

AUGUST 18, 2021

PERSONNEL ADDENDUM

PERSONNEL ITEMS 22-29

CERTIFICATED STAFF 22-25:

22. Recommended Salary Correction/Adjustments:

A. Karen Schaughnessy 9/1/2021 - 6/30/2022 +200.00
HSE Sped Aut (service increment adjustment)

23. Recommended Degree Changes/Salary Adjustments effective 9/1/2021 - 6/30/2022:

	<u>From:</u>	<u>To:</u>	<u>\$</u>
A. <u>Ann C. Gural</u> HSN Spanish	BA	BA+30	+1,600

24. Recommended Leave of Absence Requests:

A. <u>Employee #14218</u> SB Grade 2	Medical Ext.	9/1/2021 - 9/30/2021 (revised leave end date)
B. <u>Employee #16082</u> HSS Sped RR	Family	11/9/2021 - 2/10/2022
C. <u>Employee #13975</u> IN School Nurse	Family	9/13/2021 - 10/29/2021
D. <u>Employee #14533</u> HSN Spanish	Family Maternity	1/4/2022 - 3/28/2022 3/29/2022 - 6/30/2022

25. Retirements:

A. Jenna F. Lepore 10/1/2021
SB Grade 2

SUPPORT STAFF 26-28:

26. Special Education Paraprofessionals:

A. Rescind Employment Offer (Not Accepting Position):

<u>Nadine L. Mooney</u>	(R)	\$16,470.00
ELC Tier II Paraprofessional	9/1/2021 - 6/30/2022	

B. Resignations:

<u>Maria Dempsey</u>	9/1/2021
HSN Tier II Paraprofessional	

<u>Shannon K. Pavao</u>	8/16/2021
PB Tier II Paraprofessional	

<u>Moriah J. Ramos</u>	9/1/2021
ELC Tier II Paraprofessional	

<u>Andrea E. Rauh</u>	9/1/2021
ELC Tier II Paraprofessional	

27. Cafeteria/Playground Aides:

A. Rescind Employment Offer (Not Accepting Position):

<u>Linda M. Greisch</u>	(R)	\$5,591.78
Pine Beach	9/1/2021 - 6/30/2022	

28. Food Services Department:

A. Rescind Employment Offer (Not Accepting Position):

<u>Rosela M. Bell</u>	(R)	\$7,605.00
IS Cafeteria Worker	9/1/2021 - 6/30/2022	

<u>Jacquelyn Brennan</u>	(R)	\$8,330.40
HSE Cafeteria Worker	9/1/2021 - 6/30/2022	

29. Summer Employment Recommendations:

- A. Special Education Extended School Year Program Additions effective 7/6/2021 - 8/16/2021 (Attached)
- B. Revised Summer Learning Acceleration Program Additions effective 7/26/2021 to 8/19/2021: (Attached)

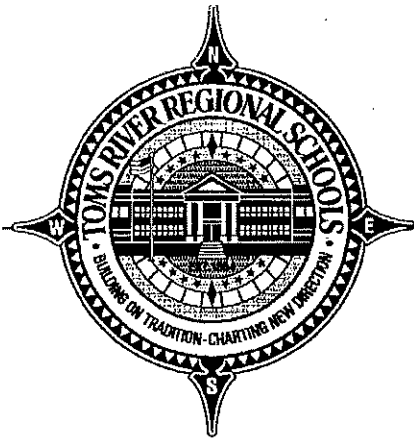
AUGUST 18, 2021

PERSONNEL ADDENDUM

ATTACHMENTS

29A

Toms River Regional Schools



Kelly C. Umbach

Supervisor of Special Education

1144 Hooper Avenue, Toms River, NJ 08753

Phone: 732-505-5573 • Fax: 732-505-1493

kumbach@trschoools.com

To: Dawn Radetich

From: Kelly Umbach

Date: August 13, 2021

Re: staff for board approval for IEP meetings

Please approve Kirsten Hawkes as a special education teacher to attend IEP meetings during the summer at a rate of \$20/hour, as needed.

Kelly C. Umbach

Kelly C. Umbach

Supervisor of Special Education

8/18/21
Approved
att.

29B

Toms River Regional Schools

Rachel Cicala

Director of Elementary Curriculum

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505-5500 x500052 • Fax: (732) 244-7003
rcicala1@trschoools.com



To: Dr. Stephen Genco
Interim Superintendent

From: Rachel Cicala
Director of Elementary Curriculum

Re: **Summer Learning Acceleration Program - Staff Approval**
ESSER 2 FUNDED
Board of Education Meeting
August 18, 2021

Date: August 16, 2021 (REVISED)

Board of Education approval is needed for the following teachers for the Summer Learning Acceleration Program from **July 26, 2021 through August 19, 2021**. This program is funded by ESSER 2.

Summer Learning Acceleration Program 20-484-100-101-034-2021	Pay Amount
Makaela Gevaras, ESS (Substitute)	Not to exceed \$1920.00
Denise Santucci, Hooper Avenue (Substitute)	Not to exceed \$1920.00
Jaclyn Murphy, Pine Beach (Substitute)	Not to exceed \$1920.00
Michelle Minelli, Intermediate East (Substitute)	Not to exceed \$1920.00
Kathryn Quacquarini, Joseph A. Citta (Substitute)	Not to exceed \$1920.00
Jennifer Zieser, Hooper Avenue(Substitute)	Not to exceed \$1920.00

RC:da

cc: William Doering, Business Administrator
Richard Fastnacht, Assistant Superintendent
James Ricotta, Jr., Assistant Superintendent
Personnel

8/18/21
Cicala
att.

AUGUST 18, 2021

**EDUCATIONAL PROGRAMS
ADDENDUM**

EDUCATIONAL PROGRAMS ITEMS 9-10

9. Funded Programs:

- A. Recommend approval of the YMCA Community Based Instruction Program for special education students at High School East. (Attached)

10. Nursing Services Plan: (Attached)

- A. Recommend approval of the attached School District Nursing Services Plan for the 2021-2022 School Year.

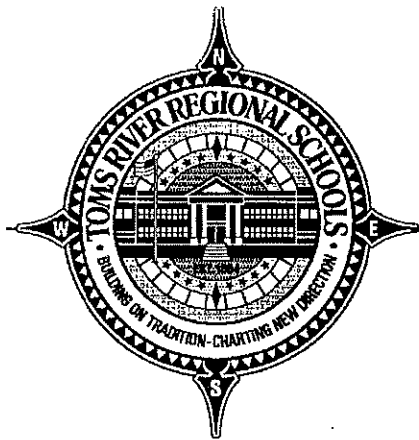
AUGUST 18, 2021

**EDUCATIONAL PROGRAMS
ADDENDUM**

ATTACHMENTS

9.

Toms River Regional Schools



Kelly C. Umbach

Supervisor of Special Education

1144 Hooper Avenue, Toms River, NJ 08753

Phone: 732-505-5573 • Fax: 732-505-1493

kumbach@trschoools.com

Memorandum

To: Mr. Jim Ricotta

From: Kelly Umbach

Date: August 2, 2021

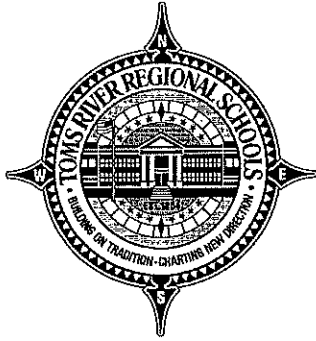
Re: YMCA CBI for 18-21 Class

YMCA CBI Description for the 18-21 Program

The 18-21 MD life skills classes at HSE have the opportunity to participate in a Community Based Instruction program designed by the teacher, District BCBA and the acting CEO of the OCYMCA. This program is designed to facilitate and enhance our instruction of life skills to this population of students.

The students will visit the YMCA once a week and be provided with various 45 minute sessions, each which focuses on a different set of life skills. The sessions include gym, yoga and swimming, each with a private instructor dedicated just for our students. Not only will our students be able to learn more about safely navigating various community resources, but this also allows time to work on valuable hygiene, daily living, and self-care skills.

The entire program and all necessary equipment, including instructors and lifeguard fees, are being funded by a private donor. Toms River Regional Schools will be responsible to transport to and from the YCMA.



10
TOMS RIVER REGIONAL SCHOOLS

JAMES RICOTTA, JR.

ASSISTANT SUPERINTENDENT

1144 Hooper Avenue, Toms River, NJ 08753

732-505-5500 • Fax: 732-505-9330

Email: jricotta@trschools.com

TO: Dr. Stephen Genco
Interim Superintendent of Schools

FROM: James Ricotta, Jr.
Assistant Superintendent

RE: **STANDING ORDERS – 2021-2022 School Years**

DATE: August 17, 2021

SUBJECT: Standing Orders - Nursing & First Aid 2021-2022

Please have the attached placed on the August 18, 2021 Board Agenda for approval:

STANDING ORDERS-SCHOOL YEARS 2021-2022, Signed and dated by
Mary Ann McCabe, MD, FACEP

James Ricotta, Jr.
Assistant Superintendent

JR:lr
Attachment

8/17/21
Appendix
act

**TOMS RIVER REGIONAL
SCHOOLS**

NURSING SERVICES PLAN

2021 - 2022

STANDING ORDERS 2021-2022

2021-2022 AED PLAN

If a child or adult is found unconscious, follow the AED school plan.

2021-2022 & AD INFINITUM

Permission is given to the Toms River Regional School Nurses to follow the STANDING ORDERS FOR FIRST AID AND EMERGENCY CARE.

Permission is given to the Toms River Regional School Nurses to administer, in EMERGENCY SITUATIONS, OXYGEN BY NASAL CANNULA OR FACE MASK AT 2-3 LITERS by nasal cannula OR UP TO 4-5 LITERS via face mask AS NEEDED.

Permission is given to the Toms River Regional School Nurses to use the PULSE OXIMETER To monitor oxygen saturation levels and heart rate. (SpO₂ of 95 % or greater is considered to be normal)

2021-2022 & AD INFINITUM

TRACHEOSTOMY CARE: Permission is given to the Toms River Regional School Nurses to provide TRACHEOSTOMY CARE to those pupils who provide a written parental request and written medical care plan from his/or her attending physician.

THESE PROTOCOLS WILL BE READ AND APPROVED BY THE APPROPRIATE SCHOOL PHYSICIAN.

2021-2022 ALLERGIC EMERGENCIES

Emergency Treatment of Allergic Reactions (Anaphylaxis) Emergency treatment for acute asthmatic attacks, severe allergies, insect bites, and anaphylaxis:

Epipen Auto-Injector - 0.3 mg epinephrine IM, 1:1000 (0.3 ml) – for patients over 66 lbs

Epipen Jr. Auto-Injector - 0.15 mg epinephrine IM, 1:2000 (0.3ml) – for patients 33-66 lbs

Auvi-Q 0.1 mg patients 16.5 to 32 lbs

2021-2022 ALLERGIC EMERGENCIES

Emergency Treatment of Allergic Reactions; Hives, Skin Swelling, Insect Bites.

If parents cannot be reached give:

Benadryl –age 12 and older 25mg to 50 mg PO

Benadryl Dosage Table

Child's weight	25-37 lbs	38-49 lbs	50-99lbs
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Liquid 12.5/5ml	5 ml	7.5 ml	10 ml
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Observe closely for additional symptoms, notify parent/guardian as soon as possible,

Call 911 if needed.

2021-2022 EMERGENCY USE

Acetaminophen for fever over 102 if parents cannot be reached within 1 hour.

Weight: 24-35lb: 160mg po
 36-47lb: 240mg po
 48-59lb: 320mg po
 60-71lb: 400mg po
 72-95 lb: 480mg po
 >95lb: 650mg po

2021-2022 EMERGENCY DIABETIC ORDER

Glucagon to be given when needed for unresponsive hypoglycemia in a known diabetic. Administer if the patient is unconscious or unable to eat sugar or a sugar-sweetened product.

Glucagon 0.5mg IM/sub q for student <44lb (20kg)

Glucagon 1.0mg IM/sub q for student greater than or equal to 44lb (20kg)

Glucagon Nasal Powder- Baqsimi 3mg (For Nasal use only) Ages 4 years to 16 years old

To be given in one side of nose (does not need to be inhaled)

For treatment of severe Low Blood Sugar

2021-2022 EMERGENCY OPIOID OVERDOSE


Narcan (Naloxone HCL) Nasal Spray 4 mg / 0.1 ml Intranasal spray (As Directed).

Permission is given to the Toms River Regional School Nurses to Administer the Emergency Narcan Nasal Spray.

Call 911 – Observe closely - Notify parents/Guardian, Transport to Emergency Room for further evaluation.



Health Services Director



Dated:

First Aid Standing Orders 2021-22

General information on accidents/injuries- assess situation, apply first aid or call ambulance and parent. Keep patient calm and warm, immobilize injured area, and control bleeding if indicated. Do not move patient if neck or spinal injury is suspected. Never leave patient unattended.

AED Plan- If a child or adult is found unconscious, follow the AED Plan.

Abrasions/scratches- Clean with soap and water, cover with band aid.

Bee Stings- Check to see if stinger is removed. Apply ice to reduce swelling and itching. Notify parent.

Note: if patient is known to be allergic to bee stings, make sure there are doctor's orders and appropriate medication available. Train epipen delegates.

Bites-Insect- Wash with soap and water, apply ice to stop itching. Human or animal-wash with soap and water, cover with band aid. Notify parent. If animal, notify police and Ocean County Health Dept immediately for proper follow through for rabies detection. Medical follow-up with physician, check tetanus immunization status.

Bruises- Apply cold water or ice.

Burns-Heat- apply cool water, do not apply ointments, cover with gauze as needed. Treat for shock if necessary, call 911 and parent as indicated.

Chemical-apply copious amounts of water (at least 15 mins). Call parent, 911 or poison control (1-800-poison-1) as indicated.

Cessation of breathing- CPR by qualified personnel, call 911 and parent. Rescue breathing if pulse is present, check for food in oral cavity.

Convulsion/seizure- Maintain open airway. Protect against injury, roll to side, do not restrain. Do not put any hard implement in mouth. After seizure, if patient is breathing and responding, call parent. If not breathing or responding or seizure doesn't stop, call 911, start rescue breathing if indicated. Do not perform rescue breathing during Status Asthmaticus. Document time, length and symptoms of seizure.

Cut lip/tongue- Rinse with cold or salt water. Apply ice/pressure as needed.

Diarrhea- More than two loose or watery bowel movements occurring over a short period of time. Take temperature, notify parent/ guardian and send home. Students with diarrhea should stay home for 24 hours until the symptoms have subsided without medication. Advise medical care.

Drug abuse/alcohol intoxication- Administer first aid as necessary, assess physical condition, stabilize, call parent, alert principal, call 911 if indicated. Call poison control as needed. 1-800-poison-1. Notify building SAC.

Dysmenorrhea- Rest, call parent if indicated. May use heating pad unless contraindicated.

Earache- Take temperature, if 100.4 degrees, notify parent, send home. If no fever, may put cotton in ear. May let child rest. If foreign body suspected, visually inspect, notify parent and send home if indicated.

Eyes-Foreign body- flush with water or saline, apply cold compress.

Burns including chemical-flush with copious amounts of water or saline at least 15mins. Apply eye patch if indicated. Call parent, advise medical care. Call poison control as indicated 1-800-poison-1.

Inflamed, with or without discharge- notify parent, send home, needs doctor's note to return.

Injures- apply first aid as necessary, control bleeding, use eye patch if indicated without applying pressure on eye, call parent, advise medical care.

Fainting-If light-headed or dizziness occurs, place patient in horizontal position with legs slightly elevated. Don't let patient assume upright position too quickly. Notify parent, send home as necessary. Monitor pulse and bp. May check temperature.

Loss of consciousness- note circumstances, monitor vital signs, length of unconsciousness. Notify parent, call 911 if indicated.

Fever- If a student goes home or stays home from school with a fever of **100.4 degrees** or more, they must stay home until **fever free** without medication for 24 hours.

Fractures- Identify injured areas, splint it as it lies, use ice over break, elevate area, have patient rest. Call parent and/or 911 as indicated.

Frost Bite- Apply tepid water, call parent, advise medical treatment. If child is unresponsive, call 911.

General illness- Take temperature, let rest. If 100.4 degrees, notify parent to send home. Should be fever-free, below 100.4 for 24 hrs without any fever reducing medicine before returning to school.

Headache- Take temperature may let rest, call parent, send home if necessary.

Head bumps- Inspect area, first aid/ice as needed. Check pupils, LOC and BP as indicated. Contact parent if indicated.

Head injury- Inspect area, first aid/ice as necessary. Check pupils, LOC, and bp. Notify parent, send home if indicated, advise parent to follow up with medical care. Send home with "Head injury instruction" sheet if indicated. If diagnosed with concussion, must have doctor's note to return to gym/recess/sports.

Heat Exhaustion/heat stroke- This is a medical emergency whether responsive or unresponsive. Call 911 and parent.

Nausea/vomiting- Take temperature, assess child, send home as necessary. Vomiting two or more times send home.

Nosebleeds- Have child sit upright. Pinch nostrils just below bridge of nose until bleeding stops. May use ice along with pressure. If uncontrollable, notify parent, advise medical treatment.

Pain- Take temperature, contact parent as indicated.

Pediculosis- The school nurse will check any student reported by staff for possible head lice. If live lice are found, the child's parents/ guardian are to be notified. The nurse will provide information to the parents / guardian about proper treatment. Students diagnosed with live head lice can be sent home according to the nurse's discretion from school, be treated, and return to class after appropriate treatment has begun. The new guidelines say that lice infestation does not warrant screening of classrooms. When returning to school the student will report directly to the nurse who will examine the student to ensure the proper treatment was performed. (proof of treatment must be provided). Refer to Guidelines.

Poisoning- Call poison control immediately, follow their directives, call 911 and parent. Give poison control all available information on poison ingested. 1-800-poison-1

Shock- Student should lay with legs elevated except if head/neck injuries. Cover with blanket, loosen tight clothing. Reassure and calm student. Take pulse, BP and check pupils. Notify parent. Call 911 if necessary.

Skin rashes - Rashes of unknown origin are to be considered contagious, notify parent, send home, must have doctor's note with diagnosis before returning to school. Draining rashes need to be covered while in school.

Splinters - Notify parent if not easily removed. Wash area, apply band aid.

Sutures or Dermabond- May not participate in gym, recess or sports until removed and doctor's note stating may return to activities.

Tick removal- Remove tick completely with tweezers, clean area with soap and water. Save tick for parents in Ziploc bag with moist towel. If deeply embedded, do not attempt to remove. Call parents. Advise parent to seek medical advice.

Tooth/dental injuries- Apply ice pack, call parent, advise dental care, send home if indicated. If dislodged, find tooth and pick up by crown, not the root. If dirty, gently rinse, hold tooth by crown and gently insert back into the socket, have child hold tooth in socket while being transported to the dentist by biting on a clean gauze or cloth. If tooth CANNOT be placed back in socket, place tooth in a cup of fresh milk, save a tooth solution, saline solution or patient's own saliva and transport to the dentist immediately. Never wrap tooth in gauze or tissue. Check child's tetanus status.

Wounds with bleeding(severe laceration or avulsion)- If patient not responding, call 911, CPR as needed. Apply direct pressure on wound, bandage firmly but not tightly. Notify parent, advise medical treatment, check immunization status

If minor-wash with soap and water, apply band aid.

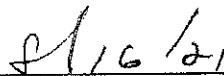
No medication may be given without a doctor's written order. Medication must be in original bottle with prescription label attached.

No child is to be sent home before a parent is notified. Parent or designated adult must come to school to pick up child.

Universal precautions are to be followed at all times.



Health Services Director *ms*



Date



TOMS RIVER REGIONAL SCHOOLS

TOMS RIVER SCHOOLS HEALTH PROGRAMS

NURSE SCREENINGS:

All students will have height, weight and blood pressure measured and recorded.

Hearing screenings will be done in grades Pre-K, Kindergarten through grade 3, plus grade 7 and grade 11.

Vision screenings will be conducted in grades Pre-K, Kindergarten, grades 2, 4, 6, 8 and 10.

Dental screenings performed Kindergarten and grade 1.

Grades 5, 7, 9 and 11 students will be screened for scoliosis.

It is strongly suggested that parents/guardians obtain a physical exam at least once in each of the student's three developmental stages of early childhood (preschool to grade 3), pre-adolescence (grades 4-6) and adolescence (grades 7-12).

It is also recommended that students receive regular dental exams and care. If assistance is needed in obtaining dental care, please contact the school nurse.

HEALTH EDUCATION:

A growth and development film will be shown to students in grades 5 and 6.

TO THE PARENT/GUARDIAN:

Our school health program is designed to improve, protect and promote the health of the child. Your child will be involved in the program unless you notify the school nurse, in writing, of non-participation in any segment of the above and your reasons for same.

Thank you for your time, consideration and cooperation in this matter.

Revised: June 1988
June 1990
January 1991
December 1991
June 1994
November 1997
October 2001

May 2005
November 2005
April 2008
July 2012
May 2013
June 2017
June 2019

Reviewed: May 2018
Reviewed: May 2020
Reviewed: August 2021