><i>Score (0-3)</i></p>
<p>A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB, in each five-year professional development period.</p>	3
<p>B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period.</p>	3
<p>C. The school anti-bullying specialist (ABS) was given time during the usual school schedule to participate in in-service training in preparation to act as the ABS.</p>	2
<p>D. The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches.</p>	2
<p>E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.</p>	2
<p style="text-align: center;">SUB-TOTAL (possible 15)</p>	12
<p>Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)</p>	
<p><i>Indicators</i></p>	<p><i>Score (0-3)</i></p>
<p>A. The school provided ongoing, age-appropriate instruction on preventing HIB in accordance with the Core Curriculum Content Standards.</p>	2
<p>B. The school observed the "Week of Respect" during the week beginning with the first Monday in October of each year, recognizing the importance of character education by providing age-appropriate instruction focusing on HIB prevention.</p>	2

		SUB-TOTAL (possible 6)	4
Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)			
<i>Indicators</i>			
A. The principal appointed a school anti-bullying specialist (ABS).			Score (0-3)
B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC).			2
C. The school safety team (SST) met at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.			3
		SUB-TOTAL (possible 9)	7
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A:37-15b(6)(a))			
During the 2013-2014 school year, was there at least 1 report of HIB?	Yes		Score (0-3)
<i>Option A Indicators</i>			
A. The school implemented the district's procedure for reporting HIB that includes all required elements.			2
B. The school implemented the district's procedure for reporting new information on a prior HIB report.			2
		SUB-TOTAL (possible 6)	4
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))			
During the 2013-2014 school year, was there at least 1 report of HIB?	Yes		Score (0-3)
<i>Option A Indicators</i>			
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:			
A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident.			3
B. Completion of the investigation within 10 school days of the written incident report.			2

C. Preparation of a written report on the findings of each HIB investigation.	2
D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.	2
SUB-TOTAL (possible 12)	9
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. The school has a <u>procedure</u> for ensuring that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	2
SUB-TOTAL (possible 6)	5
TOTAL SCORE (possible 78)	57

Approval to submit the REVISED - QSAC Long Term Plan (LTP) as required by regulations for the area of Instruction and Program to the New Jersey Department of Education and the Middlesex County Superintendent.

QSAC Long Term Plan (LTP) - Instruction and Program

District: Perth Amboy Public Schools

Submission Date: Rev. July 28, 2014

Submitted by (name and title): Dr. Vivian Rodriguez, Acting Superintendent

DPR Indicators and Identified Problem (Steps 1 & 3)	Goals (steps 2, 4 & 9)	Strategies/Initiatives/Training (steps 5, 6, 7 & 8)	Person(s) Responsible (Title)	Timeline for Completion of Strategies (start and end dates)	Evidence of Completion & Benchmarks (Step 9)

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<p>1. The district meets the Annual Measurable Objective (AMO) in language arts literacy (LAL) for the district's total population. Problem 1: All district schools did not meet State Growth Percentages on the NJASK for the total population in the area of Language Arts Literacy. Problem 2: Many new district wide initiatives were implemented at once. Problem 3: Renewal of curriculum is needed.</p>	<p>Goal 1: To revise curriculum in the core content areas to ensure it meets the expectations set by the new Common Core State Standards in grades K - 12 by September 2014. Goal 2: To determine the effectiveness of multiple districtwide initiatives to streamline areas of focus. Goal 3: To improve student performance in English Language Arts (ELA) through the implementation of a CCS aligned ELA curriculum and district.</p>	<p>Develop CCS aligned curriculum in English Language Arts for grades K-12. Continue to promote and implement effective literacy practices throughout the elementary schools Establish an assessment system of monitoring student progress including benchmark assessments. Continue to provide before and after school programs for students in need of additional academic support. Continue to provide targeted and focused Professional Development opportunities for all staff on CCSS shifts and expectations, on effective literacy practices, and on components of the current LAL framework (Reading Workshop, Guided Reading, Literacy Work Stations, Writing Workshop, and Reading Horizons) Continue to work collaboratively with the RAC Team at the Middle School Level.</p>	<ul style="list-style-type: none"> •Acting Superintendent •Assistant Superintendent for Curriculum and Instruction •RAC Team •Chief Literacy Officer •Principals 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> •Board approved and aligned Language Arts Curriculum •Lesson Plans •Analysis Walkthrough data •Analysis of Instructional Rounds •Analysis of Teacher observation and evaluation reports and District Professional Development Plan.

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<p>2. The district meets the Annual Measurable Objective (AMO) in mathematics for the district's total population. Problem 1: All district schools did not meet State Growth Percentages on the NJASK for the total population in the area of Mathematics. Problem 2: Many new district wide initiatives were implemented at once. Problem 3: Renewal of curriculum is needed.</p>	<p>Goal 1: To revise curriculum in the core content areas to ensure it meets the expectations set by the new Common Core State Standards in grades K-12 by September 2014. Goal 2: To determine the effectiveness of multiple districtwide initiatives to streamline areas of focus. Goal 3: To improve student performance in Mathematics through the implementation of a CCSS aligned Mathematics Curriculum and district.</p>	<ul style="list-style-type: none"> Develop CCSS aligned curriculum in Mathematics for grades K-12 Continue to promote and implement effective mathematic instructional practices throughout the district Continue to provide before and after school programs for students in need of additional academic support in mathematics (E.g.; The Academic Learning Center at the High School and Middle School Levels). Continue to provide targeted and focused Professional Development opportunities for all staff on math CCSS shifts and expectations, on effective math instructional practices, and on components of the current math programs (E.g. Teach to One, Progressive Math Initiative (PMI), Go Math, First in Math). 	<ul style="list-style-type: none"> Acting Superintendent Assistant Superintendent for Curriculum and Instruction RAC Team Chief Literacy Officer 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> Board approved and aligned Math Curriculum Lesson Plans Analysis of Walkthrough data Analysis of Instructional Rounds Analysis of Teacher observation and evaluation reports and District Professional Development Plan

3. Language Arts Literacy (LAL) State assessment data for the district's total student population shows one of the following:

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DPR Indicators and Identified Problem (Steps 1 & 3)	Goals (steps 2, 4 & 9)	Strategies/Initiatives/Training (steps 5, 6, 7 & 8)	Person(s) Responsible (Title)	Timeline for Completion of Strategies (start and end dates)	Evidence of Completion & Benchmarks (Step 9)
a. At least 95% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed (NJDOE goal);	N/A				
b. At least 85%-94.9% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed;	N/A				
c. At least 75%-84.9% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed;	N/A				

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<p>d. At least a 5% decrease in the achievement gap or difference between the NIDOE goal (95%) and the district's prior year's proficiency percentage of the total student population;</p> <p>Problem 1: All district schools did not meet State Growth Percentages on the NJASK for Language Arts Literacy.</p> <p>Problem 2: Many new programs implemented at once.</p> <p>Problem 3: Renewal of curriculum is needed.</p>	<p>Goal 1: To revise curriculum in the core content areas to ensure it meets the expectations set by the new Common Core State Standards in grades K - 12 by September 2014.</p> <p>Goal 2: To determine the effectiveness of multiple districtwide initiatives to streamline areas of focus.</p>	<ul style="list-style-type: none"> • Develop CCSS aligned curriculum in English Language Arts for grades K-12. • Continue to promote and implement effective literacy practices throughout the elementary schools • Establish an assessment system of monitoring student progress including benchmark assessments. • Continue to provide before and after school programs for students in need of additional academic support. • Continue to provide targeted and focused Professional Development opportunities for all staff on CCSS shifts and expectations, on effective literacy practices, and on components of the current LAL framework (Reading Workshop, Guided Reading, Literacy Work Stations, Writing Workshop, and Reading Horizons) • Continue to work collaboratively with the RAC Team at the Middle School Level. 	<ul style="list-style-type: none"> • Acting Superintendent • Assistant Superintendent for Curriculum and Instruction • RAC Team • Chief Literacy Officer • Principals 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> • Board approved and aligned Language Arts Curriculum • Analysis of Lesson Plans • Analysis of Walkthrough data • Analysis of Teacher observation and Evaluation Reports and District Professional Development Plan.

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DPR Indicators and Identified Problem (Steps 1 & 3)	Goals (steps 2, 4 & 9)	Strategies/Initiatives/Training (steps 5, 6, 7 & 8)	Person(s) Responsible (Title)	Timeline for Completion of Strategies (start and end dates)	Evidence of Completion & Benchmarks (Step 9)
e. At least a 4% decrease in the achievement gap or difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population;	N/A				
f. At least a 3% decrease in the difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population;	N/A				
g. At least a 2% decrease in the difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population;	N/A				

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DR Indicators and Identified Problem (Steps 1 & 3)	Goals (steps 2, 4 & 9)	Strategies/Initiatives/Training (steps 5, 6, 7 & 8)	Person(s) Responsible (Title)	Timeline for Completion of Strategies (start and end dates)	Evidence of Completion & Benchmarks (Step 9)
<p>h. At least a 1% decrease in the achievement gap or difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population.</p>	<p>N/A</p>				
<p>4. Mathematics assessment data for the district's total student population shows one of the following:</p>					
<p>a. At least 95% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed (NJDOE goal);</p>	<p>N/A</p>				
<p>b. At least 85%-94.9% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed;</p>	<p>N/A</p>				

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c. At least 75%-84.9% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed;	N/A				

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<p>d. At least a 5% decrease in the achievement gap or difference between the NIDOE goal (95%) and the district's prior year's proficiency percentage of the total student population;</p> <p>Problem 1: All district schools did not meet State Growth Percentages on the NJASK for the total population in the area of Mathematics.</p> <p>Problem 2: Many new programs implemented at once.</p> <p>Problem 3: Development and revision of curriculum is needed.</p>	<p>Goal 1: To revise curriculum in the core content areas to ensure it meets the expectations set by the new Common Core State Standards in grades K-12 by September 2014.</p> <p>Goal 2: To determine the effectiveness of multiple districtwide initiatives to streamline areas of focus.</p> <p>Goal 3: To improve student performance in Mathematics through the implementation of a CCSS aligned Mathematics Curriculum and District.</p>	<ul style="list-style-type: none"> • Develop CCSS aligned curriculum in Mathematics for grades K-12. • Continue to promote and implement effective mathematic instructional practices throughout the district for students in need of additional academic support in mathematics (E.g.; The Academic Learning Center at the High School and Middle School Levels). • Continue to provide targeted and focused Professional Development opportunities for all staff on math CCSS shifts and expectations, on effective math instructional practices, and on components of the current math programs (E.g. Teach to One, Progressive Math Initiative (PMI), Go Math, First in Math). 	<ul style="list-style-type: none"> •Acting Superintendent •Assistant Superintendent for Curriculum and Instruction •RAC Team •Chief Math/Science Officer •Principals 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> •Board approved and aligned Math Curriculum •Lesson Plans •Analysis of Walkthrough data •Analysis of Instructional Rounds •Analis of Teacher Observation and Evaluation Reports and District Professional Development Plan.

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<p>e. At least a 4% decrease in the achievement gap or difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population;</p>	<p>N/A</p>				
<p>f. At least a 3% decrease in the achievement gap or difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population;</p>	<p>N/A</p>				

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g. At least a 2% decrease in the achievement gap or difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population;	N/A				
h. At least a 1% decrease in the achievement gap or difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population.	N/A				

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<p>6. At least 70% of the district's total student population, across all grades tested in science, achieved proficient or advanced proficient status on the most recent state science assessments.</p> <p>Problem 1: All district schools did not meet the 70% proficient or advanced proficient across all grades tested in science on the NJASK and the NJBCT for the total population.</p> <p>Problem 2: Limited professional development in Science and STEM related initiatives.</p> <p>Problem 3: Development and revision of science curriculum is needed.</p>	<p>Goal 1: To develop and revise science and technical subjects curricula to ensure it meets the expectations set by the new Common Core State Standards in grades K-12 by September 2014.</p> <p>Goal 2: To monitor program implementation and to provide additional professional development needed on STEM initiatives.</p>	<ul style="list-style-type: none"> Develop and revise curriculum for science and technical sciences in grades K-12 to aligned with the NJCCCS. Establish mechanism to promote ongoing articulation and alignment between the Progressive Math Initiative (PMI) and the Progressive Science Initiative (PSI) at the Middle and High School Level. Continue to provide support to staff on effective teaching and learning practices by maximizing the time Instructional leaders spend in the classroom coaching and modeling lessons. Continue to provide targeted and focused Professional Development opportunities for all staff on science and technical subjects. Continue to promote the implementation of instructional rounds as an effective practice to improve teacher performance. Continue to conduct systematic and ongoing data analysis at the school and district level to identify trends and make informed instructional decisions. Hiring of a district Chief Officer for Math and Science 	<ul style="list-style-type: none"> Acting Superintendent Assistant Superintendent for Curriculum and Instruction 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> Board approved and aligned Science and Technical Sciences Curriculum Lesson Plans Analysis of Walkthrough data Analysis of Instructional Rounds Analysis of Teacher Observation and Evaluation Reports and District Professional Development.

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<p>7. The percentage of students who graduated from high school by way of the High School Proficiency Assessment (HSPA) in the last academic year is:</p> <p>a. at least 95%, according to the most recent NJDOE-published high school graduation rate (N.J.S.A. 18A:7E-3);</p> <p>Problem: The 2013 High School graduation rate via HSPA was 76.1%; therefore, no points were awarded for this indicator.</p>	<p>Goal: To achieve at least 80% graduation rate</p>	<ul style="list-style-type: none"> Develop CCSS aligned curriculum in all High School content areas and electives coursework. Establish a credit recovery program for students to make up for credits needed for graduation by providing students opportunities through Summer School, Virtual Learning and Accelerated Program, and before/after school programs. Continue to provide before and after school programs for students who need additional support Continue to utilize the Intervention and Referral Services (I&RS) process to assist teachers in providing interventions for struggling students Continue to provide targeted instruction through the use of Educational Proficiency Plans (EPP's) for students that have not demonstrated proficiency on HSPA. Restructure of the high school to meet the needs of incoming 9th graders by implementing a 9th Grade Academy. 	<ul style="list-style-type: none"> Acting Superintendent Assistant Superintendent for Curriculum and Instruction 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> High School curricula NJDOE Graduation Rate I&RS Records Credit Recovery Program Records and student participation Educational Proficiency Plans (EPP's) records High School Restructure Plan
<p>b. at least 90%, according to the most recent NJDOE-published high school graduation rate (N.J.S.A. 18A:7E-3); or</p>					

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c. at least 85%, according to the most recent NJDOE-published high school graduation rate (N.J.S.A. 18A:7E-3); or					
d. at least 80%, according to the most recent NJDOE-published high school graduation rate (N.J.S.A. 18A:7E-3).					

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<p>12. The district assesses the progress of each student in mastering the New Jersey Core Curriculum Content Standards (NJCCCS) and Common Core State Standards (CCSS) at least two times each year, including content areas not included on statewide assessments. Data from rigorous assessments at the district, school and classroom level is used to evaluate, adjust and improve instruction.</p> <p>Problem 1: The Perth Amboy School District does not have curricula aligned in all nine (9) content areas: LAL, Math; Social Studies; Science; World Languages; Visual and Performing Arts; Technology; Comprehensive Health and Physical Education; 21st Century Life and Careers</p> <p>Problem 2: Benchmark and common assessment must be aligned to the NJCCCS and CCSS.</p> <p>Problem 3: The decision making process must be data-driven</p>	<p>Goal 1: Curriculum will be developed in the required areas as indicated by the State and aligned to the NJCCCS and the CCSS.</p> <p>Goal 2: Common / Benchmark Assessments aligned to the NJCCCS / CCSS will be developed and administered</p> <p>Goal 3: Data will be collected and analyzed at the classroom, school and district level and shared with all stakeholders.</p>	<ul style="list-style-type: none"> Develop K-12 curricula that is aligned with the NJCCCS and the CCSS shifts and expectations. Professional Development in the implementation of new curricula Design and develop Common / Benchmark Assessments that are aligned to the NJCCCS / CCSS and with district newly developed district curriculum. Generate data reports at the district / school level and share them with all stakeholders. Conduct ongoing a systematic data analysis at the district and school level to identify strengths and areas of focus to make informed instructional decisions. Develop and establish a district assessment calendar to ensure uniformity and consistency throughout the schools. Provide sustained professional development opportunities for staff on CCSS shifts and instructional practices designed to meet the new needs and expectations. Conduct data analysis through the "Performance Matters" data system to identify areas in need of attention at the district and school level. Conduct NJSMART data analysis to identify areas in need of attention, make informed instructional decisions, and guide the financial planning process. 	<ul style="list-style-type: none"> Principals 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> Board approved and aligned Curricula in all content area Assessment Schedules Common / Benchmark Assessments: Data Analysis Classroom Observations Lesson Planning Review/Feedback

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<p>13. The district uses a monitoring process to continually improve curriculum implementation for each NJCCCS and CCSS area. Problem 1: The Perth Amboy School District does not have their curricula aligned in all nine (9) content areas: Language Arts and Literacy; Mathematics; Social Studies; Science; World Languages; Visual and Performing Arts; Technology; Comprehensive Health and Physical Education; 21st Century Life and Careers Problem 2: District needs to resume the 5 year cycle review / revision process at the district level. Problem 3: The schools need to develop a process to continually assess curriculum throughout the year for effectiveness and alignment to the NJCCCS / NJCCSS.</p>	<p>Goal 1: Curriculum will be developed in the required areas as indicated by the NJDOE and aligned to the NJCCCS / CCSS. Additionally curriculum guides will be developed and implemented. Goal 2: The district will resume the 5 year cycle review process for curriculum and instruction at the district level. Goal 3: The schools will develop a process to continually assess curriculum throughout the year.</p>	<ul style="list-style-type: none"> • Develop K-12 curricula that is aligned with the NJCCCS and the CCSS shifts and expectations. • Professional Development in the implementation of new curricula. • Develop Common / Benchmark Assessments that are aligned to the NJCCCS / CCSS. • Continue to conduct informal walkthroughs, formal observations, post observation conferences, classroom visits to ensure proper implementation of curricula. • As part of the curriculum review cycle, staff implementing newly written curricula will take notes of curricula strengths, weaknesses, strengths, and recommendations for revision. 	<ul style="list-style-type: none"> • Acting Superintendent • Assistant Superintendent for Curriculum and Instruction • District Chief Officers • Principals 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> • Board approved and aligned curricula in all 9 content areas • PLC minutes • Documentation of process for the review / revision of curricula in both the district / school level • Benchmark Assessments • Observations, evaluations, and walkthrough data & lesson Planning Review and Feedback.

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<p>14. The curriculum specifies the content to be mastered for each grade and includes clear level benchmarks and interim assessments. Problem 1: The Perth Amboy School District does not have their curricula aligned in all nine (9) content areas: Language Arts and Literacy; Mathematics; Social Studies; Science; World Languages; Visual and Performing Arts; Technology; Comprehensive Health and Physical Education; 21st Century Life and Careers</p> <p>Problem 2: Benchmark / common assessment must be aligned to the NJCCCS and / or NJCCSS.</p> <p>Problem 3: District Interim Assessments need to be identified.</p>	<p>Goal 1: Curriculum will be developed in the required areas as indicated by the NJDOE and aligned to the NJCCCS / NJCCSS.</p> <p>Goal 2: Common / Benchmark Assessments aligned to the NJCCCS / CCSS will be developed and administered three times a year.</p> <p>Goal 3: District Interim Assessments will be identified.</p>	<ul style="list-style-type: none"> • Develop K-12 curricula that is aligned with the NJCCCS and the CCSS shifts and expectations. • Professional Development in the implementation of new curricula • Design and develop Common / Benchmark Assessments that are aligned to the NJCCCS / NJCCSS. • Professional Development on the administration of Benchmark Assessments and Data Analysis. 	<ul style="list-style-type: none"> • Acting Superintendent • Assistant Superintendent for Curriculum and Instruction • District Chief Officers • Principals 	<p>Present - June 2015</p>	<p>Analysis of Data</p> <ul style="list-style-type: none"> • Common / Benchmark Assessments • Assessment Calendars • Minutes of Principals' Council Meeting • Evaluation and observation data, • Lesson Planning Review and Feedback

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Submitted by (name and title): Dr. Vivian Rodriguez, Acting Superintendent

DPR Indicators and Identified Problem (Steps 1 & 3)	Goals (Steps 2, 4 & 9)	Strategies/Initiatives/Training (steps 5, 6, 7 & 8)	Person(s) Responsible (Title)	Timeline for Completion of Strategies (start and end dates)	Evidence of Completion & Benchmarks (Step 9)
<p>15. The curriculum and information about student strengths and needs are horizontally and vertically articulated among all grades, content areas, schools, and at all specific transition points. Problem 1: The Perth Amboy School District does not have their curricula aligned in all nine content areas: Language Arts and Literacy; Mathematics; Social Studies; Science; World Languages; Visual and Performing Arts; Technology; Comprehensive Health and Physical Education; 21st Century Life and Careers Problem 2: Although there is horizontal articulation, there is very little vertical articulation, between the grades and / or schools. Problem 3: There is no articulation between transitional grades at this time.</p>	<p>Goal 1: Curriculum will be developed in the required areas as indicated by the State and aligned to the NJCCCS /CCSS. Goal 2: To provide teachers and / or schools time to articulate horizontally and vertically throughout the school year. Goal 3: To provide teachers / administrators from transitional grades (Pre-K-K, 4-5, 8-9) opportunity to articulate vertically throughout the school year.</p>	<ul style="list-style-type: none"> • Develop K-12 curricula that is aligned with the NJCCCS and the CCSS shifts and expectations. • Professional Development in the implementation of new curricula • Develop Common / Benchmark Assessments that are aligned to the NJCCCS / CCSS. • Develop a calendar for the year so that teachers can articulate horizontally and vertically. • Develop a calendar for the year to provide articulation opportunities for the transitional grade teachers (Pre-K-K, 4-5, 8-9) to articulate. 	<ul style="list-style-type: none"> • Interim Superintendent 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> • Board approved and aligned District Curricula • PLC minutes • Common / Benchmark Assessments • Assessment Calendars • Articulation Calendar • Transitional grade teachers (Pre-K - K, 4-5, 8-9) • Articulation Calendar • Articulation Meeting Minutes

17. For each content area:

QSAC Long Term Plan (LTP) - Instruction and Program

District: Perth Amboy Public Schools

Submission Date: Rev. July 28, 2014

Submitted by (name and title): Dr. Vivian Rodriguez, Acting Superintendent

DPR Indicators and Identified Problem (Steps 1 & 3)	Goals (steps 2, 4 & 9)	Strategies/Initiatives/Training (steps 5, 6, 7 & 8)	Person(s) Responsible (Title)	Timeline for Completion of Strategies (start and end dates)	Evidence of Completion & Benchmarks (Step 9)
<p>a. supervisory practices are implemented to ensure that the curriculum is taught in every classroom; these practices focus on classroom instruction as evidenced by teacher-principal/supervisor discussions and meetings, teacher evaluations and observations, lesson planning, student performance data and walk-throughs.</p> <p>Problem 1: The Perth Amboy School District does not have their curricula aligned in all nine (9) content areas: Language Arts and Literacy; Mathematics; World Social Studies; Science; World Languages; Visual and Performing Arts; Technology; Comprehensive Health and Physical Education; 21st Century Life and Careers</p> <p>Problem 2: Process needs to be developed to ensure that the curriculum is taught in every classroom.</p> <p>Problem 3: Process for ensuring the meeting of State teacher evaluation mandates needs to be identified and implemented (DEAC & ScIP need to be established).</p>	<p>Goal 1: Curriculum will be developed in the required areas as indicated by the State and aligned to the NJCCCS / NJCCSS.</p> <p>Goal 2: Calendars for walkthroughs, instructional rounds and lesson plan reviews will be developed at the school level.</p> <p>Goal 3: A teacher evaluation calendar, aligned with NJDOE mandates will be developed and implemented.</p> <p>Goal 4: District policies and regulations will guide the design of a process for monitoring curriculum</p>	<ul style="list-style-type: none"> Develop K-12 curricula that is aligned with the NJCCCS and the CCSS shifts and expectations. Professional Development in the implementation of new curricula Develop Common / Benchmark Assessments that are aligned to the NJCCCS /CCSS. Generate data reports at the district / school level and share them with all stakeholders. Conduct ongoing a systematic data analysis at the district and school level to identify strengths and areas of focus to make informed instructional decisions Develop and establish a district assessment calendar to ensure uniformity and consistency throughout the school Develop a calendar for walkthroughs, instructional rounds, and lesson plan reviews. Data gathered from instructional rounds and walkthroughs will be shared with staff to ensure strengths and weaknesses are taken into consideration when making instructional decisions. Devise a calendar for teacher and principal evaluations aligned to the NJDOE Mandates and follow protocols for evaluations set up in Teachescape. Professional Development on the new Teacher and Principal Evaluation System. Establish a School Improvement Panel (ScIP) to ensure, oversee, and support the implementation of the district's evaluation, PD, and mentoring policies at the school level. Reactivate the District Evaluation Advisory Committee (DEAC) to advise the district on the implementation of AchieveNJ and the teacher evaluation system. 	<ul style="list-style-type: none"> Interim Superintendent Asst. Superintendent of Curriculum and Instruction Principals 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> Board approved and aligned District Curricula PLC minutes Common / Benchmark Assessments Data Reports Calendars for walkthroughs, instructional rounds and lesson plan reviews and feedback A teacher evaluation calendar, aligned with NJDOE mandates Teacher Observations and Evaluations ScIP Meeting Agenda and Minutes DEAC Meeting Agenda & Minutes

QSAC Long Term Plan (LTP) - Instruction and Program

District: Perth Amboy Public Schools

Submission Date: Rev. July 28, 2014

Submitted by (name and title): Dr. Vivian Rodriguez, Acting Superintendent

DPR Indicators and Identified Problem (Steps 1 & 3)	Goals (Steps 2, 4 & 9)	Strategies/Initiatives/Training (steps 5, 6, 7 & 8)	Person(s) Responsible (Title)	Timeline for Completion of Strategies (start and end dates)	Evidence of Completion & Benchmarks (Step 9)
<p>b. Lesson plans are aligned with the curriculum, the NJCCCS and the CCSS, integrate technology and are reviewed at least monthly by principals/supervisors. Each teacher is provided with feedback on lesson planning and implementation. Problem 1: The Perth Amboy School District does not have their curricula aligned in all nine (9) content areas: Language Arts and Literacy; Mathematics; Social Studies; Science; World Languages; Visual and Performing Arts; Technology; Comprehensive Health and Physical Education; 21st Century Life and Careers. Problem 2: A formal calendar for the review of lesson plans is needed. Problem 3: There is no district wide lesson plan format that addresses all same components of effective lesson planning and instruction.</p>	<p>Goal 1: Curriculum will be developed in the required areas as indicated by the State and aligned to the NJCCCS / NJCCSS. Goal 2: A formal calendar of lesson plan reviews will be developed at the school level. Goal 3: District policies and regulations will be developed and will guide the design of a process for monitoring lesson plan development and instruction aligned to the CCSS and NJCCSS. Goal 4: Develop a lesson plan template that includes all components of effective lesson planning</p>	<ul style="list-style-type: none"> Develop K-12 curricula that is aligned with the NJCCCS and the CCSS shifts and expectations. Develop a standardized lesson plan template that takes into consideration key components of effective instruction. Professional Development in the implementation of new curricula Develop a lesson plan review checklist and feedback form. Develop a lesson plan calendar for review and feedback. Administrators will conduct lesson plan reviews and provide feedback regularly as per calendar. Meet with individual teachers, as needed, to ensure lesson plans align to the curriculum and the integration of technology 	<ul style="list-style-type: none"> Interim Superintendent RAC Team Chief Officers Principals Asst. Superintendent for Curriculum and Instruction 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> Lesson Planning guidelines Lesson Plan Review Calendar Lesson Plan checklist and feedback form Lesson Plan Template

QSAC Long Term Plan (LTP) - Instruction and Program

District: Perth Amboy Public Schools

Submission Date: Rev. July 28, 2014

Submitted by (name and title): Dr. Vivian Rodriguez, Acting Superintendent

DPR Indicators and Identified Problem (Steps 1 & 3)	Goals (steps 2, 4 & 9)	Strategies/Initiatives/Training (steps 5, 6, 7 & 8)	Person(s) Responsible (Title)	Timeline for Completion of Strategies (start and end dates)	Evidence of Completion & Benchmarks (Step 9)
<p>18. The district requires and verifies that instruction for all students is based on the district's curriculum, instructional materials, media and school library resources and includes instructional strategies, activities and content that meet individual students needs including Individual Education Programs (IEP). "All students" include those students with disabilities, English language learners, gifted and talented students and students in alternative education programs. Problem 1: The Perth Amboy School District does not have their curricula aligned in all nine (9) content areas: Language Arts and Literacy; Mathematics; Social Studies; Science; World Languages; Visual and Performing Arts; Technology; Comprehensive Health and Physical Education; 21st Century Life and Careers Problem 2: At this time, the district's program structure does not fully meet the specific needs of various student populations.</p>	<p>Goal 1: Curriculum will be developed in the required areas as indicated by the State and aligned to the NJCCCS / NJCCSS. Goal 2: Evaluate current district programs to meet the individual needs of all students, including those students with disabilities, English Language learners, gifted and talented students and students in alternative education.</p>	<ul style="list-style-type: none"> Develop K-12 curricula that is aligned with the NJCCCS and the CCSS shifts and expectations. Professional development in the implementation of new curricula. Establishment of a district committee to start the process of creating and implementing a gifted and talented program at the district level. Re-Structure of the High School to meet the needs of incoming 9th graders by establishing a 9th Grade Academy. Assess/re-establish bilingual program to best address the unique needs of English language learners. Evaluate the IEP process to ensure that student's diverse needs are met and appropriate programming is selected. 	<ul style="list-style-type: none"> Interim Superintendent RAC Team Chief Officers Principals 	<p>Present - June 2015</p>	<ul style="list-style-type: none"> District Curricula Committee meeting minutes High School Restructure Plan Bilingual Restructure Plan Lesson Plans IEP Review Dates and Records

Approval to adopt and implement Board of Education Goals in the 2014 – 2015 school year. (See attachment Goals 1 – 18.)

PERTH AMBOY BOARD OF EDUCATION GOALS 2014 - 2015

Goal #1:

To revise curriculum in the Core Content Areas to ensure it meets the expectations set by the new Common Core State Standards in K – 12 by September, 2014.

Goal #2:

To determine the effectiveness of multiple district-wide initiatives to streamline areas of focus.

Goal #3:

To improve student performance in English Language Arts & Mathematics through the implementation of a CCSS aligned ELA curriculum.

Goal #4:

To develop and revise science and technical subjects curricula to ensure it meets the expectations set by the new Common Core State Standards in grades K – 12 by September 2014.

Goal #5:

To monitor program implementation and provide additional professional development needed on STEM initiatives.

Goal #6:

To develop common benchmark assessments aligned to the NJCCCS / CCSS. They will be developed and administered.

Goal #7:

To achieve at least 80% graduation rate.

Goal #8:

Data will be collected and analyzed at the classroom school and district level and shared with all stakeholders.

Goal #9:

The district will resume the 5 year cycle review process for curriculum and instruction at the district level.

Goal #10:

The schools will develop a process to continually assess curriculum throughout the year.

Goal #11:

To provide teachers / schools time to articulate horizontally and vertically throughout the school year.

Goal #12:

To provide teachers /administrators from transitional grades Pre K – K, 4 – 5, 8 – 9 opportunity to articulate vertically throughout school year.

Goal # 13:

Calendars for walkthroughs instructional rounds and lesson plan review will be developed at the school level.

Goal # 14:

The teacher evaluation calendar aligned with the NJDOE mandates will be developed and implemented.

Goal # 15:

District policies and regulations will guide the design of a process for monitoring curriculum and lesson plan development.

Goal # 16:

Develop a lesson plan template that includes all components of effective lesson planning.

Goal # 17:

Evaluate current district programs to meet the individual needs of all students, including those students with disabilities, English Language Learners, Gifted & Talented, and Students in Alternative Education.

Goal # 18:

Focus on K- 1 Literacy initiative to develop a strong foundation in our students' reading and writing ability throughout the elementary schools.

**Perth Amboy Public Schools
Approval for Travel Expenses – October 2014
Board Meeting September 23, 2014**

Staff Member	Building	Travel Dates	Workshop/ Conference	Destination	Regist. Fee	Meals and Incidentals Days Daily Total	Mileage/ Trans.	Lodging Nights Daily Total	Account Number	Bd. App Cost	Board App	County Approval
Samuel Labreault	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Ken Puccio	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Maria Garcia	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Obdulia Gonzalez	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Anthony Benuñez	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
William Ortiz	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Diame Roman	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Milady Tejeda	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Israel Varela	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Derek Jess	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Vivian Rodriguez	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Debra Sheard	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ	\$100	\$165.00	\$62.62 (mile) Up to \$7/tolls	2 \$110 \$220	11-000-230-590-0-0000-00	\$554.62		
Mario Colini	Admin. Building	October 28-30, 2014	NJSBA Annual Conference	Atlantic City, NJ		No cost to the district for attendance.						
Sonia Nieves	Admin. Building	October 8, 15, 2014	Public School Purchasing Seminar	New Brunswick, NJ	\$447		\$6.20		11-000-251-600-0-0000-00	\$453.20		
Jahaira Rosario	Admin. Building	October 8, 15, 2014	Public School Purchasing Seminar	New Brunswick, NJ	\$447		\$6.20		11-000-251-600-0-0000-00	\$453.20		
Tim Linden	Admin. Building	October 8, 15, 2014	Public School Purchasing Seminar	New Brunswick, NJ	\$447		\$6.20		11-000-251-600-0-0000-00	\$453.20		

**Perth Amboy Public Schools
Approval for Travel Expenses – October 2014
Board Meeting September 23, 2014**

Staff Member	Building	Travel Dates	Workshop/ Conference	Destination	Regist. Fee	Meals and Incidentals Days Daily Total	Mileage/ Trans.	Lodging Nights Daily Total	Account Number	Bd. App Cost	Board App	County Approval
Luis Ortega	Adult Education Center	October 16 – 17, 2014	2014 FEA/NJPSA/NJASCD Fall Conference	Long Branch, NJ	\$ 240.00	0	\$ 21.41	0	11-000-223-500-0-0000-35	\$ 261.41		
Dr. Damian Medina	Administration Building	October 16 – 17, 2014	2014 FEA/NJPSA/NJASCD Fall Conference	Long Branch, NJ	\$ 275.00	0	\$ 11.16	0	11-000-223-500-0-0000-35	\$ 286.16		
A-jeen Rios	Special Services	October 7, 2014	Hot Topics in Special Education	Clark, NJ	\$ 30.00	0	0	0	11-000-221-800-0-0000-16	\$ 30.00		
Dr. Damian Medina	Administration Building	10/15/2014 11/19/2014 12/17/2014 01/21/2015 02/18/2015 03/18/2015 04/15/2015 05/20/2015	Middlesex County Curriculum Committee Meetings 2014 - 2015	Fiscataway, NJ			\$ 57.04	0	11-000-223-560-0-0000-35	\$ 57.04		
Linda Arocho	Administration Building	October 20, 2014	Getting the Most from Microsoft Excel	Freehold, NJ	\$ 99.00	0	\$ 23.30	0	11-000-223-500-0-0000-35	\$ 122.30		
Brooke Napoli	PAHS	October 6 – 7, 2014	Art Educators of NJ Annual Conference	Long Branch, NJ	\$ 250.00	0	0	0	15-190-100-500-0-0000-03	\$ 250.00		
Luis Caraballo	PAHS	October 6 – 7, 2014	Art Educators of NJ Annual Conference	Long Branch, NJ	\$ 250.00	0	0	0	15-190-100-500-0-0000-03	\$ 250.00		
Nagle Bedir	PAHS	October 22, 2014	NJCSS Conference University	New Brunswick, NJ	\$ 50.00	0	0	0	15-190-100-500-0-0000-03	\$ 50.00		
Dr. Debra Sheard	District	October 2, 2014	NJSDC Leadership Conference	New Brunswick, NJ	0	0	\$ 5.00	0	11-000-223-580-0-0000-35	\$ 5.00		
Dr. Debra Sheard	District	October 17, 2014	2014 Commissioner's Annual Convocation	East Brunswick, NJ	0	0	\$ 10.00	0	11-000-223-580-0-0000-35	\$ 5.00		

2014-2015 Student Transportation Contract Renewal - School Related Activities

Board of Education of: Perth Amboy
In the County of: Middlesex
Contractor: Irvin Raohael Inc
Terminal Location: East Brunswick
Contractor Code: 6142
Multicontract or Trip #: IRTRIPS2
Bid Number: 14-050A
Renewal Number: 2
Contract Term: July 1, 2014- June 30, 2015

**For bonding purposes only, the estimated
 annual amount of this contract is:**

\$6,900.00

1. The transportation contractor shall transport students to and from school related activities as set forth in the bid specifications.
2. If the transportation contractor fully performs the services required by the specifications and this contract, the local board shall pay the contractor for the actual transportation provided.
3. The transportation contractor shall transport students not to exceed in number the capacity of the vehicle designated by the local board as set forth in the bid specifications; and comply with all applicable New Jersey statutes, regulations and procedures and with the rules of the local board governing student transportation.
4. The transportation contractor shall ensure that the driver of each vehicle shall be a reliable person of a good character who shall possess all State school bus driver qualifications and licenses and shall comply with all statutes, regulations and procedures of the State of New Jersey and the rules and specifications of the local board. If, in the judgment of the local board, any driver of a vehicle operated under contract to transport students shall be deemed unsuitable to drive a school vehicle because of lack of driving skills, inability to control students, failure to comply with all applicable rules and regulations, uncapacity, unbecoming conduct, or other good cause; the local board may request that transportation contractor to replace said driver. If the transportation contractor shall fail to comply with the aforesaid request, the local board may require the transportation contractor to show cause why such failure to comply with the request shall be deemed to constitute a breach of contract and may set aside and annul this contract.
5. The transportation contractor shall only transport student(s) and adults designated by the board of education and the specifications. Vehicle(s) shall arrive and/or depart the assigned locations no earlier or later as so indicated.
6. The transportation contractor agrees to furnish automobile liability insurance covering the operation of every vehicle transporting pupils and drivers thereof in the amount specified in the bid specifications but not less than \$1,000,000 combined single limit coverage per occurrence. The aforesaid insurance shall cover the local board as an additional named insured. The insurance company is to be one admitted under the insurance laws of this State to write the line of insurance to be provided. The transportation contractor further agrees to file the policy or certificate of such insurance with the secretary of the local board. In lieu of the aforesaid policy or certificate of insurance, self-insuring transportation contractors shall file with the secretary of the local board the certificate prescribed in N.J.S.A. 48:4-12 and 13. The local board must be given 30 days notice if the insurance is to be cancelled for any reason.
7. The transportation contractor will defend and indemnify the local board and any given agent, officer, or employee thereof and save harmless from and against any and all claims, actions, damages, liability and expense in connection with the loss of life, personal injury and/or damage to property arising from or out of actions of the transportation contractor occasioned wholly or in part by any act or omission to act of the transportation contractor, its agent, its subcontractor, or its employees in the performance of this contract.
8. The transportation contractor shall provide a suitable surety bond as prescribed in the bid specifications. If the transportation contractor fails to perform the services agreed upon herein, the local board may utilize such bonding to purchase equivalent services from an alternate provider.
9. The failure of one party to this contract to comply with the provisions hereof shall constitute good cause for its termination by the other party to it.

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
**2014-2015 Student Transportation Contract Renewal - School Related
Activities**

10. It is understood and agreed by the parties hereto that this agreement shall be without force or effect until it shall have been approved by the County Superintendent of Schools.

Board of Education of: Perth Amboy
Multicontract Number: IRTRIPS2

11. If awarded a contract, your company/firm will be required to comply with the requirements of N.J.S.A. 10: 5-31 et seq. and N.J.A.C. 17:27. During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval Certificate of Employee Information Report Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance).

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
2014-2015 Student Transportation Contract Renewal - School Related
Activities

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Board of Education of: **Perth Amboy**
Multicontract Number: **IRTRIPS2**

IN WITNESS WHEREOF, the parties hereto have duly signed this contract.

Signature - School Business Administrator/Board Secretary

Date

Signature - President of Local Board

Date

Notary to the Contractor
Subscribed and sworn to before me

Date: _____

Notary Public Name : _____

Company or Trade Name

Notary Public Signature

Authorized Signature

My Commission Expires: _____
Expiration Date

Title

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
2014-2015 Student Transportation Contract Renewal - School Related Activities

Board of Education of: Perth Amboy		Multi Contract Number: IRTRIP52		Bid Number: 14-050A					
Contractor Name: Irvin Raohael Inc		Terminal Location: East Brunswick		Renewal Number: 2					
Contract Term: July 1, 2014- June 30, 2015		Contractor Code: 6142							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Identification Number	Destination	Departure/Return Time	Basis of the Bid Per Bus	Renewal Cost Per Bus	N.J.S.A. 18A:39-3 Extension	Total Renewal Cost Per Bus	Basis of the Adjustment	Basis of the Adjustment Cost	Aide Cost
FT-1	VARIOUS	Starting before 9am OR ending after 2pm	54 passenger school bus. Cost per hour for trips starting before 9am or ending after 2pm Monday through Friday (weekdays) within 50 miles. Estimate numbers of trips is 10.	\$69.00		\$69.00	Cost per hour for each additional hour.	\$70.00	\$71.50
FT-2	VARIOUS	Starting before 9am OR ending after 2pm	54 passenger school bus. Cost per hour for trips starting before 9am or ending after 2pm Monday through Friday (weekdays) within 100 miles. Estimate numbers of trips is 10.	\$69.00		\$69.00	Cost per hour for each additional hour.	\$70.00	\$71.50
FT-3	VARIOUS	Between 9am & 2pm	54 passenger school bus. Cost per bus for trips that are between 9:00am & 2:00pm Monday through Friday (weekdays) within 50 miles. Estimate numbers of trips is 20	\$365.00		\$365.00	Cost per hour for each additional hour.	\$65.00	\$71.50
FT-4	VARIOUS	Between 9am & 2pm	54 passenger school bus. Cost per bus for trips that are between 9am & 2pm Monday through Friday (weekdays) within 100 miles. Estimate numbers of trips is 20.	\$395.00		\$395.00	Cost per hour for each additional hour.	\$70.00	\$71.50
WFT-1	VARIOUS	VARIOUS	54 passenger school bus. Cost per hour for trips on non School Days within 50 miles. Estimate numbers of trips is 10.	\$73.00		\$73.00	Cost per hour for each additional hour.	\$75.00	\$71.50
WFT-2	VARIOUS	VARIOUS	54 passenger school bus. Cost per hour for trips on non School Days within 100 miles. Estimate number of trips is 10.	\$73.00		\$73.00	Cost per hour for each additional hour.	\$75.00	\$71.50

2014-2015

REQUEST FOR APPROVAL OF TRANSPORTATION CONTRACT RENEWAL

TO: Executive County Superintendent of Schools
FROM: School Business Administrator/Board Secretary
Board of Education: **Perth Amboy**
DATE: September 11, 2014
SUBJECT: 2014-2015 Student Transportation Contract Renewal - School Related Activities

The following student transportation contract and related documents are being submitted for your review and approval.

Signature - School Business Administrator/Board Secretary

Contractor Name: _____ **Irvin Raohael Inc**

Multi-Contract Number	Estimated Contract Amount	Renewal Number	FOR COUNTY OFFICE USE ONLY		
			Approved	Disapproved	Comments
IRTRIPS2	\$6,900.00	2			

The above listed transportation contract and related documents have been reviewed as to form and are approved/disapproved as noted. Please note that disapproved contracts may not be renewed.

FOR COUNTY OFFICE USE ONLY:

Additional Comments (if necessary):

Executive County Superintendent of Schools

Date

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
**2014-2015 Student Transportation Contract Renewal - School Related
Activities**

Board of Education of: Perth Amboy
In the County of: Middlesex
Contractor: Keyport Auto Body Inc.
Terminal Location: Keansburg
Contractor Code: 0158
Multicontract or Trip #: SHTRIPS2
Bid Number: 14-050A
Renewal Number: 2
Contract Term: July 1, 2014- June 30, 2015

For bonding purposes only, the estimated

annual amount of this contract is:

\$4,500.00

1. The transportation contractor shall transport students to and from school related activities as set forth in the bid specifications.
2. If the transportation contractor fully performs the services required by the specifications and this contract, the local board shall pay the contractor for the actual transportation provided.
3. The transportation contractor shall transport students not to exceed in number the capacity of the vehicle designated by the local board as set forth in the bid specifications; and comply with all applicable New Jersey statutes, regulations and procedures and with the rules of the local board governing student transportation.
4. The transportation contractor shall ensure that the driver of each vehicle shall be a reliable person of a good character who shall possess all State school bus driver qualifications and licenses and shall comply with all statutes, regulations and procedures of the State of New Jersey and the rules and specifications of the local board. If, in the judgment of the local board, any driver of a vehicle operated under contract to transport students shall be deemed unsuitable to drive a school vehicle because of lack of driving skills, inability to control students, failure to comply with all applicable rules and regulations, uncapacity, unbecoming conduct, or other good cause; the local board may request that transportation contractor to replace said driver. If the transportation contractor shall fail to comply with the aforesaid request, the local board may require the transportation contractor to show cause why such failure to comply with the request shall be deemed to constitute a breach of contract and may set aside and annul this contract.
5. The transportation contractor shall only transport student(s) and adults designated by the board of education and the specifications. Vehicle(s) shall arrive and/or depart the assigned locations no earlier or later as so indicated.
6. The transportation contractor agrees to furnish automobile liability insurance covering the operation of every vehicle transporting pupils and drivers thereof in the amount specified in the bid specifications but not less than \$1,000,000 combined single limit coverage per occurrence. The aforesaid insurance shall cover the local board as an additional named insured. The insurance company is to be one admitted under the insurance laws of this State to write the line of insurance to be provided. The transportation contractor further agrees to file the policy or certificate of such insurance with the secretary of the local board. In lieu of the aforesaid policy or certificate of insurance, self-insuring transportation contractors shall file with the secretary of the local board the certificate prescribed in N.J.S.A. 48:4-12 and 13. The local board must be given 30 days notice if the insurance is to be cancelled for any reason.
7. The transportation contractor will defend and indemnify the local board and any given agent, officer, or employee thereof and save harmless from and against any and all claims, actions, damages, liability and expense in connection with the loss of life, personal injury and/or damage to property arising from or out of actions of the transportation contractor occasioned wholly or in part by any act or omission to act of the transportation contractor, its agent, its subcontractor, or its employees in the performance of this contract.
8. The transportation contractor shall provide a suitable surety bond as prescribed in the bid specifications. If the transportation contractor fails to perform the services agreed upon herein, the local board may utilize such bonding to purchase equivalent services from an alternate provider.
9. The failure of one party to this contract to comply with the provisions hereof shall constitute good cause for its termination by the other party to it.

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
2014-2015 Student Transportation Contract Renewal - School Related
Activities

10. It is understood and agreed by the parties hereto that this agreement shall be without force or effect until it shall have been approved by the County Superintendent of Schools.

Board of Education of: Perth Amboy
Multicontract Number: SHTRIPS2

11. If awarded a contract, your company/firm will be required to comply with the requirements of N.J.S.A 10: 5-31 et seq. and N.J.A.C. 17:27. During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval Certificate of Employee Information Report Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance).

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
2014-2015 Student Transportation Contract Renewal - School Related
Activities

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Board of Education of: **Perth Amboy**
Multicontract Number: **SHTRIPS2**

IN WITNESS WHEREOF, the parties hereto have duly signed this contract.

Signature - School Business Administrator/Board Secretary

Date

Signature - President of Local Board

Date

Notary to the Contractor
Subscribed and sworn to before me

Date: _____

Notary Public Name : _____

Company or Trade Name

Notary Public Signature

Authorized Signature

My Commission Expires: _____
Expiration Date

Title

2014-2015
REQUEST FOR APPROVAL OF TRANSPORTATION CONTRACT RENEWAL

TO: Executive County Superintendent of Schools
FROM: School Business Administrator/Board Secretary
Board of Education: **Perth Amboy**
DATE: September 10, 2014
SUBJECT: 2014-2015 Student Transportation Contract Renewal - School Related Activities

The following student transportation contract and related documents are being submitted for your review and approval.

Signature - School Business Administrator/Board Secretary

Contractor Name: _____ **Keyport Auto Body Inc.**

Multi-Contract Number	Estimated Contract Amount	Renewal Number	FOR COUNTY OFFICE USE ONLY:		
			Approved	Disapproved	Comments
SHTRIPS2	\$4,500.00	2			

The above listed transportation contract and related documents have been reviewed as to form and are approved/disapproved as noted. Please note that disapproved contracts may not be renewed.

FOR COUNTY OFFICE USE ONLY:

Additional Comments (if necessary):

Executive County Superintendent of Schools

Date

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
2014-2015

Finance
14-B-7

STUDENT TRANSPORTATION CONTRACT ADDENDUM

Board of Education of:

In the County of:

Contractor:

Terminal Location:

Contractor Code:

Multi-contract Number:

Route #:

Bid #:

Renewal #:

2014-2015 Contract Cost

Per Diem:

OR

Per Annum:

Contract Term - From:

To:

The amount of compensation shall be increased/decreased in accordance with the bid at a rate of:

Per Pupil:

Per Vehicle:

Per Mile:

Per Aide:

2014-2015

REQUEST FOR APPROVAL OF TRANSPORTATION CONTRACT ADDENDUM

TO: Executive County Superintendent of Schools
FROM: School Business Administrator
Perth Ambóy Board of Education
DATE: September 10, 2014
SUBJECT: 2014-2015 Student Transportation Contract - Addendum

The following student transportation contract addendum and related documents are being submitted for your review and approval.

Signature - School Business Administrator/Board Secretary

Contractor Name: Keyport Auto Body Inc

Multi-Contract Number	Route Number	Addendum Number	Final Adjusted Contract Amount	FOR COUNTY OFFICE USE ONLY:		
				Approved	Disapproved	Comments
	F3	1	\$191.52			

The above listed transportation addendum and related documents have been reviewed as to form and is approved/disapproved as noted.

This contract is cancelled effective _____

The final annual adjusted cost is _____

FOR COUNTY OFFICE USE ONLY
Additional Comments (if necessary):

Executive County Superintendent of Schools

Date

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
2014-2015

STUDENT TRANSPORTATION CONTRACT ADDENDUM

Board of Education of:

In the County of:

Contractor:

Terminal Location:

Contractor Code:

Multi-contract Number:

Route #:

Bid #:

Renewal #:

2014-2015 Contract Cost

Per Diem:

OR

Per Annum:

Contract Term - From:

To:

The amount of compensation shall be increased/decreased in accordance with the bid at a rate of:

Per Pupil:

Per Vehicle:

Per Mile:

Per Aide:

2014-2015

REQUEST FOR APPROVAL OF TRANSPORTATION CONTRACT ADDENDUM

TO: Executive County Superintendent of Schools
FROM: School Business Administrator
Perth Amboy Board of Education
DATE: September 10, 2014
SUBJECT: 2014-2015 Student Transportation Contract - Addendum

The following student transportation contract addendum and related documents are being submitted for your review and approval.

Signature - School Business Administrator/Board Secretary

Contractor Name: Keyport Auto Body Inc

Multi-Contract Number	Route Number	Addendum Number	Final Adjusted Contract Amount	FOR COUNTY OFFICE USE ONLY:		
				Approved	Disapproved	Comments
	F4	1	\$191.52			

The above listed transportation addendum and related documents have been reviewed as to form and is approved/disapproved as noted.

This contract is cancelled effective _____

The final annual adjusted cost is _____

FOR COUNTY OFFICE USE ONLY

Additional Comments (if necessary):

Executive County Superintendent of Schools

Date

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
Office of Student Transportation
2014-2015

STUDENT TRANSPORTATION CONTRACT ADDENDUM

Board of Education of:

In the County of:

Contractor:

Terminal Location:

Contractor Code:

Multi-contract Number:

Route #:

Bid #:

Renewal #:

2014-2015 Contract Cost	
Per Diem:	<input type="text"/>
	OR
Per Annum:	<input type="text"/>

Contract Term - From:

To:

The amount of compensation shall be increased/decreased in accordance with the bid at a rate of:

Per Pupil:

Per Vehicle:

Per Mile:

Per Aide:

2014-2015

REQUEST FOR APPROVAL OF TRANSPORTATION CONTRACT ADDENDUM

TO: Executive County Superintendent of Schools
FROM: School Business Administrator
Perth Amboy Board of Education
DATE: September 10, 2014
SUBJECT: 2014-2015 Student Transportation Contract - Addendum

The following student transportation contract addendum and related documents are being submitted for your review and approval.

Signature - School Business Administrator/Board Secretary

Contractor Name: Keyport Auto Body Inc

Multi-Contract Number	Route Number	Addendum Number	Final Adjusted Contract Amount	FOR COUNTY OFFICE USE ONLY:		
				Approved	Disapproved	Comments
	F17	1	\$191.52			

The above listed transportation addendum and related documents have been reviewed as to form and is approved/disapproved as noted.

This contract is cancelled effective _____

The final annual adjusted cost is _____

FOR COUNTY OFFICE USE ONLY

Additional Comments (if necessary):

Executive County Superintendent of Schools

Date



Perth Amboy Public Schools

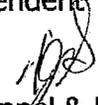
Administrative Headquarters Building
178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6200

Personnel
14 - D - 10

Debra J. Sheard, Ed.D.
Director of Personnel & Evaluation

Ext. 30-151/30-152
Fax: (732) 638-1007

TO: Vivian C. Rodriguez, Ph.D.
Interim Superintendent

FROM: Debra J. Sheard 
Director of Personnel & Evaluation

RE: **Mentoring**

DATE: September 11, 2014

Please place the following item on the agenda of the next Board of Education meeting:

Approval for the following staff members to serve as a mentors for the first-year teachers from to September 1, 2014 to June 30, 2015 at the contractual rate:

Novice Teacher	School	Subject	Mentor
Heather Bazarnicki	Flynn	Elementary	Nicole Ruisi
Ginamarie Bilotti	Wilentz	Elementary	Douglas Grimm
Jennifer Bensulock	Shull	Special Education	Michelle Foy
Jessica Blockus	Shull	Elementary	Valerie Agosto
Maureen Bontempo	Hmieleski	Early Childhood	Leslie Santa
Talisa Butler	McGinnis	Language Arts	Rachel Sher
Valerie Campisano	Shull	Special Education	Janet Sabine
Mizraim Carrion	Shull	Language Arts	Indhira Estevez
Yonavell DeLeon	Flynn	Elementary	Isabel Cruz
Tiffany Deutscher Soderholm	P.A.H.S.	Social Studies	Kathryn Richmond
Kimberly Diggs	Ceres	Elementary	Kimberly Massimino
Lisa Freda	Hmieleski	Early Childhood	Michele Nycz
MaryGrace Garcia	Patten	Elementary	Patricia Ferruggiaro
Sarah Gilligan	McGinnis	Language Arts	Alison Press
Courtney Guadagno	McGinnis	Language Arts	Yahaira Ortega
Alexander Gurvitz	P.A.H.S.	Chemistry	Dayna Glass

Novice Teacher	Building	Subject	Mentor
Jessica Hadley	P.A.H.S.	Media Specialist	Jaime Fazzina
Stacy Hart-Panila	Wilentz	Elementary	Jennifer Cecere
Elizabeth Hernandez	Patten	Elementary	Sol Casiano
Caroline Intveldt	P.A.H.S.	Chemistry	Gary Antonelli
Erin Jacobs	P.A.H.S.	Language Arts	Rosalie Morillo
Michael Jasper	P.A.H.S.	Social Studies	Nicholas Barcheski
Katie Jeffrey	P.A.H.S.	Social Studies	Isai Acevedo
Danice Lampkin	McGinnis	School Counselor	Cynthia Trujillo
Sharon Laraway	Wilentz	Elementary	Candida Gonzalez
Antonio Lopez	McGinnis	Special Education	Ana Lebron Vera
Amanda Makowitz	Flynn	Elementary	Audrey Sullivan
Shealyn Malone	Shull	Language Arts	Jamie Blockus
Darrell Marshall	P.A.H.S.	Social Studies	Paul Bouchard
Myra McDonald	Ceres	Reading	Jasmin Molleda
Shannon McCabe	Ceres	Elementary	Amanda Mendez
Jacqueline Mosenthine	Ceres	Elementary	Mindy Isaacs
Loribel Mulero	Ceres	Elementary	Patricia Tapia
Kathleen Murphy	P.A.H.S.	Science	Rebecca Souza
Suzanne Nichols	P.A.H.S.	Mathematics	Amanda Gutschmidt
Maxine Pais	Shull	Language Arts	Jeremiah Kleckner
Karen Paneque	P.A.H.S.	Social Studies	Joyce Ship
Danielle Papa	McGinnis	Language Arts	Patricia Anzalone
Hitisha Patel	P.A.H.S.	Language Arts	Jamie Costanzo
Anne Pendleton	Richardson	Music	Jennifer Viens
Karen Perez	P.A.H.S.	Social Studies	Frank Torres
Samantha Porcaro	Richardson	Elementary	Shannon McDonald-Durress
Shelly Ramos	Patten	Music	Dawn Stegner
Jacquelyn Randolph	Wilentz	Elementary	Donna Fox
Danielle Romanoff	Ed. Ctr.	Mathematics	Wanda Segarra Cruz
Katherine Rowland	Shull	Language Arts	Alison Szpyhulsky
Victoria Russell	Ed. Ctr.	Mathematics	Lisa Cancel
Ross Santana	Ceres	Phys. Ed	Linda Kovalsky
Kayleigh Shangle	Shull	Elementary	Jessica Perez
Debora Soriano	P.A.H.S.	CST	Ann Handerhan
Mariana Sosa	McGinnis	Bil. Resource	Gabriela Pugliese
Elizabeth Sukovich	South	Social Studies	Mike Somers
Sebastian Torres Hernandez	P.A.H.S.	Social Studies	Larry Bello
Jessica Vasquez	Cere	Elementary	Yamilka Vanihsem
Carmen Velasquez	P.A.H.S.	Mathematics	Aminda Ramos
Daniel Verdia	Ed. Ctr.	Phys. Ed.	Michael Manfre
George Vosinas	P.A.H.S.	Social Studies	Loris Welch
Robin Wilkerson	Patten	Elementary	Joseph Carrano

Novice Teacher	Building	Subject	Mentor
Victoria Zakrzewski	McGinnis	Phys. Ed.	Janiri Tavarez
Nataly Zucconi	Ceres	Elementary	Karen Gutierrez

DJS/lmr

c: Mr. D. Jess
 Dr. N. Samaha
 Dr. S. Robles
 Dr. M. Garcia
 Mr. E. Nieves
 Dr. G. Mast

Ms. L. Cruz Argemil
 Dr. N. Collazo
 Mr. R. Anderson
 Dr. D. Rodriguez
 Mrs. S. Roque

Ms. M. Sperlazza
 Mr. M. Heidelberg
 Mr. J. Cilia
 Ms. M. Velez Jonte



Perth Amboy Public Schools

Administrative Headquarters Building
178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6200

Debra J. Sheard, Ed.D.
Director of Personnel & Evaluation

Ext. 30-151/30-152
Fax: (732) 638-1007

TO: Vivian C. Rodriguez, Ph.D.
Interim Superintendent

FROM: Debra J. Sheard, Ed.D. *DJS*
Director of Personnel & Evaluation

RE: **Mentoring-Rollovers-Revised**

DATE: September 11, 2014

Please place the following item on the agenda of the next Board of Education meeting:

Approval for the following staff member to serve as a mentor for the first-year teacher from to September 1, 2014 to December 31, 2014 at the contractual rate:

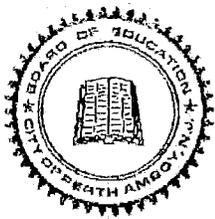
Novice Teacher	School	Subject	Mentor
Karly Butler	R. N. Wilentz	Elementary	Karen Novak

Approval for the following staff member to serve as a mentor for the first-year teacher from to September 1, 2014 to February 28, 2015 at the contractual rate:

Novice Teacher	School	Subject	Mentor
Rose Robateau	S. E. Shull	Nurse	Eva Kucaba

DJS/lmr

c: Mr. D. Jess
Mr. R. Anderson



Perth Amboy Public Schools

Administrative Headquarters Building

178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6200

SUPT. OF SCHOOLS
PERTH AMBOY, N.J.
2014 SEP 12 PM 2:54

Debra J. Sheard, Ed.D.
Director of Personnel & Evaluation

Ext: 30-151/30-152
Fax: (732) 638-1007

TO: Vivian C. Rodriguez, Ph.D.
Interim Superintendent

FROM: Debra J. Sheard, Ed.D. *DJS*
Director of Personnel & Evaluation

RE: **Mentoring-Rollovers-Revised**

DATE: September 12, 2014

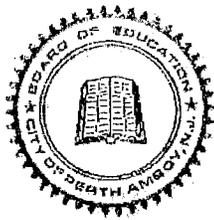
Please place the following item on the agenda of the next Board of Education meeting:

Approval for the following staff member to serve as a mentor for the first-year teacher from to September 1, 2014 to October 31, 2014 at the contractual rate:

Novice Teacher	School	Subject	Mentor
Wanda Watson	Liberal Arts Academy	Special Ed.	Venecia Alston

DJS/lmr

c: Mr. D. Jess
Dr. N. Collazo
Dr. N. Samaha



Perth Amboy Public Schools

Administrative Headquarters Building

178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6200

Debra J. Sheard, Ed.D.
Director of Personnel & Evaluation

Ext. 30-151/30-152
Fax: (732) 638-1007

TO: Vivian C. Rodriguez, Ph.D.
Interim Superintendent

FROM: Debra J. Sheard 
Director of Personnel & Evaluation

RE: **Mentoring**

DATE: September 8, 2014

Please place the following item on the agenda of the next Board of Education meeting:

Approval for the following staff member to serve as a mentor for the first-year teacher from to September 1, 2014 to January 31, 2015 at the contractual rate:

Novice Teacher	School	Subject	Mentor
Brienne Richards	Patten	School Psychologist	Jen Hart

DJS/lmr

c: Mr. D. Jess
Dr. D. Rodriguez
Dr. N. Samaha

Personnel
14 - D - 13

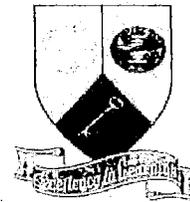
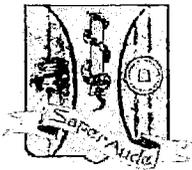
The Learning Center - Perth Amboy High School

Employee Name	School	Position	Program Name	Account Number	Rate of Pay	Dates (From-To)	Hours
Diaz, Maria	PAHS	Media Specialist	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Fazzina, Jaime	PAHS	Technology	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Acevedo, Isaj	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Alston, Venecia	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Baldodano, Carlos	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Barcheski, Nicholas W.	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Bedir, Nagla	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Bouchard, Paul	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Campbell, Pamela E.	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Cepeda, Jonathan	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Delucca, Elizabeth P.	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Deutscher, Tiffany	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Fernandez, Ariel	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Fraraccio, Paul	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Hernandez, Teresa	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Jasper, Michael	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Jeffrey, Katie	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Joseph, Frank	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Kregeloh, Ernest	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Lidick, Shawn A.	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Marshall, Darrell	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Missal, Steven	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Norbut, Joseph	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Paneque, Karen	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Perez, Karen	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Ramirez, Alejandro	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Raymond, Lea	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Richmond, Kathryn A.	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Ship, Joyce	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Soderholm, Tiffany	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Somers, Michael	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Sukovich, Elizabeth	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Thompson, Dale	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Torres, Frank	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Torres-Hernandez, Sebastian	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
VanLiew, Rich	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Vosinas, George	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Watson, Wanda	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.
Zaharakis, Maria	PAHS	Social Studies	Learning Center	15-140-100-101-2-0000-03	\$34.00	9/24/14 - 6/19/15	3:10 pm - 7:10 p.m.

**Personnel
14 - D - 14**

Bilingual Reading Horizons Program – William C. McGinnis School

Employee Name	School	Position	Program Name	Account Number	Rate of Pay	Dates (From-To)	Hours
Sarah Gilligan	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Ana Lebron Vera	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Courtney Guadagno	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Mariana Sosa	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Michelle Taylor	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Nayilva Nunez	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Jessica Beerman	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Iliana Cortez	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Antonio Lopez	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Myrna Cruz	McGinnis	Teacher	Reading Horizons	15-130-100-101	\$34.00	9/24/14 - 6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45
Rita Naviello	McGinnis	Substitute	Reading Horizons	15-130-100-101	\$34.00	9/24/14-6/19/15	7:15 am – 8:00 am and/or 2:45 pm – 3:45



Personnel
14 - D - 15

PERTH AMBOY HIGH SCHOOL

300 Eagle Avenue ~ Perth Amboy, New Jersey 08861

732-376-6030 (voice) ~ 732-347-8930 (facsimile)

Dr. Néstor Collazo ~ Principal

Dr. Wachera Brown, Sylvia León, Roberto Reyes, Brian Rivera, Meghan Reeves, Dr. Senovia Robles ~ Vice Principals

Delayed Opening/Early Dismissal

2014 - 15

Schedule:

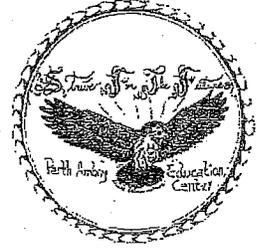
Staff Report	9:19 AM		
Student Report	9:25 AM		
Homeroom	9:30 AM	11	9:41 AM
Period 1	9:41 AM	32	10:13 AM
Period 2	10:17 AM	32	10:49 AM
Period 3	10:53 AM	32	11:25 AM
Period 4	11:29 AM	32	12:01 PM
Period 5	12:05 PM	32	12:37 PM
Period 6	12:41 PM	32	1:13 PM
Period 7	1:17 PM	32	1:49 PM
Period 8	1:53 PM	32	2:25 PM
Period 9	2:29 PM	32	3:01 PM

<p>East Campus Team: Sylvia León, VP Marcos Díaz, SLE Bridget Johnson, SLE Anthony Burdier, Teacher Emily Feliciano, Secretary</p>	<p>South Campus: Brian Rivera, VP Tom Smith, Dean of Students Robert LaMond, SLE Alex Duprey, SLE John Jackson, SLE Jennifer Gonzalez, SLE Guy Vanterpool, SLE Andy Montalvo, SLE Evelyn Rivera, Secretary</p>	<p>Main Campus: Dr. Néstor Collazo, Principal Roberto Reyes, VP Dr. Wachera Brown, VP Meghan Reeves, VP Mario Martínez, SLE Johnny Rosa, Business Ops Mgr Larry Bello, Bilingual Specialist Magda Hernandez, Secretary</p>
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Perth Amboy Education Center

178 Barracks Street
Perth Amboy, New Jersey 08861
Dr. Senovia Robles, Principal of Adult High School
Director of Education Center Programs
Mr. Luis Ortega, Vice Principal
Tel: (732) 376-6240
Fax: (732) 376-6244



September 12, 2014

To: Dr. Sheard

From: Dr. Senovia Robles

Re: **Delayed School Opening Staff – Education Center**

**DELAYED OPENING STAFF
2014-2015**

MARIBEL CORRENTI

MARIO GARCIA

DAVID GREY

JOSE F. LUGO-VELEZ

PAULINA MORALES

SYLVIA PIÑEIRO

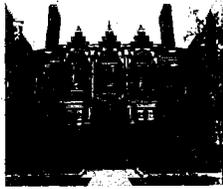
IRMA REYES

DAMARIS VARGAS

FELIX VELEZ

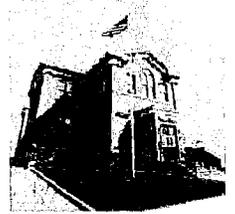
SR/dv

The mission of our school is to provide the diverse population of learners with the opportunities to improve their academic skills, to develop a desire for lifelong learning, reading, and writing, and to reach their maximum potential as parents, workers, and citizens.



William C. McGovern's

MIDDLE SCHOOL



Dr. Myrna E. Garcia
Principal



Matthew Ferri, Vice Principal
Christopher Garrick, Vice Principal
David Loniewski, Vice Principal

Marie Bermudez, Mathematics Instructional Leader

Patricia MacMillan, Instructional Leader

EMERGENCY TEAM LIST

(Delayed Opening / Early Dismissal / Emergencies)

2014 – 2015

Dr. Myrna E. Garcia – Principal

Christopher Garrick – Vice Principal

Matthew Ferri – Vice Principal

David Loniewski – Vice Principal

Tom Redhing – Head Custodian

Jackson Gutierrez – Security

Yamil Rullan

Janiri Hernandez

Nereida Alvarez



Vice Principals
Dr. Alfred Cresci
Mr. Derrick Kyriacou
Mrs. Maribel Arce

Samuel E. Shull Middle School
380 Hall Avenue
Perth Amboy, NJ 08861
Telephone: 732-376-6060
Fax: 732-638-1013

Mr. Michael Heidelberg
Principal



Instructional Leaders
Mrs. Mary Guba
Mrs. Lori Joseph

Dear Dr. Rodriguez,

Please consider the following for the Board Agenda for the September meeting:

The following teachers are part of the Shull School Delayed Opening/Early Dismissal Teams:

Howard Kaplan
Linda Taylor
Cecily Perez
Eva Kucaba
Annette Torres
Alexander Rodriguez
Elisa Riggins
Janet Sabine
Carmen Lopez

Thank you,

Mr. Michael Heidelberg

CC:
Dr. Sheard

Perth Amboy Public Schools

Edward J. Patten Elementary School

500 Charles Street

Perth Amboy, NJ 08861

(732) 376-6050

Fax (732) 376-6057

Dr. Dulce Rodriguez, Principal
Mrs. Althea Rogers-Baker, Vice-Principal

To: Dr. Debra Sheard
From: Dr. Dulce Rodriguez 
Date: August 1, 2014
Re: Delayed Opening/Early Dismissal Team

The following is a list of our certified and support staff for the
Delayed Opening/Early Dismissal Team for the 2014/2015 school year:

Dr. Dulce Rodriguez
Mrs. Althea Rogers-Baker
Diana Rodriguez
Marisol Acevedo
Emelina Tavarez
Darlene Cheese Jones
Denise Concepcion
Mary Howell
Beth Lieberman
Fernando Morales
Custodians
Security Guards

If you need further information, please contact me at extension
#25-401.

Thank you.

dr



Perth Amboy Public Schools

James J. Flynn School

850 Chamberlain Ave

Perth Amboy, New Jersey 08861

Phone (732) 376-6080 Fax (732) 376-6087

John F. Cilia
Principal

Noemi Natal-Villegas
Vice-Principal

Robyn Carrera
District Instructional Leader

To: Dr. Vivian Rodriguez
Interim Superintendent

From: Mr. John Cilia
Principal

DELAYED OPENING/EARLY DISMISSAL/ EMERGENCY TEAM **2014-2015**

I am recommending that the following staff be approved to serve on the emergency team for delayed opening and early dismissal:

John Cilia – Principal
Noemi Natal –Villegas-Vice –Principal
Robyn Carrera-Instructional Leader
Robert Gillespie- Head Custodian
Joseph Saniscalchi-Custodian
Jose Rodriguez-Asst. Head Custodian
Brian Ricks - Security
Jose Gonzalez – Security
Dorothy Figueroa – Secretary
Linda Gallucci – Secretary
Amy Rodriguez- Secretary
Barbara Deacon – Nurse
Alexandra Anderson- Nurse
Julie Figueroa-Home-School-Liaison
Diane Stinson-Guidance Counselor
Dawn C. Bishop-Wistreich-Teacher
Erika Stinson-Teacher
Mary O'Brien- Paraprofessional
Megan Kehoe- Paraprofessional



Dr. Herbert N. Richardson 21st Century School

318 Stockton Street
Perth Amboy, NJ 08861

Telephone: 732-376-6010 Fax: 732-638-1040



Mr. Edwin Nieves
Principal

Ms. Karen Moffatt
Vice Principal

Mrs. Kimberly Miller
Instructional Leader

To: Dr. Sheard

Fr: Edwin Nieves

Re: Delayed Opening/Early Dismissal Teams

Date: Friday, September 12, 2014

Below are the names of the Delayed Opening/Early Dismissal Teams:

Edwin Nieves, Principal
Karen Moffatt, Vice Principal
Kimberly Miller, Instructional Leader
Tyrell Grant, Custodian
Casey Johnson, Custodian
Rafael Gonzalez, Custodian
Luis Ramos, Security
Shylin Irizarry, Security
Diana Colon, Secretary
Doris Varela, Teacher
Isabel Serrano, Teacher
Nayda Alvarez, Teacher
Carmen Galarza, Para-professional
Carmen Montalvo, Para-professional

Thank you!

Anthony V. Ceres School

Emergency Team Members

2014-2015

Mr. Jose Santos

Linda S. Kovalsky

Lillian Dix

Evelyn Marcucci

Raquel Torres

Rosa Soler

Andre Pugh

Fred Wenzel

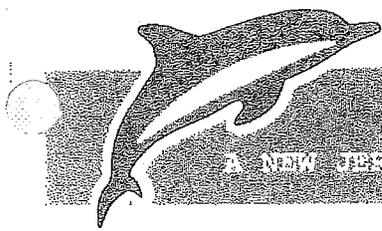
Jason Cardona

Diane Crawford

Kindy Torres

Irma Castillo

Adelaida Garcia



Robert N. Wilentz School

A NEW JERSEY BENCHMARK SCHOOL - 2004, 2005, 2006

PERTH AMBOY PUBLIC SCHOOLS

51 First Street ♦ Perth Amboy, NJ 08861 ♦ 732-376-6070 ♦ Fax. 732-376-6077

R. L. Anderson, Vice-Principal
Mary Griffin, Instructional Leader

TO: Judy Rodriguez
FROM: R. L. Anderson
DATE: September 12, 2014

Below is a list of staff members who are part of the Emergency/Delayed Opening team for the 2014-15 school year:

Administrator: R. L. Anderson
Ron Mascenik

Staff Members:

Joel Polidura
Sandy Carr
Sheila Clever
Barbara Santamaria
Beth Crowley-Rivera
Evy Arvelo
Juan Lopez
Pedro Roman
Morgan Stapelfeldt

The Staff of the Robert N. Wilentz School believes that all children can learn and no child will be left behind in this effort. We provide a high level of academic excellence through a variety of teaching strategies, instructional techniques, modified instruction to meet individual student needs and the material and technology to support learning. Instruction also fosters the enhancement of self-esteem, the development of problem-solving skills and positive character traits. We work toward these goals in partnership with home and community.

Perth Amboy Public Schools.....THE BEST FOR ALL!

Ignacio Cruz ECC
Delayed Opening/Early Dismissal Team
2014-2015

Principal - Susan Roque

Vice Principal – Maritza Ficarra

Security – Mirta Rios & Raymond Magyar

Nurse- Maria O'Hara

Head Custodian – Wilson Vasquez

Teaching Staff ;

Isabel Chita

Heather Hernandez

Diana Franco

Miriam DeJesus

Ada Gutierrez

Edmund Hmieleski
Early Childhood Center
Emergency/Weather
Crisis Management 2014-2015
Delayed Opening/Early Dismissal Teams

Name	Position
Dr. Jeri Mast	Principal
Manuel Lopez	Head Custodian
William Velazquez	Custodian Day
Gil Fernandez	Custodian Night
Andres Martinez	Custodian Night
Jose Acevedo	Custodian Night
Arelis Blanco	Secretary
Kelly Perez	Secretary
Richard Martinez	Security
Robert Rodriguez	Security

Early/Dismissal Team

Name	Position
Viviana Zambrano	Teacher
Amy Martinez	Teacher
Lisette Pacheco	Teacher
Maribel Calderon	Teacher
Nicole Stankovitz	Teacher



School #7
Early Childhood Center

**163 Patterson Street
Perth Amboy, NJ 08861**

**Mary Jo Sperlazza
Building Administrator/Chief EC Supervisor**

To: School Number 7 Staff
From: Mary Jo Sperlazza
Re: Delayed opening and Early Dismissal

The following staff will be on the delayed opening/early dismissal team:

John Marcinko

Wendy Sutton

Wayne Bunten (AM Only)

Cathy Savoia

Mary Jo Sperlazza (PM and AM as soon as possible due to distance)

Andrea Hulsart (PM Only)

Thank you.

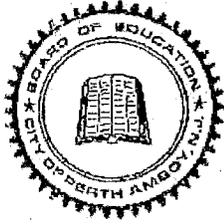
**2014-2015 Education Center
Substitutes for Evening Adult High School
Evening Basic Skill Program
Saturday Morning Family School Programs**

**Personnel
14 - D - 16**

Employee Name	School	Position	Program Name	Account Number	Rate of Pay	Start Date	End Date	Hours/AM or PM
Intveldt, Caroline	Education Center	Adult High School Evening ESL/Civics/GED Substitute Teacher/Tutoring as needed	Evening AHS, Evening Basic Skills and/or Saturday Morning Family School	20-619-100-101-0-0000-12 20-619-100-101-1-0000-12 13-601-100-101-1-0000-12	\$34	9/24/2014	6/30/2015	Tutoring before or after school as needed Mon-Thurs. 5pm-9pm Sat. 8:30am-11:30am
Romanoff, Danielle	Education Center	Adult High School Evening ESL/Civics/GED Substitute Teacher/Tutoring as needed	Evening AHS, Evening Basic Skills and/or Saturday Morning Family School	20-619-100-101-0-0000-12 20-619-100-101-1-0000-12 13-601-100-101-1-0000-12	\$34	9/24/2014	6/30/2015	Tutoring before or after school as needed Mon-Thurs. 5pm-9pm Sat. 8:30am-11:30am
Russell, Victoria	Education Center	Adult High School Evening ESL/Civics/GED Substitute Teacher/Tutoring as needed	Evening AHS, Evening Basic Skills and/or Saturday Morning Family School	20-619-100-101-0-0000-12 20-619-100-101-1-0000-12 13-601-100-101-1-0000-12	\$34	9/24/2014	6/30/2015	Tutoring before or after school as needed Mon-Thurs. 5pm-9pm Sat. 8:30am-11:30am
Verdia, Daniel	Education Center	Adult High School Evening ESL/Civics/GED Substitute Teacher/Tutoring as needed	Evening AHS, Evening Basic Skills and/or Saturday Morning Family School	20-619-100-101-0-0000-12 20-619-100-101-1-0000-12 13-601-100-101-1-0000-12	\$34	9/24/2014	6/30/2015	Tutoring before or after school as needed Mon-Thurs. 5pm-9pm Sat. 8:30am-11:30am
Brittany N. Robinson	A.V. Ceres School	Adult High School Evening ESL/Civics/GED Substitute Teacher/Tutoring as needed	Evening AHS, Evening Basic Skills and/or Saturday Morning Family School	20-619-100-101-0-0000-12 20-619-100-101-1-0000-12 13-601-100-101-1-0000-12	\$34	9/24/2014	6/30/2015	Mon-Thurs. 5pm-9pm Sat. 8:30am-11:30am
Christopher Criscera	Education Center	Substitute Evening Adult High School Counselor	Evening Adult High School	13-601-100-101-1-0000-12	\$34	9/24/2014	6/30/2015	Mon-Thurs. 5pm-9pm
Jasco Rodriguez	Education Center	Substitute Evening Adult High School Substitute	Evening Adult High School	13-601-100-101-1-0000-12	\$34	9/24/2014	6/30/2015	Mon-Thurs. 5pm-9pm
Wilfredo Erba	Education Center	HSE Science Teacher Evening JobID#1390	Education Center HSE Evening Program @ So. Campus	20-619-100-101-0-0000-12 20-619-100-101-2-0000-12	\$34	9/24/2014	6/30/2015	Mon-Thurs. 6pm-9pm

**Saturday Morning Family School
2014-2015**

A	B	C	D	E	F	G
School	Employee Name	Position	Program Name	Account Number	Rate of Pay	Date
1	Edward J. Patten	Teacher	Saturday Morning Family School	15-120-100-101/1-0000-05	\$34/hr	Sept. 20- June 13, 2015
2	Edward J. Patten	Teacher	Saturday Morning Family School	15-120-100-101/1-0000-05	\$34/hr	Sept. 20- June 13, 2015
3	Edward J. Patten	Teacher	Saturday Morning Family School	15-120-100-101/1-0000-05	\$34/hr	Sept. 20- June 13, 2015
4	Edward J. Patten	Teacher	Saturday Morning Family School	15-120-100-101/1-0000-05	\$34/hr	Sept. 20- June 13, 2015
5	Edward J. Patten	Teacher	Saturday Morning Family School	15-120-100-101/1-0000-05	\$34/hr	Sept. 20- June 13, 2015
6	Edward J. Patten	School Counselor	Saturday Morning Family School	15-120-100-101/1-0000-05	\$34/hr	Sept. 20- June 13, 2015
7						
8	Edward J. Patten	Paraprofessional	Saturday Morning Family School	15-190-100-106.1-0000-05	\$24/hr	Sept. 20- June 13, 2015
9	Edward J. Patten	Paraprofessional	Saturday Morning Family School	15-190-100-106.1-0000-05	\$24/hr	Sept. 20- June 13, 2015
10	Edward J. Patten	Paraprofessional	Saturday Morning Family School	15-190-100-106.1-0000-05	\$24/hr	Sept. 20- June 13, 2015
11	Edward J. Patten	Paraprofessional	Saturday Morning Family School	15-190-100-106.1-0000-05	\$24/hr	Sept. 20- June 13, 2015
12						



Perth Amboy Public Schools

Administrative Headquarters Building
178 Barracks Street
Perth Amboy, NJ 08861
732-376-6200

Personnel
14 - D - 22

Debra J. Sheard, Ed.D.
Director of Personnel & Evaluation

Ext. 30-151/Ext. 30-152
Ext. 30-153/Ext. 30-154
Fax: (732) 638-1007

September 11, 2014

AGENDA: September 23, 2014

To: The Honorable Members of the Board of Education

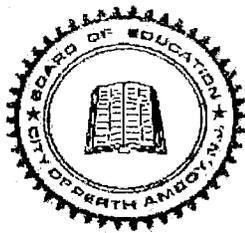
From: Dr. Debra J. Sheard 
Director of Personnel & Evaluation

Please be advised that the annual salary of the following employee(s) salaries and previously approved by the Board are recommended to be adjusted as follows:

Name	School	Old Salary	New Salary	Effective Date	Reason
Luz Aguilar	I. Cruz	\$40,000	\$40,850	9/1/14	10yrs. Para Longevity
Darlene Albarran	Flynn	\$88,750	\$90,100	9/1/14	20yrs. Teacher Longevity
Thomas Amador	East Campus	\$83,250	\$84,600	9/1/14	20yrs. Teacher Longevity
Martina Baez	I. Cruz	\$47,700	\$48,550	9/1/14	10yrs. Para Longevity
Carlos Baltodano	PAHS	\$83,250	\$84,600	9/1/14	20yrs. Teacher Longevity
Theresa Berrios	PAHS	\$88,750	\$90,100	9/1/14	20yrs. Teacher Longevity
Tatiana Berrio	Richardson	\$91,200	\$92,700	9/1/14	25yrs. Teacher Longevity
Brad Bishop	South Campus	\$43,850	\$44,700	9/1/14	10yrs. Para Longevity
Thomas Bromirski	Flynn	\$44,700	\$48,550	9/1/14	½ Bus Stipend
Thomas Bromirski	Flynn	\$48,550	\$49,875	9/1/14	Para + BA/Certificate
Dorothy Chrinko	Ceres	\$90,100	\$91,600	9/1/14	25yrs. Teacher Longevity
Leanne Cosentino	Ceres	\$89,750	\$91,100	9/1/14	20yrs. Teacher Longevity
Lorenza Convery	Hmieleski	\$35,650	\$39,500	9/1/14	½ Bus Stipend
Victoria Diaz	Hmieleski	\$33,405	\$34,205	9/1/14	20yrs. SRP Longevity
Anita Durso	Flynn	\$46,625	\$49,625	9/1/14	15yrs. Para Longevity
Raymond Magyar	I. Cruz	\$42,100	\$42,600	9/1/14	15yrs. SRP Longevity
Dorothy Figueroa	Flynn	\$51,625	\$52,215	9/1/14	15yrs. Secretary Longevity
John Gronert	Shull	\$90,100	\$91,600	9/1/14	25yrs. Teacher Longevity
Rose Gumbs	I. Cruz	\$40,850	\$43,850	9/1/14	15yrs. Para Longevity
Rachel Wintemberg	McGinnis	\$91,100	\$92,600	9/1/14	25yrs. Teacher Longevity
Mary Hughes	I. Cruz	\$85,700	\$87,200	9/1/14	25yrs. Teacher Longevity
Stacy Lemongelli	PAHS	\$94,100	\$95,600	9/1/14	25yrs. Teacher Longevity
Jere Karnilaw	PAHS	\$88,750	\$90,100	9/1/14	20yrs. Teacher Longevity
Hava Laor	Richardson	\$91,200	\$92,700	9/1/14	25yrs. Teacher Longevity

Name	School	Old Salary	New Salary	Effective Date	Reason
Barbara Lowry	South Campus	\$88,750	\$90,100	9/1/14	20yrs. Teacher Longevity
Diane Mayas	Hmieleski	\$40,850	\$43,850	9/1/14	15yrs. Para Longevity
Ivyn Molina	Board Office	\$70,145	\$70,645	9/1/14	15yrs. SRP Longevity
Jane Mosenthine	Food Service	\$56,415	\$56,780	9/1/14	20yrs. Secretary Longevity
Mark Niebojeski	PAHS	\$83,250	\$84,600	9/1/14	20yrs. Teacher Longevity
Linda Palileo	Patten	\$91,200	\$92,700	9/1/14	25yrs. Teacher Longevity
Nilsa Olivencia	Wilentz	\$48,550	\$51,550	9/1/14	15yrs. Para Longevity
Sebastian Quinones	PAHS	\$57,605	\$58,105	9/1/14	15yrs. SRP Longevity
Nelida Rivera	I. Cruz	\$40,850	\$43,850	9/1/14	15yrs. Para Longevity
Ann Serrano-Rodriguez	McGinnis	\$51,550	\$52,375	9/1/14	20yrs. Para Longevity
Carlixa Reyes	I. Cruz	\$42,025	\$42,875	9/1/14	10yrs. Para Longevity
Audrey Sullivan	Flynn	\$86,100	\$86,700	9/1/14	30 yrs. Teacher Longevity
Marina Toala	Shull	\$43,850	\$44,675	9/1/14	20yrs. Para Longevity
Carmen I. Vega	Hmieleski	\$40,000	\$40,850	9/1/14	10yrs. Para Longevity
Maria Vivar	Transportation	\$27,107	\$27,607	9/1/14	15yrs. SRP Longevity
Renhae Welch	Flynn	\$50,575	\$53,575	9/1/14	15yrs. Para Longevity
Carmen Vazquez	Wilentz	\$29,680	\$30,180	9/1/14	10yrs. SRP Longevity
Tiffany Soderholm	PAHS	\$53,500	\$54,500	9/1/14	Content Stipend
Barbara Biancamano	PAHS	\$63,200	\$62,200	9/1/14	Content Stipend Adjustment
Jessica Beerman	McGinnis	\$48,700	\$54,200	10/1/14	MA Degree
Sandy Margl	Admin Build.	\$72,236	\$72,736	7/1/14	Salary Adj. Due to Long.
Nancy Hernandez	Admin Build	\$74,826	\$75,326	7/1/14	Salary Adj. Due to Long.
David Benyola	I. Cruz	\$45,875	\$42,025	9/1/14	Removal ½ Bus Stipend
Elizabeth Sukovich	PAHS-SC	\$55,100	\$56,100	10/1/14	Content Stipend
Jodi Campman	School 7	\$54,000	\$59,500	10/1/14	MA Degree
Artillia Lopez	I. Cruz	\$47,700	\$51,550	10/1/14	½ Bus Stipend
Iris Santiago	I. Cruz	\$40,000	\$43,850	10/1/14	½ Bus Stipend
Debra Harris	Patten	\$24,080	\$24,850	10/1/14	Food Service Stipend
Lisa Diaz	I. Cruz	\$23,660	\$26,250	10/1/14	Food Ser. Stipend + 6.5hrs to 7hrs.
Jessica Ramos	Shull	\$48,250	\$53,750	10/1/14	MA Degree
Victoria Pullaro	Ceres	\$89,750	\$99,000	10/1/14	EPTA Stipend
Juan Pena	Patten	\$25,425	\$27,400	10/1/14	Boiler Operator License
Eric McDonald	Shull	\$50,100	\$59,350	10/1/14	EPTA Stipend
John Gronert	Shull	\$91,600	\$100,850	10/1/14	EPTA Stipend
Donna Tartza	Shull	\$92,200	\$101,450	10/1/14	EPTA Stipend
Jillian Grimm	Shull	\$54,200	\$63,450	10/1/14	EPTA Stipend
Elia Amarilis Graenert	Shull	\$90,100	\$99,350	10/1/14	EPTA Stipend
Valerie Agosto	Shull	\$75,150	\$84,400	10/1/14	EPTA Stipend
Lorian Redouane	Shull	\$83,112	\$92,362	10/1/14	EPTA Stipend
Jason Garzone	Shull	\$53,750	\$63,000	10/1/14	EPTA Stipend
Patricia Astarita	Shull	\$90,100	\$99,350	10/1/14	EPTA Stipend
MonaLisa Suarez	Shull	\$51,100	\$60,350	10/1/14	EPTA Stipend
Alicia Doherty	Shull	\$48,250	\$57,500	10/1/14	EPTA Stipend
Chrisine Allan	Shull	\$91,100	\$100,350	10/1/14	EPTA Stipend
Danice Lampkin	McGinnis	\$58,000	\$67,250	10/1/14	EPTA Stipend
Lydia Swindell	Ceres	\$43,850	\$51,550	10/1/14	Full Bus Stipend
Mayra Gonzalez	Ceres	\$43,850	\$51,550	10/1/14	Full Bus Stipend
Denise Garrison	Ceres	\$40,850	\$48,550	10/1/14	Full Bus Stipend

Name	School	Old Salary	New Salary	Effective Date	Reason
Marilyn Pabon	Ceres	\$47,700	\$55,400	10/1/14	Full Bus Stipend
Sandra Eberhardt	McGinnis	\$40,850	\$48,550	10/1/14	Full Bus Stipend
Judith Sousa	Shull	\$65,350	\$66,350	10/1/14	Content Stipend
Ronni Rothstein	PAHS	\$88,750	\$90,600	9/1/14	1/5 EPTA Stipend
Carolos Perez	PAHS	\$48,000	\$55,400	9/1/14	4/5 EPTA Stipend
Michael Trombatore	PAHS	\$50,100	\$56,600	10/1/14	MA+ Content Stipend
Michael Trombatore	PAHS	\$56,600	\$58,450	9/1/14	1/5 EPTA Stipend
Jonathan Cepeda	PAHS	\$48,700	\$50,550	9/1/14	1/5 EPTA Stipend
Jaime Costanzo	PAHS	\$79,112	\$88,362	9/1/14	Full EPTA Stipend
David Johnson	PAHS	\$83,250	\$85,100	9/1/14	1/5 EPTA Stipend
Ernest Kregeloh	PAHS	\$79,112	\$88,362	9/1/14	Full EPTA Stipend
Kacey Michaylo	PAHS	\$48,250	\$57,500	9/1/14	Full EPTA Stipend
Steven Missal	PAHS	\$88,750	\$98,000	9/1/14	Full EPTA Stipend
Elaine Morin	PAHS	\$84,600	\$86,450	9/1/14	1/5 EPTA Stipend
Jose Pizarro	PAHS	\$88,750	\$98,000	9/1/14	Full EPTA Stipend
Kathryn Richard	PAHS	\$54,000	\$63,250	9/1/14	Full EPTA Stipend
Jenise Tapia	PAHS	\$53,750	\$63,000	9/1/14	Full EPTA Stipend
Frank Torres	PAHS	\$49,600	\$58,850	9/1/14	Full EPTA Stipend
Naglia Bedir	PAHS	\$53,500	\$62,750	9/1/14	Full EPTA Stipend
Erica Valente	PAHS	\$48,250	\$57,500	9/1/14	Full EPTA Stipend
Carolina Benitez	PAHS	\$55,100	\$64,350	9/1/14	Full EPTA Stipend
Donald Mendito	PAHS	\$79,112	\$88,362	9/1/14	Full EPTA Stipend
Peter Ramirez	PAHS	\$83,250	\$92,500	9/1/14	Full EPTA Stipend
Theresa Berrios	PAHS	\$90,100	\$91,950	9/1/14	1/5 EPTA Stipend
Uri Perez	PAHS	\$48,250	\$50,100	9/1/14	1/5 EPTA Stipend
Erica Valente	PAHS	\$48,250	\$57,500	9/1/14	Full EPTA Stipend
Dana Rodriguez	Flynn	\$42,875	\$44,700	10/1/14	Para + 90 Credits
Engly Aly	Wilentz	\$60,350	\$51,100	9/1/14	Removal EPTA Stipend
Rachael Sarabando	Wilentz	\$88,362	\$79,112	9/1/14	Removal EPTA Stipend
Mahelia Barroso-Garcia	McGinnis	\$50,100	\$56,600	10/1/14	MA+ Content Stipend
Melvin Batista	Building & Grounds	\$35,965	\$37,965	9/1/14	Maintenance Stipend



Perth Amboy Public Schools

Administrative Headquarters Building
 178 Barracks Street
 Perth Amboy, NJ 08861
 (732) 376-6200

Personnel
14 - D - 24

Debra J. Sheard, Ed.D.
 Director of Personnel & Evaluation

Ext. 30-151/30-152
 30-153/30-154
 Fax: (732) 638-1007

Date: September 2, 2014
 From: Debra J. Sheard, Ed.D. *DJS*
 Director of Personnel & Evaluation
 To: Vivian C. Rodriguez, Ph.D.
 Interim Superintendent of Schools
 Re: Agenda Item

Please recommend the following for Board of Education approval on the September 23, 2014 Agenda.

The transfer and/or change in assignment of the following staff for the 2014-15 school year:

Name	From	To	Effective
Shelly Ramos	Music Teacher (Permanent) – E. J. Patten School	Music Teacher (Traveling) – Patten, Flynn, Ceres Schools	September 1, 2014
Dawn Stegner	Music Teacher (Traveling) Patten, Flynn, Ceres Schools	Music Teacher (Permanent) – E. J. Patten School	September 1, 2014
Isaí Acevedo	ESL Teacher – Perth Amboy High School	Bilingual Social Studies Teacher – Perth Amboy High School	September 1, 2014
Allison Pilla	Special Ed. Paraprofessional – PAHS	Personal Aide – PAHS (Colonia H.S.)	September 1, 2014
Katherine Mohammed	Special Ed. Paraprofessional – Perth Amboy High School	Special Ed. Paraprofessional – 9 th Gr. Academy South Campus	September 1, 2014
Migdali Sanchez	Special Ed. Paraprofessional – Perth Amboy High School	Special Ed. Paraprofessional – P. A. Education Center	September 1, 2014
Sonia Maldonado	Special Ed. Paraprofessional – P. A. Education Center	Special Ed. Paraprofessional – Perth Amboy High School	September 1, 2014
Lisa Diaz	General Food Service Worker (6.5hrs) E. J. Patten School	General Food Service Worker (7 hrs)– Ignacio Cruz Early Childhood Center	October 1, 2014
Debra Harris	General Food Service Worker – Ignacio Cruz Early Childhood Center	General Food Service Worker – E. J. Patten School	October 1, 2014

Thank you.

JOB DESCRIPTION

***PERTH AMBOY
BOARD OF EDUCATION***

ACADEMIC ADVISOR

Qualifications:

- New Jersey Department of Education School Counselor Certification.
- Masters degree in Counseling or Education required.
- A strong work ethic, dedication to student achievement.
- Excellent writing, verbal, listening and computer skills, strong organizational skills.
- Ability to respond effectively to the needs of a diverse student and parent population.
- Knowledge of colleges/university, admissions process and financial aid.
- Familiarity with working in an urban school district or college admissions office.
- Have excellent integrity; demonstrate good moral character and initiative.
- Exhibits a personality that demonstrates excellent interpersonal skills to relate well with students, staff, administration, parents, and the community.
- Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
- Provide proof of U. S. citizenship or legal resident alien status by completing Federal Form I-9
- Provide evidence that a criminal record history check has been conducted and clearance has been given by the Department of Education.
- Pass the State required Mantoux -Intradermal Tuberculin Test and Physical Exam.

Reports To: High School Principal and/or High School Head Guidance Counselor

Duties and Responsibilities:

- Educate students and parents about college opportunities.
- Advise students and parents about the admissions process including selecting a major, financial aid, commuting versus living on campus, in state versus out of state colleges and deadlines.
- Meet with juniors and seniors individually and in groups to talk about the college application process and college choices.
- Meet with college admissions officers and representatives to obtain relevant information to disseminate to students and parents.
- Coordinate Fall and Spring College Fairs.

JOB DESCRIPTION

***PERTH AMBOY
BOARD OF EDUCATION***

ACADEMIC ADVISOR (Cont'd.)

- Maintain information on colleges, college guides and scholarships/awards.
- Keep students and parents informed through a monthly "College newsletter" and development of a Guidance/College Website.
- Utilize TV 34 as a means of promoting interest in college opportunities.
- Develop a process to track admissions decisions and statistics and report the results annually at a Board of Education meeting.
- Create in-district workshops for juniors, seniors and their parents on topics such as selecting a major, completing the FAFSA, choosing a college, preparing for the SATs, completing the college application, open forum for parents and, in conjunction with the English Department, writing the college essay.
- Prepare a "College Workbook" for students which will include information on the college admissions process, necessary steps to take and deadlines to meet.
- Conduct college visits with students and parents.
- Develop a program to utilize recent Perth Amboy High School graduates to relate their experience to current juniors and seniors.
- Inform the Guidance Office staff about the required and appropriate courses necessary for college entrance.
- Prepare an office budget.
- Devise strategies to increase enrollment in four year colleges and universities.

Verification of Competency:

1. District application and resume.
2. Required documentation outlined in the qualifications above.
3. A minimum of three letters of reference from former employers, teachers, professors or other professional sources.
4. Employment interview.
5. Official college transcript.

JOB DESCRIPTION

**PERTH AMBOY
BOARD OF EDUCATION**

ACADEMIC ADVISOR (Cont'd.)

Physical Demands, Visual Acuity and Working Conditions:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. Unless reasonable accommodations can be made, while performing this job the staff member shall:

1. Use strength to lift items needed to perform the functions of the job.
2. Sit, stand and walk for required periods of time.
3. Speak and hear.
4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.

Environmental Demands:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

Terms of Employment:

10 month exempt, salaried position with agreement between the Perth Amboy Federation and the Perth Amboy Board of Education. This position has a flexible schedule with evenings and some weekends required. Salaries, benefits, and leave time as negotiated. The Academic Advisor will be evaluated by the High School Principal with input of the High School Head Guidance Counselor.

Date Adopted: 12/9/2010

Revised: March 29, 2012; September 23, 2014