

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting September 10, 2020
6:30 P.M. Executive Session
7:30 P.M. Public Session
Virtual

Agenda

I. ROLL CALL OF THE MEMBERS

II. NOTICE OF MEETING: Please take notice that adequate notice of this meeting has been provided in the following manner:

- A. That a written notice was sent from the Office of the Secretary of the Board at 4:00 p.m. on August 31, 2020.
- B. That said notice was sent by regular mail to the West Orange Township Clerk and the Editors of the West Orange Chronicle and the Star-Ledger.
- C. That said notice was posted in the lobby of the Administration Building of the Board of Education.

III. WEST ORANGE BOARD OF EDUCATION RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the "Sen. Byron M. Baer Open Public Meetings Act" (N.J.S.A. 10:4-6 et seq.) requires all meetings of the West Orange Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," without the public being permitted to attend, and

WHEREAS, the Board has determined that three (3) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on Thursday, September 10, 2020 at 6:30 P.M, and

WHEREAS, the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written:

☐ "(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy

such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matters, described as specifically as possible without undermining the need for confidentiality are: _____.

■ "(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body." The collective bargaining contract(s) discussed are between the Board and the WOEa and WOAA.

□ "(5) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

□ "(6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

□ "(7) Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality are:

■ "(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: Former Employee Number 6439.

□ "(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

WHEREAS, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall (select one) □ reconvene and immediately adjourn or ■ reconvene and

proceed with business where formal action will be taken.

NOW, THEREFORE, BE IT RESOLVED that the West Orange Board of Education will go into Executive Session for the above stated reasons only; and

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

IV. PUBLIC SESSION AT 7:30 P.M.

V. PLEDGE OF ALLEGIANCE

VI. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF August 28 and 31, 2020 (Att. #1)

VII. SUPERINTENDENT/ BOARD REPORTS

- A. K-3 ELA Curriculum Revisions
- B. School Reopening Update

VIII. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS

IX. SECOND READING/ADOPTION OF THE FOLLOWING BOARD POLICY (IES):

- #0178 NONDISCRIMINATION, EQUITY, AND CULTURAL PROFICIENCY (BYLAW) (Att. #2)
- #1648 RESTART AND RECOVERY PLAN (M) (Att. #3)
- #1648.02 REMOTE LEARNING OPTIONS FOR FAMILIES (M) (Att. #4)

X. FIRST READING OF THE FOLLOWING BOARD POLICY (IES):

- #1648.03 RESTART AND RECOVERY PLAN - FULL-TIME REMOTE INSTRUCTION (M) (Att. #5)

XI. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS

A. PERSONNEL

1. Resignations / Retirements

- a. Superintendent recommends approval to the Board of Education for the following non-certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
Mindy Dudas	BMELC	Paraprofessional Part-time	Resignation	9/8/20
Abigail Lapone	Roosevelt	Paraprofessional	Resignation	8/31/20

2. Rescissions

- a. Superintendent recommends approval to the Board of Education for the following rescission(s):

Name	Location	Position	Effective Date
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Nicole Eoon	Roosevelt	Additional Teaching Assignment	9/2/20
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3. Appointments

- a. Superintendent recommends approval to the Board of Education for the following certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Account Code	Effective Dates
Keli Eason*	Gregory	Special Education Kindergarten	Rotellini	BA	3	\$57,681 prorated	11.110.100.101.00.09.120	10/12/20 - 6/30/21♦
Christine O'Neill	WOHS	Special Education Mathematics Long Term Substitute	DeRosa	NA	N/A	\$308 per diem	11.204.100.101.00.03.050	9/3/20 - 11/4/20

*pending proper certification ♦or sooner as determined by the Superintendent

- b. Superintendent recommends approval to the Board of Education for the following non-certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Account Code	Effective Dates
Melissa Bueno	Roosevelt	Paraprofessional	Lapone	Non-Degree	3	\$28,559 prorated	TBD	9/11/20 - 6/30/21
Kathryn Chulik-Kuzniewski	Liberty	Paraprofessional	New	BA	3	\$30,655 prorated	TBD	9/11/20 - 6/30/21
Corey Feigenbaum	Roosevelt	Paraprofessional	Smith	MA	3	\$32,752 prorated	TBD	9/11/20 - 6/30/21
Nicole Paduano	Edison	Paraprofessional	Paull	MA	3	\$32,752 prorated	TBD	9/11/20 - 6/30/21

- c. Superintendent recommends approval to the Board of Education for the following additional teaching assignment. Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Guide	Step	Salary	Account Code	Effective Dates
Samantha Cameron	Roosevelt	Special Education / Mathematics Marcus	MA+30	7	\$65.23 per diem	11.213.100.101.00.06.090	9/14/20 - TBD

- d. Superintendent recommends approval to the Board of Education for the following Buildings and Grounds stipends to be paid in two installments: December 2020 and June 2021. Stipends may be adjusted upon ratification of collective bargaining agreement. (Att. #6)
- e. Superintendent recommends approval to the Board of Education for the following substitute appointment(s) at the appropriate substitute rates for 2020-2021:

Name	Certification Code	Teacher	Paraprofessional	Administrative Assistant	Lunch Aide	Nurse	Custodian
Alex Walton	Substitute	X	X				

4. Leaves of Absence:

- a. Superintendent recommends approval to the Board of Education for the following leaves of absence for certificated staff:

Name	Location / Position	Paid Leave	Unpaid Leave with Benefits	Unpaid Leave without Benefits	Anticipated Return Date
Maria Ganduglia Pirovano Personal	.6 Washington / .4 Redwood Spanish	9/3/20 - 9/23/20	9/24/20 - 10/30/20	N/A	11/2/20
Dawn Raboy FFCRA	.8 Roosevelt / .2 Hazel School Social Worker	9/3/20 - 9/9/20 (Personal) 9/10/20 - 9/18/20 (EPSLA)* 9/21/20 - 11/27/20 (EFMLEA)♦	N/A	N/A	11/30/20

*EPSLA - 2/3 of regular pay up to \$200 per day

♦ EFMLEA - 2/3 of regular pay up to \$200 per day

- b. Superintendent recommends approval to the Board of Education for the following leaves of absence for non-certificated staff:

Name	Location / Position	Paid Leave	Unpaid Leave with Benefits	Unpaid Leave without Benefits	Anticipated Return Date
John Diminich Medical	WOHS Custodian	7/1/20 - 8/19/20	8/20/20 - 9/15/20 amended	N/A	9/16/20 amended
Barbara Gayle Thomas Medical	Transportation Bus Monitor Part-time	9/10/20 - 9/30/20 a.m. only	9/30/20 p.m. only - 10/22/20	N/A	10/23/20
Jacqy Jean Pierre Medical	Transportation Bus Driver Part-time	9/1/20 - 9/29/20	N/A	N/A	9/30/20
Kathy McCormick Medical	Central Office Administrative Assistant	7/1/20 - 10/2/20 amended	N/A	N/A	10/3/20 amended
Sandra Stein Medical	WOHS Clerical Aide	9/1/20 - 10/19/20 a.m. only	10/19/20 p.m. only - 11/2/20	N/A	11/3/20

5. Transfer(s):

- a. Superintendent recommends approval to the Board of Education for the following transfer(s) of certificated staff:

Name	From	Position	Account Code	To	Position	Account Code	Effective Date
Laura Kraft Voluntary	Kelly	.6 BSI	11.230.100.101.00.12.150	Gregory	.6 BSI	11.230.100.101.00.09.120	9/1/20
Patricia Sorrenti Voluntary	Washington	.5 BSI	11.230.100.101.00.15.180	Kelly	.5 BSI	11.230.100.101.00.12.150	9/1/20
Monica Chen Voluntary	.5 Edison / .5 WOHS	Chinese	11.130.100.101.00.20.070 11.140.100.101.00.20.050	.75 Edison / .25 Roosevelt	Chinese	11.130.100.101.00.20.070 11.130.100.101.00.20.090	9/1/20
Robert Kuczmariski Voluntary	.9 Gregory / .1 Hazel	Health / PE	11.120.100.101.00.31.120 11.120.100.101.00.31.130	Gregory	Health / PE	11.120.100.101.00.31.120	9/1/20

Kevonna Ward Voluntary	.4 Hazel .4 Redwood .2 Gregory	Health / PE	11.120.100.101.00.31.130 11.120.100.101.00.31.160 11.120.100.101.00.31.120	.6 Hazel .4 Redwood	Health / PE	11.120.100.101.00.31.130 11.120.100.101.00.31.160	9/1/20
Marissa Gerin Voluntary	.8 BMELC .2 Kelly	Music	11.216.100.101.00.08.300 11.120.100.101.00.25.150	St. Cloud	Music	11.120.100.101.00.25.170	9/1/20
Marina Reznikov Voluntary	St. Cloud	Music	11.120.100.101.00.25.170	.8 BMELC .2 Kelly	Music	11.216.100.101.00.08.300 11.120.100.101.00.25.150	9/1/20
Diane Sinisi Voluntary	BMELC	PreK	11.215.100.101.00.08.300	Washington	PreK	11.215.100.101.00.15.180	9/1/20
Susan Vecchio Voluntary	Washington	.5 PreK	11.215.100.101.00.15.180	BMELC	.5 PreK	11.215.100.101.00.08.300	9/1/20
Elsa Batista Voluntary	.8 Gregory / .2 Hazel	Spanish	11.120.100.101.00.20.120 11.120.100.101.00.20.130	.4 Gregory / .3 Hazel / .3 Mt. Pleasant	Spanish	11.120.100.101.00.20.120 11.120.100.101.00.20.130 11.120.100.101.00.20.140	9/1/20
Wendy Paul Voluntary	Kelly	Spanish	11.120.100.101.00.20.150	.7 Kelly / .3 St. Cloud	Spanish	11.120.100.101.00.20.150 11.120.100.101.00.20.170	9/1/20
Maria Ganduglia Pirovano Voluntary	Washington	Spanish	11.120.100.101.00.20.180	.4 Redwood / .6 Washington	Spanish	11.120.100.101.00.20.160 11.120.100.101.00.20.180	9/1/20

- b. Superintendent recommends approval to the Board of Education for the following transfer(s) of non-certificated staff:**

Name	From	Position	Account Code	To	Position	Account Code	Effective Date
Margie Cummings Involuntary	.5 BMELC / .5 Transportation	Custodian Night Shift	11.000.262.110.00.08.300 11.000.262.110.00.70.000	.5 BMELC / .5 Washington	Custodian Night Shift	11.000.262.110.00.08.300 11.000.262.110.00.15.180	9/1/20

- Superintendent recommends approval to the Board of Education for the attached Sidebar Agreement between the West Orange Board of Education and the West Orange Administrators' Association (WOAA) to remove the non-certificated position of Director of Buildings and Grounds from the WOAA Collective Bargaining Unit. (Att. #7)
- Superintendent recommends approval to the Board of Education for the attached Sidebar Agreement between the West Orange Board of Education and the West Orange Education Association (WOEA) regarding additional work days and credited personal days. (Att. #8)

B. CURRICULUM AND INSTRUCTION

- Recommend approval for student teaching for the 2020-2021 school year (Att. #9)
- Recommend approval of the ELA Curriculum for the 2020-2021 school year (Att. #10)
- Recommend approval between Hudson County Community College and West Orange School District to provide Culinary Arts curriculum to high school students for the 2020-2021 school year.

C. FINANCE

a.) Special Services

1. Recommend approval for the following out of district placements for the 2020-2021 school year:

Student #	Placement	Tuition	Budgeted/Unbudgeted
1406066	Partnership in Education d/b/a/ Inclusive Learning Academy	Extended School Year Tuition \$10,000.00 30 days @ \$333.33/day	Budgeted
1406066	Partnership in Education d/b/a/ Inclusive Learning Academy, Pearl Miller School, Kinnelon * Previously Approved for Stonybrook Campus, Kinnelon	Tuition: \$84,495.60 180 days @ \$469.42/day 1:1 Aide: \$56,601.00 180 days @ \$314.45/day * Previously Approved on 6/22/2020 @ a tuition rate of \$415.19/day	Budgeted
1207138	Honor Ridge Academy	Tuition: \$78,324.00 183 days @ \$428.00/day * Previously Approved on 6/22/2020 for 213 days	Budgeted

2. Recommend approval of the following contract with the Essex Regional Educational Services Commission for the nonpublic instructional services under Chapter 192-193 and 226 for the 2020 - 2021 School Year:

Provider	NonPublic Services	Rate
Essex Regional Educational Services Commission Fairfield, New Jersey	Compensatory Education English as a Second Language Supplemental Instruction Corrective Speech Home Instruction Evaluation and Determination Nursing Services	To be determined by the State of New Jersey

b.) Business Office

1. Recommend approval of July 2020 transfers within the 2020-2021 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Att. #11)
2. Secretary's Report - Acceptance and Certification - July 2020

Recommend that the West Orange Board of Education accept the Board Secretary's financial report for the month of July 2020, based upon the certification of the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) (3), that no major account or fund has been over expended, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Att. #12)

3. Report of the Treasurer of School Monies - July 2020

Recommend that the West Orange Board of Education acknowledge and accept the Report of the Treasurer of School Monies for the month of July 2020, which report is in agreement with the Secretary's Report. (Att. #13)

4. Recommend acceptance of the following donations/awards:

Donor	Recipient	Donation
Jon Herbst	Redwood School	Dell Inspiron 15 5593 Laptop Computer valued at \$677
PTA, 2019-2020 5th Grade Parents	Redwood School	Global Industrial Floor Scrubber valued at \$2,543.95

5. Recommend approval of the following resolution: (Att. #14)

REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF WEST ORANGE IN THE COUNTY OF ESSEX, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE REFUNDING SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED FEBRUARY 1, 2012, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$31,535,000, APPROPRIATING NOT TO EXCEED \$19,000,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$19,000,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING

6. Recommend approval of proposal with Maschio's Food Services Inc. to provide consulting services to the West Orange School District as part of the Pre-Apprenticeship Grant for our Culinary Arts program, in an amount not to exceed \$25,000, for the 2020-2021 school year. Services will include but not be limited to assistance with curriculum development, training and supervising students off and on site, assisting in the purchasing of materials for on and off site hands-on skills development, instructing students in the American Culinary Federation (ACF) portal in the required skills and techniques, and supervising students in the ACF portal.
7. Recommend approval of the following resolution:

AWARDING CONTRACTS FOR EMERGENCY PURCHASES

WHEREAS, pursuant to the emergency contract provision of N.J.S.A. 18A:18A-7, the School Business Administrator/Purchasing Agent (hereinafter "School Business Administrator") is authorized to award contracts without public bidding when an emergency affects the health and safety of the school, even though the cost of the work will exceed the District's bid threshold;

WHEREAS, the School Business Administrator is satisfied that an emergency exists;

NOW THEREFORE, BE IT RESOLVED that upon the recommendation of the Superintendent, the Board of Education in the Township of West Orange, County of Essex, does hereby ratify and approve the emergency contract awards by its Purchasing Agent, pursuant to N.J.S.A. 18A:18A-7 and N.J.A.C. 5:34-6.1 to: Precision Electric Motor Works, Inc. for air purifiers (bipolar ionization, UV and HEPA filters); Timilon

Technology Acquisitions, Inc. for EnviroKlenz Units (UV and HEPA filters); and D&B Building Solutions for Global Plasma Solutions (GPS), bipolar ionization needlepoint units;

AND BE IT FURTHER RESOLVED, that the Board authorizes and directs its School Business Administrator to execute any documents necessary to effectuate this resolution.

8. Recommend approval of EI Associates, Cedar Knolls, NJ Proposal for Professional Engineering Services with respect to COVID-19 HVAC Upgrades District-wide, in an amount not to exceed \$8,500. (Att. # 15)

D. MISCELLANEOUS

1. Resolution to approve the Revised Central Office/Personnel Calendar for the 2020-2021 school year. (Att. #16)
2. Resolution to approve the Revised Transportation Department Calendar for the 2020-2021 school year. (Att. #17)
3. Resolution to approve the Revised Buildings & Grounds Calendar for the 2020-2021 school year. (Att. #18)

XII. PETITIONS AND HEARINGS OF CITIZENS

XIII. REPORT FROM THE BOARD PRESIDENT AND/OR BOARD MEMBERS

XIV. NEXT BOARD MEETING to be held at 7:30 p.m. on September 21, 2020 at West Orange High School.

XV. EXECUTIVE SESSION (as deemed necessary)

WHEREAS: The Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED: The Board of Education adjourns to closed session to personnel, legal and miscellaneous confidential matters. Be it further

RESOLVED: The minutes of this closed session will be made public when the need for confidentiality no longer exists.

XVI. ADJOURNMENT

NONDISCRIMINATION, EQUITY, AND CULTURAL PROFICIENCY

A. PURPOSE

The West Orange Public Schools Board of Education is deeply committed to fostering a thriving educational community which: (1) recognizes that each and every student matters; (2) ensures that all staff have high expectations of the ability and right of every student to succeed; (3) supports and challenges each and every student to succeed; and (4) empowers all staff to utilize their best teaching methods and performance to obtain from each and every student their best effort and performance. Educational outcomes should never be predictable by any individual's actual or perceived personal characteristics. The Board recognizes that equity demands intensive focus and attention by all members of the West Orange Public School District community to eliminate all gaps in student achievement.

The West Orange Public School District is committed to preparing all students to live and work in a globally-minded society, in a positive learning environment that embraces all unique and individual differences.

The Board expects all members of the West Orange Public School community to be culturally proficient, and to demonstrate mutual respect and sensitivity to any individual's actual or perceived personal characteristics.

The Board and the leadership of the West Orange Public School District require compliance with all federal, state, and local nondiscrimination laws, guidelines, and policies.

B. ISSUE

Discrimination in any form will not be tolerated. The West Orange Public Schools recognizes and will uphold at all times the duty to sustain and promote an inclusive and diverse community that values, supports and enforces equity, inclusion, and acceptance for all in all educational programming and District operations.

The Board recognizes that equity goes beyond meeting the letter of the law. Equity also requires proactive steps to identify and redress implicit biases and structural and institutional barriers that too often have resulted in identifiable groups of students and staff being unjustifiably or disproportionately excluded from or underrepresented in key educational program areas and sectors of the workforce, as well as over-identified in

student discipline actions. Continued vigilance is necessary to end identified inequities that students and staff experience because of their actual or perceived personal characteristics.

C. DEFINITIONS

For the purposes of this bylaw, the following definitions are used:

1. *Personal Characteristics* include actual or perceived race, ethnicity, color, ancestry, national origin, religion, immigration status, sex, gender, gender identity, gender expression, sexual orientation, family/parental status, marital status, age, physical or mental disability, poverty and socioeconomic status, language, or other legally or constitutionally protected attributes or affiliations.
2. *Cultural proficiency* is the ongoing process of becoming knowledgeable of one's own culture, as well as the cultures of others in order to foster an appreciation, understanding, and respect for varying cultural expressions that exist in the actions and interactions of an organization, as well as to strengthen and enrich the organization and the community at large with the presence and contributions of many cultures.
3. *Discrimination* includes actions that are motivated by an individual's intent to target individuals based on their actual or perceived personal characteristics, as well as acts of hate, violence, insensitivity, disrespect, or retaliation—such as verbal abuse, harassment, bullying, slurs, threats, physical violence, vandalism, or destruction of property—that impede or affect the learning or work environment. Discrimination also includes conduct or practices that may be facially neutral but that have an unjustified disparate impact based on individuals' actual or perceived personal characteristics. Discrimination encompasses racism, sexism, and other forms of institutional prejudice in all their manifestations.
4. *Equity* is the commitment to ensure that every student and staff member, without regard to their actual or perceived personal characteristics, is given the individual challenges, support, and opportunities to exceed a rigorous common standard in order to be prepared for academic and career success.
5. *Implicit bias* refers to the attitudes or stereotypes that affect our understanding, actions, and decisions. These biases, which encompass both favorable and unfavorable assessments, may be activated by commonplace verbal behavior or conduct that implicitly communicates a preconceived or prejudicial opinion toward an individual or

group based on the actual or perceived characteristics of the individual or group, with or without an individual's awareness or intentional control.

6. *Micro-aggressions* are the everyday verbal, nonverbal, and environmental slights, snubs, or insults, whether intentional or unintentional, which communicate hostile, derogatory, or negative messages to target persons based solely upon their marginalized group membership.” (Sue, D.W., 2010)

D. BOARD POSITION

1. The Board expects the leadership of the district to develop and promote a culture of high expectations for all students and staff performance that will eliminate inequities of opportunities, raise the level of achievement for all students, and significantly reduce achievement gaps.
2. The Board expects all students and staff to conduct themselves in a manner that demonstrates mutual respect without regard to an individual's actual or perceived personal characteristics.
3. The Board prohibits discrimination, by students and staff, of any kind, directed at persons because of their actual or perceived personal characteristics.
4. The Board commits to modeling the expectations in this bylaw, and expects all Board and West Orange Public Schools' presentations, reports, and decision making to take into account the equity implications of this bylaw.
5. The Board expects the leadership of the West Orange Public Schools to promote equality of educational opportunity by:
 - (A) Addressing disparities in levels of access to factors critical to the success of all students.
 - (B) Working to identify and address structural and institutional barriers that could prevent students from equitably accessing educational opportunities in all schools.
 - (C) Equitably administering disciplinary consequences, including Restorative Practices, as one of the essential components to equitable access to educational opportunities in schools.

Nondiscrimination, Equity, and Cultural Proficiency

(D) Taking proactive steps to help English language learners overcome language and other barriers so they can meaningfully participate in their schools' educational programs.

(E) Providing access to rigorous coursework and equal access to comparable academic programs both among schools and among students within the same school without regard to actual or perceived personal characteristics.

(F) Taking proactive steps to help special education students overcome barriers so they can meaningfully participate in their schools' educational programs.

(G) Encouraging all students to pursue their goals and interests, without regard to historical barriers or stereotypes.

(H) Providing all students with wide access to various and multiple opportunities to enroll in challenging programs and participate in a wide variety of school activities, including athletics, extracurricular and non-academic programs, to enrich their perspectives and to prepare for meaningful and fulfilling work in their chosen careers.

(I) Promoting and encouraging schools, classrooms, work sites, and school-sponsored representations (including mascots, logos, team names, chants, or musical accompaniments) to be inclusive and bias-free, and to provide a welcoming climate for all.

(J) Providing a culturally responsive Prekindergarten to Grade 12 and special education 18-21 curriculum that promotes equity, respect, and civility among our diverse community, which accurately depicts and represents the distinctive contributions of our global community, and provides opportunities for staff and students to model cultural proficiency in every school and program. The curriculum shall enable staff to model and students to develop the following attitudes, skills, and behaviors:

- (i) Value one's heritage and the heritage of others;
- (ii) Respect, value, and celebrate diversity as an essential component of a healthy and thriving community;
- (iii) Value the richness of cultural pluralism and commonality;
- (iv) Develop and promote inclusive relationships and work effectively in cross-cultural environments; and

(v) Confront and eliminate stereotypes related to individuals' actual or perceived personal characteristics.

(K) Using instructional materials that reflect the diversity of the global community, the aspirations, issues, and achievements of members of, including but not limited to, the following groups: women, persons with disabilities, medical challenges, and persons from diverse racial, ethnic, cultural, and LGBTQ+ backgrounds.

(L) Training and education to achieve districtwide cultural proficiency.

(M) Encouraging effective collaboration among staff, parents/guardians, and community members by offering opportunities to enhance cultural proficiency, creating districtwide engagement, and promoting understanding and resolution of differences and disagreements.

(N) Encouraging parents/guardians to have expectations for their children that are consistent with the beliefs, intentions, and obligations set forth in law and as reflected in this bylaw, and to collaborate with West Orange Public Schools staff to meet these expectations.

(O) Promoting engagement of all parents/guardians in their children's education and work to remove barriers that impede their active participation without regard to actual or perceived personal characteristics.

(P) Seeking broad participation on task forces, committees, commissions, and other advisory bodies which represent diverse communities

6. The Board expects the leadership of the West Orange Public Schools to promote equality of employment opportunities by:

(A) Continuing to monitor and promote a diverse workforce and taking appropriate action to create a district free of implicit bias and discrimination in all aspects of employment.

(B) Taking positive steps to eliminate structural and institutional barriers to the recruitment, hiring, retaining, and promoting of a diverse workforce.

(C) Identifying staff positions in which individuals from diverse backgrounds are underrepresented, and acting to promote a diverse workforce by actively

recruiting and/or promoting qualified candidates from diverse backgrounds, consistent with negotiated agreements.

(D) Continuing to recruit staff to positions that are nontraditional for their gender.

(E) Empowering staff to promote the Board's beliefs expressed in this bylaw in daily interactions with peers, students, parents/guardians and members of the community.

E. DESIRED OUTCOMES

1. Every school and work site will embody a culture of respect among all individuals, regardless of perceived or actual personal characteristics, grounded in the Board's foundational expectation that all individuals and groups of individuals will interact in a respectful and civil manner.
2. Structural and institutional barriers to educational and employment opportunities will be eliminated.
3. Every school and work site will be free of discriminatory acts of hate, violence, insensitivity, and disrespect.
4. Educational outcomes shall not be predictable by actual or perceived personal characteristics, and gaps in student achievement will be significantly reduced.
5. Students and staff will continue to be models in the community of civility, acceptance, respect, and positive interactions.
6. The educational experiences of all students will be enriched by providing exposure to staff from many backgrounds reflecting the pluralistic nature of the community and broader world, thereby providing settings for education that promote understanding of diversity and contribute to the quality of the exchange of ideas inherent in the educational setting.

F. IMPLEMENTATION STRATEGIES

1. The Board will address disparities in levels of access to resources critical to the success of students by allocating resources, within budgetary constraints, to students in greater need, as well as to schools that serve larger numbers of students in need.
2. The leadership of the West Orange Public Schools will:

Nondiscrimination, Equity, and Cultural Proficiency

(A) Engage with staff, students, parents/guardians, and the entire community to build and sustain a culture emblematic of the ideals of this bylaw.

(B) Identify the multiple indicators necessary to monitor student outcomes, engagement, and school climate, and specific data that will be used to (i) ensure accountability for student, school, and districtwide performance; (ii) reduce variability in outcomes; (iii) ensure that academic outcomes will not be predictable by actual or perceived personal characteristics; and (iv) ensure that student performance is assessed and reported transparently to the public.

(C) Develop programs, curricula, instructional materials, and activities, including athletics, extracurricular and non-academic programs and activities, that will provide all students with the knowledge, skills, attitudes, and behaviors conducive for living and working together in our increasingly diverse township, county, state, nation, and world.

(D) Provide professional development and training to ensure that all staff are culturally proficient and possess the skills, knowledge, and beliefs about social emotional learning and the mental health of students to create a learning environment that is student-centered and meets the individual and diverse needs of students.

(E) Train and support staff in fostering welcoming environments for all by encouraging respectful and civil discourse and interactions among all staff, students, parents/guardians, and community members at all times; and in using resources, such as interpreters and translated documents, to remove cultural or linguistic barriers that may prevent families from engaging with their children's education.

(F) Implement strategies, including professional learning, SEL and school culture and climate initiatives, to review relevant policies and procedures with staff, families, and students to prevent discrimination and the procedures to be followed to resolve, monitor, and analyze such incidents if they occur.

(G) Work cooperatively with staff, students, parents/guardians/caretakers, the West Orange Town Council, local law enforcement agencies, other county agencies, community groups, business organizations, and other stakeholders to increase equity and reduce discrimination for students and staff.

(H) Present to the public at least twice annually including the District Assessment Report and mid-year district goal update on progress toward

eliminating disproportionalities, as reflected in various measures of student achievement and success, including but not limited to, standardized testing, attendance, suspensions, college admission, and enrollment in higher level and AP coursework and Gifted and Talented programs.

3. Goal setting by the board, district administration and certificated staff will be based, at least in part, on the objectives, focuses, and priorities outlined in this bylaw.

Related Sources:

U.S. Constitution U.S.C.), Amendment 14; Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq.; Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e et seq.; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq.; 34 Code of Federal Regulations (CFR), Part 106, 34 CFR Part 100; Individuals with Disabilities Education Act (IDEA), 20 U.S.C. § § 1400-1487; Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794; Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq.; Section 1981 of the Civil Rights Act of 1866, 42 U.S.C. § 1981; Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634; Equal Pay Act of 1963, 29 U.S.C. § 206(d).

1648 RESTART AND RECOVERY PLAN

On June 26, 2020, the New Jersey Department of Education (NJDOE) published “The Road Back – Restart and Recovery Plan for Education” (Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students’ unique needs during these unprecedented times. The NJDOE required school districts in the State to develop, in collaboration with community stakeholders, a “Restart and Recovery Plan” (Plan) to reopen schools that best fits the district’s local needs.

The Guidance requires the Board of Education to adopt certain policies and the Board adopts Policy 1648 to address those policy requirements in the Guidance. Policy 1648 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

A. NJDOE Guidance – Key Subject Area 1 – Conditions for Learning

1. Transportation

- a. If the school district is providing transportation services on a school bus, a face covering must be worn by all students upon entering the school bus unless doing so would inhibit the student’s health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities. Exceptions to the face covering requirements shall be those outlined in A.2.d. below:
 - (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's particular need and in accordance with all applicable laws and regulations.
- b. The school district shall use best practices for cleaning and disinfecting district-owned school buses and other transportation vehicles in accordance with A.3. below.
- c. District-employed school bus drivers and aides on district-owned school buses shall practice all safety actions and protocols as indicated for other school staff.



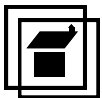
- d. If the school district is using contracted transportation services, the contractor shall ensure all Board of Education safety actions and protocols are followed by the contractor and its employees and/or its agents.

[See Policy Guide 1648 – Appendix C for the protocols/procedures for “Transportation” which is also included in the school district’s Restart and Recovery Plan.]

- 2. Screening, Personal Protective Equipment (PPE), and Response to Students and Staff Presenting Symptoms
 - a. The school district shall screen students and employees upon arrival to a school building or work location for COVID-19 symptoms.
 - (1) Designated staff members must visually check students and employees for symptoms upon arrival (which may include temperature checks) and/or confirm with families that students are free of COVID-19 symptoms.
 - (2) Health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
 - (3) Results must be documented when signs/symptoms of COVID-19 are observed.
 - (4) The screening protocol will take into account students and employees with disabilities and accommodations that may be needed in the screening process for those students and employees.
 - (5) Students and employees with symptoms related to COVID-19 must be safely and respectfully isolated from others.
 - (6) If the school district becomes aware that an individual who has spent time in a school district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.



- b. School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age.
 - (1) If a visitor refuses to wear a face covering for non-medical reasons and/or if the visitor does/is not wearing a face covering at the point of entry, the visitor's entry to the school/district facility may be denied.
- c. Students are required to wear face coverings, unless doing so would inhibit the student's health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.
 - (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's need and in accordance with all applicable laws and regulations. In order for the requirement for face coverings to be excused, medical documentation must be provided.
- d. Exceptions to the Requirement for Face Coverings
 - (1) Doing so would inhibit the individual's health.
 - (2) The individual is in extreme heat outdoors.
 - (3) The individual is in water.
 - (4) A student's documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of a face covering.
 - (5) The student is under the age of two, due to the risk of suffocation.
 - (6) During the period a student is eating or drinking.



- (7) Face coverings should not be placed on anyone who has trouble breathing or is unconscious, or anyone who is incapacitated or otherwise unable to remove the face covering without assistance (e.g. face coverings should not be worn by Pre-K students during nap time).
- (8) The student is engaged in high intensity aerobic or anaerobic activities.
- (9) Face coverings may be removed during gym and music classes when individuals are in a well-ventilated location and able to maintain a physical distance of at least six feet apart.
- (10) When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.

[See Policy Guide 1648 – Appendix E for the protocols/procedures for “Screening, PPE, and Response to Students and Staff Presenting Symptoms” which is also included in the school district’s Restart and Recovery Plan.]

3. Facilities Cleaning Practices

- a. The school district must continue to adhere to existing required facilities cleaning practices and procedures and any new specific requirements of the local health department as they arise.
- b. A procedure manual must be developed to establish cleaning and disinfecting schedules for schools and school equipment, targeted areas to be cleaned, and methods and materials to be used.

[See Policy Guide 1648 – Appendix G for the protocols/procedures for – “Facilities Cleaning Practices” which is also included in the school district’s Restart and Recovery Plan.]

4. Wraparound Supports

- a. Mental Health Supports



The school district's approach to student mental health supports will be affected by the learning environment in place at the beginning of the school year. If in-person instruction is not feasible, the district must find other ways to assess and monitor students' mental health.

[See Policy Guide 1648 – Appendix K for the protocols/procedures for “Academic, Social, and Behavioral Supports” which is also included in the school district's Restart and Recovery Plan.]

5. Contact Tracing

- a. Upon notification that a resident has tested positive for COVID-19, the local health department will call the school district to determine close contacts to whom they may have spread the virus, where close contact is defined as being within six feet for a period of at least ten minutes.
- b. The school district shall assist the local health department in conducting contact tracing activities, including ongoing communication with the identified individual and/or their contacts.
- c. The school district shall ensure adequate information and training is provided to the staff as necessary to enable staff to carry out responsibilities assigned to them.
- d. A staff liaison(s) shall be designated by the Superintendent or designee and shall be responsible for providing notifications and carrying out other components that could help ensure notifications are carried out in a prompt and responsible manner.
- e. School districts shall allow staff, students, and families to self-report symptoms and/or suspected exposure.

[See Policy Guide 1648 – Appendix F for the protocols/procedures for “Contact Tracing” which is also included in the school district's Restart and Recovery Plan.]

B. NJDOE Guidance – Key Subject Area 2 – Leadership and Planning

1. Scheduling



- a. The school district's Plan must account for resuming in-person instruction and shall provide steps to shift back to virtual learning models if circumstances change and in-person instruction guidelines can no longer be followed.
 - (1) The Board will provide parents/guardians with the opportunity to select full-time remote instruction for their children and the ability to transition from remote instruction to in-person instruction, in accordance with Board Policy and district directives.
- b. The school district's Plan accommodates opportunities for both synchronous and asynchronous instruction, while ensuring requirements for a 180-day school year are met.
- c. The school district recognizes special populations will require unique considerations to ensure the continuity of learning as well as the health and safety of students and staff within the least restrictive environment.
 - (1) Special Education and English Language Learners (ELL)
 - (a) The school district shall provide educators with professional development to best utilize the accessibility features and accommodations tools made available through technology-based formats in accordance with this Policy.
 - (b) The school district shall continue to ensure students receive individualized supports that meet the requirements of the IEP and 504 Plans.

[See Policy Guide 1648 – Appendix N for the protocols/procedures for “Scheduling of Students” which is also included in the school district's Restart and Recovery Plan.]

2. Staffing

- a. The school district shall comply with all applicable employment laws when making staffing and scheduling requirements, including, but not limited to, the Americans Disabilities Act (ADA), the Health Insurance Portability and Accountability Act (HIPPA), and all applicable State laws.



- b. As the school district adjusts schedules, teaching staff members must maintain quality instruction for students pursuant to the minimum requirements set forth in NJDOE regulation.

[See Policy Guide 1648 – Appendix O for the protocols/procedures for “Staffing” which is also included in the school district’s Restart and Recovery Plan.]

C. NJDOE Guidance – Key Subject Area 3 – Policy and Funding

1. School Funding

a. Purchasing

The school district may likely need to purchase items not needed in the past and may experience increased demand for previously purchased goods and services to implement the Plan. The school district shall continue to comply with the provisions of the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq.

b. Use of Reserve Accounts, Transfers, and Cashflow

The school district shall apply for the approval from the Commissioner of Education, prior to performing certain budget actions, such as withdrawing from the emergency reserve account or making transfers that cumulatively exceed ten percent of the amount originally budgeted.

c. Costs and Contracting

The school district shall follow all New Jersey State laws and regulations applicable to local school districts for purchasing when procuring devices and connectivity or any technology related item.

D. NJDOE Guidance – Key Subject Area 4 – Continuity of Learning

1. Ensuring the Delivery of Special Education and Related Services to Students with Disabilities

- a. The school district shall continue to meet their obligations to students with disabilities to the greatest extent possible.



2. Professional Learning

- a. The school district shall prepare and support teaching staff members in meeting the social, emotional, health, and academic needs of all students throughout the implementation of the Plan.

(1) Professional Learning

- (a) The school district shall grow each teaching staff member's professional capacity to deliver developmentally appropriate standards-based instruction remotely.

(2) Mentoring and Induction

- (a) The school district shall ensure:
 - (i) All novice provisional teachers new to the district be provided induction;
 - (ii) One-to-one mentoring is provided to novice provisional teachers by qualified mentors;
 - (iii) Mentors can provide sufficient support and guidance to novice provisional teachers working in a remote environment;
 - (iv) Mentoring is provided in both hybrid and fully remote learning environments and that mentors and provisional teachers will agree upon scheduling, structure, and communication strategies they will use to maintain the mentoring experience; and
 - (v) The use of online collaborative tools for school staff to remain connected to other mentors, new teachers, and administrators to maintain a sense of communal support.

(3) Evaluation



- (a) The school district has considered the requirements and best practices with provisional status teachers, nontenured educators, and those on Corrective Action Plans (including extra observations, extra observers, assuring more frequent feedback and face-to-face).

3. Career and Technical Education (CTE)

- a. The school district shall implement innovative learning models for new learning environments regarding CTE.

- b. Quality CTE Programs

The school district shall ensure students have access to appropriate industry-recognized, high-value credentials.

- c. Work-Based Learning

The school district will ensure students are provided the opportunity to participate in safe work-based learning, either remotely (simulations, virtual tours, etc.) or in-person.

New Jersey Department of Education “The Road Back – Restart and Recovery Plan for Education”

Memorandum – New Jersey Governor and Department of Education –
Conditions for Learning – Health and Safety – August 3, 2020

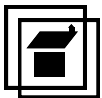
Adopted:



Appendices

The provisions of the attached Appendices C, E, F, G, K, N, and O from the district's Restart and Recovery Plan are included in Policy 1648.

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1648.02 REMOTE LEARNING OPTIONS FOR FAMILIES

On July 24, 2020, the New Jersey Governor and the Commissioner of Education published a supplemental guidance document titled “Clarifying Expectations Regarding Fulltime Remote Learning Options for Families 2020-2021” as a result of the COVID-19 pandemic. This supplemental guidance includes an additional “anticipated minimum standard,” as this phrase is used throughout “The Road Back: Restart and Recovery Plan for Education” (NJDOE Guidance). This additional “anticipated minimum standard” provides that, in addition to the methods and considerations explicitly referenced in the NJDOE Guidance for scheduling students for in-person, remote, or hybrid learning, families/guardians (hereinafter referred to as “parents”) may submit, and school districts shall accommodate, requests for full-time remote learning.

Requests for full-time remote learning may include any service or combination of services that would otherwise be delivered to students on an in-person schedule, which may be a hybrid schedule, such as instruction, behavioral and support services, special education, and related services. A parent may request some services be delivered entirely remotely, while other services follow the same schedule they otherwise would according to the provisions in the school district’s Restart and Recovery Plan (Plan) and Policy 1648.

A parent may contact the Principal or designee of the building the student would attend with any questions on: a request to transition from in-person services to full-time remote learning; a request to transition from full-time remote learning to hybrid or in-person services in accordance with the district’s Reopening Plan; the procedures of this Policy; and/or any other information regarding the school district’s Plan and Policy 1648.

To ensure clarity and consistency in implementation of full-time remote learning, the Board of Education adopts this Policy that addresses the following:

A. Unconditional Eligibility for Full-time Remote Learning

1. All students are eligible for full-time remote learning.
 - a. Eligibility for full-time remote learning cannot be conditioned on a parent demonstrating a risk of illness or other selective criteria.



- b. Unconditional eligibility for full-time remote learning includes students with disabilities who attend in-district schools or receiving schools (county special services school districts, educational services commissions, jointure commissions, Katzenbach School for the Deaf, regional day schools, college operated programs, and approved private schools for students with disabilities).

B. Procedures for Submitting Full-time Remote Learning Requests

1. A parent may request a student receive full-time remote learning from the school district by submitting a written request to the Principal of the school building their child would attend. The written request shall be provided to the Principal at least fourteen calendar days before the student is eligible to commence full-time remote learning in accordance with B.2. below.
2. The student may begin full-time remote learning within thirty school days after receiving written approval of the Principal or designee.
3. The request form can be accessed by clicking on the following link, which includes information a parent needs to complete the request.
<https://docs.google.com/forms/d/1azCMTU5uDNJtU8z9NMSEbXmcB1MP-CPnNAbeRIHp-SI/edit?usp=sharing>

The written request for the student to receive full-time remote learning shall include:

- a. The student's name, school, and grade;
- b. The technology the student will be using to receive full-time remote learning, including the student's connectivity capabilities;
- c. A request for any service or combination of services that would otherwise be delivered to the student on an in-person or hybrid schedule, such as instruction, behavioral and support services, special education, and related services;
- d. For students with disabilities, the school district staff will determine if an Individualized Education Plan (IEP) meeting or an amendment to a student's IEP is needed for full-time remote learning; and



e. Any additional information the Principal or designee requests to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.

(1) The documentation required by the school district to be provided in the parent's request for full-time remote learning shall not exclude any students from the school district's full-time remote learning option, but rather be limited to the minimum information needed to ensure proper recordkeeping and implementation of successful remote learning.

4. Upon receiving the written request, the Principal or designee may request additional information from the parent to assist the Principal or designee in providing the student the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.

5. The Principal or designee will review the written request and upon satisfaction of the procedures outlined in this Policy, the Principal or designee will provide written approval of the parent's request for full-time remote learning.

a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.

6. The Principal's written approval of the request shall be provided to the parent within ten school days of receiving the parent's written request.

a. The written approval will include the date the remote learning program will commence for the student in accordance with B.2. above.

C. Scope and Expectations of Full-Time Remote Learning

1. The scope and expectations of the school district's full-time remote learning program will include, but not be limited to, the following:



- a. The length of the school day pursuant to N.J.A.C. 6A:32-8.3 and compliance with the Board's Attendance Policy and Regulation 5200; the provisions of the district's remote learning program outlined in the school district's Plan; and any other Board policies and regulations that govern the delivery of services to, and district expectations of, students participating in the remote learning program and their families;
- b. The technology and the connectivity options to be used and/or provided to the student during remote learning; and
- c. Any additional information the Principal or designee determines is needed to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs (i.e. students participating in a hybrid model).
 - (1) This includes, for example, access to standards-based instruction of the same quality and rigor as afforded all other students of the district, the district making its best effort to ensure that every student participating in remote learning has access to the requisite educational technology, and the provision of special education and related services to the greatest extent possible.
- d. The school district will endeavor to provide supports and resources to assist parents, particularly those of younger students, with meeting the expectations of the school district's remote learning option.

D. Procedures to Transition from Full-Time Remote Learning to In-Person Services

1. A parent may request their student transition from full-time remote learning to in-person services, if in-person services are being provided, by submitting a written request to the Principal of the building the student will attend. This request must be submitted at least thirty calendar days before the student is eligible for in-person services.
2. A student is only eligible to transition from full-time remote learning to in-person services commencing at the beginning of a mid-year semester or within thirty school days after receiving written approval of the Principal or designee.



3. The written request from the parent for the student to transition from full-time remote learning to in-person services shall include:
 - a. The student's name, school, and grade;
 - b. The in-person program may only commence for a student transitioning from full-time remote learning to in-person services in accordance with D.2. above; and
 - c. Any additional information the Principal or designee determines would be important on the student's transition from full-time remote learning to in-person services.
4. A student previously approved for remote learning wanting to transition into the school district's in-person program must spend at least one marking period in remote learning before being eligible to transition into the school district's in-person program.
 - a. This will allow parents to make the arrangements needed to effectively serve students' home learning needs and will support educators in ensuring continuity of instruction for the student.
5. The Principal or designee will review the request for compliance with this Policy, and upon satisfaction of the procedures in this Policy, will provide the parent of the student a written approval of the student entering the school district's in-person program.
 - a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.
6. Upon approval of the student's transition from full-time remote learning to in-person services, the school district will provide specific student and academic services to better assist parents anticipate their student's learning needs and help educators maintain continuity of services.
7. School districts that offer Pre-K will consult their Pre-K curriculum providers regarding appropriate measures to assess a Pre-K student's learning progress during the transition from full-time remote learning to in-person learning.



E. Reporting

1. To evaluate full-time remote learning, and to continue providing meaningful guidance for school districts, it will be important for the New Jersey Department to Education (NJDOE) to understand the extent and nature of demand for full-time remote learning around the State.
 - a. The school district will be expected to report to the NJDOE data regarding participation in full-time remote learning. Data will include the number of students participating in full-time remote learning by each of the following subgroups: economically disadvantaged; major racial and ethnic groups; students with disabilities; and English learners.

F. Procedures for Communicating District Policy with Families

1. The school district will have clear and frequent communication with parents, in their home language, to help ensure this important flexibility is as readily accessible as possible. Communication must include, at a minimum, information regarding:
 - a. Summaries of, and opportunities to review, the school district's full-time remote learning Policy/Plan;
 - b. Procedures for submitting full-time remote learning requests in accordance with B. above;
 - c. Scope and expectations of full-time remote learning in accordance with C. above;
 - d. The transition from full-time remote learning to in-person services and vice-versa in accordance with B. and D. above; and
 - e. The school district's procedures for ongoing communication with families and for addressing families' questions or concerns.

G. Home or Out-of-School Instruction

1. No provision of this Policy supersedes the district's requirements to provide home or out-of-school instruction for the reasons outlined in N.J.S.A. 18A, N.J.A.C. 6A, or any applicable Board policy unless determined otherwise by the Superintendent or designee.



[See the District's Restart and Recovery Plan – Appendix Q for the protocols/procedures for “Remote Learning Options for Families” which is outlined in the school district's Restart and Recovery Plan.]

New Jersey Department of Education Guidance Document:
“Clarifying Expectations Regarding Fulltime Remote Learning
Options for Families 2020-2021”

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Adopted:



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Restart and Recovery Plan – Full-Time

Remote Instruction

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[See POLICY ALERT No. 221]

1648.03 RESTART AND RECOVERY PLAN – FULL-TIME REMOTE INSTRUCTION

On June 26, 2020, the New Jersey Department of Education published “The Road Back - Restart and Recovery Plan for Education” (NJDOE Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance, including revisions, provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students’ unique needs during these unprecedented times. The NJDOE Guidance required school districts to develop, in collaboration with community stakeholders, a “Restart and Recovery Plan” (Plan) to reopen schools that best fit the district’s local needs.

The NJDOE Guidance requires the Board of Education to adopt certain policies and the Board previously adopted Policies 1648 and 1648.02 to address these policy requirements. Board policies related to Covid-19 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

On August 13, 2020, the Governor of New Jersey signed Executive Order 175 indicating public school districts shall resume partial or full-time in-person instruction during the fall of school year 2020-2021. However, Executive Order 175 also indicates public school districts that are or become unable to satisfy the health and safety requirements for in-person instruction delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021” and detailed in the “The Road Back - Restart and Recovery Plan for Education” Guidance, may provide full-time remote instruction to all students pursuant to N.J.S.A. 18A:7F-9.

Public school districts that determine they cannot provide in-person instruction must submit documentation to the Department of Education that identifies:

1. The school building(s) or grade level(s) within the district that will provide full-time remote instruction;



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Restart and Recovery Plan – Full-Time Remote Instruction

2. The specific health and safety standards delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021,” and detailed in the “The Road Back - Restart and Recovery Plan for Education” Guidance, that the school is unable to satisfy;
3. The school’s anticipated efforts to satisfy the identified health and safety standard(s); and
4. A date by which the school anticipates the resumption of in-person instruction.

Such documentation must be submitted to the Department of Education at minimum one week prior to the public school district’s first day of school.

The NJDOE, by way of the Executive County Superintendent, shall request periodic updates from the Superintendent of Schools of a public school district offering only remote instruction to demonstrate the school district is actively engaged in good-faith efforts toward the resumption of in-person instruction.

All instruction, whether in-person instruction or remote instruction, for the 2020-2021 year, shall adhere to the following requirements, and any other requirements imposed by Order, statute, or regulation:

1. A school day, whether in-person or remote must consist of at least four (4) hours of active instruction to students by an appropriately certified teacher, except that one continuous session of two and one-half hours may be considered a full day in Kindergarten, pursuant to N.J.A.C. 6A:32-8.3.
2. District and school policies for attendance and instructional contact time will need to accommodate opportunities for both synchronous and asynchronous instruction, while ensuring the requirements for a 180-day school year are met pursuant to N.J.S.A. 18A:7F-9.
3. All instructional time shall be provided in accordance with the New Jersey Student Learning Standards (NJSLs).



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Restart and Recovery Plan – Full-Time
Remote Instruction

All public school districts participating in the National School Lunch and Breakfast Programs, regardless of whether they are required to participate or voluntarily opt-in to the programs, must offer the required meals to all children, regardless of eligibility, when the school day involves at least four hours of in-person or remote instruction.

For the 2020-2021 school year, the use of student growth data based on standardized assessment or student growth percentile shall be waived and shall not be used as a measure of educator effectiveness in the overall evaluation of any educator in accordance with N.J.S.A. 18A:6-123(b)(2) and (4).

Paragraph 8 of Executive Order No. 107 (2020), which prohibits in-person dining at certain establishments that are open to the public, shall not apply to school district cafeterias provided that social distancing can be maintained and access is limited to staff and students and not available to the general public. Such cafeterias must adhere to infection control practices outlined for dining in the applicable reopening documents issued by the Department of Education.

Executive Order 175 – August 13, 2020

Adopted:



2020-2021 B and G Stipends

First	Last	DOH	Black Seal	Forklift	HVAC	Journeyman	Electrical	Locksmith	Account Code	Location
Timothy	Allen	3/1/2004	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.263.110.00.00.000	Grounds
Rosa	Ardon	8/12/2003	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.06.090	Roosevelt
Luz	Bermudez	7/1/2008	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.13.160	Redwood
Edward	Cassidy	5/10/1988	\$1,150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Henry	Charles	4/17/1991	\$1,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Elmer	Ciamillo	7/1/2000	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.263.110.00.00.000	Grounds
Gerard	Companion, Jr.	4/13/2009	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.10.130	Hazel
Gerard	Companion, Sr.	5/1/2001	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.12.150	Kelly
Gustavo	Contreras	2/23/2015	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.09.120	Gregory
Raul	Contreras Veloz	5/4/2010	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.263.110.00.00.000	Grounds
Maria	Cruz	5/1/2000	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.13.160	Redwood
Delmi	Cruz	2/1/2005	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
John	Diminich	12/4/2000	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Alexander	Espinoza	8/1/1991	\$1,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.15.180	Washington
Cesar	Esquivel	3/2/2009	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.263.110.00.00.000	Grounds
Michael	Facchiano	8/1/1991	\$1,150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.07.000	Administration
Juan	Febrero Alves	2/11/2020	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.04.070	Edison
Antonio	Fernandez-Batista	7/19/2006	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.09.120	Gregory
Joseph	Ferville	9/6/2016	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.06.090	Roosevelt
Juan	Flores	5/15/2006	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.263.110.00.00.000	Grounds
Noah	Formey	4/7/2014	\$700.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.61.000	Maintenance
Rosa	Gomez	11/16/2005	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.05.135	Liberty
Luis	Grajales	9/23/2019	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.263.110.00.00.000	Grounds
Michael	Hanley	7/1/1999	\$1,150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.61.000	Administration
Mercedes	Hidalgo	2/10/2015	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Marcelous	Hockaday	10/30/2017	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.13.160	Redwood
Michael	Housel	7/13/2015	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Brian	Kearns	8/30/2013	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.07.000	Administration
Fazal	Khan	7/18/1994	\$1,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.10.130	Hazel
Juan	Lopez	9/6/2016	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.05.135	Liberty
Christian	Lopez	7/1/2014	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.263.110.00.00.000	Grounds
Claudy	Louigene	1/15/2005	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Aracelio	Mantilla	1/10/2006	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.11.140	Mt. Pleasant
Cummings	Margie	7/1/2019	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.08.300	
Ike	Martin	1/3/2006	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.263.110.00.00.000	Grounds
Nicholas	McCormick	7/16/2012	\$700.00	\$150.00	\$0.00	\$1,500.00	\$0.00	\$0.00	11.000.262.110.00.61.000	Maintenance

To be disbursed in two payments: December 2020 and June 2021

Stipends may be adjusted pending ratification of collective bargaining agreement
Board approved September 10, 2020

2020-2021 B and G Stipends

Maire	Meme	9/19/2017	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.11.140	Mt. Pleasant
Brano	Micic	2/1/2001	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Zeljko	Miric	7/1/2000	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.14.170	St. Cloud
Gordana	Miric	7/1/2000	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Moshe	Mitchell	9/4/2012	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.06.090	Roosevelt
Fernando	Molina	4/2/2007	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Nicholas	Munoz	10/1/2010	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.15.180	Washington
Gerard	Narcisse	5/1/1993	\$1,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Marco	Ortiz Lopez	7/1/2019	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.14.170	St. Cloud
Vito	Pantaleo	10/13/1998	\$1,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.05.135	Liberty
Ramon	Perez	7/1/2006	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.61.000	Maintenance
Jose	Perez	9/1/2006	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Leonides	Perez Velez	10/8/2013	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Claudio	Raglievich	10/11/1999	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.12.150	Kelly
Vladimir	Rotbaum	7/1/2006	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.04.070	Edison
Robert	Sabino	2/10/2015	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.08.300	BMELC
Juan	Saker	1/1/2006	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.06.090	Roosevelt
Angela	Salazar	11/12/2006	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.05.135	Liberty
Carlos	Salazar	1/1/2006	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.03.050	WOHS
Larry	Sanders	7/1/2015	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.11.140	Mt. Pleasant
Ghassan	Shakshir	12/9/2015	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.05.135	Liberty
Troy	Smith	3/4/2018	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.12.150	Kelly
James	Smith	3/1/1993	\$1,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.13.160	Redwood
Nicholas	Szoke	2/21/2017	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.61.000	Maintenance
Daisy	Tello	5/15/2006	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.14.170	St. Cloud
William	Temple	11/1/2000	\$700.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.61.000	Maintenance
Edwin	Torres	7/7/2011	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.09.120	Gregory
Luz	Vaneges	1/1/2006	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.05.135	Liberty
Giovanni	Veloz	1/15/2005	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.04.070	Edison
Richard	Walsh	10/9/2013	\$700.00	\$150.00	\$1,500.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.61.000	Maintenance
Robert	Williams	8/21/2013	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.15.180	Washington
Glen	Wnek	8/1/1986	\$1,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11.000.262.110.00.12.150	Kelly

To be disbursed in two payments: December 2020 and June 2021

Stipends may be adjusted pending ratification of collective bargaining agreement
Board approved September 10, 2020

SIDEBAR AGREEMENT

**Re: Director of Buildings and Grounds
Removal of the position from the WOAA CBA**

This Agreement is made this _____ day of September, 2020, between the West Orange Board of Education (BOE) and the West Orange Administrator Association (WOAA) and changes the existing (expired, but controlling) Collective Bargaining Agreement (CBA) between the parties; and

WHEREAS the Director of Buildings and Grounds is the only non-certificated position recognized in the CBA; and

WHEREAS the BOE wishes for this position to be removed from the WOAA CBA;

NOW, THEREFORE, it is AGREED as follows:

1. Effective _____, the Director of Buildings and Grounds position shall be removed from the WOAA collective bargaining unit; and
2. The language in Article I_Recognition of the WOAA CBA will be modified to reflect the removal of this position during collective negotiations.

WEST ORANGE BOARD OF EDUCATION

WEST ORANGE ADMINISTRATOR ASSOC

BY: _____
Ken Alper, President

BY: _____
Marie DeMaio, President

SIDEBAR AGREEMENT

RE: ADDITIONAL NON-CONTACT DAYS

This Agreement is made this _____ day of August, 2020, between the West Orange Board of Education (BOE) and the West Orange Education Association (WOEA) and modifies the existing (expired, but controlling) Collective Bargaining Agreement (CBA) between the parties in order to permit flexibility that both parties deem beneficial; and

WHEREAS the COVID-19 pandemic represents a dangerous and deadly situation, unprecedented in modern times, and this pandemic has had unexpected and serious impacts on the functioning of schools; and

WHEREAS the work year for 10 month teachers and paraprofessionals normally consists of not more than 181 days of student contact plus two days without student contact; and

WHEREAS the pandemic has create a situation where there is a need to provide remote instruction for some or all of the students for a period of time; and

WHEREAS the BOE and WOEA acknowledge and agree that the professional and paraprofessional staff would benefit from an additional three days of training to improve remote instructional skills;

NOW, THEREFORE, it is AGREED as follows:

1. For the 2020-2021 school year only, the work year for ten month professionals and paraprofessionals, plus those whose work year is augmented by the changes set forth herein, (collectively the Impacted Staff) shall be extended to include an additional three (3) days of required training concerning best practices for remote instruction; and
2. For the 2020-2021 school year only, there shall be an additional half-day of training at which attendance is purely voluntary on the part of the Impacted Staff; and
3. In compensation for these additional work days, the BOE shall credit each of the Impacted Staff with an additional three (3) Unrestricted Personal Days, over and above the three (3) Personal Days credited each year per the CBA; and
4. If any of these days are not used in the 2020-2021 school year, any such unused days shall be carried over as Restricted Personal Days (limited as to automatic entitlement to use by the language of the CBA) into the 2021-2022 school year, and
5. That notwithstanding the description of personal days as Unrestricted or Restricted, no staff member shall be entitled to use four or more consecutive personal days without the approval of the Superintendent, which approval shall not be unreasonably withheld; and
6. Any such day that remains unused as of June 30, 2022 shall not carry over as a Personal Day, but shall roll over as a sick day for the employee at the beginning of the 2022-2023 school year; and
7. Nothing herein is intended to alter, amend, increase, or diminish any other terms set forth in the CBA or the rights of either the BOE or WOEA under the CBA, except as set forth herein.

WEST ORANGE BOARD OF EDUCATION

WEST ORANGE EDUCATION ASSOC

BY: _____
Kenneth Alper, President

BY: _____
Mark C. Maniscalco, President

Student Teaching / Practicum 2020-2021**9.10.20**

Student Teacher Candidate	Affiliated University	Effective Dates
Evan Anderson	Caldwell University	9/8/20 - 5/30/21
Paulina Andolino	Montclair State University	9/8/20 -6/18/21
Alyson Brockmann	Montclair State University	9/8/20 -6/18/21
Sarah Dowd	New Jersey City University	9/14/20 -12/22/20
Tristan James	Montclair State University	9/8/20 -6/18/21
Lauren Mann	Caldwell University	9/8/20 - 12/2/20
Allison Obrien	Montclair State University	9/8/20 -6/18/21
Hannah Park	Montclair State University	9/8/20 -6/18/21
Katie Sedita	Montclair State University	9/8/20 -6/18/21
Allison Smeriglio	Montclair State University	9/8/20 -6/18/21
Omayra Soriano	Montclair State University	9/8/20 -6/18/21
Allison Tilley	Montclair State University	9/8/20 -6/18/21
Elizabeth Weissenberger	Caldwell University	9/8/20 - 5/30/21

Curriculum 2020 - 2021

Department	Title of Curriculum
ELA	Kindergarten Reading / Writing
	Grade 1 - Reading / Writing
	Grade 2 - Reading / Writing
	Grade 3 - Reading / Writing

Transfers for the month of July 2020 within the 2020-2021 budget in compliance with N.J.A.C. 6A:23-2.11(A)2.

#	Account Number	Account Name	Amount	Account Number	Account Name	Amount
1	11-000-219-104	Salary-CST	\$10,000	11-000-211-340	Attendance-Prof./Tech. Svc.	\$10,000
2	11-000-213-100	Salary-Nurses	\$5,000	11-000-213-600	Nursing Supplies	\$5,000
3	11-000-240-105	Salary-Secretary	\$11,500	11-000-240-320	Purch. Prof. Svc.-Mentor	\$1,000
	11-000-240-299	Unused Sick Payout	\$602	11-000-240-199	Unused Vacation Payout	\$11,102
4	11-000-262-622	Electric	\$204,379	11-000-262-300	Purch. Prof./Tech. Svc.	\$204,379
5	11-000-262-520	Prop./Fire Liability Ins.	\$40,000	11-000-262-610	Custodian Supplies	\$40,000
6	11-000-262-626	Vehicle Maint.-Gas/Oil	\$1,800	11-000-262-890	Ops. & Maint.-Dues/Fees	\$1,800
7	11-000-266-110	Salary-Security	\$15,000	11-000-266-390	Security-Purch. Prof. Svcs.	\$5,900
				11-000-266-610	Security Supplies	\$9,100
8	11-000-270-615	Trans. Vehicle Supplies	\$2,073	11-000-270-593	Trans. Misc. Purch. Svc.	\$2,073
9	11-120-100-101	Salary-Elementary Teacher	\$15,333	11-190-100-299	Unused Sick Payout	\$15,333
10	11-000-240-103	Salary-Principals	\$602	11-204-100-610	LLD Supplies	\$4,302
	11-204-100-106	Salary-LLD Aides	\$3,700			
11	11-190-100-610	Pupil Supplies	\$500	11-213-100-610	Res. Room Supplies	\$500
12	12-000-252-730	Equip.-Technology	\$2,181	12-000-263-730	Equip.-Grounds	\$2,181

8/28 9:37am

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 1 Month Period Ending 07/31/2020

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ASSETS AND RESOURCES

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--- A S S E T S ---

101	Cash in bank		\$8,995,921.54
116	Capital reserve Account		\$572.98
121	Tax levy receivable		135,491,179.00
	Accounts receivable:		
132	Interfund	\$46,494.55	
141	Intergovernmental - State	\$17,583,191.16	
153,154	Other (net of est uncollectible of \$_____)	\$101,251.18	\$17,730,936.89
	Other Current Assets		\$21,578.00

--- R E S O U R C E S ---

301	Estimated Revenues	160,088,766.00	
302	Less Revenues	(156,124,930.62)	
			\$3,963,835.38

Total assets and resources

166,204,023.79

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 1 Month Period Ending 07/31/2020

LIABILITIES AND FUND EQUITY

--- L I A B I L I T I E S ---

421	Accounts Payable	\$7,633,717.06
	Other current liabilities including Net Assets	\$227,126.54
TOTAL LIABILITIES		\$7,860,843.60

F U N D B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for Encumbrances - Current Year	126,440,583.24
754	Reserve for Encumbrance - Prior Year	\$670,587.61
	Reserved fund balance:	
604	Add: Increase in capital reserve	\$10.00
		\$10.00
760	Reserved Fund Balance	\$572.96
601	Appropriations	162,864,844.71
602	Less : Expenditures	\$10,372,661.89
603	Encumbrances	127,111,170.85 (137,483,832.74)
		\$25,381,011.97
	Total Appropriated	152,492,765.78
--- U n a p p r o p r i a t e d ---		
770	Unreserved Fund Balance -	\$7,850,414.41
303	Budgeted Fund Balance	(\$2,000,000.00)

TOTAL FUND BALANCE	158,343,180.19
TOTAL LIABILITIES AND FUND EQUITY	166,204,023.79

West Orange Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 1 Month Period Ending 07/31/2020

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	162,864,844.71	137,483,832.74	\$25,381,011.97
Revenues	(160,088,766.00)	(156,124,930.62)	(\$3,963,835.38)
	<u>\$2,776,078.71</u>	<u>(\$18,641,097.88)</u>	<u>\$21,417,176.59</u>
Change in Capital Reserve accounts:			
604 Plus - Increase in reserve	\$10.00		
Change in Tuition Reserve accounts:			
Subtotal Reserve Adjustments	<u>\$10.00</u>	<u>\$10.00</u>	
Less: Adjust for prior year encumb.	(\$776,088.71)	(\$776,088.71)	
Budgeted Fund Balance	<u>\$2,000,000.00</u>	<u>(\$19,417,176.59)</u>	<u>\$21,417,176.59</u>
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$2,000,000.00	(\$19,417,176.59)	\$21,417,176.59
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
Fund 19 (Restricted FEMA Block Grants)	\$0.00	\$0.00	\$0.00
TOTAL Budgeted Fund Balance	<u>\$2,000,000.00</u>	<u>(\$19,417,176.59)</u>	<u>\$21,417,176.59</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
GENERAL FUND - FUND 10
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/2020

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	142,039,889.00	141,501,600.62		\$538,288.38
3XXX	From State Sources	\$17,826,168.00	\$14,623,330.00		\$3,202,838.00
4XXX	From Federal Sources	\$222,709.00	.00		\$222,709.00
TOTAL REVENUE/SOURCES OF FUNDS		160,088,766.00	156,124,930.62		\$3,963,835.38
*** EXPENDITURES ***					AVAILABLE BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$49,947,140.28	\$885,518.76	\$47,680,297.23	\$1,381,324.29
11-2XX-100-XXX	Special Education - Instruction	\$16,059,287.00	\$120,694.20	\$15,586,823.88	\$351,768.92
11-230-100-XXX	Basic Skills - Remedial Instruction	\$2,717,025.00	\$0.00	\$2,665,962.58	\$51,062.42
11-240-100-XXX	Bilingual Education - Instruction	\$1,499,354.00	\$74.32	\$1,428,737.87	\$70,541.81
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$666,444.00	\$4,882.00	\$507,232.46	\$154,329.54
11-402-100-XXX	School-Spons. Athletics - Instruction	\$1,615,859.20	\$75,165.18	\$1,322,630.27	\$218,063.75
11-4XX-100-XXX	Other Instrc. Programs - Instruction	\$28,913.00	\$20,116.95	\$405.00	\$8,391.05
11-4XX-200-XXX	Other Supplemental/At Risk Pto grams	\$10,741.00	\$7,998.80	\$160.00	\$2,582.20
--- UNDISTRIBUTED EXPENDITURES ---					
11-000-100-XXX	Instruction	\$10,738,348.00	\$803,008.99	\$8,311,032.97	\$1,624,306.04
11-000-211-XXX	Attendance and Social Work Services	\$242,612.00	\$85,414.97	\$155,409.17	\$1,787.86
11-000-213-XXX	Health Services	\$1,577,728.00	\$13,341.80	\$1,528,363.84	\$36,022.36
11-000-216-XXX	Speech, OT,PT & Related Svcs	\$2,329,202.00	\$36,960.29	\$2,220,010.84	\$72,230.87
11-000-217-XXX	Other Support Serv - Students Extra Srvc	\$477,585.00	\$3,000.00	\$396,183.42	\$78,401.58
11-000-218-XXX	Guidance	\$3,479,479.10	\$106,715.55	\$3,258,676.80	\$114,086.75
11-000-219-XXX	Child Study Teams	\$4,206,986.35	\$96,774.99	\$3,939,125.13	\$171,086.23
11-000-221-XXX	Improv of Inst. - Instruc Staff	\$2,270,478.57	\$26,492.10	\$2,175,475.92	\$68,510.55
11-000-222-XXX	Educational Media Serv/School Library	\$1,340,721.57	\$22,184.55	\$1,277,543.66	\$40,993.36
11-000-223-XXX	Instructional Staff Training Services	\$346,144.00	\$36,187.20	\$37,800.00	\$272,156.80
11-000-230-XXX	Supp. Serv.-General Administration	\$2,119,964.85	\$535,453.82	\$1,338,384.02	\$246,127.01
11-000-240-XXX	Supp. Serv.-School Administration	\$6,124,246.49	\$446,902.45	\$5,555,504.78	\$121,839.26
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$3,182,635.49	\$439,907.98	\$2,548,571.18	\$194,156.33
11-000-261-XXX	Require Maint. for School Facilities	\$2,471,745.03	\$578,426.79	\$735,038.80	\$1,158,279.44
11-000-262-XXX	Custodial Services	\$9,496,878.81	\$1,236,778.48	\$7,304,296.77	\$955,803.56
11-000-263-XXX	Care and Upkeep of Grounds	\$1,110,436.39	\$185,443.13	\$661,178.46	\$263,814.80
11-000-266-XXX	Security	\$882,290.50	\$28,771.70	\$831,622.96	\$21,895.84
11-000-270-XXX	Student Transportation Services	\$11,232,012.94	\$258,572.94	\$8,218,729.70	\$2,754,710.30
11-XXX-XXX-2XX	Allocated and Unallocated Benefits	\$25,745,844.49	\$4,120,244.65	\$7,173,733.45	\$14,451,866.39
TOTAL GENERAL CURRENT EXPENSE					
EXPENDITURES/USES OF FUNDS		161,920,103.06	\$10,175,032.59	126,858,931.16	\$24,886,139.31

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 West Orange Board of Education
 GENERAL FUND - FUND 10
 INTERIM STATEMENTS COMPARING
 BUDGET REVENUE WITH ACTUAL TO DATE AND
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
 For 1 Month Period Ending 07/31/2020

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$335,141.00	\$59,968.65	\$46,434.69	\$228,737.66
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$488,028.65	\$117,712.65	\$105,440.00	\$264,876.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
 TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	 \$823,169.65	 \$177,681.30	 \$151,874.69	 \$493,613.66
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>
 10-000-100-56X Transfer of Funds to Charter Schools	 \$121,572.00	 \$19,948.00	 \$100,365.00	 \$1,259.00
 TOTAL GENERAL FUND EXPENDITURES	 162,864,844.71	 \$10,372,661.89	 127,111,170.85	 \$25,381,011.97
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
GENERAL FUND - FUND 10
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 1 Month Period Ending 07/31/2020

	ESTIMATED	ACTUAL	UNREALIZED
	<u> </u>	<u> </u>	<u> </u>
--- LOCAL SOURCES ---			
1210 Local Tax Levy	141,491,179.00	141,491,179.00	.00
1310 Tuition from Individuals	\$27,000.00	.00	\$27,000.00
1320 Tuition from LEAs Within State	\$290,210.00	.00	\$290,210.00
1910 Rents and Royalties	\$75,000.00	.00	\$75,000.00
1XXX Miscellaneous	\$156,500.00	\$10,421.62	\$146,078.38
TOTAL	<u>142,039,889.00</u>	<u>141,501,600.62</u>	<u>\$538,288.38</u>
--- STATE SOURCES ---			
3121 Categorical Transportation Aid	\$3,033,009.00	\$3,033,009.00	.00
3131 Extraordinary Aid	\$1,500,000.00	.00	\$1,500,000.00
3132 Categorical Special Education Aid	\$4,159,988.00	\$4,159,988.00	.00
3176 Equalization	\$7,116,818.00	\$5,563,980.00	\$1,552,838.00
3177 Categorical Security	\$1,866,353.00	\$1,866,353.00	.00
3190 Other Unrestricted State Aid	\$150,000.00	.00	\$150,000.00
TOTAL	<u>\$17,826,168.00</u>	<u>\$14,623,330.00</u>	<u>\$3,202,838.00</u>
--- FEDERAL SOURCES ---			
4200 Federal Grants including Medicaid Reimbursement	\$222,709.00	.00	\$222,709.00
TOTAL	<u>\$222,709.00</u>	<u>\$0.00</u>	<u>\$222,709.00</u>
--- OTHER FINANCING SOURCES ---			
TOTAL REVENUES/SOURCES OF FUNDS	<u>160,088,766.00</u>	<u>156,124,930.62</u>	<u>\$3,963,835.38</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$2,368,658.00	.00	\$2,338,807.63	\$29,850.37
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$16,673,995.00	.00	\$16,509,071.64	\$164,923.36
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$11,078,950.00	.00	\$10,947,936.15	\$131,013.85
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$15,639,170.00	\$10,996.00	\$15,429,978.85	\$198,195.15
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$133,764.00	\$223.38	\$133,540.62	\$0.00
11-150-100-320 Purchased Prof.-Ed. Services	\$46,000.00	.00	\$44,000.00	\$2,000.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$1,038,793.00	.00	\$1,025,971.01	\$12,821.99
11-190-100-320 Purchased Prof.-Ed. Services	\$45,077.00	.00	\$1,575.00	\$43,502.00
11-190-100-340 Purchased Technical Services	\$6,749.00	\$3,379.51	\$2,925.00	\$444.49
11-190-100-500 Other Purch. Serv. (400-500 series)	\$867,940.00	\$592,285.66	\$191,123.04	\$84,531.30
11-190-100-610 General Supplies	\$1,906,866.28	\$274,535.21	\$995,331.29	\$636,999.78
11-190-100-640 Textbooks	\$95,283.00	.00	\$58,037.00	\$37,246.00
11-190-100-800 Other Objects	\$45,895.00	\$4,099.00	\$2,000.00	\$39,796.00
TOTAL	\$49,947,140.28	\$885,518.76	\$47,680,297.23	\$1,381,324.29
--- SPECIAL EDUCATION - INSTRUCTION ---				
Cognitive - Mild:				
11-201-100-101 Salaries of Teachers	\$826,871.00	\$18,392.64	\$793,966.24	\$14,512.12
11-201-100-106 Other Salaries for Instruction	\$621,385.00	.00	\$614,171.75	\$7,213.25
11-201-100-610 General Supplies	\$3,148.00	.00	\$1,292.99	\$1,855.01
11-201-100-800 Other Objects	\$6,300.00	.00	.00	\$6,300.00
TOTAL	\$1,457,704.00	\$18,392.64	\$1,409,430.98	\$29,880.38
Learning and/or Language Disabilities Mild or Moderate:				
11-204-100-101 Salaries of Teachers	\$2,592,100.00	\$51,179.52	\$2,498,940.20	\$41,980.28
11-204-100-106 Other Salaries for Instruction	\$1,034,192.00	.00	\$1,025,826.14	\$8,365.86
11-204-100-610 General Supplies	\$17,853.00	\$74.69	\$12,083.57	\$5,694.74
TOTAL	\$3,644,145.00	\$51,254.21	\$3,536,849.91	\$56,040.88
Behavioral Disabilities:				
11-209-100-101 Salaries of Teachers	\$170,991.00	\$0.00	\$168,958.42	\$2,032.58
11-209-100-106 Other Salaries for Instruction	\$114,502.00	.00	\$113,212.48	\$1,289.52
11-209-100-610 General supplies	\$13,610.00	.00	\$7,116.16	\$6,493.84
TOTAL	\$299,103.00	\$0.00	\$289,287.06	\$9,815.94
Multiple Disabilities:				
11-212-100-101 Salaries of Teachers	\$118,080.00	\$799.68	\$115,302.95	\$1,977.37
11-212-100-106 Other Salaries for Instruction	\$374,704.00	.00	\$370,380.88	\$4,323.12
11-212-100-610 General supplies	\$6,125.00	.00	\$3,136.06	\$2,988.94
TOTAL	\$498,909.00	\$799.68	\$488,819.89	\$9,289.43
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$5,155,673.00	\$0.00	\$5,093,045.77	\$62,627.23

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
11-213-100-106 Other Salaries for Instruction	\$906,789.00	.00	\$895,865.19	\$10,923.81
11-213-100-610 General supplies	\$15,411.00	\$149.48	\$10,651.41	\$4,610.11
TOTAL	\$6,077,873.00	\$149.48	\$5,999,562.37	\$78,161.15
Autism:				
11-214-100-101 Salaries of Teachers	\$799,429.00	\$24,978.80	\$759,293.67	\$15,156.53
11-214-100-106 Other Salaries for Instruction	\$1,274,364.00	.00	\$1,262,191.99	\$12,172.01
11-214-100-610 General Supplies	\$49,246.00	\$65.36	\$22,381.05	\$26,799.59
11-214-100-800 Other Objects	\$400.00	.00	.00	\$400.00
TOTAL	\$2,123,439.00	\$25,044.16	\$2,043,866.71	\$54,528.13
Preschool Disabilities - Part-Time:				
11-215-100-101 Salaries of Teachers	\$280,412.00	\$0.00	\$276,899.94	\$3,512.06
11-215-100-106 Other Salaries for Instruction	\$260,522.00	.00	\$259,516.53	\$1,005.47
TOTAL	\$540,934.00	\$0.00	\$536,416.47	\$4,517.53
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	\$410,424.00	\$13,194.72	\$384,565.40	\$12,663.88
11-216-100-106 Other Salaries for Instruction	\$652,767.00	.00	\$645,369.18	\$7,397.82
11-216-100-600 General Supplies	\$14,689.00	\$896.35	\$12,212.39	\$1,580.26
TOTAL	\$1,077,880.00	\$14,091.07	\$1,042,146.97	\$21,641.96
Home Instruction:				
11-219-100-101 Salaries of Teachers	\$208,300.00	\$10,962.96	\$196,443.52	\$893.52
11-219-100-320 Purchased Prof.-Ed. Services	\$131,000.00	.00	\$44,000.00	\$87,000.00
TOTAL	\$339,300.00	\$10,962.96	\$240,443.52	\$87,893.52
TOTAL SPECIAL ED - INSTRUCTION	\$16,059,287.00	\$120,694.20	\$15,586,823.88	\$351,768.92
--- Basic Skills/Remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$2,695,887.00	\$0.00	\$2,661,964.15	\$33,922.85
11-230-100-610 General Supplies	\$21,138.00	.00	\$3,998.43	\$17,139.57
TOTAL	\$2,717,025.00	\$0.00	\$2,665,962.58	\$51,062.42
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$1,443,373.00	\$0.00	\$1,425,538.47	\$17,834.53
11-240-100-610 General Supplies	\$46,251.00	\$74.32	\$3,199.40	\$42,977.28
11-240-100-640 Textbooks	\$9,730.00	.00	.00	\$9,730.00
TOTAL	\$1,499,354.00	\$74.32	\$1,428,737.87	\$70,541.81
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$497,365.00	\$1,200.00	\$496,165.00	.00
11-401-100-500 Purchased Services (300-500 series)	\$63,550.00	.00	.00	\$63,550.00
11-401-100-600 Supplies and Materials	\$66,450.00	\$3,297.00	\$10,942.46	\$52,210.54
11-401-100-800 Other Objects	\$39,079.00	\$385.00	\$125.00	\$38,569.00
TOTAL	\$666,444.00	\$4,882.00	\$507,232.46	\$154,329.54
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$1,161,963.00	\$17,226.88	\$1,140,728.12	\$4,008.00

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
11-402-100-500 Purchased Services (300-500 series)	\$275,553.70	\$20,739.70	\$123,100.00	\$131,714.00
11-402-100-600 Supplies and Materials	\$116,797.50	\$35,528.60	\$45,547.15	\$35,721.75
11-402-100-800 Other Objects	\$61,545.00	\$1,670.00	\$13,255.00	\$46,620.00
TOTAL	\$1,615,859.20	\$75,165.18	\$1,322,630.27	\$218,063.75
--- Summer school - Instruction ---				
11-422-100-101 Salaries of Teachers	\$28,913.00	\$20,116.95	\$405.00	\$8,391.05
TOTAL	\$28,913.00	\$20,116.95	\$405.00	\$8,391.05
--- Summer school - support services ---				
11-422-200-100 Salaries	\$10,741.00	\$7,998.80	\$160.00	\$2,582.20
TOTAL	\$10,741.00	\$7,998.80	\$160.00	\$2,582.20
TOTAL SUMMER SCHOOL	\$39,654.00	\$28,115.75	\$565.00	\$10,973.25
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$168,085.00	.00	.00	\$168,085.00
11-000-100-562 Tuition to Other LEAs within State Special	\$1,251,019.00	\$96,659.00	\$749,220.60	\$405,139.40
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$58,518.00	.00	.00	\$58,518.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$30,044.00	.00	.00	\$30,044.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$204,855.00	\$19,882.00	.00	\$184,973.00
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$8,831,475.00	\$686,467.99	\$7,561,812.37	\$583,194.64
11-000-100-569 Tuition - Other	\$194,352.00	.00	.00	\$194,352.00
TOTAL	\$10,738,348.00	\$803,008.99	\$8,311,032.97	\$1,624,306.04
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$167,593.00	\$11,951.63	\$154,859.17	\$782.20
11-000-211-300 Purchased Prof. & Tech. Svc.	\$74,019.00	\$73,463.34	\$550.00	\$5.66
11-000-211-600 Supplies and Materials	\$1,000.00	.00	.00	\$1,000.00
TOTAL	\$242,612.00	\$85,414.97	\$155,409.17	\$1,787.86
--- Health services ---				
11-000-213-100 Salaries	\$1,436,636.00	.00	\$1,420,179.17	\$16,456.83
11-000-213-300 Purchased Prof. & Tech. Svc.	\$95,144.00	\$12,966.80	\$77,650.00	\$4,527.20
11-000-213-500 Other Purchd. Serv.(400-500 series)	\$6,000.00	.00	.00	\$6,000.00
11-000-213-600 Supplies and Materials	\$36,708.00	\$375.00	\$29,794.67	\$6,538.33
11-000-213-800 Other Objects	\$3,240.00	.00	\$740.00	\$2,500.00
TOTAL	\$1,577,728.00	\$13,341.80	\$1,528,363.84	\$36,022.36
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$1,737,325.00	\$24,010.29	\$1,686,532.20	\$26,782.51
11-000-216-320 Purchased Prof. Ed. Services	\$567,450.00	\$12,950.00	\$517,440.00	\$37,060.00
11-000-216-600 Supplies and Materials	\$24,427.00	.00	\$16,038.64	\$8,388.36
TOTAL	\$2,329,202.00	\$36,960.29	\$2,220,010.84	\$72,230.87
--- Other support services - Students - Extra Srvc				
11-000-217-100 Salaries	\$199,585.00	.00	\$197,183.42	\$2,401.58
11-000-217-320 Purchased Prof. Ed. Services	\$278,000.00	\$3,000.00	\$199,000.00	\$76,000.00

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$477,585.00	\$3,000.00	\$396,183.42	\$78,401.58
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$2,874,421.00	\$22,361.80	\$2,817,583.76	\$34,475.44
11-000-218-105 Sal Secr. & Clerical Asst.	\$365,646.00	\$29,121.86	\$331,980.40	\$4,543.74
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$204,809.50	\$54,918.90	\$101,919.02	\$47,971.58
11-000-218-500 Other Purchased Services (400-500 series)	\$1,400.00	.00	.00	\$1,400.00
11-000-218-600 Supplies and Materials	\$31,752.60	\$312.99	\$7,193.62	\$24,245.99
11-000-218-800 Other Objects	\$1,450.00	.00	.00	\$1,450.00
TOTAL	\$3,479,479.10	\$106,715.55	\$3,258,676.80	\$114,086.75
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$3,533,066.00	\$30,610.89	\$3,458,759.99	\$43,695.12
11-000-219-105 Sal Secr. & Clerical Asst.	\$420,397.00	\$33,479.02	\$381,694.96	\$5,223.02
11-000-219-320 Purchased Prof. - Ed. Services	\$103,362.50	\$5,692.50	\$61,170.00	\$36,500.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$82,243.00	\$26,942.20	.00	\$55,300.80
11-000-219-592 Misc Purch Ser (400-500 O/than Resid costs)	\$10,000.00	\$0.00	\$0.00	\$10,000.00
11-000-219-600 Supplies and Materials	\$57,617.85	\$50.38	\$37,350.18	\$20,217.29
11-000-219-800 Other Objects	\$300.00	.00	\$150.00	\$150.00
TOTAL	\$4,206,986.35	\$96,774.99	\$3,939,125.13	\$171,086.23
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$1,893,625.57	\$12,511.78	\$1,827,684.96	\$53,428.83
11-000-221-104 Salaries Other Prof. Staff	\$73,454.00	.00	\$73,454.00	.00
11-000-221-105 Sal Secr. & Clerical Asst.	\$87,990.00	\$13,980.32	\$72,902.26	\$1,107.42
11-000-221-176 Sal. Facilitators, Math, Literacy Coaches	\$204,002.00	.00	\$201,434.70	\$2,567.30
11-000-221-500 Other Purchased Services (400-500 series)	\$7,000.00	.00	.00	\$7,000.00
11-000-221-600 Supplies and Materials	\$3,250.00	.00	.00	\$3,250.00
11-000-221-800 Other Objects	\$1,157.00	.00	.00	\$1,157.00
TOTAL	\$2,270,478.57	\$26,492.10	\$2,175,475.92	\$68,510.55
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$1,220,210.00	.00	\$1,205,285.66	\$14,924.34
11-000-222-300 Purchased Prof. & Tech Svc.	\$16,473.00	.00	\$2,500.00	\$13,973.00
11-000-222-500 Other Purchased Services (400-500 series)	\$3,932.00	.00	.00	\$3,932.00
11-000-222-600 Supplies and Materials	\$99,831.57	\$22,184.55	\$69,758.00	\$7,889.02
11-000-222-800 Other Objects	\$275.00	.00	.00	\$275.00
TOTAL	\$1,340,721.57	\$22,184.55	\$1,277,543.66	\$40,993.36
--- Instructional Staff Training Services ---				
11-000-223-104 Salaries Other Prof. Staff	\$33,000.00	.00	\$33,000.00	.00
11-000-223-390 Other Purch. Prof. & Tech Svc.	\$157,603.00	\$32,187.20	\$4,800.00	\$120,615.80
11-000-223-500 Other Purchased Services (400-500 series)	\$108,481.00	.00	.00	\$108,481.00
11-000-223-600 Supplies and Materials	\$7,760.00	.00	.00	\$7,760.00
11-000-223-800 Other Objects	\$39,300.00	\$4,000.00	.00	\$35,300.00
TOTAL	\$346,144.00	\$36,187.20	\$37,800.00	\$272,156.80
--- Support services-general administration ---				
11-000-230-100 Salaries	\$627,880.00	\$45,689.92	\$577,127.52	\$5,062.56

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-331 Legal Services	\$437,000.00	\$21,827.16	\$365,206.07	\$49,966.77
11-000-230-332 Audit Fees	\$65,550.00	.00	\$65,550.00	.00
11-000-230-334 Architectural/Engineering Services	\$20,000.00	.00	\$5,000.00	\$15,000.00
11-000-230-339 Other Purchased Prof. Svc.	\$181,542.00	\$46,266.68	\$42,553.32	\$92,722.00
11-000-230-340 Purchased Tech. Services	\$8,000.00	.00	.00	\$8,000.00
11-000-230-530 Communications/Telephone	\$321,487.27	\$41,760.54	\$273,673.74	\$6,052.99
11-000-230-585 BOE Other Purchased Prof. Svc.	\$5,750.00	.00	.00	\$5,750.00
11-000-230-590 Other Purchased Services	\$396,748.00	\$347,179.52	\$6,857.48	\$42,711.00
11-000-230-610 General Supplies	\$13,257.99	\$1,602.94	\$141.00	\$11,514.05
11-000-230-630 BOE In-House Training/Meeting Supplies	\$5,910.59	\$358.36	\$2,274.89	\$3,277.34
11-000-230-890 Misc. Expenditures	\$6,589.00	\$4,106.00	.00	\$2,483.00
11-000-230-895 BOE Membership Dues and Fees	\$30,250.00	\$26,662.70	.00	\$3,587.30
TOTAL	\$2,119,964.85	\$535,453.82	\$1,338,384.02	\$246,127.01
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$4,199,931.69	\$319,345.38	\$3,843,111.63	\$37,474.68
11-000-240-105 Sal Sec. & Clerical Asst.	\$1,724,969.00	\$81,260.48	\$1,634,347.40	\$9,361.12
11-000-240-199 Unused Vac Payment to Term/Ret Staff	\$44,842.00	\$19,225.52	\$25,616.00	\$0.48
11-000-240-300 Purchased Prof. & Tech. Svc.	\$1,000.00	\$1,000.00	.00	.00
11-000-240-500 Other Purchased Services	\$48,786.07	\$12,196.07	\$17,968.29	\$18,621.71
11-000-240-600 Supplies and Materials	\$100,967.73	\$13,875.00	\$34,066.46	\$53,026.27
11-000-240-800 Other Objects	\$3,750.00	.00	\$395.00	\$3,355.00
TOTAL	\$6,124,246.49	\$446,902.45	\$5,555,504.78	\$121,839.26
--- Central Services ---				
11-000-251-100 Salaries	\$1,519,105.00	\$122,268.56	\$1,380,600.62	\$16,235.82
11-000-251-330 Purchased Prof. Services	\$92,484.00	\$23,474.20	\$40,637.00	\$28,372.80
11-000-251-340 Purchased Technical Services	\$91,671.00	\$48,412.25	\$22,633.36	\$20,625.39
11-000-251-592 Misc Pur Serv (400-500 series)	\$63,799.49	\$11,483.96	\$18,325.08	\$33,990.45
11-000-251-600 Supplies and Materials	\$25,750.00	\$4,365.50	\$4,440.41	\$16,944.09
11-000-251-89X Other Objects	\$5,470.00	\$325.00	\$1,881.00	\$3,264.00
TOTAL	\$1,798,279.49	\$210,329.47	\$1,468,517.47	\$119,432.55
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$1,166,003.00	\$94,336.86	\$1,049,842.26	\$21,823.88
11-000-252-340 Purchased Technical Services	\$117,883.00	\$75,159.30	\$6,312.50	\$36,411.20
11-000-252-500 Other Pur Serv. (400-500 series)	\$9,000.00	.00	.00	\$9,000.00
11-000-252-600 Supplies and Materials	\$89,405.00	\$60,082.35	\$23,898.95	\$5,423.70
11-000-252-800 Other Objects	\$2,065.00	.00	.00	\$2,065.00
TOTAL	\$1,384,356.00	\$229,578.51	\$1,080,053.71	\$74,723.78
TOTAL Cent. Svcs. & Admin IT	\$3,182,635.49	\$439,907.98	\$2,548,571.18	\$194,156.33
--- Required Maint.for School Facilities ---				
11-000-261-420 Cleaning, Repair & Maint. Svc	\$1,943,761.28	\$530,458.31	\$586,902.15	\$826,400.82
11-000-261-421 Lead Testing of Drinking Water	\$25,000.00	.00	.00	\$25,000.00
11-000-261-610 General Supplies	\$480,483.75	\$47,290.48	\$145,526.65	\$287,666.62
11-000-261-800 Other Objects	\$22,500.00	\$678.00	\$2,610.00	\$19,212.00

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$2,471,745.03	\$578,426.79	\$735,038.80	\$1,158,279.44
--- Custodial Services ---				
11-000-262-1XX Salaries	\$4,606,493.62	\$304,479.02	\$4,266,735.55	\$35,279.05
11-000-262-107 Salaries of Non-Instructional Aids	\$622,132.00	\$1,506.12	\$605,716.20	\$14,909.68
11-000-262-199 Unused Vac Payment to Term/Ret Staff	\$34,082.00	\$5,492.63	\$28,589.37	.00
11-000-262-300 Purchased Prof. & Tech. Svc.	\$222,136.00	\$13,804.00	\$197,075.00	\$11,257.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$241,000.00	\$16,311.00	\$149,385.07	\$75,303.93
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$540,833.00	\$301,224.03	\$201,968.24	\$37,640.73
11-000-262-444 Lease Purch Paymts - Energy Saving	\$771,756.00	.00	.00	\$771,756.00
11-000-262-490 Other Purchased Property Svc.	\$146,010.00	\$7,158.98	\$136,653.49	\$2,197.53
11-000-262-520 Insurance	\$255,581.00	\$254,842.73	.00	\$738.27
11-000-262-580 Travel	\$3,000.00	.00	.00	\$3,000.00
11-000-262-610 General Supplies	\$475,184.19	\$276,008.21	\$197,019.61	\$2,156.37
11-000-262-621 Energy (Natural Gas)	\$543,000.00	\$228.62	\$542,771.38	.00
11-000-262-622 Energy (Electricity)	\$996,621.00	\$52,917.14	\$943,082.86	\$621.00
11-000-262-626 Energy (Gasoline)	\$36,200.00	.00	\$35,300.00	\$900.00
11-000-262-8XX Other Objects	\$2,850.00	\$2,806.00	\$0.00	\$44.00
TOTAL	\$9,496,878.81	\$1,236,778.48	\$7,304,296.77	\$955,803.56
--- Care and Upkeep of Grounds ---				
11-000-263-100 Salaries	\$577,186.39	\$38,493.15	\$532,395.88	\$6,297.36
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$442,250.00	\$143,956.94	\$106,456.00	\$191,837.06
11-000-263-610 General Supplies	\$91,000.00	\$2,993.04	\$22,326.58	\$65,680.38
TOTAL	\$1,110,436.39	\$185,443.13	\$661,178.46	\$263,814.80
--- Security ---				
11-000-266-100 Salaries	\$678,653.00	\$28,129.42	\$641,552.94	\$8,970.64
11-000-266-300 Purchased Prof. & Tech. Svc.	\$12,270.00	.00	\$12,270.00	.00
11-000-266-420 Cleaning, Repair, & Maintenance Serv.	\$92,888.53	.00	\$80,411.53	\$12,477.00
11-000-266-610 General Supplies	\$98,478.97	\$642.28	\$97,388.49	\$448.20
TOTAL	\$882,290.50	\$28,771.70	\$831,622.96	\$21,895.84
TOTAL Oper & Maint of Plant Services	\$13,961,350.73	\$2,029,420.10	\$9,532,136.99	\$2,399,793.64
--- Student transportation services ---				
11-000-270-107 Salaries of Non-Instructional Aids	\$460,705.00	\$1,470.42	\$430,516.65	\$28,717.93
11-000-270-160 Sal Pupil Trans(Bet Home & Sch)-reg	\$593,853.00	\$29,110.43	\$562,905.78	\$1,836.79
11-000-270-161 Sal Pupil Trans(Bet Home & Sch)-Sp Ed	\$592,416.00	\$4,910.86	\$581,578.21	\$5,926.93
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$79,600.00	.00	\$79,600.00	.00
11-000-270-199 Unused Vac Payment to Term/Ret Staff	\$9,476.00	\$7,979.20	.00	\$1,496.80
11-000-270-350 Management Fee - ESC Transp. Prog.	\$110,566.00	.00	\$56,399.00	\$54,167.00
11-000-270-390 Other Purch. Prof. & Tech Svc.	\$36,038.00	\$6,180.00	\$7,004.00	\$22,854.00
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$150,446.36	\$4,873.54	\$103,263.33	\$42,309.49
11-000-270-443 Lease Purch Payments - School Buses	\$248,078.00	\$112,656.49	\$53,002.79	\$82,418.72
11-000-270-511 Contract Svc (btw Home & Sch.)-vendors	\$4,362,383.00	.00	\$4,208,751.00	\$153,632.00
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$353,189.00	.00	\$164,633.00	\$188,556.00

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$29,665.00	.00	.00	\$29,665.00
11-000-270-515 Contract Svc (Sp Ed.)-joint agreements	\$51,660.00	.00	\$78.51	\$51,581.49
11-000-270-517 Contract Svc (reg std) - ESCs	\$343,000.00	.00	.00	\$343,000.00
11-000-270-518 Contract Svc (Sp Ed) - ESCs	\$2,956,620.00	.00	\$1,879,952.00	\$1,076,668.00
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$575,000.00	.00	.00	\$575,000.00
11-000-270-580 Travel	\$927.00	.00	.00	\$927.00
11-000-270-593 Misc. Purchased Svc.- Transp.	\$88,492.00	\$88,492.00	.00	.00
11-000-270-610 General Supplies	\$9,416.58	.00	\$2,303.96	\$7,112.62
11-000-270-615 Transportation Supplies	\$173,382.00	.00	\$84,891.47	\$88,490.53
11-000-270-800 Misc. Expenditures	\$7,100.00	\$2,900.00	\$3,850.00	\$350.00
TOTAL	\$11,232,012.94	\$258,572.94	\$8,218,729.70	\$2,754,710.30
--- Personal Services-Employee Benefits---				
11-XXX-XXX-210 Group Insurance	\$1,400.00	.00	.00	\$1,400.00
11-XXX-XXX-220 Social Security Contributions	\$2,000,000.00	\$88,046.06	\$1,911,953.94	.00
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$2,155,000.00	.00	.00	\$2,155,000.00
11-XXX-XXX-248 Other Retirement - Deferred PERS	\$75,000.00	.00	.00	\$75,000.00
11-XXX-XXX-249 Other Retirement Contrb. - Regular	\$75,000.00	\$1,805.23	\$70,194.77	\$3,000.00
11-XXX-XXX-250 Unemployment Compensation	\$100,000.00	.00	.00	\$100,000.00
11-XXX-XXX-260 Workman's Compensation	\$464,489.00	\$79,118.00	.00	\$385,371.00
11-XXX-XXX-270 Health Benefits	\$19,370,091.00	\$3,795,325.84	\$5,021,066.25	\$10,553,698.91
11-XXX-XXX-280 Tuition Reimbursement	\$298,991.49	.00	\$13,991.49	\$285,000.00
11-XXX-XXX-290 Other Employee Benefits	\$884,650.00	\$160.00	.00	\$884,490.00
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$321,223.00	\$155,789.52	\$156,527.00	\$8,906.48
TOTAL	\$25,745,844.49	\$4,120,244.65	\$7,173,733.45	\$14,451,866.39
Total Undistributed Expenditures	\$89,375,339.58	\$9,060,582.38	\$57,666,681.87	\$22,648,075.33
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	161,920,103.06	\$10,175,032.59	126,858,931.16	\$24,886,139.31
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	161,920,103.06	\$10,175,032.59	126,858,931.16	\$24,886,139.31

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
Regular programs-instruction				
12-130-100-730 Grades 6-8	\$3,700.00	.00	.00	\$3,700.00
12-140-100-730 Grades 9-12	\$74,392.00	.00	\$8,272.00	\$66,120.00
Special education - instruction				
12-4XX-100-730 School-spons. & oth instr prog	\$67,089.00	\$6,231.50	\$17,776.69	\$43,080.81
12-000-220-730 Support services-instruc. staff	\$10,500.00	.00	.00	\$10,500.00
12-000-252-730 Admin. Info. Tech.	\$164,779.00	\$53,737.15	\$5,705.00	\$105,336.85
12-000-263-730 Undist. Exp.-Care and Upkeep of Grnds	\$14,681.00	.00	\$14,681.00	.00
Undist. Exp. - Non-instructional Services				
TOTAL	\$335,141.00	\$59,968.65	\$46,434.69	\$228,737.66
--- Facilities acquisition and construction services ---				
12-000-400-450 Construction Services	\$373,037.65	\$117,712.65	\$105,440.00	\$149,885.00
12-000-400-896 Assmt for Debt Service on SDA Funding	\$114,991.00	.00	.00	\$114,991.00
Sub Total	\$488,028.65	\$117,712.65	\$105,440.00	\$264,876.00
TOTAL	\$488,028.65	\$117,712.65	\$105,440.00	\$264,876.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$823,169.65	\$177,681.30	\$151,874.69	\$493,613.66

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
	<hr/>	<hr/>	<hr/>	<hr/>
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
10-000-100-56X Transfer of Funds to Charter Schls.	\$121,572.00	\$19,948.00	\$100,365.00	\$1,259.00
TOTAL GENERAL FUND EXPENDITURES	162,864,844.71	\$10,372,661.89	127,111,170.85	\$25,381,011.97



REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 1 Month Period Ending 07/31/2020

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ASSETS AND RESOURCES

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--- A S S E T S ---

101	Cash in bank		\$319,119.02
	Accounts receivable:		
142	Intergovernmental - Federal	\$393,218.24	
153,154	Other (net of estimated uncollectible of \$____)	<u>\$203,437.54</u>	
			\$596,655.78

--- R E S O U R C E S ---

301	Estimated Revenues	\$4,558,753.91	
302	Less Revenues	<u>(\$118,426.91)</u>	<u>\$4,440,327.00</u>
	Total assets and resources		\$5,356,101.80
			=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 1 Month Period Ending 07/31/2020

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LIABILITIES AND FUND EQUITY

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--- L I A B I L I T I E S ---

411	Intergovernmental accounts payable - State	\$203,554.60
421	Accounts Payable	\$330,026.71
		\$533,581.31
TOTAL LIABILITIES		=====

F U N D B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$2,266,755.17
754	Reserve for encumbrances - Prior Year	\$442,784.05
601	Appropriations	\$4,558,753.91
602	Less: Expenditures	\$179,017.47
603	Encumbrances	\$2,266,755.17
		(\$2,445,772.64)
		\$2,112,981.27
TOTAL FUND BALANCE		\$4,822,520.49
TOTAL LIABILITIES AND FUND EQUITY		\$5,356,101.80
		=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Special Revenue Fund - Fund 20
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/2020

		BUDGETED	ACTUAL TO	NOTE: OVER	UNREALIZED
*** REVENUES/SOURCES OF FUNDS ***		ESTIMATED	DATE	OR (UNDER)	BALANCE
1XXX	From Local Sources	\$7,771.14	\$7,771.14		.00
2XXX	From Intermediate Sources	\$23,173.77	\$23,173.77		.00
3XXX	From State Sources	\$741,235.00	\$87,482.00		\$653,753.00
4XXX	From Federal Sources	\$3,786,574.00	.00		\$3,786,574.00
TOTAL REVENUE/SOURCES OF FUNDS		\$4,558,753.91	\$118,426.91		\$4,440,327.00
		=====	=====	=====	=====
					AVAILABLE
*** EXPENDITURES ***		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	BALANCE
LOCAL PROJECTS:		\$30,944.91	\$0.00	\$0.00	\$30,944.91
STATE PROJECTS:					
	Nonpublic textbooks	\$87,482.00	.00	\$79,511.62	\$7,970.38
	Nonpublic auxiliary services	\$16,045.00	.00	.00	\$16,045.00
	Nonpublic handicapped services	\$292,640.00	.00	.00	\$292,640.00
	Nonpublic nursing services	\$118,316.00	.00	.00	\$118,316.00
	Nonpublic Technology Aid	\$43,789.00	.00	.00	\$43,789.00
	Nonpublic School Programs	\$182,963.00	.00	.00	\$182,963.00
TOTAL STATE PROJECTS		\$741,235.00	\$0.00	\$79,511.62	\$661,723.38
FEDERAL PROJECTS:					
	NCLB Title I - Part A/D	\$792,971.00	\$2,207.96	\$521,974.00	\$268,789.04
	I.D.E.A. Part B (Handicapped)	\$1,837,358.00	\$151,734.98	\$1,265,104.35	\$420,518.67
	NCLB Title II - Part A/D	\$157,191.00	.00	\$75,000.00	\$82,191.00
	NCLB Title III - English Language Enhancement	\$39,636.00	.00	.00	\$39,636.00
	NCLB Title IV	\$49,474.00	.00	\$39,792.00	\$9,682.00
	Vocational Education	\$160,034.00	\$5,970.10	\$25,511.97	\$128,551.93
	CARES Act Education Stabilization Fund	\$749,910.00	\$19,104.43	\$259,861.23	\$470,944.34
TOTAL FEDERAL PROJECTS		\$3,786,574.00	\$179,017.47	\$2,187,243.55	\$1,420,312.98
*** TOTAL EXPENDITURES ***		\$4,558,753.91	\$179,017.47	\$2,266,755.17	\$2,112,981.27
		=====	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
SPECIAL REVENUE - FUND 20
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 1 Month Period Ending 07/31/2020

	<u>ESTIMATED</u>	<u>ACTUAL</u>	<u>UNREALIZED</u>
--- LOCAL SOURCES ---			
1XXX Other Revenue from Local Sources	\$7,771.14	\$7,771.14	\$0.00
Total Revenues from Local Sources	\$7,771.14	\$7,771.14	\$0.00
	=====	=====	=====
--- INTERMEDIATE SOURCES ---			
2XXX From Intermediate Sources	\$23,173.77	\$23,173.77	.00
Total Revenue Intermediate Sources	\$23,173.77	\$23,173.77	\$0.00
	=====	=====	=====
--- STATE SOURCES ---			
32XX Other Restricted Entitlements	\$741,235.00	\$87,482.00	\$653,753.00
Total Revenue from State Sources	\$741,235.00	\$87,482.00	\$653,753.00
	=====	=====	=====
--- FEDERAL SOURCES ---			
4411-16 Title I	\$792,971.00	.00	\$792,971.00
4451-55 Title II	\$157,191.00	.00	\$157,191.00
4491-94 Title III	\$39,636.00	.00	\$39,636.00
4471-74 Title IV	\$49,474.00	.00	\$49,474.00
4420-29 I.D.E.A. Part B (Handicapped)	\$1,837,358.00	.00	\$1,837,358.00
4430-39 Vocational Education	\$160,034.00	.00	\$160,034.00
4530 CARES Act Education Stabilization Fund	\$749,910.00	.00	\$749,910.00
Total Revenues from Federal Sources	\$3,786,574.00	\$0.00	\$3,786,574.00
	=====	=====	=====
TOTAL REVENUES/SOURCES OF FUNDS	\$4,558,753.91	\$118,426.91	\$4,440,327.00
	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Special Revenue Fund - Fund 20
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 1 Month Period Ending 07/31/2020

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Available Balance</u>
State Projects:				
PRESCHOOL EDUCATION AID				
Other State Projects:				
PRESCHOOL EXPANSION GRANT				
Federal Projects:				
-- Instruction --				
20-477-100-101 Salaries of Teachers	\$62,989.00	.00	\$5,597.75	\$57,391.25
20-477-100-300 Purchased Services	\$99,100.00	\$9,550.00	\$34,716.00	\$54,834.00
20-477-100-500 Other purchased servs. (400-500 series)	\$10,000.00	.00	.00	\$10,000.00
20-477-100-600 Instructional Supplies	\$150,598.00	\$6,000.00	\$95,375.00	\$49,223.00
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL Instruction	\$322,687.00	\$15,550.00	\$135,688.75	\$171,448.25
--- Support Services ---				
20-477-200-100 Salaries	\$4,500.00	.00	.00	\$4,500.00
20-477-200-200 Benefits	\$9,728.00	.00	.00	\$9,728.00
20-477-200-300 Professional Tech Services	\$101,000.00	\$1,500.00	\$52,000.00	\$47,500.00
20-477-200-500 Other Purchased Services	\$22,738.00	.00	.00	\$22,738.00
20-477-200-600 Supplies and Materials	\$229,581.00	\$2,054.43	\$72,172.48	\$155,354.09
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL Support Services	\$367,547.00	\$3,554.43	\$124,172.48	\$239,820.09
TOTAL CARES Act Education Stabilization Fund	\$690,234.00	\$19,104.43	\$259,861.23	\$411,268.34
	=====	=====	=====	=====
TOTAL OTHER FEDERAL PROJECTS	\$690,234.00	\$19,104.43	\$259,861.23	\$411,268.34
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$3,868,519.91	\$159,913.04	\$2,006,893.94	\$1,701,712.93
	<hr/>	<hr/>	<hr/>	<hr/>
T O T A L E X P E N D I T U R E	\$4,558,753.91	\$179,017.47	\$2,266,755.17	\$2,112,981.27
	=====	=====	=====	=====



8/28 9:15am

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Capital Projects Fund - Fund 30
Interim Balance Sheet
For 1 Month Period Ending 07/31/20

ASSETS AND RESOURCES

--- A S S E T S ---

101	Cash in bank		\$255,661.27
-----	--------------	--	--------------

--- R E S O U R C E S ---

301	Estimated Revenues	\$255,630.81	
302	Less Revenues	(\$255,661.27)	
		<hr/>	(\$30.46)

Total assets and resources

\$255,630.81

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Capital Projects Fund - Fund 30
Interim Balance Sheet
For 1 Month Period Ending 07/31/20

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

601	Appropriations	\$255,630.81	
			\$255,630.81
	Total Appropriated		\$255,630.81

--- Unappropriated ---

TOTAL FUND BALANCE	\$255,630.81
--------------------	--------------

TOTAL LIABILITIES AND FUND EQUITY	\$255,630.81
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=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Capital Projects Fund - Fund 30
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/20

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	_____	_____	_____	_____
*** REVENUES/SOURCES OF FUNDS ***				
Other Revenue/Source of Funds	\$255,630.81	\$255,661.27		(\$30.46)
	_____	_____	_____	_____
TOTAL REVENUE/SOURCES OF FUNDS	\$255,630.81	\$255,661.27		(\$30.46)
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	_____	_____	_____	_____
30-XXX-XXX-73X Equipment	\$255,630.81	.00	.00	\$255,630.81
TOTAL EXPENDITURES	\$255,630.81	\$0.00	\$0.00	\$255,630.81
*** TOTAL EXPENDITURES AND TRANSFERS	\$255,630.81	\$0.00	\$0.00	\$255,630.81
	=====	=====	=====	=====



REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Debt Service Fund - Fund 40
Interim Balance Sheet
For 1 Month Period Ending 07/31/20

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year	\$5,697,025.02
	Reserved fund balance:	

601	Appropriations	\$6,082,026.00		
602	Less : Expenditures	\$385,000.00		
603	Encumbrances	\$5,697,025.02	(\$6,082,025.02)	
				\$0.98

	Total Appropriated	\$5,697,026.00
--	--------------------	----------------

--- Unappropriated ---

770	Fund Balance	\$3.94
303	Budgeted Fund Balance	(\$2.00)

	TOTAL FUND BALANCE	\$5,697,027.94
	TOTAL LIABILITIES AND FUND EQUITY	\$5,697,027.94

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$6,082,026.00	\$6,082,025.02	\$0.98
Revenues	(\$6,082,024.00)	(\$6,082,024.00)	\$0.00
	\$2.00	\$1.02	\$0.98
--- Change in Maint. / Capital reserve account ---			
Subtotal	\$2.00	\$1.02	\$0.98
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	\$2.00	\$1.02	\$0.98

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/20

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210 Local tax levy	\$5,348,967.00	\$5,348,967.00		.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Local Sources	\$5,348,967.00	\$5,348,967.00		\$0.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
--- State Sources ---				
3160 Debt service aid Type II	\$733,057.00	\$733,057.00		.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total State Sources	\$733,057.00	\$733,057.00		\$0.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL REVENUE/SOURCES OF FUNDS	\$6,082,024.00	\$6,082,024.00		\$0.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 1 Month Period Ending 07/31/20

*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
	<u> </u>	<u> </u>	<u> </u>
--- Debt Service - Regular ---			
40-701-510-723 Princ. Payments-Comm. Appr. Lease Pur. Agr.	\$1,935,000.00	\$1,935,000.00	.00
40-701-510-833 Interest Payments-Comm. Appr. Lease Pur. Agr.	\$867,544.00	\$867,543.76	\$0.24
40-701-510-834 Interest on Bonds	\$794,482.00	\$794,481.26	\$0.74
40-701-510-910 Redemption of Principal	\$2,485,000.00	\$2,485,000.00	.00
	<u> </u>	<u> </u>	<u> </u>
TOTAL	\$6,082,026.00	\$6,082,025.02	\$0.98
	<u> </u>	<u> </u>	<u> </u>
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$6,082,026.00	\$6,082,025.02	\$0.98
	<u> </u>	<u> </u>	<u> </u>
*** TOTAL USES OF FUNDS ***	\$6,082,026.00	\$6,082,025.02	\$0.98
	<u> </u>	<u> </u>	<u> </u>



REPORT OF THE TREASURER
TO THE BOARD OF EDUCATION

DISTRICT OF WEST ORANGE

ALL FUNDS

FOR THE MONTH ENDING JULY 31, 2020

	Beginning Cash Balance	Cash Receipts	Cash Disbursements	Ending Cash Balance
GOVERNMENTAL FUNDS				
General Fund - Fund 10	6,302,432.79	7,902,274.40	5,462,488.19	8,742,219.00
Capital Reserve -Fund 10	572.96	0.02		572.98
Workers Comp Claims Fund-Fund 10	262,505.24		8,802.65	253,702.59
Special Revenue Fund - Fund 20	202,509.98	121,317.00	4,707.96	319,119.02
Capital Projects Fund - Fund 30	0.00	255,661.27		255,661.27
Debt Service Fund - Fund 40	3.94	46,403.00	385,000.00	(338,593.06)
Total Governmental Funds	6,768,024.91	8,325,655.69	5,860,998.80	9,232,681.80
ENTERPRISE FUNDS				
Food Service Fund - Fund 60	814,508.63	154,820.98	3,268.97	966,060.64
Enrichment Fund - Fund 61	65,411.73			65,411.73
Total Enterprise Funds	879,920.36	154,820.98	3,268.97	1,031,472.37
AGENCY FUNDS				
Payroll	30,082.04	3,445,853.20	3,455,312.94	20,622.30
Payroll Agency	5,315,726.57	752,940.88	3,212,662.88	2,856,004.57
Flex Account	121.08	2,912.63	2,912.63	121.08
Total Agency Funds	5,345,929.69	4,201,706.71	6,670,888.45	2,876,747.95
TRUSTS				
Unemployment Trust	357,515.30	15.14		357,530.44
Total Trusts	357,515.30	15.14	0.00	357,530.44
TOTAL ALL FUNDS	13,351,390.26	12,682,198.52	12,535,156.22	13,498,432.56


Treasurer of School Monies

9-2-2020
Date

**REFUNDING BOND ORDINANCE OF THE BOARD OF
EDUCATION OF THE TOWNSHIP OF WEST ORANGE IN
THE COUNTY OF ESSEX, NEW JERSEY, PROVIDING
FOR THE REFUNDING OF ALL OR A PORTION OF THE
OUTSTANDING CALLABLE REFUNDING SCHOOL
BONDS OF THE SCHOOL DISTRICT, DATED FEBRUARY
1, 2012, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT
OF \$31,535,000, APPROPRIATING NOT TO EXCEED
\$19,000,000 THEREFOR AND AUTHORIZING THE
ISSUANCE OF NOT TO EXCEED \$19,000,000 REFUNDING
BONDS TO PROVIDE FOR SUCH REFUNDING**

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF WEST ORANGE IN THE COUNTY OF ESSEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The Board of Education of the Township of West Orange in the County of Essex, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding callable Refunding School Bonds of the School District issued in the original principal amount of \$31,535,000 and dated February 1, 2012 (the "2012 Bonds"). The 2012 Bonds maturing on or after November 1, 2022 (the "Refunded Bonds") may be redeemed at the option of the School District in whole or in part on any date on or after November 1, 2021 at a redemption price equal to 100% of the Refunded Bonds.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$19,000,000 pursuant to N.J.S.A. 18A:24-61 et seq.

Section 3. An aggregate amount not exceeding \$250,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.

Section 5. A supplemental debt statement has been prepared and filed in the offices of the Township Clerk and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Township as defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.

Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2012 Bonds referred to in Section 1 hereof.

Section 8. This bond ordinance shall take effect immediately after final adoption.

8 September 2020
7046-11305

Via Email (jcalavano@westorangeschools.org) and Mail

Mr. John Calavano
Business Administrator/Board Secretary
West Orange Board of Education
179 Eagle Rock Avenue
West Orange, New Jersey 07052

**Re: Proposal for Engineering Services
COVID-19 HVAC Upgrades**

Dear Mr. Calavano:

Thank you for inviting EI Associates to prepare this proposal to provide professional Engineering services covering the District-Wide HVAC Upgrades to address COVID-19 concerns. Specifically, this proposal covers engineering services to support the installation of Needlepoint Bipolar Ionization devices as manufactured by Global Plasma Solutions, GPS. Based on our discussions we clearly understand the objectives of the District and we are confident that we are well qualified to execute this project on your behalf.

We understand the scope of the District's needs and we have extensive experience in working with our school clients to implement school facility renovation projects. For more than seventy-six years we have provided professional Architecture and Engineering services for new school construction, additions and renovation projects. EI is currently assisting the Demarest, Carlstadt and Scotch Plains-Fanwood School Districts with the design of similar HVAC upgrades involving Needlepoint Bipolar Ionization technology and have completed similar installations for clients including Hasbrouck Heights School District, Lakewood School District, Little Falls School District and Demarest School District to name a few. We have a highly integrated and professional in-house staff of educational planners, architects and engineers of all disciplines to support all of your facility and program needs. We provide high quality professional services, and we are focused on delighting each and every one of our clients.

Michael J. Wozny, AIA, LEEDAP, will continue to serve as our District Project Manager for this assignment. Adam R. Caravaglia, P.E., EI's Mechanical Engineering Department Manager, has already surveyed the subject facilities and will lead the technical development of this project. Our team is prepared to commence work promptly on this assignment. Thank you for this opportunity to continue to assist West Orange Public Schools.

PROJECT DESCRIPTION

To address COVID-19 concerns and improve indoor air quality, the West Orange School District (District) is proposing to install Needlepoint Bipolar Ionization devices, as manufactured by Global Plasma Solutions (GPS), within existing mechanical equipment serving eleven District Schools and the Administration Building. Specifically, GPS devices will be installed within existing rooftop air handlers, air handling units, unit ventilators, and cabinet unit heaters at the following facilities:

Gregory Elementary School
Hazel Elementary School
Kelly Elementary School
Mount Pleasant Elementary School
Redwood Elementary School
St. Cloud Elementary School
Washington Elementary School
Liberty Middle School
Roosevelt Middle School
Thomas A. Edison Central Six School
West Orange High School
Administration Building

EI will prepare a mechanical equipment spreadsheet indicating the type of equipment, locations for the GPS devices to be installed, a schedule describing the type of GPS device to be installed at each location per the request of the District. Electrical design documents illustrating power connections, circuiting and related electrical system details are not required and are excluded from the scope of this proposal. We have assumed submission to NJDOE and NJDCA and a public bid process are not required and related services are excluded. Due to the proprietary nature of this technology we have also assumed the District will source the ionization devices solely from GPS and have further assumed this will not violate public bid laws.

SCOPE OF PROFESSIONAL SERVICES

EI will prepare mechanical design documents consisting of drawings and simplified technical specifications for the project as described above. Specifically, we will perform the following:

1. Attend a kickoff meeting with the District to confirm the scope of work, deliverables and schedule. Prepare and distribute minutes of all meetings.
2. Obtain from the District record drawings of mechanical plans for each of the District schools.

3. Visit the subject schools to confirm existing conditions relative to the proposed improvements. Document our visit with field notes and digital photographs.
4. Confirm with GPS the type of ionization device to be installed within each type of existing mechanical equipment.
5. Based upon the above information, prepare a spreadsheet of mechanical equipment to be equipped with ionization.
6. Meet with representatives of the District to review the spreadsheet. Obtain District comments and approvals.
7. Incorporate District comments and prepare final spreadsheet.

WORK SCOPE NOTES

The scope of services detailed above are based on the following qualifications and assumptions:

1. This proposal covers the scope of professional service described above. In the event that substantial deviations from the proposed scope of work described occur or that client-oriented revisions requiring engineering redesign occur, additional engineering fees may be required. Additional services will be provided on a time and expense basis as authorized by the West Orange Board of Education.
2. The spreadsheet will be primarily based on the existing information available (site plans, drawings, audits, etc.) and visual data collected during our on-site visits. Our on-site investigation will be limited to information visible without destructive testing and/or exploratory measures. These services, if required, will be provided and paid for by the West Orange Board of Education or will be provided by EI as additional services for an additional fee as authorized by West Orange Board of Education.
3. The contract for construction is between the District and the Contractor. EI Associates and our representatives are not responsible for, nor have authority or control over, construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work as this is the sole responsibility of the contractor(s) performing the work.
4. EI's compensation proposal covers the following project expenses:
 - Travel to and from West Orange.
 - Reproduction costs for internal and Owner review sets.
 - One electronic disc of the construction documents. The files on the electronic disc will be in pdf format.
 - Miscellaneous copies and distribution of meeting minutes, etc., one copy per organization.
 - Normal correspondence and telephone communications.
 - Delivery of all the above documents will be via normal mail services. Overnight or express delivery will be provided at an additional charge.
5. Submission to NJDOE and/or NJDCA are excluded.
6. Services covering a public bid process are excluded.
7. Preparation of electrical design documents to illustrate power, wiring and circuiting of the bipolar ionization devised is excluded. Electrical engineering services are excluded.

8. Bidding and construction administration phase services covering shop drawing review, response to contractor RFIs, construction field visits and punch listing are excluded.

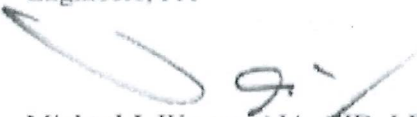
COMPENSATION

EI Associates proposes to provide professional services as described for the lump sum fee of Eight Thousand Five Hundred (\$8,500) Dollars. One final invoice will be submitted at the completion of our work and will be due and payable within 30 days. The enclosed EI Business Terms shall apply to this assignment.


Our staff is available to execute this project immediately. Thank you for this opportunity to present our proposal. We trust this proposal is precisely responsive to your request. Should you require any additional information, please contact us and we will respond promptly.

Very truly yours,

EI ASSOCIATES
Architects &
Engineers, PA



Michael J. Wozny, AIA, CID, LEEDAP
Director of Educational Projects



Adam R. Caravaglia, P.E.
Manager, Mechanical Engineering

EI
ASSOCIATES

2020-2021 Calendar
Central Office Administrative Personnel

Event/Holiday	Day(s) Off	# of Days
Independence Day	Friday, July 3	1
Labor Day	Monday, September 7	1
Yom Kippur	Monday, September 28	1
NJEA Convention	Thursday, November 5; Friday, November 6	2
Thanksgiving	Thursday, November 26; Friday, November 27	2
Holiday Recess	Thursday, December 24; Friday, December 25; Thursday, December 31	3
New Year's Day	Friday, January 1	1
Martin Luther King	Monday, January 18	1
Presidents' Day	Monday, February 15	1
Good Friday	Friday, April 2	1
Memorial Day	Monday, May 31	1
Holiday	Floating*	1
Holiday	Floating**	2
Total		18

**to be used between September 14, 2020 and June 24, 2021 when school is not in session for students and/or for staff.*

*** to be used the week of Winter Recess [12/28, 29, 30/2020] &/or the week of Spring Break [3/29, 30, 31, 4/1/2021]*

**2020-2021 Calendar
Transportation Department**

Event/Holiday	Day(s) Off	# of Days
Independence Day	Friday, July 3	1
Labor Day	Monday, September 7	1
Yom Kippur	Monday, September 28	1
NJEA Convention	Friday, November 6	1
Thanksgiving	Thursday, November 26; Friday, November 27	2
Holiday Recess	Thursday, December 24; Friday, December 25; Thursday, December 31	3
New Year's Day	Friday, January 1	1
Martin Luther King	Monday, January 18	1
Presidents' Day	Monday, February 15	1
Good Friday	Friday, April 2	1
Memorial Day	Monday, May 31	1
Total		14

**2020-2021 Calendar
Buildings & Grounds Department**

Event/Holiday	Day(s) Off	# of Days
Independence Day	Friday, July 3	1
Labor Day	Monday, September 7	1
Yom Kippur	Monday, September 28	*
NJEA	Friday, November 6	*
Thanksgiving	Thursday, November 26; Friday, November 27	2
Holiday Recess	Thursday, December 24; Friday, December 25; Thursday, December 31	3
New Year's Day	Friday, January 1	1
Martin Luther King	Monday, January 18	*
Presidents' Day	Monday, February 15	*
Good Friday	Friday, April 2	*
Memorial Day	Monday, May 31	1
Holiday	Floating*	5
Total		14

** If a staff member chooses to work on a date designated as a floating holiday, that day may be applied to a future date, with prior approval of the immediate supervisor.*

WEST ORANGE BOARD OF EDUCATION

Public Board Meeting September 10, 2020

7:30 p.m. Public Session

Virtual

Agenda Addendum

A. PERSONNEL

1. Resignations / Retirements

- a. Superintendent recommends approval to the Board of Education for the following non-certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
Virginia Reznik	Washington	Lunch Aide	Resignation	09/10/20

- b. Superintendent recommends approval to the Board of Education for the following certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
Jessica Veneziano	Washington	Basic Skills Long Term Substitute	Reassigned	9/10/20

3. Appointments

- a. Superintendent recommends approval to the Board of Education for the following certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Account Code	Effective Dates
Jessica Veneziano	Washington	Grade 3 Extended Assignment Substitute	Engelhardt	N/A	N/A	\$200 per diem	11.120.100.101.00.15.180	9/11/20 - 9/30/20
Jessica Veneziano	Washington	Grade 3	Engelhardt	BA	3	\$57,681 prorated	11.120.100.101.00.15.180	10/1/20 - 6/30/21

- c. Superintendent recommends approval to the Board of Education for the following additional teaching assignment. Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Guide	Step	Salary	Account Code	Effective Dates
Catherine Connors	WOHS	Science	MA+30	7	\$65.23 per diem	11.140.100.101.00.39.050	9/14/20 TBD*
Li DaGraca	WOHS	Science	DR	7	\$70.00 per diem	11.140.100.101.00.39.050	9/14/20 TBD*
Eileen DeCaro	WOHS	Science	DR	14	\$78.83 per diem	11.140.100.101.00.39.050	9/14/20 TBD*
Daniel Duca	WOHS	Science	DR	17	\$109.05 per diem	11.140.100.101.00.39.050	9/14/20 TBD*

Tantanya Hodges	WOHS	Science	MA	16	\$78.68 per diem	11.140.100.101.00.39.050	9/14/20 TBD*
Isabel Macowski	WOHS	Spanish	BA	17	\$15,570.83	11.140.100.101.00.20.050	9/1/20 - 6/30/21

*until position is filled