

AUGUST 20, 2025

PERSONNEL AGENDA

BOARD OF EDUCATION

AUGUST 20, 2025

PERSONNEL ITEMS 1-20

CERTIFICATED STAFF 1-8:

1. **Recommended for Employment:**

{Code = (R) Replacement; (TR) Temporary Replacement; (New) New Position}

			<u>\$</u>
A.	<u>Amanda M. D'Alessio</u> WAL Speech Language Specialist	(R) 9/1/2025 - 6/30/2026	65,525.00
B.	<u>Kelsey M. Dimesa</u> HSN Technology	(R) 9/1/2025** - 6/30/2026	60,725.00
C.	<u>Victoria G. Disano</u> HSS Sped RR	(R) 9/1/2025 - 6/30/2026	58,325.00
D.	<u>Alexandra M. Dragonetti</u> WS Kindergarten	(R) 9/1/2025 - 6/30/2026	57,525.00
E.	<u>Lucy A. Ferruzza</u> PB Instrumental Music	(R) 9/1/2025 - 6/30/2026	62,025.00
F.	<u>Jacquelyn Gonzalez</u> ED Sped Aut	(R) 9/1/2025 - 6/30/2026	57,525.00
G.	<u>Jerilee Herrera</u> IS Spanish	(R) 9/1/2025 - 6/30/2026	57,525.00
H.	<u>Lily C. Johnson</u> JAC+ Art	(R) 9/1/2025 - 6/30/2026	57,525.00

1. Recommended for Employment: (Continued)
{Code = (R) Replacement; (TR) Temporary Replacement; (New) New Position}

I.	<u>Rachel A. Lapinski</u> WD Vocal Music	(R) 9/1/2025* - 6/30/2026	66,325.00
J.	<u>Nicholas C. Luyber</u> HSN Science	(R) 9/1/2025* - 6/30/2026	99,520.00
K.	<u>Jillian M. Markey</u> ED Nurse Assistant	(R) 9/1/2025 - 6/30/2026	52,525.00
L.	<u>Danielle P. McArow</u> WAL Sped Aut	(R) 9/1/2025 - 6/30/2026	74,525.00
M.	<u>Mackenzie B. Melton</u> WAL Sped LLD	(R) 9/1/2025 - 6/30/2026	57,525.00
N.	<u>Ashley A. Panek</u> HSN Student Assistance Coordinator	(R) 9/1/2025 - 6/30/2026	65,325.00
O.	<u>Nikkiann M. Pisapia</u> WD Sped Aut	(R) 9/1/2025 - 6/30/2026	58,325.00
P.	<u>Victoria Pomora</u> ND Kindergarten	(R) 9/1/2025** - 6/30/2026	57,525.00
Q.	<u>Emily A. Teague</u> ED Grade 4	(TR) 9/1/2025 - 6/30/2026	57,525.00
R.	<u>Briana L. Tortoriello</u> WD Sped MD	(R) 9/1/2025 - 6/30/2026	57,525.00

**start date pending release from current district*

***start date pending issuance of teaching certificate*

2. Recommended Change of Employment:
{Code = (R) Replacement; (TR) Temporary Replacement; (New) New Position}

	<u>Change to:</u>	<u>\$</u>
A. <u>James R. Cleveland</u> IE Assistant Principal	IE Principal 9/1/2025 - 6/30/2026	182,520.21 (Prorated)
B. <u>Joseph R. Schafer</u> HSS Science	IE Assistant Principal 9/1/2025 - 6/30/2026	100,437.00 (Prorated)
C. <u>Kathryn R. Quacquareni</u> JAC Intervention & Gifted Ed	BWD Supervisor 9/1/2025 - 6/30/2026	99,500.00 (Prorated)

3. Recommended Degree Changes/Salary Adjustments effective 9/1/2025 - 6/30/2026:

	<u>From:</u>	<u>To:</u>	<u>\$</u>
A. <u>Sean Meloney</u> HSS Sped RR	MA	MA+30	+1,000
B. <u>Stephanie F. Moir</u> CG Sped Aut	BA	MA	+3,200

4. Recommended Salary Adjustments:

		<u>\$</u>
A. <u>Megan E. Klymasz</u> ND Preschool	9/1/2025 - 6/30/2026 (Preschool Facilitator)	+1,333.86
B. <u>Gina T. Rios</u> ND Preschool BCBA	8/1/2025 - 6/30/2026 (Preschool Facilitator)	+1,333.86
C. <u>Anne Marie Gingerelli</u> IN School Psychologist	8/1/2025 - 6/30/2026 (CST Facilitator)	+2,667.72
D. <u>Kelly P. McNamara</u> ND Preschool LDTC	8/1/2025 - 6/30/2026 (CST Facilitator)	+2,667.72
E. <u>Lisa M. Hart</u> HSE Sped Aut	9/1/2025 - 6/30/2026 (Autism Facilitator)	+1,333.86

4. Recommended Salary Adjustments: (Continued)

		\$
F.	<u>Cassidy L. Pellicane</u> IS Sped Aut	+1,333.86
	9/1/2025 - 6/30/2026 (Autism Facilitator)	
G.	<u>Katelyn M. Oliger</u> ED Sped MD	+1,333.86
	9/1/2025 - 6/30/2026 (Autism Facilitator)	
H.	<u>Nicole M. Agathangelou</u> HA Sped Aut	+1,333.86
	9/1/2025 - 6/30/2026 (Autism Facilitator)	
I.	<u>Karen L. Reiser</u> ND Preschool	+1,333.86
	9/1/2025 - 6/30/2026 (Speech Facilitator)	
J.	<u>Sabrina J. Peros</u> ND Preschool	+1,333.86
	9/1/2025 - 6/30/2026 (Speech Facilitator)	

5. Recommended Leave of Absence Requests:

A.	<u>Employee #15385</u> HA Kindergarten	Family	9/22/2025 - 12/12/2025
B.	<u>Employee #15812</u> HA Sped Aut	Family Maternity	9/1/2025 - 11/24/2025 11/25/2025 - 12/23/2025
C.	<u>Employee #16897</u> HSE Math	Family	10/1/2025 - 12/23/2025 (revised leave dates)
D.	<u>Employee #17354</u> IS BCBA	Maternity	9/10/2025 - 11/5/2025
E.	<u>Employee #15634</u> STR Grade 3	Maternity Ext.	9/1/2025 - 10/31/2025
F.	<u>Employee #14400</u> IE Science Gr. 6	Personal	9/1/2025 - 12/23/2025
G.	<u>Employee #17475</u> ED LDTC	Family Maternity	11/19/2025 - 2/22/2026 2/23/2026 - 2/27/2026

5. Recommended Leave of Absence Requests: (Continued)

H. Employee #13631 Family 9/11/2025 - 11/30/2025
CG Grade 1

6. Rescind Employment Offer (Not Accepting Position):

A.	<u>Crystal Perrenod</u>	(R)	<u>\$</u> 57,525.00
	ND Sped PSH Aut	9/1/2025 - 6/30/2026	
B.	<u>Natalie L. Boyd</u>	(R)	62,025.00
	WAL Sped LLD	9/1/2025 - 6/30/2026	

7. Resignations:

A. Andrea Conceicao 8/31/2025
CG Grade 4

B. Meaghan E. Phillips 8/30/2025
SB School Nurse

C. Jennifer Huey 9/1/2025
HSN Science

D. Stephanie M. Quarto 8/11/2025
IN Technology Gr. 6 & 7

8. Certified Job Description: (Attached)

A. Recommend approval of the attached certified job descriptions:

Director of Special Education (Revised)
Principal (Revised)
Assistant Principal (Revised)
Social Worker Facilitator (Stipend)

STAFF FOR EDUCATIONAL PROGRAMS 9-10:

9. Title I Program: (Attached)

- A. Recommend approval for the attached list of Basic Skills employees to receive payment under Title I Funds for the school year commencing 9/1/2025 - 6/30/2026.

10. Title IIA Class Size Reduction Instructors: (Attached)

- A. Recommend approval for the attached list of employees to receive payment under Title IIA Funds for the school year commencing 9/1/2025 - 6/30/2026.

SUPPORT STAFF 11-19:

11. Secretarial Services:

- A. Recommended for Employment:
{Code = (R) Replacement}

		\$
<u>Theresa M. Kalkiewicz</u>	(R)	\$27,628.00
CG Secretary (10 Mos.)	9/1/2025 – 6/30/2026	
<u>Kimberly C. Barber</u>	(R)	\$28,128.00
HSE Secretary (10 Mos)	9/1/2025 – 6/30/2026	
<u>Amy M. Genthe</u>	(R)	\$27,628.00
ND Secretary (10 Mos.)	9/1/2025 – 6/30/2026	

- B. Recommended Salary Adjustment:

		\$
<u>Christine R. Houser</u>	8/1/2025 - 6/30/2026	+1,000.00
HSE Athletic Dept. Secretary (12 Mos)	(Non Cert MA Stipend)	(Prorated)

11. Secretarial Services: (Continued)

C. Recommended Change of Employment:

	<u>Change to:</u>	<u>\$</u>
<u>Catherine E. Patmore</u> WAL Secretary (12 Mos.)	SB Admin Asst.-TREA 9/1/2025 – 6/30/2026	\$39,053.00 (Prorated)

D. Resignations

<u>Christi Cotugno</u> ND Secretary (10 Mos.)	8/11/2025
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12. Special Education Paraprofessionals:

A. Recommended for Employment:
{Code = (R) Replacement}

<u>Quintessa J. Baker</u> HSE Tier 1 Paraprofessional	(R) 9/1/2025 – 6/30/2026	\$24,037.00
<u>Brittany A. Bellavance</u> PB Tier 2 Paraprofessional	(R) 9/1/2025 – 6/30/2026	\$21,960.00
<u>Margaret E. DeRogatis</u> WD Tier 1 Paraprofessional	(R) 9/1/2025 – 6/30/2026	\$24,537.00
<u>Maureen A. Durante</u> STR Tier 2 Paraprofessional	(R) 9/1/2025 – 6/30/2026	\$21,960.00
<u>Jaime L. Dyba Arencibia</u> STR Tier 2 Paraprofessional	(R) 9/1/2025 – 6/30/2026	\$21,960.00
<u>Adriana R. Goni</u> STR Tier 2 Paraprofessional	(R) 9/1/2025 – 6/30/2026	\$21,960.00
<u>Patrick J. Hill</u> HSE Tier 1 Paraprofessional	(R) 9/1/2025 – 6/30/2026	\$24,037.00

12. Special Education Paraprofessionals: (Continued)

A. Recommended for Employment:
{Code = (R) Replacement}

<u>Jake C. LaStella</u>	(R)	\$21,960.00
IS Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	
<u>Kayla J. Melito</u>	(R)	\$21,960.00
PB Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	
<u>Alexandra B. Rosas</u>	(R)	\$21,960.00
IS Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	
<u>Renee M. Stevenson</u>	(R)	\$22,460.00
WD Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	
<u>Eileen R. Subai</u>	(R)	\$22,460.00
BW Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	
<u>Amanda L. Winters</u>	(R)	\$21,960.00
STR Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	

B. Recommended Change of Employment:
{Code = (R) Replacement}

	<i>Change to:</i>	
<u>Josephine Brinkerhoff</u>	HSN Tier 1 Paraprofessional	\$24,887.00
HSN Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	
<u>Rocio Fatula</u>	ED Tier 1 Paraprofessional	\$24,037.00
ED Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	
<u>Becky L. Hoxworth</u>	SB Tier 1 Paraprofessional	\$24,037.00
SB Tier 2 Paraprofessional	9/1/2025 – 6/30/2026	
<u>Alena Paratore</u>	HA Tier 2 Paraprofessional	\$21,960.00
JAC Cafeteria Worker	9/1/2025 – 6/30/2026	

12. Special Education Paraprofessionals: (Continued)

C. Resignations:

<u>Yamillet M. Correa Rosario</u> STR Tier 2 Paraprofessional	7/23/2025
<u>Christina M. Fabrizzio</u> HA Tier 2 Paraprofessional	7/21/2025
<u>Dawn Giresi</u> HA Tier 2 Paraprofessional	7/16/2025
<u>Jennifer L. Kemper</u> IS Tier 1 Paraprofessional	7/15/2025
<u>Sarah N. Larsen</u> Tier 2 Paraprofessional	7/15/2025
<u>Renee A. Paolino</u> Tier 2 Paraprofessional	7/21/2025
<u>Geovanni C. Sessa</u> Tier 2 Paraprofessional	8/04/2025

13. Cafeteria/Playground Aides:

A. Recommended for employment:
{Code = (R) Replacement}

<u>Lisa A. Bova</u> Joseph A. Citta	(R) 9/1/2025 – 6/30/2026	\$7,095.21
<u>Melissa Celiano</u> Walnut Street	(R) 9/1/2025 – 6/30/2026	\$7,095.21

13. Cafeteria/Playground Aides: (Continued)

- B. Recommended for placement on the substitute list at a rate of \$15.49 per hour effective 8/21/2025:

Cassandra O. Socha
Courtney M. Iafelice

- C. Resignation:

Cassandra Socha 8/21/2025
SB Café/Playground Aide

- D. Deceased:

Employee #17165 7/9/2025

14. Custodial Department:

- A. Recommended for employment and approval to attend training to receive Black Seal/Low Pressure License to be reimbursed upon issuance of license at a cost of no greater than \$465.00.

Gerald R. Brusco Jr. (R) \$36,000.00
ND Night Custodian 8/21/2025 – 2/21/2026 (Prorated)

Maria Alonso DeBruno (R) \$36,000.00
HA Night Custodian 8/21/2025 – 2/21/2026 (Prorated)

Joseph D. Candela (R) \$36,000.00
HSN Night Custodian 8/21/2025 – 2/21/2026 (Prorated)

- B. Recommended Change of Employment:

Thomas F. Scollan Change to: \$
HA Day Custodian HA Head Custodian +5,131.33
8/21/2025 – 6/30/2026 (Prorated)

15. Food Services Department:

A. Recommended for Employment:
(Code=(R) Replacement)

		<u>\$</u>
<u>Caroline Barth</u>	(R)	9,980.10
IS Cafeteria Worker	9/1/2025 - 6/30/2026	
<u>Shelby M. Coraggio</u>	(R)	9,980.10
IN Cafeteria Worker	9/1/2025 - 6/30/2026	
<u>Allyson A. Lees</u>	(R)	9,980.10
SB Cafeteria Worker	9/1/2025 - 6/30/2026	
<u>Donna M. Leonard</u>	(R)	9,980.10
HA Cafeteria Worker	9/1/2025 - 6/30/2026	
<u>Taylor R. Dye</u>	(R)	9,980.10
STR Cafeteria Worker	9/1/2025 - 6/30/2026	

B. Recommended Change of Employment:

	<u>Change to:</u>	
<u>Breyanna J. Griffin</u>	IE Cafeteria Worker	\$13,306.80
PB Café/Playground Aide	9/1/2025 - 6/30/2026	
<u>Shannan Whalen</u>	IN "Acting" Lead	\$40,661.00
HSN Cafeteria Worker	Cafeteria Worker	
	9/1/2025 - 9/16/2025	

C. Recommended Salary adjustments/hourly changes effective 9/1/2025 - 6/30/2026:

	<u>Title</u>	<u>Revised Hours</u>	<u>\$</u>
<u>Amanda McCarthy</u>	HSN Cafeteria Worker	5	16,779.75
<u>Luann Lindon</u>	IE Cafeteria Worker	5	16,633.50

15. Food Services Department: (Continued)

- D. Recommended for placement on the Substitute list at a rate of \$15.49 per hour effective 8/21/2025:

Jacqueline R. Ballester

- E. Resignations:

Angela Christensen 8/7/2025
IN Cafeteria Worker

Raven Frontiero 7/30/2025
IE Cafeteria Worker

16. Maintenance Department:

- A. Recommended for Employment:
(Code=(R) Replacement)

Jason P. Mroposki (R) \$35,707.50
Groundskeeper 8/21/2025 - 6/30/2026 (Prorated)

- B. Recommended Leave of Absence Requests:

Employee #15969 Medical 8/4/2025 – 8/11/2025
Tradesman - Electrician

17. Security Department:

- A. Resignation:

Michael D. Durante, Jr. 8/1/2025
Security Guard

18. Technology Department:

A. Recommended Leave of Absence Request:

<u>Employee #16892</u>	Family	8/14/2025
Tradesman – Computer Serv Technician		

19. Transportation Department:

A. Recommended Change of Employment:

	<u>Change to:</u>	<u>\$</u>
<u>James M. Maddelena Jr.</u>	Sped Bus Attendant	-\$11,288.20
Sped Bus Driver	9/1/2025 – 6/30/2026	(Prorated)

B. Recommended for employment to complete the probationary period:

		<u>Effective Dates:</u>
<u>Jill Phillips</u>	Sped Bus Attendant	9/1/2025 - 10/17/2025
<u>Dylan Bygott</u>	Sped Bus Attendant	9/1/2025 - 12/19/2025
<u>Patricia Tomei</u>	Sped Bus Attendant	9/1/2025 - 11/21/2025
<u>Donnie Jackson</u>	Sped Bus Attendant	9/1/2025 - 9/20/2025
<u>Michaela Courvoisier</u>	Sped Bus Attendant	9/1/2025 - 9/20/2025
<u>Haley Pappalardo</u>	Sped Bus Attendant	9/1/2025 - 9/20/2025
<u>Carlota Pacheco</u>	Sped Bus Attendant	9/1/2025 - 9/20/2025
<u>William Avitto</u>	Sped Bus Attendant	9/1/2025 - 10/18/2025
<u>Scott Reiss</u>	Sped Bus Attendant	9/1/2025 - 9/20/2025
<u>Robin Rettenberg</u>	Sped Bus Attendant	9/1/2025 - 9/20/2025
<u>Debra Setteducato</u>	Sped Bus Attendant	9/1/2025 - 3/21/2026
<u>Robin Harrington</u>	Sped Bus Attendant	9/1/2025 - 3/20/2026
<u>Kelly Martino</u>	Reg Bus Driver	9/1/2025 - 4/18/2026
<u>Maria Weaver</u>	Reg Bus Driver	9/1/2025 - 03/21/2026
<u>Gaetano Lanzisera</u>	Reg Bus Driver	9/1/2025 - 02/21/2026
<u>John Kurzynowski</u>	Reg Bus Driver	9/1/2025 - 9/20/2025
<u>Corey Johnson</u>	Reg Bus Driver	9/1/2025 - 9/20/2025
<u>Johnny Iwanowski</u>	Reg Bus Driver	9/1/2025 - 9/20/2025
<u>Robert Mellina</u>	Reg Bus Driver	9/1/2025 - 11/21/2025

19. Transportation Department: (Continued)

B. Recommended for employment to complete the probationary period:

		<i>Effective Dates:</i>
<u>David Felton</u>	Reg Bus Driver	9/1/2025 - 11/21/2025
<u>Robert Donoghue</u>	Reg Bus Driver	9/1/2025 - 11/25/2025
<u>Robert Delucia</u>	Reg Bus Driver	9/1/2025 - 11/21/2025

C. Retirement:

<u>Carol Florie</u>	9/1/2025
Sped Bus Attendant	

D. Recommended for placement on the Substitute Bus Driver's list at a rate of \$27.00 per hour effective 8/21/2025:

Michael Sanges

E. Recommended for placement on the substitute Bus Attendant's list at a rate of \$16.00 per hour effective 8/21/2025:

William Galgano
Robyn Samra
Deborah Hauser
Carol Ricciardi
Carol Florie
Krystle Glogoza
Danielle Bonafide

F. Recommended for continuing substitute/part-time employment for the school year effective 7/1/2025 – 6/30/2026: (Attached)

20. Extracurricular:

A. Fall 2025 – 2026 Recommendations and Payments:

<u>Dana Young*</u>	HSE Asst. Girls' Soccer	\$3,628.00; Step 1
<u>Thomas DeRiggi</u>	HSE Asst. Girls' Soccer	\$5,579.00; Step 3
<u>Joseph Swanton*</u>	HSN Asst. Boys' Soccer	\$3,628.00; Step 1
<u>Gregg Elias</u>	HSN Asst. Football	\$4,487.00; Step 2
<u>Jordyn Korpon</u>	HSN Girls' Volleyball	Volunteer
<u>Erin Joyce</u>	IE Girls' Volleyball	\$4,814.00; Step 3
<u>Brendan Barnes</u>	IS Boys' Soccer	\$3,129.00; Step 1
<u>Shannon McEwan</u>	IS Girls' Soccer	\$3,129.00; Step 1
<u>Dan Cicala*</u>	HSE Asst. Football	\$6602.00; Step 3
<u>Robert Dietlmeier*</u>	HSE Asst. Football	\$6602.00; Step 3

B. Fall 2025 – 2026 Coaching Resignations:

<u>Jessica LaPietra</u>	HSE Asst. Girls' Soccer	-\$5,579.00; Step 3
<u>Jeff Scheck</u>	HSN Asst. Boys' Soccer	-\$5,579.00; Step 3
<u>Kim Peto</u>	IS Boys' Soccer	-\$4,814.00; Step 3
<u>Riki Stone</u>	IS Girls' Soccer	-\$4,814.00; Step 3
<u>Michael Nemeth</u>	HSE Asst. Football	-\$6602.00; Step 3

**On Approved Sub List*

AUGUST 20, 2025

PERSONNEL AGENDA

ATTACHMENTS

(A)

TITLE: DIRECTOR OF SPECIAL EDUCATION

QUALIFICATIONS:

1. Masters Degree or equivalent degree, accreditation in educational administration, supervision or educational leadership with a preferred concentration in the areas of special education. In addition, a demonstrated familiarity with special education law and regulations, Certificate of Eligibility for school principal.
2. Five years experience in public education and adequate experience as determined by the board in the areas of (a) special education and (b) supervision of staff.
3. Broad knowledge of state and federal special education laws, regulations, procedures and reporting requirements.
4. Demonstrated ability to effectively administer special education programs and to work with parents, community groups and agencies.
5. Strong leadership and communications skills.
6. Required criminal history check and proof of U.S. citizenship or resident alien status.

REPORTS TO: Superintendent of Schools/Assistant Superintendent

SUPERVISES: Assigned Administrative Personnel

JOB GOAL:

To provide leadership and direction to enable special education pupils to benefit from their educational opportunities to the fullest by eliminating or ameliorating problems that interfere with student learning.

PERFORMANCE RESPONSIBILITIES:

Instructional Leadership

1. Provides leadership in the development of the district's special education program; coordinates and supervises related activities. Evaluates existing programs and makes recommendations for improvements.
2. Keeps informed of all legal requirements governing special education, keeps staff informed of legal requirements and ensures that all requirements under administrative code, state/federal law and board policy are met.
3. Supervises the child study team of each building. Assumes responsibility for the preparation and timely submission of all required documents and reports, in order to assure district compliance with legal requirements of this process. Monitors the implementation of IEPs.
4. Recommends policies and programs essential to the needs of special education children.
5. Establishes procedures for evaluation, placement and reappraisal of students in need of special education and/or related services.
6. Supervises and coordinates home instruction for homebound or hospitalized special education pupils.
7. Assumes responsibility for district compliance with regulations regarding school special education and/or related services.

DIRECTOR OF SPECIAL EDUCATION (Continued)

8. Oversees the development and effective delivery of the district's special education program, including the development and maintenance of the cumulative records of students receiving special education.
9. Responsible for the writing, submitting and maintaining of IDEA grant and all other grants, applications required by the State Department of Education.

Staff Supervision and Coordination

1. Assumes responsibility for the recruitment, assignment, supervision and evaluation of all certified and non-certified special education staff.
2. Supervises and coordinates the activities of child study team members and ensures the placement of individual students with special needs in those educational situations best suited to their requirements.

Contact with Parents and Community

1. Initiates, facilitates and maintains liaison with community agencies and other resources to meet pupils' special needs. Refers parents and child to agencies when appropriate.
2. Interprets the objectives of the district's special education program to parents, students, staff and the community.
3. Meets with parents to discuss implementation of the IEP and to resolve grievances.

Program Planning, Administration, Evaluation and Reporting

1. Cooperates with building principal to plan, coordinate and evaluate the special services program and to evaluate the performance of special education staff assigned to each school.
2. Participates in the development and implementation of in-service and training programs.
3. Prepares and administers the departmental budget.

Other

1. Maintains personal professional competence and continuous improvement through in-service education and other professional growth activities.
2. Performs other related duties as may be assigned by the superintendent or his/her designee.

Adopted by: Toms River Regional Schools Board of Education

Date: March 18, 2014

Revision: October 21, 2014

Revision: August 20, 2025

TITLE: PRINCIPAL

QUALIFICATIONS:

1. Valid New Jersey School Administrator/Principal Certificate of eligibility with appropriate educational credentials.
2. Five years experience in public education and adequate experience as determined by the board.
3. Demonstrated leadership skills in the areas of curriculum development, program evaluation, staff development and school improvement.
4. Strong interpersonal and communication skills.
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

REPORTS TO: Superintendent of Schools/Assistant Superintendents

SUPERVISES: All certified and non-certified staff assigned to the school.

JOB GOAL:

To provide leadership and managerial oversight to the instructional program and school operations to ensure a school climate that fosters the educational development of each pupil.

PERFORMANCE RESPONSIBILITIES:

School Leadership

1. Assumes responsibility for the management of the school in accordance with the law, administrative code and board policies and regulations.
2. Exercises leadership in school-level planning for improvement of instruction.
3. Establishes and maintains an effective learning climate in the school.
4. Keeps the superintendent informed of school activities and needs and works cooperatively with central office staff on matters relating to the school and the district.
5. Plans and executes commencement ceremony (High School and Intermediate School).
6. Coordinates transportation, custodial, cafeteria and other support services.
7. Organizes safety inspections, fire drills and safety drill practice activities.

Curriculum and Instruction

1. Assists in the selection of appropriate instructional materials and monitors delivery of the instructional program.
2. Participates in the development, evaluation and revision of curriculum and assumes responsibility for the implementation of approved programs.
3. Plans, organizes and supervises all curricular and extracurricular activities.

PRINCIPAL (Continued)

Supervision and Evaluation of School Staff

1. Interviews, recommends for appointment, assigns, supervises and evaluates the performance of all school employees and assists them in achievement of their job goals.
2. Conducts specified observations of teaching staff members; prepares written comments; and offers constructive suggestions for improvement when appropriate.
3. Conducts staff meetings as necessary for the proper functioning of the school.

Office Management and Administrative Efficiency

1. Prepares and submits the school's budget request and monitors the expenditure of funds.
2. Establishes and maintains an efficient office system to support the administrative functions of the school.
3. Ensures the safekeeping of student and personnel files and other confidential records and documents; and the destruction of public records in accordance with law and regulations.
4. Reports incidents of violence, vandalism and substance abuse. Works cooperatively with law enforcement authorities in maintaining a safe and drug-free school environment. Ensures the removal of student in possession of firearms from the general education program and provides notification as required by law and administrative code.
5. Prepares or supervises the preparation of all reports, records and other paperwork required or appropriate to the school's administration.
6. Ensures the proper collection, safekeeping and accounting of school activity funds where applicable.

Scheduling

1. Develops and maintains a master schedule for the academic, extracurricular programs, and works cooperatively with the business administrator to schedule community use of the school building and grounds when appropriate.
2. Approves the master teaching schedule and classroom assignments.
3. Plans, schedules and supervises fire, and other emergency drills as required by law and board policy.

Contact with Students

1. Greets and supervises student entry and dismissal in a friendly, consistent and organized manner with the goal of safety and efficient school operation.
2. Interacts appropriately with students during the school day. More specifically, supervises lunch periods as it pertains to the supervision of children in the cafeteria and playground for their health and safety (Elementary Level).

PRINCIPAL (Continued)

Contact with Parents, Guardians and the Local Community

1. Attends special events held to recognize student achievement and other school-sponsored activities and functions. Speaks with clarity, authority and appropriate earnestness at such events.
2. Plans and supervises regularly scheduled parent/teacher conferences; and makes arrangements for special conferences as necessary.
3. Acts as a liaison between the school, home and community; interprets policies, programs and activities; and encourages broad community participation in the affairs of the school. Communicates information to parents and the community that is required by law or administrative code.
4. Notifies immediately the parent or guardian and the chief school administrator to arrange for an immediate examination by a physician of any pupil suspected to being under the influence of alcohol or other drugs or of using anabolic steroids.

Implements Policies Adopted by the School Board

1. Stays familiar with the policy manual as adopted and updated by the school board implements the policies, and reports to the board via the Superintendent or his/her designee that may need to be modified in order to improve student achievement.
2. Specifically for implementing the policy on harassment, bullying and intimidation (HIB), the role of the principal is that "the investigation shall be initiated by the principal or the principal's designee within one school day of the report." The investigation is actually "conducted" by the HIB specialist. When receiving and responding to reports of HIB, the role of the school principal will include:
 - a. Receive verbal reports of all acts of harassment, intimidation, or bullying on the same day when the school employee or contracted service provider witnessed or received reliable information regarding any such incident;
 - b. The principal shall inform the parents or guardians of all students involved in the alleged incident, and may discuss, as appropriate, the availability of counseling and other intervention services; and
 - c. All acts of harassment, intimidation, or bullying shall be reported in writing to the school principal within two school days of when the school employee or contracted service provider witnessed or received reliable information that a student had been subject to harassment, intimidation, or bullying.

Other

1. Assumes responsibility for his/her continuing professional growth and development by attendance at professional meetings, memberships in professional organizations, enrollment in advanced courses and by reading professional journals and other publications.
2. Performs other duties which may be assigned or required by law, code, regulation or board policy and/or the Superintendent or his/her designee.

ANNUAL EVALUATION: Performance of this job will be evaluated annually in accordance with New Jersey State law and the provision of the board's policy on evaluation of certified staff.

Adopted by: Toms River Regional Schools Board of Education

Date: March 18, 2014

Revision: August 20, 2025

TITLE: ASSISTANT PRINCIPAL

QUALIFICATIONS:

1. Valid New Jersey School Administrator/Principal Certificate of eligibility with appropriate educational credentials.
2. Five years experience in public education and adequate experience as determined by the board.
3. Demonstrated leadership skills in the areas of curriculum development, program evaluation, staff development and school improvement.
4. Strong interpersonal and communication skills.
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

REPORTS TO: Superintendent of Schools/Assistant Superintendent/Principal

SUPERVISES: All certified and non-certified staff as assigned by, or in the absence of the principal.

JOB GOAL:

To assist the principal in providing leadership and managerial oversight to the instructional program and school operations to ensure a school climate that fosters the educational development of each pupil.

PERFORMANCE RESPONSIBILITIES:

School Leadership

1. Assists the principal in duties related instruction, supervision, evaluation and the overall administration of the school.
2. Serves as building administrator in the absence of the principal.
3. Requisitions supplies, textbooks and equipment, conducts inventories, and maintains records, and reviews receipts and purchase orders for such material.
4. Assists in the conducting of safety inspections and safety drill practice activities.
5. Assists the principal in coordinating transportation, custodial, cafeteria and other support services.
6. Greets and interacts with parents and visitors in the absence of the school principal.
7. Assists in curriculum development.
8. Observes and evaluates teaching staff and non-teaching personnel as designated by the building principal.
9. Conducts faculty meetings in the absence of the Principal.
10. Approves and coordinates bedside instruction
11. Assists in the responsibility for commencement ceremony and preparation. (High School and Intermediate School)

ASSISTANT PRINCIPAL (Continued)

12. Assists in the responsibility for commencement ceremony and preparation. (High School and Intermediate School)
13. Assumes responsibility for building and equipment, e.g., maintenance, repairs, security, inventories, fire drills and lockers.
14. Strives to maintain and improve professional competence and to keep abreast of latest administrative methods.
15. Assists in upholding and enforcing school rules, administrative regulations and board policy.
16. Attends and participates in staff and/or committee meetings as deemed necessary.

Student Discipline and Supervision of Students

1. Assists in maintaining high standards of student conduct and enforcing discipline policies.
2. Assists in supervision of the cafeteria during lunch hours. Assists with playground supervision when assigned.
3. Provides guidance to individual students, resolves individual behavioral problems.

Recording Keeping, Reporting and Scheduling

1. Supervises the reporting and monitoring of student attendance, and work with the attendance supervisor for investigative follow-up actions.
2. Assists in the preparation of required reports of violence, vandalism, substance abuse, and possession of firearms.
3. Assists in scheduling and coordination of health examinations.
4. Performs such record-keeping and reporting functions as the principal may direct.

Interaction with School Staff

1. Supervises teachers and departments as assigned by the principal.
2. Supervises extracurricular programs, assembly programs and assignment of faculty members to assist at school functions.
3. Assists in the coordination and supervision of special programs funded by the state or federal government.
4. Makes recommendations to the principal for changes in policies, personnel practices and other such matters that may result in a more effective school administration.

Other

1. Assists in the planning and supervision of activities to promote pupil and employee health and safety.
2. Performs such other duties as may be assigned by the principal or superintendent or his/her designee.

ANNUAL EVALUATION: Performance of this job will be evaluated annually in accordance with New Jersey State law and the provision of the board's policy on evaluation of certified staff.

Adopted by: Toms River Regional Schools Board of Education
Date: March 18, 2014
Revision: August 20, 2025

TITLE:**SOCIAL WORKER FACILITATOR****QUALIFICATIONS:**

1. Licensed Social Worker (LSW or LCSW) or a Licensed School Psychologist in NJ
2. Minimum 3-5 years of experience in school social work or related child/adolescent mental health setting
3. Demonstrated experience in staff supervision and case management
4. Strong collaboration and communication skills
5. Knowledge of evidence-based practices in social-emotional learning, behavior intervention and mental health services

REPORTS TO: Supervisor, Building Administration, Director or Assistant Superintendent, Superintendent and or his/her designee

JOB GOAL: To oversee and support the district's school social work program by providing supervision, guidance, and coordination to ensure effective delivery of social-emotional, mental health, and crisis intervention services aligned with district priorities and student needs.

PERFORMANCE RESPONSIBILITIES:Professional Development

1. Assess professional learning needs of school social workers through observation, feedback, and district priorities.
2. Develop and deliver targeted professional development aligned with current best practices in school social work, mental health, crisis response, and trauma-informed care.
3. Coordinate ongoing training opportunities in areas such as restorative practices, SEL, and mandated reporting.
4. Facilitate reflective supervision sessions to support continuous learning, ethical practice, and professional growth
5. Collaborate with district leadership and outside agencies to bring in expert-led trainings and expand staff knowledge of community resources.
6. Mentor new and early-career social workers, providing structured onboarding and support aligned to professional standards and district expectations.
7. Evaluate the impact of professional development on practice and student outcomes, using data to adjust learning priorities as needed.

Generates Budgetary Needs

1. Assists in the development and coordination of the sections of the budget that pertain to social worker programs.
2. Oversees all assigned social worker budget orders
3. Assists in the distribution of ordered supplies and materials.

Related Activities:

1. Coordination and articulation between school staff, administration, parents/guardians, related service providers, and community agencies.

Program:

1. Works with school, home and community stakeholders to assist in developing the district's social worker program and the formulation of a philosophy and objectives for the implementation plan.
2. Assists Supervisor and Director of Special Education in review and development of the social worker district plan.
3. Studies, evaluates and collaborates with the Supervisor and Director of Special Education regarding the adoption of new program materials, methods and articulation of the Social Worker program in relevant schools.
4. Schedules and organizes necessary meetings in order to effect horizontal and vertical continuity and articulation of the Social Worker program in relevant schools.

Other:

1. Performs other duties that may be assigned by the Superintendent of his/her designee.
2. This position will require additional hours for preparing professional development and program development related activities.
3. Perform any other tasks assigned by the Superintendent and/or his/her designee, Assistant Superintendent of Schools, Business Administrator or their designee, where circumstances prevent assignment through the chain of command described herein.

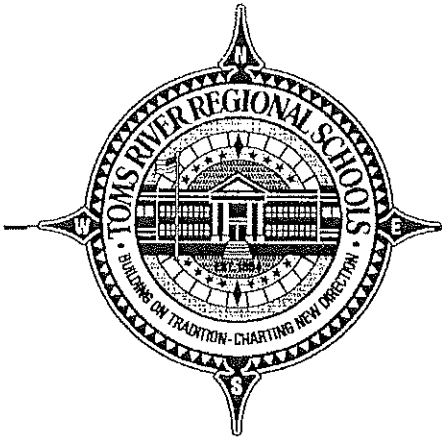
EVALUATION: Annually by the Director of Special Education and/or Supervisor of Special Education with input from building principals, in accordance with state law and the provisions of the board's policy on evaluation of certified personnel.

Adopted by: Toms River Regional Schools Board of Education

Date: 8/20/25

(9)

Toms River Regional Schools



Richard C. Fastnacht

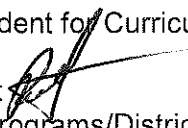
Director of Funded Programs/District Testing Coordinator

1144 Hooper Avenue, Toms River, NJ 08753

(732) 505 – 5500 x500046 • Fax: (732) 244 - 7003

rfastnacht@trschoos.com

TO: Cara DiMeo
Assistant Superintendent for Curriculum & Instruction

FROM: Richard C. Fastnacht 
Director of Funded Programs/District Testing Coordinator

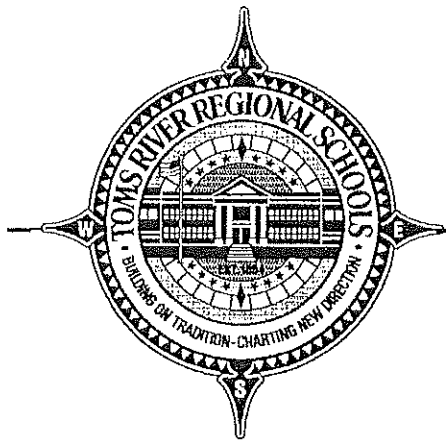
RE: **ELEMENTARY TITLE I APPROVAL**
Board of Education Meeting
August 20, 2025

DATE: August 13, 2025

Board of Education approval is needed for the following employees to receive payment under Title I funds for the school year commencing September 2025 through June 2026.

Name	School	Account Code	% Federal Funds	Salary
Colleen DeFrancesco	Citta	20-231-100-101-013-0136-999	100%	\$74,725.00
Tonilynn Perillo	Citta	20-231-100-101-013-0136-999	100%	\$62,325.00
Andrea DeMarinese	Citta	20-231-100-101-013-0136-999	100%	\$62,025.00
Deana Altobello	East Dover	20-231-100-101-008-0086-999	100%	\$76,625.00
Christine Smith	East Dover	20-231-100-101-008-0086-999	100%	\$86,375.00
Sandra McGreevey	North Dover	20-231-100-101-007-0076-999	100%	\$88,075.00
Linda Gallo	Pine Beach	20-231-100-101-002-0026-999	100%	\$76,625.00
Hope Gardner	South Toms River	20-231-100-101-011-0116-999	100%	\$69,725.00
Toni Deruiter	Walnut Street	20-231-100-101-004-0046-999	100%	\$61,525.00
Beth Guarino	Walnut Street	20-231-100-101-004-0046-999	100%	\$73,625.00
Kim Tomitz	Walnut Street	20-231-100-101-004-0046-999	100%	\$74,725.00
Jayne Moran	Washington Street	20-231-100-101-003-0036-999	100%	\$76,125.00
Lauren Azzolini	West Dover	20-231-100-101-006-0066-999	100%	\$60,025.00

/er
C: W. Doering



Toms River Regional Schools

Richard C. Fastnacht

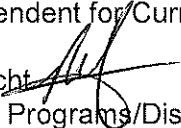
Director of Funded Programs/District Testing Coordinator

1144 Hooper Avenue, Toms River, NJ 08753

(732) 505 – 5500 x500046 • Fax: (732) 244 - 7003

rfastnacht@trschoools.com

TO: Cara DiMeo
Assistant Superintendent for Curriculum & Instruction

FROM: Richard C. Fastnacht 
Director of Funded Programs/District Testing Coordinator

RE: **INTERMEDIATE TITLE I APPROVAL**
Board of Education Meeting
August 20, 2025

DATE: August 13, 2025

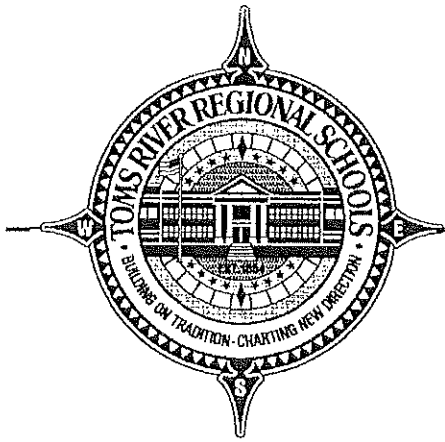
Board of Education approval is needed for the following employees to receive payment under Title I funds for the school year commencing September 2025 through June 2026.

Name	School	Account Code	Salary	% Federal Funds
Laura Kinlin	Intermediate North	20-231-100-101-016-0166-999	\$58,325.00	100%
Lauren Coppinger	Intermediate North	20-231-100-101-016-0166-999	\$58,325.00	100%
Kate Pentifallo	Intermediate North	20-231-100-101-016-0166-999	\$58,325.00	100%
Melissa Keelan-Klaslo	Intermediate North	20-231-100-101-016-0166-999	\$59,325.00	100%
Jennifer Hutson	Intermediate South	20-231-100-101-017-0176-999	\$76,625.00	100%
Tim Grill	Intermediate South	20-231-100-101-017-0176-999	\$73,625.00	100%
Melissa Clayton	Intermediate South	20-231-100-101-017-0176-999	\$93,320.00	100%
Michael Bennett	Intermediate South	20-231-100-101-017-0176-999	\$66,625.00	100%

/er

C: W. Doering
Payroll

Basic Skills 25-26/Board Approvals/Intermediate Title I Staff



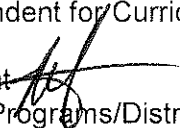
Toms River Regional Schools

Richard C. Fastnacht

Director of Funded Programs/District Testing Coordinator

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505 – 5500 x500046 • Fax: (732) 244 - 7003
rfastnacht@trschoools.com

TO: Cara DiMeo
Assistant Superintendent for Curriculum & Instruction

FROM: Richard C. Fastnacht 
Director of Funded Programs/District Testing Coordinator

RE: **Title I BCBA North Dover - APPROVAL**
Board of Education Meeting
August 20, 2025

DATE: August 13, 2025

Board of Education approval is needed for the following employee to receive payment for the school year commencing September 2025 through June 2026.

Name	School	Account Code	Salary	Federal Funds %
Gina Rios	North Dover	20-231-200-101-007-0020	\$83,531.36	100%

/er

C: W. Doering
Payroll

Basic Skills 25-26/Board Approvals/Title I BCBA North Dover




Toms River Regional Schools

Richard C. Fastnacht

Director of Funded Programs/District Testing Coordinator

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505 – 5500 x500046 • Fax: (732) 244 - 7003
rfastnacht@trschoools.com

TO: Cara DiMeo
Assistant Superintendent for Curriculum & Instruction

FROM: Richard C. Fastnacht 
Director of Funded Programs/District Testing Coordinator

RE: **ESL INSTRUCTIONAL COACH - APPROVAL**
Board of Education Meeting
August 20, 2025

DATE: August 13, 2025

Board of Education approval is needed for the following employee to receive payment for the school year commencing September 2025 through June 2026.

Name	School	Account Code	Salary	Federal Funds %
Christine Black	Intermediate North	20-231-200-101-016-0020	\$39,195.00	60%
	Citta	20-231-200-101-013-0020	\$6,533.00	10%
	Pine Beach	20-231-200-101-002-0020	\$6,533.00	10%
	South Toms River	20-231-200-101-011-0020	\$6,533.00	10%
	Walnut Street	20-231-200-101-004-0020	\$6,533.00	10%
<i>Total federal funds:</i>			\$65,325.00	100%

/er

C: W. Doering
Payroll

Basic Skills 25-26/Board Approvals/ESL Instructional Coach

10

Toms River Regional Schools



Richard C. Fastnacht

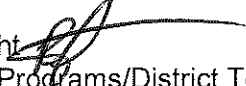
Director of Funded Programs/District Testing Coordinator

1144 Hooper Avenue, Toms River, NJ 08753

(732) 505 – 5500 x500046 • Fax: (732) 244 - 7003

rfastnacht@trschoools.com

To: Cara DiMeo
Assistant Superintendent for Curriculum & Instruction

From: Richard C. Fastnacht 
Director of Funded Programs/District Testing Coordinator

Re: **TITLE IIA CLASS SIZE REDUCTION INSTRUCTORS**
Board of Education Meeting
August 20, 2025

Date: August 13, 2025

Board of Education approval is needed for Title IIA class size reduction instructors for the school year commencing September 2025 through June 2026.

Account: 20-275-100-101-000-0020 Title IIA

Name	School	Account Code	Salary	% Federal Funds
Lauren Brady	Beachwood	20-275-100-101-012-0020-999	\$59,325.00	100%
Jessica Aguilar	East Dover	20-275-100-101-008-0020-999	\$58,825.00	100%
Amanda Pavero	Pine Beach	20-275-100-101-002-0020-999	\$58,825.00	100%
Skylar Bahrle	Washington St.	20-275-100-101-003-0020-999	\$58,825.00	100%

Total: \$235,800.00

/ms

C: W. Doering
Payroll

Basic Skills 25-26\Board Approvals\Title IIA

19F

TO: Personnel
FROM: Laurel Venberg – Director of Transportation JV
DATE: AUGUST 6, 2025
RE: PART TIME / SUBSTITUTE FOR BOARD AGENDA

We respectfully request Board of Education approval for continued employment of the following Part-Time Bus Drivers and Aides for the 2025-2026 school year.

<u>SUBSTITUTE BUS DRIVERS</u>	<u>SUBSTITUE BUS ATTENDANTS</u>
ANTHONY ACQUAVIVA	MARIE BRAND
ROSEANN ARGENZIANO	TIMOTHY DEMARCO
CHRISTOPHER ARMADA	KINSLEY ELLIE
JOSEPH BALINSKI	LIDSAY PHILLIPS
DANIEL BRENDL	MELINDA SIMSEN
JOHANNA BRENNAN	KAYLA TOMCZAK
JOHN CANDITO	
SALLY CIMINO	
NESTOR DEJESUS	
CONRAD ELKIN	
SHINEQUA FLEMING	
JAMES GILBERT	
JOHN GOODRIDGE	
KRIS HOLIDAY	
SCOTT IRELAND	
SCOTT LINDSTROM	
RONALD MATICS	
JOHN MENSHON	
MICHELLE MORAN	
DENNIS RUDD	
BRIAN SANGIOVANNI	
HELEN SCHOEN	
CLAUDIA STARLING	
ELAINE SWINDELL	
DYLAN THORNTON	
SALVATORE TORTORELLO	
DENNIS VOSPER	
MICHAEL P. WITTE	

AUGUST 20, 2025

**EDUCATIONAL PROGRAMS
AGENDA**

BOARD OF EDUCATION

AUGUST 20, 2025

EDUCATIONAL PROGRAMS ITEMS 1-12

- 1. Application for Reimbursement of Professional Graduate Courses (Attached)**
- 2. Donations:**
 - A. Recommend the attached be accepted with thanks.
- 3. Educational Activity Requests (Attached)**
- 4. Funded Programs:**
 - A. Recommend approval of the Non-Public Technology & Textbook Funds for 2025-2026 (Attached)
 - B. Recommend approval for the submission of the New Jersey Department of Education Cultivating Ongoing Achievement through Coaching in Literacy (COACH) Grant Application for the period of September 30, 2025 through August 31, 2026. (Attached)
 - C. Recommend approval for the submission of the New Jersey Department of Education Reading Intervention for Secondary Engagement (RISE) Grant Application for the period of September 30, 2025 through August 31, 2026. (Attached)
 - D. Recommend approval for the submission of the New Jersey Department of Education Literacy Initiative for Families and Thriving Communities (LIFT) Grant Application for the period of September 30, 2025 through August 31, 2026. (Attached)
- 5. Graduate Reimbursement (Attached)**

6. Student Services:

- A. Out-of-District Day Placement Requests (Attached)
- B. Tuition Pupils Received Requests (Attached)
- C. Tuition Pupils Sent Requests (Attached)
- D. Commission for the Blind and Visually Impaired Requests for the 2025-2026 SY (Attached)
- E. Out-of-District Placement Requests for the 2025-2026 SY (Attached)
- F. Recommend approval of the YMCA CBI Program for the 18-21 Special Education MD/ID classes during the 2025-2026 school year (Attached)
- G. Recommend approval of the Career Exploration Program at Bright Harbor Care's "The Nook", Klees and Applebees for the 18-21 Special Education students during the 2025-2026 school year (Attached)

7. Student Dual Enrollment Agreement:

- A. Recommend approval of the attached Memorandum of Understanding between the University of Delaware and Toms River Regional High School South for the 2025-2026 Academic Year.
- B. Recommend approval of the attached Memorandum of Understanding between the University of Delaware and Toms River Regional High School North for the 2025-2026 Academic Year.

8. K-12 Guidance and Counseling Plans: (Attached)

- A. Recommend approval of the attached K-12 Guidance and Counseling Program Plans for the 2025-2026 school year.

9. Curriculum Approvals for 2025-2026 School Year (Attached)

10. AchieveNJ Evaluation Frameworks Approval for the 2025-2026 School Year (Attached)

11. Nursing Services Plan: (Attached)

- A. Recommend approval of the attached School District Nursing Services Plan for the 2025-2026 School Year.

12. Recommended Professional Leave Requests (Attached)

AUGUST 20, 2025

**EDUCATIONAL PROGRAMS
AGENDA**

ATTACHMENTS

Application for Reimbursement for Professional Courses

8/20/2025

<i>Name</i>	<i>Building</i>	<i>Assignment</i>	<i>College</i>	<i>Course(s)</i>	<i>SY</i>
Black, Christine A	North Dover Elementary	ESL	William Paterson University	Supervision & Evaluation of Support Staff	25-26
McGivney, Michael J	Intermediate South	Social Studies Gr. 7	Gettysburg College	Curriculum Design: Writing & Implementing	25-26
Mobilio, Erica J	High School North	Sped RR	NJCU	Battles That Shaped American History	25-26
				Corrective Techniques for Teaching the Exceptional Student	25-26

(1)

Toms River Regional Schools

Donation Received and Processed in Accounting Department

Submission to Personnel date: 7/16/2025

Donation check received from the following group/organization:

Name: Special Olympics New Jersey

Address: 1 Eunice Kennedy Shriver Way

Lawrenceville, NJ 08648

Amount of check: \$2,549.96

Date of check: 6/30/2025

Date received: 7/16/2025

Donation to Department/School: Unified Sports Grant (HSN/HSE)

Budget Account: 20-022-100-110-022-8243

20-023-100-110-023-8243

Revenue Account: 20-2200-022-900-8243

20-2200-023-900-8243

Comments: Donation

2

(B)

Educational Activity Requests 2025-2026

BOE Meeting: August 20, 2025

<i>Trip Dates</i>	<i>Trip #</i>	<i>School Name</i>	<i>Destination Place</i>	<i>City/State</i>	<i>OVN</i>	<i>Cost</i>
09/06/25	90022	HS South	Raritan High School - Competition	Raritan, NJ		\$0.00
10/19/25	90032	HS South	Woodbridge High School - Competition	Woodbridge, NJ		\$0.00
11/14/25	0	HS East	Vivian Beaumont Theater - Ragtime	New York, NY		\$0.00

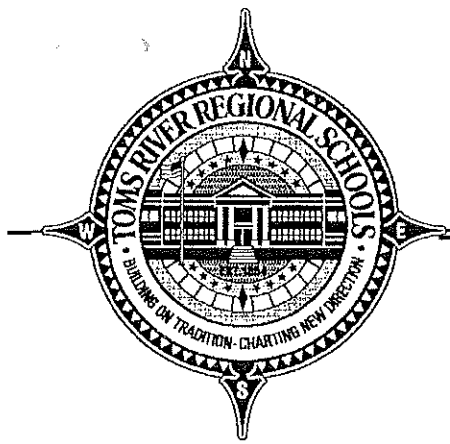
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Toms River Regional Schools

Richard C. Fastnacht

Director of Funded Programs/District Testing Coordinator

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505-5500 x500046 • Fax: (732) 244 - 7003
rfastnacht@trschoools.com



TO: Mr. William J. Doering, Business Administrator
Mrs. Wendy Saxton, Director of Accounting *OK [Signature]*

FROM: Richard C. Fastnacht *[Signature]*
Director of Funded Programs/District Testing Coordinator

RE: **Non-Public Technology & Textbook Funds**
Board of Education Meeting
August 20, 2025

DATE: July 10, 2025

The District is the designated administrator for the Non-Public Technology and Textbook Funds. I will need Board of Education approval for processing these funds.

At a meeting held on June 3, 2025 with representatives from Donovan Catholic High School, St. Joseph's Grade School, and Westminster Nursery School, the following plan was developed for the processing and disbursement of funds:

- The Toms River Board of Education will set up accounts for each non-public school;
- The schools will submit purchase requisitions to the Toms River Board of Education;
- The Toms River Board of Education will order materials up to the amount of the funds issued by the State of New Jersey;
- The Toms River Board of Education will receive an administrative fee in the amount of 5% of the total amount of funds issued by the State of New Jersey for administration of the Technology purchases.

I will need a copy of the Board of Education approval and minutes of that meeting to submit with the next year's State reporting. A copy of the Non-Public Technology accounts is attached to this memo.

In addition, the total allocation for the Non-Public Textbook Fund is \$59,513. This is account 20-501-100-640-049-0100.

/ms

**Non-Public Technology Accounts
2025-2026**

School	Accounts/Amounts	Total Allocation
Donovan Catholic	20-510-100-610-033-0020; \$18,550.65 20-510-200-860-033-0020; \$976.35	\$19,527.00
Saint Joseph School	20-510-100-610-031-0020; \$21,227.75 20-510-200-860-031-0020; \$1,117.25	\$22,345.00
Westminster Nursery School	20-510-100-610-087-0020; \$565.25 20-510-200-860-087-0020; \$29.75	\$595.00

Total State Aid: \$42,467.00



4B

TOMS RIVER REGIONAL SCHOOLS
OFFICE OF GRANTS AND COMMUNICATION
 MIKE KENNY, COORDINATOR
 1144 Hooper Avenue, Toms River, NJ 08753
 Phone: 732-505-5500 x500053 Email: mkenny@trschoools.com

Submitted for Toms River Regional Board of Education: Submission of Grant Application

What: Cultivating Ongoing Achievement through Coaching in Literacy (COACH)
Location: district- elementary
Primary applicant/team leader: Rachel Cicala, Mike Kenny
Audience: grades K-5
Funding amount: \$150,000
Grant period: Sept. 30, 2025 - Aug. 31, 2026
Funding Source: New Jersey Department of Education
Application deadline: Aug. 21, 2025

APPLICATION SUMMARY	
<p>The purpose of COACH is to create comprehensive literacy programs to advance literacy skills, including pre-literacy skills, reading and writing, for children from birth through grade 12. The opportunity provides up to 5 years of continuation funding for LEAs to hire and train literacy coaches to support kindergarten through grade 12 (K-12) educators within their schools, pending availability of federal funding. The NJDOE will train and support the statewide cohort of literacy coaches selected through the grant opportunity.. It is anticipated that up to 40 LEAs will be awarded up to \$150,000 in year one and in subsequent grant years as well. The NJDOE also anticipates that over the 5-year continuation project term up to 2,400 teachers may be served by literacy coaches within the new network created through this subgrant opportunity.</p>	
<p style="text-align: center;">Enter the date on which the applicant LEA's Board of Education has authorized or will authorize submission of the current year application/amendment. <u>Aug. 20, 2025</u> The board resolution must be maintained on file for audit purposes.</p>	
✓	<p>I certify that I have read all assurances including the general assurances contained in the LEA Central Contacts and that the programs and services implemented under the grant program will be operated in accordance with all such assurances.</p>
✓	<p>I also certify that the person submitting this application is either the Chief School Administrator/College President or is the designee of the Chief School Administrator/College President with authorization by the Chief School Administrator/College President to submit this application.</p>

4C



TOMS RIVER REGIONAL SCHOOLS
OFFICE OF GRANTS AND COMMUNICATION
MIKE KENNY, COORDINATOR
1144 Hooper Avenue, Toms River, NJ 08753
Phone: 732-505-5500 x500053 Email: mkenny@trschoools.com

Submitted for Toms River Regional Board of Education: Submission of Grant Application

What: Reading Intervention for Secondary Engagement (RISE)
Location: high schools
Primary applicant/team leader: Adrienne Gold, Rich Fastnacht, Mike Kenny
Audience: grades 9-12
Funding amount: \$50,000
Grant period: Sept. 30, 2025 - Aug. 31, 2026
Funding Source: New Jersey Department of Education
Application deadline: Aug. 21, 2025

APPLICATION SUMMARY	
The Reading Intervention for Secondary Engagement (RISE) grant opportunity is one of multiple subgrants under New Jersey's CLSD award. This \$1 million competitive grant opportunity is open to LEAs serving large populations of economically disadvantaged students. The grant is specifically designed to support Local Education Agencies (LEAs) in implementing innovative, evidence-based literacy interventions for students on the secondary level in grades 6-12. It is anticipated that LEAs will be awarded up to \$50,000 based on total student enrollment through this opportunity.	
Enter the date on which the applicant LEA's Board of Education has authorized or will authorize submission of the current year application/amendment. <u>Aug. 20, 2025</u> The board resolution must be maintained on file for audit purposes.	
✓	I certify that I have read all assurances including the general assurances contained in the LEA Central Contacts and that the programs and services implemented under the grant program will be operated in accordance with all such assurances.
✓	I also certify that the person submitting this application is either the Chief School Administrator/College President or is the designee of the Chief School Administrator/College President with authorization by the Chief School Administrator/College President to submit this application.

(41)



TOMS RIVER REGIONAL SCHOOLS
OFFICE OF GRANTS AND COMMUNICATION
MIKE KENNY, COORDINATOR
1144 Hooper Avenue, Toms River, NJ 08753
Phone: 732-505-5500 x500053 Email: mkenny@trschoools.com

Submitted for Toms River Regional Board of Education: Submission of Grant Application

What: Literacy Initiative for Families and Thriving Communities (LIFT)
Location: pre-school students, community
Primary applicant/team leader: Cara DiMeo, Mike Kenny, Mike DeVita
Audience: young families of children 0-3
Funding amount: \$60,000
Grant period: Sept. 30, 2025 - Aug. 31, 2026
Funding Source: New Jersey Department of Education
Application deadline: Aug. 21, 2025

APPLICATION SUMMARY

The Literacy Initiative for Families and Thriving Communities (LIFT) Grant is a competitive funding opportunity designed to support LEAs in developing programs that cultivate home-based literacy habits and foster strong family engagement in children's literacy development. Programs are expected to engage non-traditional community partners, such as libraries, family success centers, Head Start centers, daycare centers, and other locally trusted organizations, to reach and serve families with young children. Goals include: expand access to literacy resources and supports for families with young children; strengthen home-school partnerships that reinforce literacy development beyond the classroom; engage families and caregivers in meaningful literacy practices; leverage trusted community organizations to broaden outreach and engagement; and foster sustainable, family-centered literacy ecosystems within local communities.

Enter the date on which the applicant LEA's Board of Education has authorized or will authorize submission of the current year application/amendment. Aug. 20, 2025 The board resolution must be maintained on file for audit purposes.

✓ **I certify that I have read all assurances including the general assurances contained in the LEA Central Contacts and that the programs and services implemented under the grant program will be operated in accordance with all such assurances.**

✓ **I also certify that the person submitting this application is either the Chief School Administrator/College President or is the designee of the Chief School Administrator/College President with authorization by the Chief School Administrator/College President to submit this application.**

5

GRADUATE REIMBURSEMENT

8/20/2025

<i>Name</i>	<i>Amount</i>	<i>SY</i>
Dugan, Elise M	\$705.00	24-25
McGivney, Michael J	\$720.00	24-25
Mobilio, Erica J	\$720.00	24-25
Rosenberg, Catherine A	\$1,440.00	24-25
Roskey, Michael L	\$2,700.00	24-25

(6A)

Toms River Regional Schools



Dana Weber

Director of Special Services

1144 Hooper Avenue, Toms River, NJ 08753

(732) 505-5500 • Fax: (732) 505-1493

July 16, 2025

MEMO TO: Michael Citta, Superintendent

FROM: Special Services

BOARD AGENDA ITEM – August 20, 2025

We respectfully request the Board of Education approval for the following student placed OUT OF DISTRICT for the SCHOOL YEAR PROGRAM FOR THE 2025-2026 School Year in a private day placement.

#71499

CLASSIFICATION: Multiple Disabilities

PLACEMENT: Bancroft

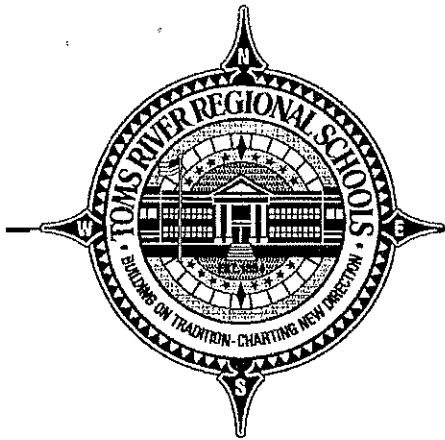
PRO-RATED TUITION: \$160,605.90

DW/jh

This student is classified eligible for special education and related services based on the criteria of Multiple Disabilities. The student is being placed residentially at Bancroft due to increased behaviors. An out of district placement is being recommended

RECEIVED
JUL 21 2025
MICHAEL CITTA
SUPERINTENDENT

Toms River Regional Schools



Special Services

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505-5500 • Fax: (732) 505-1493
cdimeo@trschoools.com

August 4, 2025

MEMO TO: Michael Citta, Superintendent

FROM: Special Services

BOARD AGENDA ITEM – August 20, 2025

We respectfully request the Board of Education approval for the following student placed OUT OF DISTRICT for the SCHOOL YEAR PROGRAM FOR THE 2025-2026 School Year in a private day placement.

#78135

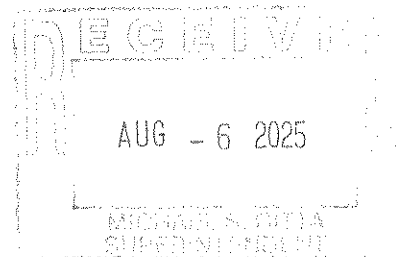
CLASSIFICATION: OHI

PLACEMENT: Coastal Learning Center

PRO-RATED TUITION: \$67,521.96

DW/jh

This student is classified eligible for special education and related services based on the criteria of Other Health Impairments. He needs a program with an intensive supervising program and be monitored at all times. The CST team recommends an out of district placement at Coastal Learning Center.



Toms River Regional Schools



Special Services

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505-5500 • Fax: (732) 505-1493
cdimeo@trschoools.com

August 4, 2025

MEMO TO: Michael Citta, Superintendent

FROM: Special Services

BOARD AGENDA ITEM – August 20, 2025

We respectfully request the Board of Education approval for the following student placed OUT OF DISTRICT for the SCHOOL YEAR PROGRAM FOR THE 2025-2026 School Year in a private day placement.

#76713

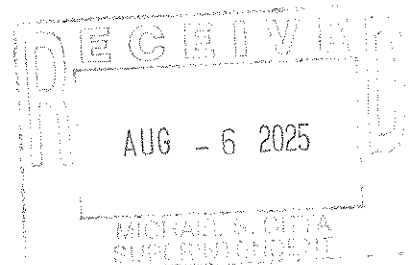
CLASSIFICATION: MD

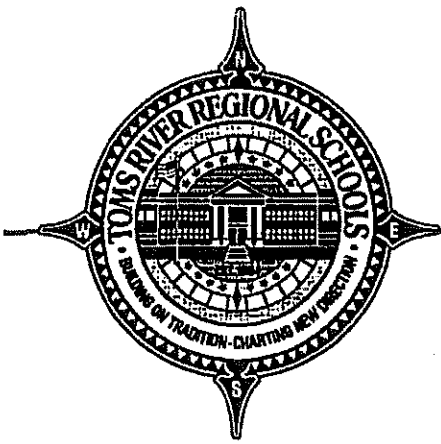
PLACEMENT: Alpha School

PRO-RATED TUITION: \$75,704.40

DW/jh

This student is classified eligible for special education and related services based on the criteria of Autism. Throughout the year the students behaviors escalated and became more intense. Multiple class settings, behavioral supports and alternative consequences were attempted throughout the year. The student requires a smaller setting with more therapeutic supports to address his Oppositional behaviors. The CST team recommends an out of district placement at Alpha School.





6/3

Toms River Regional Schools

Richard Fastnacht

Director of Funded Programs | District Testing Coordinator
1144 Hooper Avenue, Toms River, NJ 08753
Phone: 732-505-5500 • Fax: 732-505-1493
rfastnacht@trschoools.com

To: Mr. Michael Citta, Superintendent

From: Richard Fastnacht, Homeless Liaison

Date: July 24, 2025

Subject: Board Agenda August 20, 2025

I respectfully request the Board of Education approval for the following Displaced General Education student to be an 'Tuition In' student for the 2025-2026 school year.

Student ID: 71602

Grade: 3

School Attending: Washington Street Elementary

Yearly Tuition Amount \$15,591.00

Richard Fastnacht
Director of Funded Programs | District Testing Coordinator | District Homeless Liaison

Cc: W. Doering, Business Administrator
L. Ross, Central Registration
N. Tomecko, Accounting

The family has resided in Seaside Heights, NJ in displaced status since 05/13/2025. Pursuant to N.J.S.A. 18A:38-1(d), homeless persons who reside in a school district for one year or longer shall be deemed domiciled within that district, thereby rendering Seaside Heights fiscally responsible for the educational costs.

Toms River Regional Schools



Richard Fastnacht

Director of Funded Programs | District Testing Coordinator
1144 Hooper Avenue, Toms River, NJ 08753
Phone: 732-505-5500 • Fax: 732-505-1493
rfastnacht@trschoools.com

To: Mr. Michael Citta, Superintendent

From: Richard Fastnacht, Homeless Liaison

Date: July 24, 2025

Subject: Board Agenda August 20, 2025

I respectfully request the Board of Education approval for the following Displaced General Education student to be an 'Tuition In' student for the 2025-2026 school year.

Student ID: 60614

Grade: 9

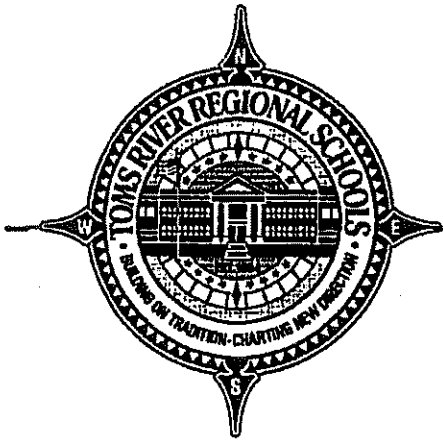
School Attending: High School North

Yearly Tuition Amount \$16,466.00

Richard Fastnacht
Director of Funded Programs | District Testing Coordinator | District Homeless Liaison

Cc: W. Doering, Business Administrator
L. Ross, Central Registration
N. Tomecko, Accounting

The family has resided in Seaside Heights, NJ in displaced status since 09/20/2024. Pursuant to N.J.S.A. 18A:38-1(d), homeless persons who reside in a school district for one year or longer shall be deemed domiciled within that district, thereby rendering Central Regional fiscally responsible for the educational costs.



(40)

Toms River Regional Schools

Richard Fastnacht

Director of Funded Programs | District Testing Coordinator
1144 Hooper Avenue, Toms River, NJ 08753
Phone: 732-505-5500 • Fax: 732-505-1493
rfastnacht@trschoools.com

To: Mr. Michael Citta, Superintendent

From: Richard Fastnacht, Homeless Liaison

Date: July 24, 2025

Subject: Board Agenda August 20, 2025

I respectfully request the Board of Education approval for the following DCP & P student to be an Out of District student for the 2025-2026 school year.

Student ID: 58638

Program: SLD

School Attending: Pine Hill Public School

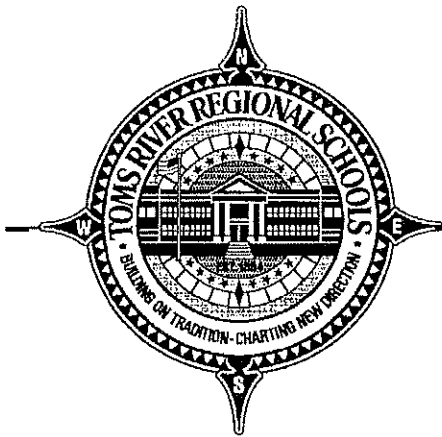
Yearly Tuition Amount \$24,415

Richard Fastnacht
Director of Funded Programs | District Testing Coordinator | District Homeless Liaison

Cc: W. Doering, Business Administrator
L. Ross, Central Registration

This student was placed by DCP&P with a foster family in Pine Hill, NJ on 10/24/24. Per CP&P education stability assessment the student is to attend Pine Hill Public School. Since Toms River is the last permanent residence for the parents, Toms River Regional School District is fiscally responsible for the student's education.

(6D)



Toms River Regional Schools

Dana Weber

Director of Special Services

1144 Hooper Avenue, Toms River, NJ 08753

(732) 505-5500

dweber@trschoools.com

July 14, 2025

MEMO TO: Michael Citta, Superintendent

FROM: Dana Weber, Director of Special Services

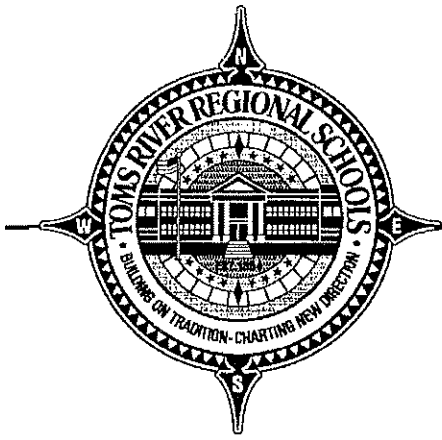
BOARD AGENDA ITEM – August 20, 2025

The following is a recommendation for the Board of Education for approval for the following Students to receive services from the Commission for the Blind and Visually Impaired for the 2025/2026 school year:

Student ID #	Level of Service	Cost	Start Date	End Date
70323	1	\$2,541.00	09/01/2025	06/30/2026
54076	1	\$2,541.00	09/01/2025	06/30/2026
59473	1	\$2,541.00	09/01/2025	06/30/2026
73109	1	\$2,541.00	09/01/2025	06/30/2026
68078	1	\$2,541.00	09/01/2025	06/30/2026
63678	1	\$2,541.00	09/01/2025	06/30/2026
72841	1	\$2,541.00	09/01/2025	06/30/2026
64846	1	\$2,541.00	09/01/2025	06/30/2026
60778	1	\$2,541.00	09/01/2025	06/30/2026
66880	1	\$2,541.00	09/01/2025	06/30/2026
66881	1	\$2,541.00	09/01/2025	06/30/2026
52254	1	\$2,541.00	09/01/2025	06/30/2026
73747	1	\$2,541.00	09/01/2025	06/30/2026
47522	1	\$2,541.00	09/01/2025	06/30/2026
62512	1	\$2,541.00	09/01/2025	06/30/2026
77995	1	\$2,541.00	09/01/2025	06/30/2026
68077	1	\$2,541.00	09/01/2025	06/30/2026
73858	1	\$2,541.00	09/01/2025	06/30/2026
78240	1	\$2,541.00	09/01/2025	06/30/2026
75960	1	\$2,541.00	09/01/2025	06/30/2026
56750	1	\$2,541.00	09/01/2025	06/30/2026
50583	1	\$2,541.00	09/01/2025	06/30/2026
62146	1	\$2,541.00	09/01/2025	06/30/2026
73245	1	\$2,541.00	09/01/2025	06/30/2026
60796	1	\$2,541.00	09/01/2025	06/30/2026
67980	1	\$2,541.00	09/01/2025	06/30/2026
66543	1	\$2,541.00	09/01/2025	06/30/2026

Dana Weber, Director of Special Services

RECEIVED
JUL 15 2025
MICHAEL S. CITTA
SUPERINTENDENT



Toms River Regional Schools

Dana Weber
Director of Special Services
1144 Hooper Avenue, Toms River, NJ 08753
(732) 505-5500
dweber@trschoools.com

July 29, 2025

MEMO TO: Michael Citta, Superintendent
FROM: Dana Weber, Director of Special Services

BOARD AGENDA ITEM – August 20, 2025

The following is a recommendation for the Board of Education for approval for the following Student to receive services from the Commission for the Blind and Visually Impaired for the 2025/2026 school year:

Student ID #	Level of Service	Cost	Start Date	End Date
73527	1	\$2,541.00	09/01/2025	06/30/2026

MICHAEL S. CITTA

JUL 31 2025

SUPERINTENDENT

(605)

Toms River Regional Schools



Special Services

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505-5500 • Fax: (732) 505-1493

July 22, 2025

MEMO TO: Michael Citta, Superintendent
FROM: Special Services

BOARD AGENDA ITEM – August 20, 2025

The following is a recommendation for the Board of Education for approval of the following Special Education Out-of-District School Year **estimated** tuition and students for the 2025/2026 school year:

PLACEMENT	#		TUITION
Alpha School	10	51978, 70729, 59545, 71782, 62519, 64350, 58784, 51489, 65359, 75871	\$1,135,688.40
Bancroft School	4	52338, 54746, 54747, 71499	\$543,666.60
Bayshore – The Shore Center	3	54019, 63432, 52165	\$336,600.00
Bonnie Brae	1	78157	\$75,850.00
BCSSSD – Westampton Campus	1	45216	\$49,650.00
Central Regional School District	1	74252	\$82,782.04
Children's Center	7	77566, 56750, 67054, 69048, 75960, 50897, 63514,	\$783,338.40
Coastal Learning Center	4	67904, 61946, 69659, 78024	\$270,087.84
Collier School	3	54809, 60720, 73096	\$276,220.80
CPC High Point	3	78343, 71976, 77740	\$303,669.80
Eden Institute	1	52189	\$219,562.60
Education Academy	14	74029, 64901, 73839, 63816, 71424, 71810, 62152, 75475, 67180, 74469, 77515, 75442, 75441, 75439	\$757,937.60
First Children's School	1	64846	\$119,834.50
Harbor School	4	67754, 73410, 64109, 48913	\$688,284.00
Hawkswood School	4	50583, 55854, 45172, 52254	\$444,984.80
Katzenbach School for the Deaf	2	75732, 77972	\$165,592.80
Legacy Treatment – Mary A Dobbins School	2	63999, 73761	\$173,606.16
Lehmann School	8	70323, 48035, 66881, 66880, 60778, 69606, 77158, 72841	\$773,891.12
Manchester – RDS	5	44394, 67860, 47522, 69823, 73747	\$679,250.00
Matheny Ed Center	2	72687, 66543	\$303,384.72
Neptune Public Schools	2	56979, 69452	\$137,498.40
New Road School of Ocean	11	69660, 75612, 61739, 50096, 66004, 76737, 52150, 67755, 75572, 52579, 69194	\$1,045,974.60
Ocean Academy	3	70590, 78042, 67647	\$218,349.00
Ranch Hope/Strang School	1	60753	\$90,907.20
Rugby School	6	52458, 76271, 73981, 56737, 70697, 58735	\$471,972.00
School for Children w/Hidden Intelligence	3	65935, 75725, 64895	\$534,600.00
Search Day Program	11	44687, 59596, 47940, 65968, 44899, 43102, 59733, 56418, 70556, 42916, 66320,	\$1,133,063.03
Wall Public Schools	1	47956	\$94,859.60
Woods Academy	1	53996	\$89,873.14
Y.A.L.E Cherry Hill	2	72206, 67874	\$64,336.40
TOTAL	121		\$12,065,315.55



(OT)

Toms River Regional Schools

Catherine Mellon

Supervisor of Special Education

1144 Hooper Avenue, Toms River, NJ 08753

Phone: 732-505-3900 Ext. 260081

cmellon@trschoools.com

Memorandum

To: Mr. Pat Thomas

From: Catherine Mellon

Date: August 7, 2025

Re: YMCA CBI for 18-21 Class

We are respectfully requesting approval to continue the YMCA Community-Based Instruction (CBI) program for our 18–21 Transition Program during the 2025–2026 school year.

Offered in partnership with the Ocean County YMCA, this program is designed to support and enhance life skills instruction, aligning directly with students' Individualized Education Program (IEP) goals. Students will visit the YMCA on a weekly basis and participate in a variety of sessions, each focused on a specific life skill. These sessions are led by an instructor dedicated exclusively to our students.

Through this program, students gain valuable experience practicing essential life skills such as hygiene, daily living, self-care, and safely navigating community resources—skills critical to fostering independence and preparing them for adult life.

This program, including all equipment and staffing, continues to be fully funded by a private donor. Toms River Regional Schools will provide transportation to and from the YMCA.

We are excited to continue this meaningful partnership with the Ocean County YMCA and appreciate your continued support.



66

Toms River Regional Schools

Catherine Mellon

Supervisor of Special Education

1144 Hooper Avenue, Toms River, NJ 08753

Phone: 732-505-3900 Ext. 260081

cmellon@trschoools.com

Memorandum

To: Mr. Pat Thomas

From: Catherine Mellon

Date: August 7, 2025

Re: Career Exploration for 18-21 Program

For the 2025–2026 school year, the Special Services Department would like to continue the Career Exploration program for our 18–21-year-old students at Bright Harbor Health Care’s “The Nook,” Klees, and Applebee’s. These valuable partnerships have been in place for several years and have significantly contributed to the success of our students.

The Career Exploration program is designed to help students develop the skills necessary to secure meaningful employment after graduation. Through hands-on experiences at these sites, students participate in a range of tasks, including but not limited to: vacuuming rugs, sanitizing furniture and menus, setting tables, rolling silverware, and filling condiment containers such as sugar, salt, pepper, and ketchup.

These real-world training opportunities allow our district to better prepare students for future employment and support their transition into potential job placements through our School to Work program.

We respectfully request permission to continue offering these career exploration opportunities at Klees and Applebee’s during the upcoming school year.

Thank you for your continued support and consideration.

7A



UNIVERSITY OF DELAWARE
HORN ENTREPRENEURSHIP

**Memorandum of Understanding between
The University of Delaware and
Toms River High School South**

July 2025 – June 2026
(One-year Term)

This Memorandum of Understanding (henceforth referred to as “MOU”) between Toms River High School South (henceforth referred to as “TRHSS”) and the University of Delaware (the “University” or “UD”) sets forth the terms and conditions for establishing a relationship in which TRHSS will participate in the University’s Horn Entrepreneurship (“UD Horn”) Entrepreneurship Experience Lab (henceforth “EntreX™”) program for the Academic Year 2025-2026 (“AY 2025-26”), through which student program participants from TRHSS will have the opportunity to earn college credit issued by the University while simultaneously earning high school credit (“Dual Credit”). The University and TRHSS are separate and distinct entities. This MOU is limited to the EntreX™ course being taught by the employee(s) of TRHSS authorized to teach this University course to TRHSS students for Dual Credit.

By this MOU, TRHSS and UD agree upon the following with regard to the EntreX™ program:

I. Purpose:

- i. To enhance the experiences and opportunities delivered to participants in TRHSS programs for high school students.
- ii. To contribute to the development of post-secondary and career pathways for TRHSS participants.
- iii. To provide eligible TRHSS participants with college-level rigor, hands-on entrepreneurial experiences, and college credits while earning high school elective credits.
- iv. To leverage UD Horn’s investments in the development of world class youth programming.

II. Goals:

- i. Increase the number of TRHSS students participating in Dual Credit, especially those offered by UD Horn.
- ii. Increase post-secondary enrollment of TRHSS students at UD and other universities that provide empowering educational programs that prepare students to thrive in a rapidly changing world.

III. Terms and Conditions:

i. Program components.

- The EntreX™ program utilizes proprietary curriculum to deliver ENTR101: Entrepreneurship Experience I, a 3-credit University course, with the following description:

The course utilizes best practices for entrepreneurship education, which include learning by doing, reflecting on experiences and emphasizing an evidence-based entrepreneurship process, to provide students with a strong foundation of entrepreneurship-related knowledge, skills and experiences. The relevance and value of an entrepreneurial mindset and skillset in all organizational contexts, including startups, established companies and social ventures, is also emphasized.

- The EntreX™ program will also provide:
 - Professional development to a TRHSS teacher to prepare them to deliver the program.
 - An annual license to utilize all proprietary EntreX™ curricular materials, including an instructional guide and associated resources. EntreX™ materials, including any online and/or co-curricular materials, are not permitted to be used for any purposes other than delivery of the program without the expressed written consent of the University. Upon termination or expiration of the term of this MOU, TRHSS's license to use these materials for the limited purpose provided for herein is terminated.
 - Online course setup and ongoing instructional support.
 - Opportunities for co-curricular enrichment through participation in a design sprint and pitch competition.

ii. Student eligibility and application process.

- The program is designed for rising juniors and seniors with a cumulative GPA \geq 3.0. However, any exceptional high school student recommended by TRHSS will be eligible to participate in the EntreX™ program. In making recommendations, TRHSS shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, national origin (ancestry), disability, or sexual orientation.
- TRHSS will determine student eligibility in accord with the previous statement, promote the program to eligible students and administer the application process.
- The application process shall consist of sharing access to an online dual enrollment registration form and distributing and collecting course registration forms and EntreX™ program participation payments. The course registration form will be provided by the University and returned after being signed by (1) the TRHSS principal or designee, (2) the student's parent/guardian, and (3) the student. This course registration form shall include the following:
 - An acknowledgement that students and parents/guardians understand that University policies may apply to the EntreX™ program;
 - A statement that students will be considered to be in the custody or control of TRHSS, not the University;

- A release for the TRHSS and the University to share student grade information as necessary for awarding Dual Credit; and
- Permissions related to online activity and disclosures related to the University's collection of student personal identifiable information.

iii. Tuition, other costs, and co-curricular enrichment for AY2025-26.

- TRHSS will actively promote participation in the EntreX™ program during AY2025-26. Tuition will be set at \$500 per participating student for this three (3) University credit program.
- UD Horn will extend partial tuition scholarships to students based on financial need as demonstrated by household size and income. Income eligibility will be aligned to rates determined by the National School Lunch Program. Students eligible for free meals will have tuition set at \$95, and students eligible for reduced cost meals will have tuition set at \$250. TRHSS will be responsible for determining which students qualify for these rates and reporting this information to the University for EntreX™ billing purposes.
- TRHSS shall be responsible for the collection of tuition payments from program participants. The University will invoice TRHSS for the total cost of student tuition. This cost shall be calculated based on the application forms submitted to the University by the deadline outlined below and TRHSS's certification of student eligibility for discounted tuition.
- TRHSS shall pay a one-time fee of \$1,900 to cover all costs associated with initial professional development and training costs for one instructor. In the event of staff turnover, TRHSS shall be responsible for covering the cost of any new instructor's professional development training.
- TRHSS shall pay an annual fee of \$1,500 to cover all costs associated with ongoing professional development, online course setup, curriculum licensing and ongoing instructional support throughout the school year.

NOTE: the annual fee enables TRHSS to utilize all EntreX™ course materials with all students enrolled in a dual-enrollment eligible course section, irrespective of whether they are pursuing University credits. This fee will be waived if at least ten (10) students apply to earn University credits.

iv. Student removal and withdrawal.

- UD Horn reserves the right to remove any student from the program at any time. An explanation for removal will be provided to TRHSS.
- Because students will receive UD credit, certain published University policies and procedures apply to the EntreX™ program, just as they do to all courses taken by University students registered for academic credit courses. TRHSS will ensure that students understand, acknowledge, and agree that University

policies apply to the EntreX™ program, including, where applicable, the University Code of Conduct, in addition to TRHSS policies which apply to students. The University may not veto disciplinary decisions made by TRHSS with respect to violations of TRHSS policies, but TRHSS may seek advice from University officials prior to making such decisions. Students may also be disciplined or dismissed from the program by the University for violation of federal or state laws or University rules or policies; TRHSS may not veto such decisions, but the University may seek the advice of TRHSS officials prior to making such decisions.

- Once application forms have been submitted to UD Horn by TRHSS, no tuition refunds will be provided to students for any reason. However, in the event that (a) students withdraw from the EntreX™ program within the first thirty (30) days following the submission of their application form to the University, and (b) TRHSS notifies the University of their withdrawal within this time period, UD Horn will issue a commensurate credit to TRHSS that can be applied to tuition payments during the following academic year. If EntreX™ is not offered in the following academic year, the credit will no longer be available and has no other value.

IV. Roles and Responsibilities:

i. TRHSS shall:

- Actively market the program to eligible students. This includes meeting with all interested TRHSS students and parents/guardians to clarify the program and explicitly explain the college-level expectations. It also includes recommending qualified students in accordance with Section III(ii) herein.
- Collect and submit course registration forms and tuition payments.
- Designate a member of the TRHSS team to serve as a single point of contact for administration of the EntreX™ program.
- Act upon any feedback provided by UD Horn relative to the students and/or the EntreX™ program.
- Provide feedback to the designated UD Horn contact, as needed.
- Arrange transportation for participating students to/from their classroom location to off-campus locations, as needed for field trips or special events.
- Identify a qualified instructor to deliver the provided course content in the classroom (physical or virtual) at TRHSS and grade all required deliverables. The instructor will be certified to deliver the EntreX™ program for a period of one calendar year following their successful completion of a required professional development program. This certification will be automatically renewed each year if/when TRHSS and the University enter into a renewal term, any additional professional development requirements are completed and the University deems the teacher's performance in delivering the EntreX™ program to be at least satisfactory.

ii. UD Horn shall:

- Finalize and communicate program specifics, including the content, key dates and costs associated with the program.

- Approve TRHSS's identified qualified instructor.
- Designate a UD Horn faculty member as the content provider for the course.
- Assign a liaison to oversee the implementation of the EntreX™ program and monitor the quality of instruction.
- Respond appropriately to feedback provided by TRHSS relative to the students and/or the EntreX™ program.
- Provide feedback to the designated TRHSS contact as needed.
- Provide continuing education units to the TRHSS instructor for their professional development clock hours if applicable.

V. Liability

- i. With the exceptions of gross negligence, intentional misconduct, or fraud caused by their respective employees, contractors, agents, or representatives, neither the University nor TRHSS shall assume liability to the other under this MOU; however, nothing in this section shall be construed to waive any defense of governmental immunity or sovereign immunity which might otherwise be available to the University or TRHSS. The University will not be responsible for the negligence or intentional harm caused by TRHSS students.

VI. Compliance

- i. TRHSS shall develop policies that at a minimum meet the criteria set forth by relevant state and/or local law(s) and/or regulation(s) applying to schools that participate in Dual Credit and/or concurrent enrollment programs. TRHSS represents and warrants that no term of this MOU is inconsistent with such law(s) and/or regulation(s) and acknowledges that it is solely responsible for compliance with such law(s) and/or regulation(s) as the party subject to such law(s) and/or regulation(s).

VII. Criminal Background Checks

- i. TRHSS acknowledges and agrees that all students participating in EntreX™ shall be considered in the custody or control of TRHSS and, as such, TRHSS shall be responsible for ensuring that it complies with state regulations applicable to background checks for child-serving entities.
- ii. TRHSS agrees to waive, release, and hold harmless the University from any claims arising from TRHSS's negligence in complying with state regulations applicable to background checks for child-serving entities.

VIII. Timeline

- i. July 1, 2025: The deadline for MOU execution.
- ii. August 2025-May 2026: Program execution, including professional development, participant recruiting, completion of University-mandated forms and EntreX™ program coursework, with participants receiving feedback/grades from their TRHSS teacher based on University grading standards.
- iii. November 1, 2025: Fall deadline for student dual enrollment registration and application forms for the three (3) University credit program.
- iv. December 1, 2025: Payments due for professional development, annual curriculum fee and participating student tuition (Fall), as applicable.

- v. February 15, 2026: Spring deadline for student dual enrollment registration and application forms for the three (3) University credit program.
- vi. March 15, 2026: Payments due for participating student tuition (Spring), as applicable.
- vii. May 20, 2026: Deadline for submission of all UD required deliverable grades via the EntreX™ learning management portal.
- viii. June 2026: Participants presented with certificates of completion and instructions for accessing their UD transcripts.
- ix. June 30, 2026: Deadline for program review and MOU renewal for subsequent academic years.

IX. Term and Termination

- i. This MOU will be effective for one year, spanning July 01, 2025, through June 30, 2026.
- ii. The University will inform TRHSS of any changes to its tuition or annual fee structure no less than ninety (90) days prior to the end of the term, and any renewal of this MOU will be predicated on the adoption of the updated financial information.
- iii. The University and TRHSS reserve the right to terminate this MOU upon service of written notice to the other party ninety (90) days prior to the date of termination.
- iv. In the event of regulatory changes, UD Horn reserves the right to modify the operational Dual Credit model as necessary for compliance. Participating students shall retain the prerogative to pursue commensurate University academic credit without additional cost through an alternative offering. The implementation of this change is subject to the sole discretion of UD Horn and will be enacted as quickly as practical with expeditious notification to TRHSS.

X. Other Terms and Conditions

- i. This MOU does not and shall not be considered to create a partnership or joint venture between the University and the District and/or TRHSSHS. Neither party shall have the power to bind nor obligate the other except as expressly provided herein.
- ii. If any provision of this MOU is declared invalid or unenforceable, the remainder of the MOU shall continue in full force and effect.
- iii. Neither party shall assign or otherwise transfer any interest in this MOU without the prior written approval of the other party.
- iv. Nothing in this MOU is intended to make any person or entity that is not a signatory to this MOU a third-party beneficiary of any right created by the MOU or by operation of law.

XI. Commitment to Relationship

- i. The parties agree to collaborate and provide entrepreneurial opportunities to TRHSS students with the intent of achieving the purposes and goals listed above.
- i. We, the undersigned, have read and agree to the goals, terms, conditions, roles and responsibilities outlined in this MOU. TRHSS has the right to enter into this MOU and the signatory whose signature appears below (a) is duly authorized to execute the MOU on its behalf without further signature or authorization; (b) acknowledges having read this MOU, including all attachments and documents referenced; and (c) understands this MOU's terms and agrees to be bound by those terms.

AGG

6/3/2025

Ms. Adrienne Gold, Director of Secondary Curriculum
Toms River High School South

Date

DocuSigned by:

Dan Freeman

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Dr. Dan Freeman, Founding Director
Horn Entrepreneurship, University of Delaware

6/11/2025

Date

7B



UNIVERSITY OF DELAWARE

HORN ENTREPRENEURSHIP

**Memorandum of Understanding between
The University of Delaware and
Toms River High School North**

July 2025 – June 2026
(One-year Term)

This Memorandum of Understanding (henceforth referred to as “MOU”) between Toms River High School North (henceforth referred to as “TRHSN”) and the University of Delaware (the “University” or “UD”) sets forth the terms and conditions for establishing a relationship in which TRHSN will participate in the University’s Horn Entrepreneurship (“UD Horn”) Leadership Experience Lab (henceforth “LeadX™”) program for the Academic Year 2025-2026 (“AY 2025-26”), through which student program participants from TRHSN will have the opportunity to earn college credit issued by the University while simultaneously earning high school credit (“Dual Credit”). The University and TRHSN are separate and distinct entities. This MOU is limited to the LeadX™ course being taught by the employee(s) of TRHSN authorized to teach this University course to TRHSN students for Dual Credit.

By this MOU, TRHSN and UD agree upon the following with regard to the LeadX™ program:

I. Purpose:

- i. To enhance the experiences and opportunities delivered to participants in TRHSN programs for high school students.
- ii. To contribute to the development of post-secondary and career pathways for TRHSN participants.
- iii. To provide eligible TRHSN participants with college-level rigor, hands-on entrepreneurial experiences, and college credits while earning high school elective credits.
- iv. To leverage UD Horn’s investments in the development of world class youth programming.

II. Goals:

- i. Increase the number of TRHSN students participating in Dual Credit, especially those offered by UD Horn.
- ii. Increase post-secondary enrollment of TRHSN students at UD and other universities that provide empowering educational programs that prepare students to thrive in a rapidly changing world.

III. Terms and Conditions:

i. Program components.

- The LeadX™ program utilizes proprietary curriculum to deliver ENTR153: Leadership Experience, a 1-credit University course, with the following description:

Leadership is a powerful tool for driving innovation and making a better life for yourself and others. This course focuses on the initial development of key characteristics, capabilities, and habits needed to continuously improve your individual and entrepreneurial leadership practices.
- The LeadX™ program will also provide:
 - Professional development to a TRHSN teacher to prepare them to deliver the program.
 - An annual license to utilize all proprietary LeadX™ curricular materials, including an instructional guide and associated resources. LeadX™ materials, including any online and/or co-curricular materials, are not permitted to be used for any purposes other than delivery of the program without the express written consent of the University. Upon termination or expiration of the term of this MOU, TRHSN's license to use these materials for the limited purpose provided for herein is terminated.
 - Online course setup and ongoing instructional support.
 - Opportunities for co-curricular enrichment.

ii. Student eligibility and application process.

- The program is designed for rising juniors and seniors with a cumulative GPA \geq 3.0. However, any exceptional high school student recommended by TRHSN will be eligible to participate in the LeadX™ program. In making recommendations, TRHSN shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, national origin (ancestry), disability, or sexual orientation.
- TRHSN will determine student eligibility in accord with the previous statement, promote the program to eligible students and administer the application process.
- The application process shall consist of sharing access to an online dual enrollment registration form and distributing and collecting course registration forms and LeadX™ program participation payments. The course registration form will be provided by the University and returned after being signed by (1) the TRHSN principal or designee, (2) the student's parent/guardian, and (3) the student. This course registration form shall include the following:
 - An acknowledgement that students and parents/guardians understand that University policies may apply to the LeadX™ program;
 - A statement that students will be considered to be in the custody or control of TRHSN, not the University;

- A release for the TRHSN and the University to share student grade information as necessary for awarding Dual Credit; and
- Permissions related to online activity and disclosures related to the University's collection of student personal identifiable information.

iii. Tuition, other costs, and co-curricular enrichment for AY2025-26.

- TRHSN will actively promote participation in the LeadX™ program during AY2025-26. Tuition will be set at \$190 per participating student for this three (3) University credit program.
- UD Horn will extend partial tuition scholarships to students based on financial need as demonstrated by household size and income. Income eligibility will be aligned to rates determined by the National School Lunch Program. Students eligible for free meals will have tuition set at \$40, and students eligible for reduced cost meals will have tuition set at \$95. TRHSN will be responsible for determining which students qualify for these rates and reporting this information to the University for LeadX™ billing purposes.
- TRHSN shall be responsible for the collection of tuition payments from program participants. The University will invoice TRHSN for the total cost of student tuition. This cost shall be calculated based on the application forms submitted to the University by the deadline outlined below and TRHSN's certification of student eligibility for discounted tuition.
- TRHSN shall pay a one-time fee of \$600 to cover all costs associated with initial professional development and training costs for one instructor. In the event of staff turnover, TRHSN shall be responsible for covering the cost of any new instructor's professional development training.
- TRHSN shall pay an annual fee of \$500 to cover all costs associated with ongoing professional development, online course setup, curriculum licensing and ongoing instructional support throughout the school year.

NOTE: the annual fee enables TRHSN to utilize all LeadX™ course materials with all students enrolled in a dual-enrollment eligible course section, irrespective of whether they are pursuing University credits. This fee will be waived if at least ten (10) students apply to earn University credits.

iv. Student removal and withdrawal.

- UD Horn reserves the right to remove any student from the program at any time. An explanation for removal will be provided to TRHSN.
- Because students will receive UD credit, certain published University policies and procedures apply to the LeadX™ program, just as they do to all courses taken by University students registered for academic credit courses. TRHSN will ensure that students understand, acknowledge, and agree that University

policies apply to the LeadX™ program, including, where applicable, the University Code of Conduct, in addition to TRHSN policies which apply to students. The University may not veto disciplinary decisions made by TRHSN with respect to violations of TRHSN policies, but TRHSN may seek advice from University officials prior to making such decisions. Students may also be disciplined or dismissed from the program by the University for violation of federal or state laws or University rules or policies; TRHSN may not veto such decisions, but the University may seek the advice of TRHSN officials prior to making such decisions.

- Once application forms have been submitted to UD Horn by TRHSN, no tuition refunds will be provided to students for any reason. However, in the event that (a) students withdraw from the LeadX™ program within the first thirty (30) days following the submission of their application form to the University, and (b) TRHSN notifies the University of their withdrawal within this time period, UD Horn will issue a commensurate credit to TRHSN that can be applied to tuition payments during the following academic year. If LeadX™ is not offered in the following academic year, the credit will no longer be available and has no other value.

IV. Roles and Responsibilities:

i. TRHSN shall:

- Actively market the program to eligible students. This includes meeting with all interested TRHSN students and parents/guardians to clarify the program and explicitly explain the college-level expectations. It also includes recommending qualified students in accordance with Section III(ii) herein.
- Collect and submit course registration forms and tuition payments.
- Designate a member of the TRHSN team to serve as a single point of contact for administration of the LeadX™ program.
- Act upon any feedback provided by UD Horn relative to the students and/or the LeadX™ program.
- Provide feedback to the designated UD Horn contact, as needed.
- Arrange transportation for participating students to/from their classroom location to off-campus locations, as needed for field trips or special events.
- Identify a qualified instructor to deliver the provided course content in the classroom (physical or virtual) at TRHSN and grade all required deliverables. The instructor will be certified to deliver the LeadX™ program for a period of one calendar year following their successful completion of a required professional development program. This certification will be automatically renewed each year if/when TRHSN and the University enter into a renewal term, any additional professional development requirements are completed and the University deems the teacher's performance in delivering the LeadX™ program to be at least satisfactory.

ii. UD Horn shall:

- Finalize and communicate program specifics, including the content, key dates and costs associated with the program.

- Approve TRHSN's identified qualified instructor.
- Designate a UD Horn faculty member as the content provider for the course.
- Assign a liaison to oversee the implementation of the LeadX™ program and monitor the quality of instruction.
- Respond appropriately to feedback provided by TRHSN relative to the students and/or the LeadX™ program.
- Provide feedback to the designated TRHSN contact as needed.
- Maintain a partnership agreement with Horn Entrepreneurship at the University of Delaware to: (1) provide access to proprietary LeadX™ curricular materials and instructor resources, (2) establish an TRHSN-specific instance of the course in a learning management system, (3) offer co-curricular opportunities available to all schools in the LeadX™ network, and (4) provide training, certification and continuing education units to the TRHSN instructor for their professional development clock hours.

V. Liability

- i. With the exceptions of gross negligence, intentional misconduct, or fraud caused by their respective employees, contractors, agents, or representatives, neither the University nor TRHSN shall assume liability to the other under this MOU; however, nothing in this section shall be construed to waive any defense of governmental immunity or sovereign immunity which might otherwise be available to the University or TRHSN. The University will not be responsible for the negligence or intentional harm caused by TRHSN students.

VI. Compliance

- i. TRHSN shall develop policies that at a minimum meet the criteria set forth by relevant state and/or local law(s) and/or regulation(s) applying to schools that participate in Dual Credit and/or concurrent enrollment programs. TRHSN represents and warrants that no term of this MOU is inconsistent with such law(s) and/or regulation(s) and acknowledges that it is solely responsible for compliance with such law(s) and/or regulation(s) as the party subject to such law(s) and/or regulation(s).

VII. Criminal Background Checks

- i. TRHSN acknowledges and agrees that all students participating in LeadX™ shall be considered in the custody or control of TRHSN and, as such, TRHSN shall be responsible for ensuring that it complies with state regulations applicable to background checks for child-serving entities.
- ii. TRHSN agrees to waive, release, and hold harmless the University from any claims arising from TRHSN's negligence in complying with state regulations applicable to background checks for child-serving entities.

VIII. Timeline

- i. July 1, 2025: The deadline for MOU execution.
- ii. August 2025-May 2025: Program execution, including professional development, participant recruiting, completion of University-mandated forms and LeadX™ program coursework, with participants receiving feedback/grades from their TRHSN teacher based on University grading standards.
- iii. November 1, 2025: Fall deadline for student dual enrollment registration and application forms for the three (3) University credit program.
- iv. December 1, 2025: Payments due for professional development, annual curriculum fee and participating student tuition (Fall), as applicable.
- v. February 15, 2026: Spring deadline for student dual enrollment registration and application forms for the three (3) University credit program.
- vi. March 15, 2026: Payments due for participating student tuition (Spring), as applicable.
- vii. May 20, 2026: Deadline for submission of all UD required deliverable grades via the LeadX™ learning management portal.
- viii. June 2026: Participants presented with certificates of completion and instructions for accessing their UD transcripts.
- ix. June 30, 2026: Deadline for program review and MOU renewal for subsequent academic years.

IX. Term and Termination

- i. This MOU will be effective for one year, spanning July 01, 2025, through June 30, 2026.
- ii. The University will inform TRHSN of any changes to its tuition or annual fee structure no less than ninety (90) days prior to the end of the term, and any renewal of this MOU will be predicated on the adoption of the updated financial information.
- iii. The University and TRHSN reserve the right to terminate this MOU upon service of written notice to the other party ninety (90) days prior to the date of termination.
- iv. In the event of regulatory changes, UD Horn reserves the right to modify the operational Dual Credit model as necessary for compliance. Participating students shall retain the prerogative to pursue commensurate University academic credit without additional cost through an alternative offering. The implementation of this change is subject to the sole discretion of UD Horn and will be enacted as quickly as practical with expeditious notification to TRHSN.

X. Other Terms and Conditions

- i. This MOU does not and shall not be considered to create a partnership or joint venture between the University and the District and/or TRHSNHS. Neither party shall have the power to bind nor obligate the other except as expressly provided herein.
- ii. If any provision of this MOU is declared invalid or unenforceable, the remainder of the MOU shall continue in full force and effect.
- iii. Neither party shall assign or otherwise transfer any interest in this MOU without the prior written approval of the other party.
- iv. Nothing in this MOU is intended to make any person or entity that is not a signatory to this MOU a third-party beneficiary of any right created by the MOU or by operation of law.

XI. Commitment to Partnership

- i. The partners agree to collaborate and provide entrepreneurial opportunities to TRHSN students with the intent of achieving the purposes and goals listed above.
- i. We, the undersigned, have read and agree to the goals, terms, conditions, roles and responsibilities outlined in this MOU. TRHSN has the right to enter into this MOU and the signatory whose signature appears below (a) is duly authorized to execute the MOU on its behalf without further signature or authorization; (b) acknowledges having read this MOU, including all attachments and documents referenced; and (c) understands this MOU's terms and agrees to be bound by those terms.

DocuSigned by:

Adrienne Gold

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Ms. Adrienne Gold, Director of Secondary Curriculum
Toms River High School North

8/6/2025

Date

DocuSigned by:

Dan Freeman

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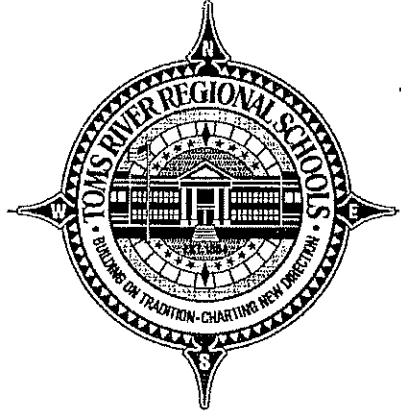
Dr. Dan Freeman, Founding Director
Horn Entrepreneurship, University of Delaware

8/7/2025

Date

8

Toms River Regional Schools



John Green

Director of Student Services/Central Registration

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505-5500 X 500301 • Fax: (732) 244-7003
jgreen@trschoools.com

To: Michael Citta
Superintendent

From: John Green
Director of Student Services

Re: **Approval for K-12 Guidance and Counseling Plans
Board of Education Meeting
August 20, 2025**

Date: August 6, 2025

Board of Education approval is needed for the attached K-12 Guidance and Counseling Program Plans.

The Guidance and Counseling Program Plans have been reviewed by appropriate district personnel for the 2025-2026 school year.

JG:da
Attachments

c: Cara DiMeo, Assistant Superintendent
Patrick Thomas, Assistant Superintendent
Rachel Cicala, Director of Elementary Curriculum
Adrienne Gold, Director of Secondary Curriculum

Toms River Regional Schools
2025-2026 Guidance and Counseling Program Plan

Goal: The Guidance and Counseling Program, administered by certificated guidance personnel, is established to assist all students to mature in self-understanding, self-responsibility, decision-making and career awareness.

Rationale: Encourage students to attain positive attitudes, necessary life skills and values that enable them to become productive and caring citizens and healthy adults.

Grade	Academic Development	Career Development	Social Development	NJSLs
K - 1	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Study skills ·Monitor/Assist all students when a virtual educational setting is required 	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Exploration of occupations ·Self examination of interest & abilities 	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Assist with adjustment to school ·Develop positive interpersonal skills ·Active involvement in HIB support as required by law ·Suicide Awareness (Lifesaver Day) 	CRP1, CRP2, 9.2.8.B.2
2 - 3	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Study skills ·Review of student academic performance ·Monitor/Assist all students when a virtual educational setting is required 	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Exploration of occupations ·Self examination of interest & abilities ·Review of student academic performance 	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Conflict resolution ·Anger management ·Develop positive interpersonal skills ·Review of student academic performance ·Definition of HIB ·Active involvement in HIB support as required by law ·Suicide Awareness 	CRP1, CRP2, CRP3, CRP5
4 - 5	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Review of student academic performance ·Monitor/Assist all students when a virtual educational setting is required 	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Exploration of occupations ·Self examination of interest & abilities ·Review of student academic performance 	<ul style="list-style-type: none"> ·Counseling – Individual, group, parent, staff · Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST ·Monitor at-risk students ·Conflict resolution ·Anger management ·Develop positive interpersonal skills ·Review of student academic performance ·Active involvement in HIB support as required by law ·Suicide Awareness 	CRP1, CRP2, CRP3, CRP5, 9.2.8.B.1, 9.2.8.B.2

Board Approved:

**Toms River Regional Schools
2025 – 2026 Guidance and Counseling Program Plan**

Goal: The Guidance and Counseling Program, administered by certificated guidance personnel, is established to assist all students to mature in self-understanding, self-responsibility, decision-making and career awareness.

Rationale: Encourage students to attain positive attitudes, necessary life skills and values that enable them to become productive and caring citizens and healthy adults.

Grade	Academic Development	Career Development	Social Development	NJSLs
6	<ul style="list-style-type: none"> -Counseling – Individual, group, parent, staff -Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST -Monitor at-risk students -Assist with transition to middle school -Review of student academic performance -Monitor/Assist all students when a virtual educational setting is required 	<ul style="list-style-type: none"> -Counseling – Individual, group, parent, staff -Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST -Monitor at-risk students -Exploration of occupations -Self examination of interest & abilities -Guest speakers from community -Review of student academic performance -New Jersey Career Awareness Navigator 	<ul style="list-style-type: none"> -Counseling – Individual, group, parent, staff -Consultation – Administration, teachers and IRSC (Intervention Referral Services Committee) +/-or CST -Monitor at-risk students -Assist with transition to middle school -Develop positive interpersonal skills -Conflict resolution -Anger management -Active involvement in HIB support as required by law -Suicide Awareness 	CRP1, CRP2, 9.2.8.B.2
7	<ul style="list-style-type: none"> -Parent/Teacher/Counselor Conferences -Monitor at-risk students -Course Selection Counseling -Study Skills Class Visits -Review of Student Academic Performance -Selection & Placement for Basic Skills/Gifted & Talented/Special Programs -Monitor/Assist all students when a virtual educational setting is required 	<ul style="list-style-type: none"> - Student Portfolio Review - Networking of career related information to staff - Career Exploratory Program - New Jersey Career Awareness Navigator 	<ul style="list-style-type: none"> -Peer Conflict Mediation -Orientation & Transition Program Grade 6 to 7 & 7 to 8 -Individual Counseling -Group Counseling for "High Risk" Students and/or Special Needs Groups -Active Involvement in HIB support as required by law -Suicide Awareness 	CRP1, CRP3, CRP5, CRP10, 9.2.8.B.2
8	<ul style="list-style-type: none"> -Monitor at-risk students -Review of Student Academic Performance -High school course selection counseling linking student abilities, interests & goals -Selection for Basic Skills/Advanced/Special programs -Parent/Teacher/Counselor Conferences -Monitor/Assist all students when a virtual educational setting is required -Grade 8-9 Transition Program 	<ul style="list-style-type: none"> -Individual Career Awareness Counseling -Networking of Career Related Information to staff -Career Exploratory Program -Visits to high schools -New Jersey Career Awareness Navigator -Grade 8-9 Transition Program 	<ul style="list-style-type: none"> -Orientation Program Grade 8 to 9 -Peer Conflict Mediation -Individual Counseling -Group Counseling for "High Risk" Students and/or Special Needs Groups -Active involvement in HIB support as required by law -Suicide Awareness -Grade 8-9 Transition Program 	CRP1, CRP3, CRP10, 9.2.8.B.2

Board Approved:

Toms River Regional Schools
2025-2026 Guidance and Counseling Program Plan

Goal: The Guidance and Counseling Program, administered by certificated guidance personnel, is established to assist all students to mature in self-understanding, self-responsibility, decision-making and career awareness.

Rationale: Encourage students to attain positive attitudes, necessary life skills and values that enable them to become productive and caring citizens and healthy adults.

Grade	Academic Development	Career Development	Social Development	NJSELs
9	<ul style="list-style-type: none"> -Educational placement -Appropriate scheduling -Monitoring grades -Performance evaluation -Monitor at-risk students -Individual counseling options -Monitor/Assist all students when a virtual educational setting is required -Assist with transition to High School 	<ul style="list-style-type: none"> -College Board Online Program review -Career education – Career infusion – subject area instruction -Individual counseling options -New Jersey Career Awareness Navigator -College Board Big Future 	<ul style="list-style-type: none"> -Orientation – group activity/hilletic orientation -Intro PEER leadership T.E.A.M. -Monitor at-risk students -Individual counseling options -Staff networking & interaction -Active involvement in HIB support as required by law -Suicide Awareness 	CRP1, CRP3, CRP10, 9.2.8.B.2
10	<ul style="list-style-type: none"> -Appropriate curriculum review -Performance evaluation -Monitor at-risk students -Individual counseling options -Testing awareness -Monitor/Assist all students when a virtual educational setting is required 	<ul style="list-style-type: none"> -College Board Online Program review - portfolio -Intro – vocational/technical program -New Jersey Career Awareness Navigator -Individual counseling options -College Board Big Future 	<ul style="list-style-type: none"> -Individual self-awareness (increase opportunities) -Monitor at-risk students -Individual counseling options -Staff networking & interaction -Active involvement in HIB support as required by law -Suicide Awareness 	CRP1, CRP3, 9.2.8.B.2
11	<ul style="list-style-type: none"> -Appropriate curriculum review -Individual educational/Career plan -Testing awareness -Performance evaluation -Monitor at-risk students -Individual counseling options -Monitor/Assist all students when a virtual educational setting is required 	<ul style="list-style-type: none"> -College Board Online Program review - portfolio -Post-secondary preparation/programs -Intro – military opportunities -New Jersey Career Awareness Navigator -Individual counseling options -College Board Big Future 	<ul style="list-style-type: none"> -Class sponsored activities -Civic responsibility -Monitor at-risk students -Individual counseling options -Staff networking & interaction -Active involvement in HIB support as required by law -Suicide Awareness 	CRP1, CRP3, CRP10, 9.2.8.B.1, 9.2.8.B.2, 9.2.12.C.1, 9.2.12.C.2, 9.2.12.C.3
12	<ul style="list-style-type: none"> -Post-secondary path-finalize -Creative alternative paths -Monitor at-risk students -Individual counseling options -Monitor/Assist all students when a virtual educational setting is required 	<ul style="list-style-type: none"> -Community action program CAP -Co-op programs -New Jersey Career Awareness Navigator -Individual counseling options -Post-secondary preparation/programs -College Board Big Future 	<ul style="list-style-type: none"> -Class sponsored activities -Civic responsibility -Monitor at-risk students -Individual counseling options -Staff networking & interaction -Active involvement in HIB support as required by law -Suicide Awareness 	CRP1, CRP3, CRP10, 9.2.8.B.2, 9.2.12.C.1, 9.2.12.C.2

Board Approved :

9



Toms River Regional Schools

Adrienne Gold

Director of Secondary Curriculum

1144 Hooper Avenue, Toms River, NJ 08753
(732) 505-5500 x500052 Fax: (732) 244-7003

agold@trschoools.com

TO: Michael Citta
Superintendent

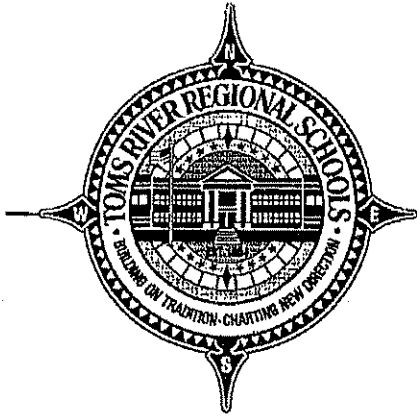
FROM: Adrienne Gold *AG*
Director of Secondary Curriculum & Instruction

RE: **2025-2026 Curriculum Approval**
Board of Education Meeting
August 20, 2025

DATE: August 6, 2025

Board of Education approval is needed for the attached 2025-2026 Curriculum.

AG:da



Toms River Regional Schools

Adrienne Gold

Director of Secondary Curriculum

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

Curriculum approval for the 2025-2026 school year:

K-12 Language Arts Literacy (NJSLs 2023)*

K-12 Mathematics (NJSLs 2023)*

K-12 Science (NJSLs 2020)*

K-12 Social Studies (NJSLs 2020)*

K-12 Visual and Performing Arts (NJSLs 2020)*

K-12 World Language (NJSLs 2020)*

K-12 21st Career Readiness, Life Literacies and Key Skills (NJSLs 2020)*

K-12 Computer Science & Design Thinking (NJSLs 2020)*

K-12 Comprehensive Health and Physical Education (NJSLs 2020)*

*NJSLs = New Jersey Student Learning Standards

10




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: Michael Citta
Superintendent

FROM: Rachel Cicala 
Director of Elementary Curriculum

RE: **Approval of AchieveNJ Evaluation Frameworks for the 25/26 SY
Board of Education Meeting
August 20, 2025**

DATE: August 6, 2025

Recommending mandated annual approval to continue to use the following AchieveNJ evaluation frameworks for the 2025-2026 SY:

Danielson Framework for Teaching and NJ Principal Evaluation for Professional Learning

c: Cara DiMeo, Assistant Superintendent
Patrick Thomas, Assistant Superintendent
Adrienne Gold, Director of Secondary Curriculum

RC:da



(11)

TOMS RIVER REGIONAL SCHOOLS
PATRICK THOMAS
ASSISTANT SUPERINTENDENT
1144 Hooper Avenue, Toms River, NJ 08753
732-505-5500 • Fax: 732-505-9330
Email: pthomas@trschoools.com

TO: Michael Citta
Superintendent of Schools

FROM: Patrick Thomas
Assistant Superintendent

RE: **STANDING ORDERS – 2025-2026 School Years**

DATE: August 11, 2025

SUBJECT: Standing Orders - Nursing & First Aid 2025-2026

Please have the attached placed on the August 20, 2025 Board Agenda for approval:

STANDING ORDERS-SCHOOL YEARS 2025-2026, Signed and dated by
Thomas G. Sargent, DO

Patrick Thomas
Assistant Superintendent

PT:lr
Attachment

RECEIVED
AUG 12 2025

**TOMS RIVER REGIONAL
SCHOOLS**

NURSING SERVICES PLAN

2025 - 2026

STANDING ORDERS 2025-2026

2025-2026 AED PLAN

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

2025-2026 & 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 **OXYGEN** in EMERGENCY SITUATIONS, OXYGEN BY NASAL CANNULA OR FACE MASK.

Nasal Cannula 2 to 4 liters, Face Mask up to 6 liters.

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)

2025-2026 & 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.

2025-2026 & AD INFINITUM

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

2025-2026 ALLERGIC EMERGENCIES

Emergency Treatment of Allergic Reactions; Hives, Skin Swelling, Insect Bites. If parents cannot be reached or patient's condition continues to worsen while waiting for the parent give:

Liquid 12.5 mg/5 milliliters (mL)

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

Benadryl - age 6 to 11 years old - 12.5 mg to 25 mg PO

<u>child's weight:</u>	20-24 lbs	25-37 lbs	38-49 lbs
Liquid 12.5 mg/5mL	4 mL	5 mL	7.5 mL

Observe closely for additional symptoms, notify parent/guardian as soon as possible. Call 911 if needed.

2025-2026 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 - for patients over 66 lbs

Epipen Jr. Auto-Injector - 0.15 mg epinephrine IM- for patients 33-66 lbs

Under 33 pounds, do not administer, call 911

2025-2026 EMERGENCY USE

ACETAMINOPHEN Infant/ Children's Elixir 160 Mg./Tsp /5 milliliters (mL)

Acetaminophen for fever 102 or greater if parents cannot be reached/arrive to pick up the child within 1 hour.

WEIGHT	DOSE
12-17 lbs	2.5 mL (80mg)
18-23 lbs	3.75 mL (120 mg)
24-35 lbs	160 mg po - 1 tsp
36-47 lbs	240 mg po - 1.5 tsp
48-59 lbs	320 mg po - 2 tsp
60-71 lbs	400 mg po - 2.5 tsp
72-95 lbs	480 mg po - 3 tsp

For Students 12 years old and older give 2 capsules 325mg (in each capsules) regular strength.

2025-2026 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 hypoglycemia

2025-2026 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.

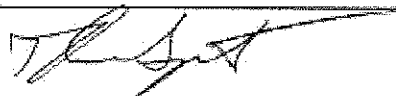
Call 911 - Observe closely - Notify parents/Guardian, Transport to Emergency Room for further evaluation.

2025-2026 ALBUTEROL EMERGENCY

Permission is given to the school nurse to administer one **ALBUTEROL** 2.5 mg / 3 cc vial via nebulizer for a child with respiratory distress, bilateral wheezing and a pulse oximetry reading of 92% or less in a student with a diagnosis of asthma for whom no asthma plan is in place or who does not have their own medication available. The nurse may also administer albuterol to a student without prior confirmed diagnosis of asthma but who presents as noted above.

In all instances the parent or guardian should be notified. If there is no improvement and pulse oximetry remains at or below 92%, 911 should be called and **OXYGEN** supplied via nasal cannula at 2-3 liters. Transport to the Emergency Room for further evaluation.

Health Services Director



Date

7/8/25

First Aid Standing Orders 2025-2026

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

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

Abrasions/scratches - Clean with soap and water, may apply antibiotic ointment, cover with band aid/gauze.

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

Note: If a 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. Check allergy history. May apply Caladryl.

Bite - Animal - Wash with soap and water, cover with band aid. Notify the parent/guardian and notify the Ocean County Health Dept immediately for proper follow through for rabies detection.(732-341-9700) Medical follow-up with physician, check tetanus immunization status.

Bites - Human - Wash with soap and water, Apply ice if needed. Bandage if necessary. Notify the parent/guardian and advise medical follow up. Check tetanus vaccination and blood borne pathogen exposure.

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/guardian as indicated.

Chemical Flush with 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 the parent. Rescue breathing if pulse is present, check for food in the oral cavity.

Chapped Lips - May apply vaseline.

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 the patient is breathing and responding, call the parent/guardian. 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.

Cough - Take the patient's temperature. Call the parent/guardian if necessary. May give up to two cough drops (herbal, or common drop such as Ludens) to children in 6th grade or higher based on nurse discretion.

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 the parent/guardian, alert principal, call 911 if indicated. Call poison control as needed. 1-800-poison-1. Notify building SAC. Complete Chemical Assessment Checklist Form.

Dysmenorrhea - Rest, call the parent/guardian if indicated. May use a heating pad unless contraindicated.

Earache - Take temperature, if over 100.5 degrees, notify the parent/guardian, send home. If there is no fever, cotton may be placed in the ear, and the child may rest. If foreign body is suspected, visually inspect, notify parent/guardian 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 15 mins. Apply eye patch if indicated. Call the parent/guardian, advise medical care. Call poison control as indicated 1-800-poison-1.

Inflamed, with or without discharge - Notify parent/guardian, send home, need doctor's note to return.

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

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

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

Fever- If a student goes home or stays home from school with a fever of **100.5 degrees** or more, they must stay home for 24 hours or until **fever free** without medication.

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

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

General illness - Take temperature, let rest. If the temperature is over 100.5 degrees, notify the parent/guardian to send home. The patient should be fever-free, below 100.5 for 24 hrs without any fever reducing medicine before returning to school.

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

If history of migraines, follow physician's orders and medicate if indicated.

Head injury - Inspect area, first aid/ice as necessary. Check pupils, LOC, and bp. Notify the parent/guardian, send home if indicated, advise parent/guardian to follow up with medical care. Send home with the "Head injury instruction" sheet if indicated. If diagnosed with concussion, must have a 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 the parent/guardian.

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

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

Pain - Chest pain - Take vitals, assess for pain and for s/s of respiratory or cardiac distress. Contact parent/guardian as needed.

Abdominal pain - Assess pain location, take temperature. Offer bathroom and/or rest as needed. Contact parent/guardian as necessary.

Back pain - Assess pain and ROM. Contact parent/guardian if necessary. Apply ice and allow for rest.

Other pain - Assess pain location. Contact parent/guardian as needed. Apply ice as necessary.

Pediculosis - The school nurse will check any student reported by staff for possible head lice. If live lice are found, the child's parent/guardian are to be notified. The nurse will provide information to the parent/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/guardian. Give poison control all available information on poison ingested. 1-800-poison-1.

Shock - The 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 the parent/guardian. Call 911 if necessary.

Skin rashes - Rashes of unknown origin are to be considered contagious, notify the parent/guardian, send home. The patient must have a doctor's note with diagnosis before returning to school. Draining rashes need to be covered while in school. Anti-itch lotion may be applied daily.

Sore Throat - Check the patient's temperature. Assess the throat. Call the parent/guardian and send home if necessary. May have the patient gargle with salt water.

Splinters - Notify the parent/guardian if not easily removed. Wash area, may apply antibiotic ointment, apply band aid.

Sunburn- May apply cool wet compresses. If blisters call the parent/guardian to send home.

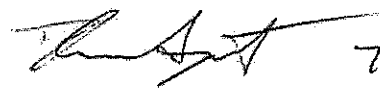
Sutures or Dermabond- May not participate in gym, recess or sports until removed and doctor's note stating may return to activities.

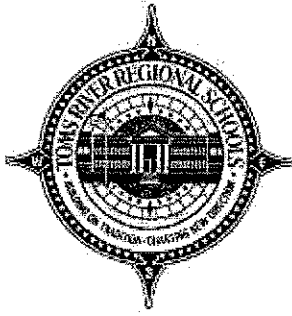
Tick removal- Remove tick completely with tweezers, clean area with soap and water. Save the tick for parents in a Ziploc bag with a moist towel. If deeply embedded, do not attempt to remove it. Call parent/guardian. Advise the parent/guardian to seek medical advice.

Tooth/dental injuries- Apply ice pack, call parent/guardian, advise dental care, send home if indicated. If dislodged, find the tooth and pick it up by crown, not the root. If dirty, gently rinse, hold the tooth by crown and gently insert back into the socket, have the child hold the tooth in the 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 the tooth in gauze or tissue. Check the child's tetanus status.

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

If minor - Wash with soap and water, may apply antibiotic ointment, apply band aid.

 7/14/25



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
Reviewed: July 2022
Reviewed: June 2023
Reviewed: June 2024
Reviewed: July 2025

7/8/25

Professional Leave Requests

First Name	Last Name	Location	GR/ASSN	Workshop Title	Workshop Date	Activity Location	Cost	BOE Agenda
Jeff	Childers	Facilities	Facilities	2025 Shop Steward Seminar	10/26/25-10/29	Atlantic City, NJ	0	08/20/25
Melissa	Friedman	Purchasin	Purchasing	Principles of Public Purchasing	09/27/25-10/25	Online	944.00	08/20/25
Colleen	O'Donnell	HSE	BCBA	Autism NJ Annual Conference	10/16/25-10/17	Atlantic City, NJ	550.00	08/20/25
Dave	Pavao	Facilities	Facilities	2025 Shop Steward Seminar	10/26/25-10/29	Atlantic City, NJ	0	08/20/25

(12)