

**RAHWAY BOARD OF EDUCATION
REGULAR MEETING AGENDA**

***RAHWAY 7th & 8th GRADE ACADEMY
TUESDAY, OCTOBER 17, 2023 - 5:30 P.M.***

I. MEETING CALLED TO ORDER

II. SALUTE TO THE FLAG

III. ROLL CALL

Ms. Allen
Mr. Antisz
Mr. Garay
Mrs. Giacobbe
Ms. Moteiro
Mrs. Raysick
Mr. Toma
Mr. White
Mr. Robson

IV. EXECUTIVE SESSION:

Any discussion held by the Board which need not remain confidential will be made public as soon as practicable. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.

- Employee #6511

V. RECONVENING ROLL CALL:

VI. STATEMENT ON OPEN PUBLIC MEETINGS ACT:

Public notice of this meeting, in compliance with the Open Public Meetings Act, was given by the Board Secretary on January 25, 2023, by sending notices to the Home News Tribune, The Union County LocalSource, TAP Into, the City Clerk of Rahway, the Rahway Public Library, and by posting the notices on the Bulletin Board outside the Board of Education office on the second floor of the 7th and 8th Grade Academy.

VII. ADDITIONS/DELETIONS:

VIII. REPORTS FROM LIAISONS & ASSIGNMENTS

Schools:

High School:	Ms. Allen/Mr. Garay	7-8 Gr. Academy:	Mr. Toma
Cleveland:	Mr. White	Franklin:	Mrs. Giacobbe
Madison:	Mrs. Raysick	Roosevelt:	Mr. Antisz
ACE:	Ms. Allen/Mr. Garay	Preschool:	Ms. Moteiro

Affirmative Action: Mrs. Raysick

City Council: Ms. Allen

State and County Boards:

Union County: Mr. Toma, Alt.: Mr. Robson
 New Jersey: Mr. Robson, Alt.: Mr. Toma

Union County Educational Services Comm.: Ms. Moteiro

Great Schools NJ: Ms. Allen

Student Representatives: Francisco Marques/Karina Lopez

IX. SUPERINTENDENT’S REPORT

1. District Testing Report
2. Technology Presentation
3. Student Representatives’ Report
4. Report of Student Services, September, 2023:

	CURRENT MONTH	YEAR TO DATE
Pre-referral Meetings	5	5
Referrals Received	25	25 and (57) pending from 22/23
Preschool	(12)	12 and (18) pending from 22/23
Referrals Completed	61	61
Non-classifications	10	10
Classifications	48	48
No Evaluation	3	3
Referrals Pending		21
Preschool		(8)
Reevaluations Completed	6	6
Declassifications	0	0
Continuations	6	6
Annual Reviews	53	53
Transfers Received	32	32
Transfers Out	38	38
Residency Checks	6	6
Residency Drops	2	2
Truancy Drops	0	0
Surveillances	1	1
Consultations	3	3
Public Transport Checks	0	0
Meetings with Counselors	3	3

X. CORRESPONDENCE/COMMUNICATION

XI. PUBLIC COMMENTS (AGENDA ITEMS ONLY)

Note on public comment at BOE meetings: Board Policy #1120, adopted on December 20, 2016, provides for public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, address, and group affiliation, if applicable;
2. According to BOE policy, each statement made by a participant shall be limited to three minutes duration. If necessary, the presiding officer may extend the limit to five minutes;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board;
5. The Board will not receive printed materials from the public during public meetings. The public may submit printed materials by addressing them to the Board Secretary, Rahway Board of Education, PO Box 1024, Rahway, NJ 07065;
6. Public participation at board meetings is intended to allow individual members of the public to address the Board on issues of public concern. The public comment period is an opportunity for the Board to listen to citizen concerns, but not to debate issues or enter into a question-and-answer session or a "cross examination" between the public and individual members. While all comments made by the public will be taken under advisement, the Board will not respond to comments made by the public.

XII. MINUTES

Motion to approve of the following minutes:

XIII. COMMUNITY RELATIONS

Chair – Najah Allen

Members – Carlos Garay, Timothy Antisz, Alt.: Joseph Toma

1. Saturday, October 21st is Rahway Day! Located at The Rahway Recreation Center from 11am-3pm. There will be a host of Rahway businesses and vendors dedicated to the students in the district.

XIV. PERSONNEL

Chair – Shanna Raysick

Members – Najah Allen, Laura Giacobbe, Alt.: Sean White

The Superintendent recommends:

Appointments:

1. Motion to appoint Wendy De Chellis as a Special Education Teacher at Roosevelt School effective November 1, 2023, for the 2023-2024 school year, Bachelor's Degree, Step 1 of the Teachers Salary Guide, at an annual salary of \$68,287.00 (replaces E. DelleDonne)
2. Motion to appoint Jennifer Pineda as a Part-time Paraprofessional assigned to Franklin School, Special Education, effective November 1, 2023, or sooner, for the 2023-2024 school year, Step 1 of the Non-Degree Paraprofessional Salary Guide, 5.75 hours per day at the hourly rate of \$15.11, pending the successful completion of pre-employment requirements. (Replaces R. Caldwell).
3. Motion to appoint Karie Penny as a Part-time Paraprofessional assigned to Grover Cleveland School, Special Education, effective November 1, 2023, or sooner, for the 2023-2024 school year, Step 1 of the Non-Degree Paraprofessional Salary Guide, 5.75 hours per day at the hourly rate of \$15.11, pending the successful completion of pre-employment requirements. (Replaces T. Jenkins).
4. Motion to appoint Sicilia Parodi as a Part-time Paraprofessional assigned to the Rahway 7th & 8th Grade Academy, Special Education, effective November 1, 2023, or sooner, for the 2023-2024 school year, Step 1 of the Associate's Degree Paraprofessional Salary Guide, 5.75 hours per day at the hourly rate of \$16.91, pending the successful completion of pre-employment requirements. (Replaces M. Noronha).

Retirements

5. Motion to accept the retirement resignation of Laura Tilton, Paraprofessional, effective December 1, 2023.

Resignations

6. Motion to accept the resignation of Laura Ahmed, School Social Worker, effective November 30, 2023.
7. Motion to accept the resignation of Astride Dagene-Ritter, Special Education Teacher at Roosevelt School, effective December 10, 2023, or sooner, if a replacement teacher is secured.

Leave of Absences

8. Motion to place Employee #4061 on paid administrative leave effective October 9, 2023, pending investigation.

9. Motion to approve a pregnancy leave of absence for Employee #5274, High School, for the approximate period beginning February 1, 2024 through April 18, 2024, during which time the employee may use accumulated sick leave during the period of disability as defined by their attending physician, to be followed by an unpaid leave of absence in accordance with NJFLA through June 30, 2024.
10. Motion to approve a pregnancy leave of absence for Employee #5748, Roosevelt School, for the approximate period beginning February 5, 2024 through March 13, 2024, during which time the employee may use accumulated sick leave during the period of disability as defined by their attending physician, to be followed by an unpaid leave of absence in accordance with NJFLA through May 19, 2024.
11. Motion to approve a pregnancy leave of absence for Employee #4115, Roosevelt School, for the approximate period beginning February 5, 2024 through February 18, 2024, during which time the employee may use accumulated sick leave during the period of disability as defined by their attending physician, to be followed by an unpaid leave of absence in accordance with NJFLA through May 19, 2024.
12. Motion to approve a pregnancy leave of absence for Employee #5927, Grover Cleveland School, for the approximate period beginning February 26, 2024 through April 18, 2024, during which time the employee may use accumulated sick leave during the period of disability as defined by their attending physician, to be followed by an unpaid leave of absence in accordance with NJFLA through June 30, 2024.

Transfers

13. Motion to voluntarily transfer Zachary Shelmet, Safety Monitor, from the Alternative Center to St. Thomas Preschool Program, effective October 18, 2023.

Additional Personnel

14. Motion to amend the District Manager of Safety and Security job description, as attached.
15. Motion to authorize active certificated staff members to provide Home Instruction, as needed and assigned by the Director of Student Services, during the 2023-2024 school year, at the negotiated hourly rate of \$44.50.
16. Motion to approve up to 5 additional work hours per week for Bianca Dominguez for processing school lunch applications; compensation at her individual hourly rate.
17. Motion to approve up to 5 additional work hours per week per person for the following staff members to support Accounts Payable functions during the approximate period Sept.1 to December 1, 2023; compensation at the individuals hourly rate:

Cathi Kozick
Patricia Myers
Theresa Pierce
Susan Woodrow

18. Motion to appoint the following staff to provide After School Tutoring from November 2023 to May 2024, up to two days per week, up to 3 hours per week each person; compensation at the negotiated hourly rate of \$44.50, funded through Title I:

Mary Margel
Carmen Sierra
Quadriyah Myles
Anjanette Highsmith
Justine Johnson
Avah Macknowsky
Jenna Signore
Olivia Silva
Laura Vitale
Kristina Petti
Juan Sabates
Michael Pedrosa

19. Motion to add the following name(s) to the 2023-2024 Substitute Custodian List, pending the successful completion of pre-employment requirements:

Yojandris Texidor Quinones

20. Motion to add the following name(s) to the 2023-2024 Substitute Teacher List, pending the successful completion of pre-employment requirements:

George Lewis Alexis Stapleton

21. Motion to appoint Adrian Drayton to the Extra Service position of High School Assistant Band Director - Winter Indoor Color Guard, at the negotiated stipend of \$3,761.00.

22. Motion to approve Professional Development sessions with Teaching Strategies, Getting Started with GOLD® and The Creative Curriculum for Preschool: The First Six Weeks," for Preschool Paraprofessionals on November 7, 2023, at the cost of \$3,790.00, paid through PEA funds.

23. Motion to rescind the offer of employment for Marta Pawelek, as a School Nurse at Roosevelt School effective immediately.

24. Motion to appoint the following staff to chaperone Rutgers Future Scholars field trips on Saturdays during the 2023-2024 school year; compensation at the negotiated hourly rate of \$44.50:

XV. EDUCATION/CURRICULUM

Chair – Joseph Toma

Members –Shanna Raysick, Najah Allen, Alt.: Jennifer Moteiro

The Superintendent recommends:

1. Motion to accept the HIB Report for the month of September, 2023.
2. Motion to approve the following out-of-state trip(s):
 - a. High School Performing Arts students to attend a performance of The Lion King on Nov. 15, 2023, Minskoff Theatre, New York, at a cost to the Board in the amount of \$1,145.00 for transportation.
 - b. High School Special Education students to visit New York City to attend Cirque Du Soleil on December 11, 2023, at a cost to the Board in the amount of \$160.00 for transportation.
3. Motion to approve the following fundraiser activities, no door-to-door selling:
 - a. High School Volleyball Team to sell snacks at games during their 2023 Sport Season; proceeds to be used for team activities.
 - b. High School Class of 2026 to sell admission to their Haunted Maze, front lawn of High School, on October 27 and October 28, 2023; proceeds to be used for class activities.
 - c. JROTC to accept donations collected through Panera Bread during October and November, 2023; proceeds to be used to offset cost of JROTC Ball.
 - d. JROTC to accept donations of used clothing during October and November, 2023; proceeds to be used to offset cost of JROTC Ball.
 - e. JROTC Sponsor a Cadet fundraiser during October through November 3, 2023; proceeds to be used to purchase ticket for a cadet to attend the JROTC Ball.
 - f. High School Hair Lab to host hair braiding sessions, 2nd Friday of each month during the 2023-2024 school year, after school; proceeds to be used for Hair Lab materials.
 - g. High School Hair Lab Donation Request fundraiser during the 2023-24 school year. Proceeds to be used towards club materials.
 - h. High School Class of 2024 Grateful Grams fundraiser from November 13, 2023 through November 22, 2023. Proceeds to be used towards prom and other class activities.
 - i. High School Robotics Double Good Popcorn Online Fundraiser from November 13, 2023 through November 17, 2023. Proceeds to be used towards competition expenses.
 - j. High School Class of 2024 Pictures and Crafts with Santa on December 16, 2023. Proceeds to be used towards prom and other class activities.
 - k. High School Wrestling Team members to sell apparel online during October 2023 through February 2024; proceeds to be used for team activities.
 - l. Grover Cleveland PTA Bakery Treat Boxes Fundraiser during October and November 2023. Proceeds to be used towards student events and trips.
 - m. Grover Cleveland PTA Shoe Drive from October 18, 2023 through December 15, 2023. Proceeds to be used towards student events and trips.
 - n. Grover Cleveland PTA Book Fair from October 24, 2023 through October 27, 2023. Proceeds to be used towards student events and trips.
 - o. Grover Cleveland PTA Movie Night Concessions Sale Fundraiser on October 27, 2023. Proceeds to be used towards student events and trips.

- p. Grover Cleveland PTA Candy Gram Sales between December 1, 2023 and June 1, 2024. Proceeds to be used towards student events and trips.
 - q. Grover Cleveland PTA Games and Activities Fundraiser on December 15, 2023. Proceeds to be used towards student events and trips.
 - r. Grover Cleveland PTA Harvest Festival on November 16, 2023. Proceeds to be used towards student events and trips.
 - s. 7th & 8th Grade Academy to take orders for pizza kits and cookies during October, November, and December, 2023; proceeds to be used to offset costs of Carnival Day.
4. Motion to approve the use of STAR and Freckle as the Universal Screening Tool and Intervention System in grades 9-12.
 5. Motion to accept tuition payments from the State of New Jersey, Department of Children and Families, Office of Education for Student #19571. Student is state responsible for the 2023-2024 school year.
 6. Motion to terminate the placement of Student #15555 at Bonnie Brae, effective October 16, 2023; student returning the Rahway District.
 7. Motion to rescind the Agreement with Therapy Source to provide a 1:1 aide for Student #15555 at Morris-Union Jointure Commission Development Learning Center, Warren, effective October 13, 2023.

XVI. POLICY

Chair – Sean White

Members –Joseph Toma, Jennifer Moteiro, Alt.: Shanna Raysick

The Superintendent recommends:

1. Motion to adopt the Bylaws, Policies and Administrative Regulations as reviewed and updated by Strauss Esmay Associates, LLP, covering the following categories:
 - BYLAWS - Section 0000
 - ADMINISTRATION - Section 1000
 - PROGRAM - Section 2000
 - TEACHING STAFF MEMBERS - Section 3000
 - SUPPORT STAFF MEMBERS - Section 4000
 - STUDENTS - Section 5000
 - FINANCES - Section 6000
 - PROPERTY - Section 7000
 - OPERATIONS - Section 8000
2. Motion to adopt the Organization Chart, File Code 1110, as attached.

XVII. FINANCE/FACILITIES

Chair – Timothy Antisz

Members –Sean White, Carlos Garay, Alt.: Laura Giacobbe

The Superintendent recommends:

BI-MONTHLY DISBURSEMENTS:

1. Motion to approve the following Bills List disbursements through October 17, 2023, as indicated:

OPERATING ACCOUNTS	OCTOBER 17, 2023
General Fund - 10	\$2,265,133.41
Special Revenue Fund - 20	\$672,102.09
Capital Projects Fund - 30	\$1,963,388.75
Debt Service Fund - 40	\$0
Food Services Fund - 60	\$251,467.93
Trust & Agency Fund - 90	\$1,122,923.42
Grand Total	\$6,275,015.60

MONTHLY TREASURER/SECRETARY/BUDGET TRANSFER REPORTS

- 2. Motion to approve the Treasurer’s Report for the month of July 2023.
- 3. Motion to approve the Board Secretary’s Report for the month of July 2023.
- 4. Motion to approve Budget Transfers through July 31, 2023.

CONSTRUCTION PROJECTS

- 5. Motion to approve payment # 3 for The Bennett Company, Inc., in the amount of \$441,000.00, for the Masonry & Site Improvements at Madison Elementary School, Grover Cleveland Elementary School, and Rahway High School.
- 6. Motion to approve payment # 4 for Mark Construction, Inc., in the amount of \$520,193.80, for the Elevator & Storage Area Addition at Madison Elementary School.
- 7. Motion to approve payment # 9 for AVCO Construction, Inc., in the amount of \$76,584.95, for the Unit Ventilator Replacement at Roosevelt Elementary School.
- 8. Motion to approve payment # 7 for TSUJ Corporation, in the amount of \$84,595.95, for the Electrical Upgrades for the 7th & 8th Grade Academy, Cleveland Elementary School, Franklin Elementary School, Madison Elementary School, and Roosevelt Elementary School.

9. Motion to approve the payment # 9 (Final) for Pravco, Inc., in the amount of \$146,565.59, for the Roof Replacement and Repairs Project at Franklin Elementary School, Madison Elementary School, Roosevelt Elementary School and Rahway High School.
10. Motion to approve payment # 4 for The Bennett Company, Inc., in the amount of \$769,300.00, for the Security Vestibule Addition, Facade & Other Improvements at Rahway Academy.
11. Motion to approve Change Order #001 for AVCO Construction, to allow an increase of Three Hundred and Thirty-Four (334) days to the Contract Time. The new date of Substantial Completion will be June 23, 2024.

OTHER

12. Motion to approve the Comprehensive Maintenance Plan for the Rahway Public Schools for FY 2023 through FY 2025, and to submit same to the Executive County Superintendent for approval, attached.
13. Motion to approve and accept a Safety Grant award through the New Jersey Schools Insurance Group (NJSIG) in the amount of \$12,546.00.
14. Motion to approve tuition payments to the following Charter Schools for Rahway District Students:

Barack Obama Green Charter School – 1 student - \$7,117.00
 Beloved Community Charter School Inc. – 1 student - \$19,977.00
 College Achieve Central Charter School – 4 students - \$65,502.00.
 Union County Teams Charter School – 2 students - \$71,438.00

Payment schedule provided by the State of New Jersey – Department of Education, Division of Finance and Business Services, Office of Finance. Based on projected enrollment. Account Number: 10-000-100-560-01-000.

PROFESSIONAL DEVELOPMENT

15. Motion to approve the following Staff Professional Development:

Staff	Location of Workshop/Conference	Title of Workshop/Conference	Date(s)	Workshop Fee	Travel
Nicole Gleason	Quinnipiac University	Counselor Visitation Day	10/13/23	\$0	\$0
Cary Fields	Monroe, NJ	NJLA S10	10/18/23	\$150	\$0
Cary Fields	Monroe, NJ	NJLA S10	11/29/23	\$150	\$0
Cary Fields	Monroe, NJ	NJLA S10	01/11/24	\$150	\$0
Anna Winters	Lincroft, NJ	AMTNJ Fall Conference	10/20/23	\$215	\$0
Markindy SaintCyr	New Brunswick, NJ	Restorative Justice in Schools	10/17/23	\$0	\$0
Markindy SaintCyr	New Brunswick, NJ	Restorative Justice in Schools	11/01/23	\$0	\$0
Kristine Ng	Virtual	School Based SLPs	10/25/23	\$279	\$0

Lori Poulos	New Brunswick, NJ	Restorative Justice in Schools	10/17/23	\$0	\$0
Lori Poulos	New Brunswick, NJ	Social Emotional Character Development	10/11/23	\$0	\$0
Jessie Rack	Virtual	Understanding HIB Characteristics	09/28/23	\$0	\$0
Jessie Rack	Virtual	Beyond Bias	10/05/23	\$0	\$0
Kayla Podell	Virtual	Foundations Grade 3	10/26/23	\$320	\$0
Graig Ericksen	Newark, NJ (Rutgers)	HESAA School Counselor Training Institute	10/12/23	\$0	\$0
Lindsay Lerner Barrett	Virtual	Leading through the Cycle of Teaching and Learning	01/24/24	\$100	\$0
Susan Farrar	Virtual	Great Teacher Alliance	1st Tuesday of every month (Sept- Jun)	\$75	\$0
Tatiana Prutzman	New Brunswick, NJ	Art Educators of NJ Annual Conference	10/30/23-10/31/23	\$200	\$0
Tabatha Gansler	Piscataway, NJ	Cultivating Math Minds	11/1/23, 11/15/23	\$190	\$0
Isabella Luniewski	New Brunswick, NJ	Rutgers Literacy Series	10/26/23	\$180	\$0
Kristina Petti	New Brunswick, NJ	Rutgers Literacy Series	10/26/23	\$180	\$0
Leon Bunion	Trenton, NJ	Jobs for America's Graduates NJ Information Session	10/12/23	\$0	\$0
Sharmaine Bunion	New Brunswick, NJ	Elementary Peer Mediation	10/26/23	\$0	\$0
Kenneth Betros	Lincroft, NJ	AMTNJ Fall Conference	10/20/23	\$215	\$0
Robyn Larche	New Brunswick, NJ	Rutgers Literacy Series	10/26/23	\$180	\$0
Marsha Garay	New Brunswick, NJ	Rutgers Literacy Series	10/26/23	\$180	\$0
Richele Wisniewski	Raritan Valley Community College	Using Explanation and Argument to Assess Student Learning and Teaching About Climate Change	11/29/23	\$0	\$0
Richele Wisniewski	Raritan Valley Community College	Using Explanation and Argument to Assess Student Learning and Teaching About Climate Change	02/28/24	\$0	\$0
Susan Dube	Piscataway, NJ	Cultivating Math Minds	11/1/23, 11/15/23	\$190	\$0
Juan Garay	Newark, NJ (Rutgers)	HESAA School Counselor Training Institute	10/12/23	\$0	\$0
Nicole Gleason	Seton Hall University	HESAA School Counselor Training Institute	10/23/23	\$0	\$0
Jessica Miserentino	Seton Hall University	HESAA School Counselor Training Institute	10/23/23	\$0	\$0
Dana Sainte	Seton Hall University	HESAA School Counselor Training Institute	10/23/23	\$0	\$0
Jessica Perez	Virtual	Assessing and Treating Mutiszm as a Speech Language Pathologist	Ongoing	\$74	\$0

Greg Mariconda	New Brunswick, NJ	Restorative Justice in Elementary Schools- Tier I	10/17/23	\$0	\$0
Greg Mariconda	New Brunswick, NJ	Restorative Justice in Elementary Schools- Tier II and Tier III	11/01/23	\$0	\$0
Daniel Garay	Trenton, NJ	Jobs for America's Graduates NJ Information Session	10/12/23	\$0	\$0
Joseph Elefante	Monroe, NJ	ArtsEdNJ VPA Supervisor Roundtable	10/16/23	\$0	\$0
Sharmaine Bunion	Raritan Valley Community College	Using Core Ideas to Construct Explanations for Science Phenomenon	11/01/23	\$150	\$0
Maryellen Palermo	New Brunswick, NJ	Restorative Justice in Elementary Schools- Tier II and Tier III	11/01/23	\$0	\$0
Lauren Paparozzi	New Brunswick, NJ	Rutgers Literacy Series	02/07/24	\$180	\$0
Lauren Paparozzi	New Brunswick, NJ	Rutgers Literacy Series	05/21/24	\$180	\$0
Lauren Battiato	Virtual	Gradual Release of Responsibility Instructional Framework	11/15/23	\$189	\$0
Jeffrey Kurczeski	Virtual	New Administrator Stronge Training	1/10/24, 1/17/24, 1/24/24	\$675	\$0
Susan Krivenko	Atlantic City, NJ	NJASL Fall Conference	12/3/23-12/5/23	\$250	\$220
Patricia Volino	Virtual	Administrator Leader Science Workshops	11/28/23, 12/5/23, 12/12/23, 12/19/23, 4/17/24, 4/24/24, 5/1/24, 5/8/24	\$0	\$0
Lauren Battiato	Virtual	Gradual Release of Responsibility Instructional Framework	11/15/23	\$189	\$0
Jeffrey Kurczeski	Virtual	New Administrator Stronge Training	1/10/24, 1/17/24, 1/24/24	\$675	\$0
Susan Krivenko	Atlantic City, NJ	NJASL Fall Conference	12/3/23-12/5/23	\$250	\$220
Patricia Volino	Virtual	Administrator Leader Science Workshops	11/28/23, 12/5/23, 12/12/23, 12/19/23, 4/17/24, 4/24/24, 5/1/24, 5/8/24	\$0	\$0

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- minutes' duration. If necessary, the presiding officer may extend the limit to five minutes;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
 4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board;
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 6. Public participation at board meetings is intended to allow individual members of the public to address the Board on issues of public concern. The public comment period is an opportunity for the Board to listen to citizen concerns, but not to debate issues or enter into a question-and-answer session or a "cross examination" between the public and individual members. While all comments made by the public will be taken under advisement, the Board will not respond to comments made by the public.

XIX. GENERAL BOARD MEMBER COMMENTS

XX. BOARD MEETING DATES

Caucus Meeting: Tuesday, November 14, 2023 6:00 p.m. Executive, 7:00 p.m. Public Session
Regular Meeting: Tuesday, November 28, 2023 6:00 p.m. Executive, 7:00 p.m. Public Session

XXI. ADJOURNMENT

Motion to adjourn the meeting.

TITLE: District Manager of Safety & Security

QUALIFICATIONS:

1. Earned Bachelor's Degree from an accredited college or university.
2. Holds NJ School Safety Specialist Certificate.
3. Valid NJ Driver's License.
4. Experience working with Preschool through Grade 12 students and in law enforcement, or equivalent as determined by the Board.
5. Knowledge of security measures, security policies and procedures, and crisis management. Overall strong knowledge of current juvenile law and laws and regulations governing search and seizure activities.
6. Strong background in building security, including the design, set-up and daily operation of digital electronic security systems.
7. Ability to maintain order and to work with groups and individuals on matters of security and crisis management.
8. Strong problem-solving skills and ability to effectively communicate with students, parents and staff.

REPORTS TO: ~~Business Administrator~~ Superintendent of Schools

JOB GOAL: To provide leadership in the security and protection of students, staff, and school property.

PERFORMANCE RESPONSIBILITIES:

1. Responsible for the development and implementation and evaluation of the District's safety and security plans and security related policies and regulations. Make appropriate policy change recommendations when necessary.
2. Train all district employees on all safety and security policies and practices.
3. Plan, develop and implement and document accordingly all emergency drills in all District Schools in accordance with all State and local mandates.
4. Maintain, monitor and manage all aspects of the District's CCTV system as related to security and all communication devices and when necessary and required make copies of desired footage.
5. Supervise, train, and direct all district security personnel, including Safety Officers and Common Area Paraprofessionals.
6. Assist schools and local law enforcement with any investigation when needed and requested. (For example, but not inclusive, criminal activity and bullying and harassment)
7. ~~Develop and maintain a working professional rapport with students, including presenting safety presentations to students at all levels.~~
8. Assist building administration with the proactive random locker search policy and practice and regularly check locker integrity.
9. Participate in all school crisis teams and serve on the District Crisis Planning Team (CPT) and make presentations as needed.

10. Attend specific faculty and parent meetings and make topical presentations when requested.
11. In concert with the Athletic Director, develop and implement policy and practices for sporting events including student behavior and spectator behavior and chaperone procedures.
12. Serve as District liaison with local law enforcement agencies, fire, emergency management, Board of Health and any other Municipal or state agency. Coordinate all joint service events.
13. Facilitate Bio Security and Pandemic Committee meetings with proper authorities as needed and required.
14. Assists school administration with residency issues as needed.
15. Performs all other duties as assigned by the ~~Business Administrator~~ Superintendent.

TERMS OF

EMPLOYMENT: 12 month non-affiliated position.

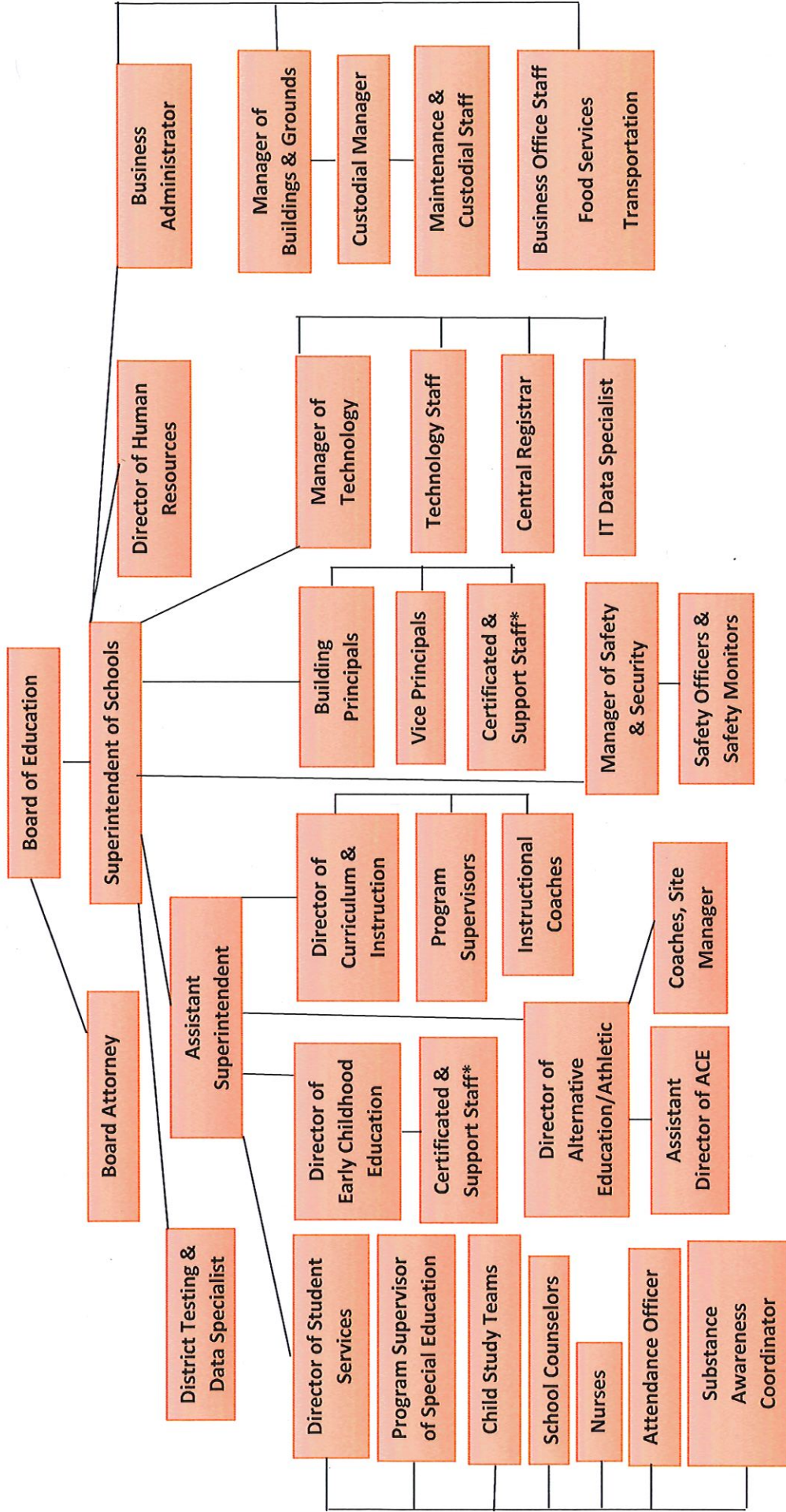
EVALUATION: Performance of this job will be evaluated annually in accordance with State law and the provisions of the Board's policy on evaluation of non-certified staff.

APPROVED: April 21, 2020

REVISED: July 12, 2022

DRAFT: October 12, 2023

Exhibit: Organizational Chart



Adopted: August 31, 2010
 Revised: September 17, 2013
 NJSBA Review/Update: May 2016
 Readopted: December 20, 2016
 Readopted: May 21, 2019
 Draft: **Oct. 12, 2023**

***Please Note: Support Staff refers to any employee who is not a certificated teacher (paraprofessionals, safety officers, secretaries, etc.)**