Irvington Public Schools

Board Approval for Training and Seminars, Conventions and Conferences
Board Meeting: January 26, 2023

Attachment ED#1-01/23

Staff Attending/School	Conference Title	Dates Location	Anticipated Reimbursement* (Source)	Purpose+	Date of Request	Date of Board Approval
*** Expenses may exceed state and federal reimbursement guidelines** **+ How will this activity promote the delivery of instruction, improvement of curriculum, or further district goals?**						
Teresa Tenreiro	Forensic Science Initiative	February 1, 2023 NJIT Newark, NJ	NO COST	Continued discussion & follow-up on dual enrollment Forensic Science class for the Fall of 2023	01/13/23	01/26/23
Birdie Cheung	Building Students Reading Skills & Engagement Using a Critical Lens	February 3, 2023 TCNJ Ewing, NJ	Registration $234.47 NEED ACCOUNT #	Workshop focusing on exploring & discussing ways secondary reading of fiction & non-fiction text can be improved using a critical lens.	12/21/22	01/26/23
Kristina Borg	NJ STEM Conference for K-12 Teachers "Where have you been & where are you going?"	February 10, 2023 Caldwell College Caldwell, NJ	NO COST	A multi-track conference with keynote speaker and panel discussion designed for K – 12 STEM	12/23/22	01/26/23
Dr. Nicole Silva	NJ STEM Conference for K-12 Teachers "Where have you been & where are you going?"	February 10, 2023 Caldwell College Caldwell, NJ	NO COST	PSEL: Standard 4 Curriculum, Instruction & Assessment. Conference promoting the effective use of technology in the service of teaching and learning as it relates to STEM education at the Middle School level	01/17/23	01/26/23

Underlining indicates additions since first sent to the board.

Hillside Public Schools

Board Approval for Training and Seminars, Conventions and Conferences
Board Meeting: January 26, 2023

Birdie Cheung	Beyond Question & Answer Supporting Engaged Literature Discussions, Grades 4 - 8	March 10, 2023 TCNJ Ewing, NJ	Registration $234.47 NEED ACCOUNT #	Workshop focusing on learning activities & techniques to engage discussion beyond comprehension checks. Create dialogue and written response o text	12/21/22	01/26/23
Halim McNeil	DAANJ State Conference	March 13 – 17, 2023 Hard Rock Hotel & Casino Atlantic City, NJ	Registration $535.00 Lodging $306.78	Directors of Athletics Association of New Jersey Annual State Conference – "High School Athletics Today, Navigating the New Normal"	01/12/23	01/26/23
Lisa Corona	NJAMLE Annual Conference	March 15, 2023 Brookdale Community College Brookdale, NJ	Registration $150.00 20-238-100-320-000-00	NJ Association for Middle Level Education Conference with workshops focusing on serving Middle School students. Network & collaborate with other educators.	12/21/22	01/26/23
Rebecca Cohen	NJTESOL/NJBE 2023 Spring Conference	May 24, 2023 New Brunswick, NJ	Registration $325.00 (One day) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
Fanny Gastulo	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $575.00 (3 days) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/18/23	01/26/23
Diana Isaac	NJTESOL/NJBE 2023 Spring Conference	May 23 - 24, 2023 New Brunswick, NJ	Registration $450.00 (2 days)	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities &	01/18/23	01/26/23

Underlining indicates additions since first sent to the board.

			Title III	accommodations for ESL students.		
Marco Coimbra	NJTESOL/NJBE 2023 Spring Conference	May 25, 2023 New Brunswick, NJ	Registration $325.00 (One day) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
L. Zamot-Giro	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $325.00 (One day) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
Elena DeJesus	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $450.00 (2 days) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
Jill Hnatko	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $325.00 (One day) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
Evelyn Okparaeke	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $450.00 (2 days) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23

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Cristina Sabates	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $325.00 (One day) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
Daisy Palma	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $325.00 (One day) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
Melissa Ambrose	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $325.00 (One day) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
M. Garcia-Barrerios	NJTESOL/NJBE 2023 Spring Conference	May 23, 24, & 25, 2023 New Brunswick, NJ	Registration $450.00 (2 days) Title III	Conference focusing on WIDA Standards, ESL/Bilingual lessons, programs & activities & accommodations for ESL students.	01/19/23	01/26/23
Dr. Roy Wilson	Turbulence in K-12: How can Leaders Inspire a Positive Culture and Accomplish the Strategic Plan?	April 2 – 4, 2023 Chicago, IL			01/19/23	01/26/23
Erskine Glover	District Administration (DA) Superintendent's Summit	April 26 - 28, 2023 Colorado Springs, CO		Conference for Superintendents; leadership development, networking and collaboration with a group of fellow superintendents from across	01/19/23	01/26/23

Underlining indicates additions since first sent to the board.

				the country. Workshops by highly respected leaders in education and solutions to common challenges of superintendents.		
Briana Silva	NJDOE Professional Development	February 23, 2023 VIRTUAL	$0.00 Registration Hourly Rate for Teachers	Workshop focusing on Flexible Small Group Instruction in K-3 Mathematics	1/19/23	01/26/23
Danielle Lazar	NJDOE Professional Development	February 23, 2023 VIRTUAL	$0.00 Registration Hourly Rate for Teachers	Workshop focusing on Flexible Small Group Instruction in K-3 Mathematics	1/19/23	01/26/23
Daniela Fonseca	NJDOE Professional Development	February 23, 2023 VIRTUAL	$0.00 Registration Hourly Rate for Teachers	Workshop focusing on Flexible Small Group Instruction in K-3 Mathematics	1/19/23	01/26/23
Josianne Payoute	NJDOE Professional Development	February 23, 2023 VIRTUAL	$0.00 Registration Hourly Rate for Teachers	Workshop focusing on Flexible Small Group Instruction in K-3 Mathematics	1/19/23	01/26/23
Josianne Payoute	NJDOE Professional Development	April 19, 2023 VIRTUAL	$0.00 Registration Hourly Rate for Teachers	Workshop focusing on Problem Solving in K-3 Mathematics	1/19/23	01/26/23
Rita Della Valle	National Council of Teachers of Mathematics Regional Conference	March 29 - April 1 VIRTUAL	NCTM Membership & NCTM Registration $329.00 Title II Funded	Conference will engage participants in session to move mathematics instruction forward	1/19/23	01/26/23
Rita Della Valle	TechSpo Conference	January 27, 2023 Atlantic City, NJ	Registration $335.00 Travel $130 Title II Funded	Conference will engage participants in several sessions about technology across districts	1/19/23	01/26/23

Underlining indicates additions since first sent to the board.

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Hillside High School

PLEASE SUBMIT REQUEST IN AESOP CONFIRMATION # 553655252

I, Teresa Ferreira hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: Forensic Science Initiative

Date of Event: 2/1/23

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)
Continued discussion and follow-up on dual-enrollment Forensic Science class for the Fall of 2023

Location: (Workshop Site, City, State) NJIT, Newark, NJ

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST:
— Registration (May or not may include meals)
— Transportation (Airfare, bus/train, and/or ground)
— Meals, if not part of the registration fee
— Other (overnight accommodations, etc.)

Funding Source: District____, NCLB____, EJF____, ARRA ____

Account # _____

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

All employees traveling by air or rail must pay special attention to procedures for securing such travel. State regulations require solicitation of at least three on-line quotes (to be submitted with this request) other travel requirements must also be met. Please refer to the board of education policy number and follow as stipulated (find on-line at www.hillsidek12.org). Failure to follow the procedures will result in reimbursement request being denied. (Failure to follow the procedures supersedes administrative/board approval of travel request.)

Teresa Ferreira
(Employee's Signature)
Date: 1/10/2023

Lisa Cacciola
(Administrator/Superintendent/Director's Signature)
Date: 1/10/2023

☑ Approved ☐ Not Approved

***Central Office Use Only:**

School Business ____ No Costs Involved
School Business ____ BOE Approval (Costs involved) required on _____

(Date) (Initials)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

NJIT New Jersey Institute of Technology

Center for Pre-College Programs

INSPIRING YOUNG MINDS FOR COLLEGE ACCESS AND SUCCESS IN

SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS (STEM)

Forensic Science Initiative

A collaboration among the College of Science and Liberal Arts, the Center for Pre-College Programs, and Public Education

Professional Development for FSI Teachers

Campbell Hall 517 NJIT Campus – February 1, 2023 9:00 a.m. – 3:00 p.m.

BYO Technology

Agenda

Coffee, tea and fruit starting at 8:30 a.m.

- Pacing
  - Celebrating what's working well
  - How's your curriculum map?
  - Brainstorming supports for what's not working as planned

- Gap Lessons
  - Debrief on any that you've used
  - What's come up that we didn't anticipate?
  - How did you address it?

- Flipping Lesson Planning
  - What should Flipped Lessons look like
  - Can we use the existing curriculum maps for September-November?

FSI is underwritten by a GEERF II grant from the NJ Office of the Secretary of Higher Education

- Lunch 12:00 – 1:00 p.m. – Campus Center Continuous Dining

- Continue Flipped Lesson Planning
    - Creating a Flipped Map
    - Technologies
    - Other resources will you need

- Closing thoughts and plans for Summer 2023

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

RECEIVED DEC 21 2022

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: W.O.K.

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 55013781 3

I, Birdie Cheung (*Print Name*) hereby request permission to be absent for:

Name of Conference/Workshop/Training Session: Building Students' Reading Skill + engagement using a critical lens

Date of Event: 3/3/23

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

Explore + discuss ways secondary students reading of fiction + non fiction text can be improved using critical lens

Location: (Workshop Site, City, State) TCNJ Ewing, NJ

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: $234.47 Registration (May or not may include meals)
_____ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
_____ Other (overnight accommodations, etc.)

Funding Source: District_____, NCLB_____, EJF_____, ARRA _____

Account # _____

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

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(*Employee's Signature*)
Date: 12/15/22

(*Administrator/Superintendent/Director's Signature*)
Date: _____

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved
School Business _____ BOE Approval (Costs involved) required on _____

(*Date*) (*Initials*)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

eventbrite

Order #5399480549

The College of New Jersey - Scholars Engagement Seminar(SES)

Seminar# 4ELA: Building Students' Reading Skill an $234.47

The College of New Jersey

Scholar Engagement Series

Brower Student Center, 2000 Pennington Road, Ewing Township, NJ 08628

Friday, November 18, 2022 at 9:00 AM - Friday, May 19, 2023 at 2:00 PM (ET)

Send an Invoice - Payment Not Received

Order Information

Order #5399480549. Ordered by Birdie Cheung on December 13, 2022 4:15 PM

Name

Birdie Cheung

5399480549877083461900 1

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: WOK

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 5508613659

I, Kristina Borg (*Print Name*) hereby request permission to be absent for:

Name of Conference/Workshop/Training Session: NJ Stem Conference for K-12 Teachers

Date of Event: Friday, February 10, 2023

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)
"Where have you been and Where we Are Going" A multi-track conference with key note speaker and panel discussion designed for K-12 Stem Teachers.

Location: (Workshop Site, City, State) Caldwell College, 120 Bloomfield Ave, Caldwell, NJ

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST:
- 0 Registration (May or not may include meals)
- _____ Transportation (Airfare, bus/train, and/or ground)
- _____ Meals, if not part of the registration fee
- _____ Other (overnight accommodations, etc.)

Funding Source: District_____, NCLB_____, EJF_____, ARRA _____

Account # _____

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)
No

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: 8:00 AM - 3:30 PM

All employees traveling by air or rail must pay special attention to procedures for securing such travel. State regulations require solicitation of at least three on-line quotes (to be submitted with this request) other travel requirements must also be met. Please refer to the board of education policy number and follow as stipulated (find on-line at www.hillsidek12.org). Failure to follow the procedures will result in reimbursement request being denied. (Failure to follow the procedures supersedes administrative/board approval of travel request.)

Kristina Borg
(*Employee's Signature*)
Date: 12/19/22

(*Administrator/Superintendent/Director's Signature*)
Date: _____

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved

School Business _____ BOE Approval (Costs involved) required on _____

_____ (*Date*) _____ (*Initials*)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

CALDWELL UNIVERSITY

NJ STEM CONFERENCE

for K-12 Teachers

Friday, February 10, 2023

"Where We've Been and Where We're Going"

A multi-track conference
with keynote speaker and panel discussion
designed for K-12 STEM teachers

Free registration includes lunch

120 Bloomfield Ave, Caldwell, NJ 07006

Contact:
Jeffrey Egnatovich, MBA, BSN, RN, NRP
(973) 618 - 3151 -- gradstudies@caldwell.edu

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Hillside Innovation Academy

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 555753415

I, Dr. Nicole Silva hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: STEM: Where We've Been and Where We're Going

Date of Event: February 10, 2023

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

PSEL: Standard 4 CURRICULUM, INSTRUCTION, AND ASSESSMENT
Participation in this workshop will support my role as instructional leader to promote the effective use of technology in the service of teaching and learning, as it relates to STEM education at the middle school level.

Location: (Workshop Site, City, State) Caldwell University, Caldwell, NJ

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: $0 Registration (May or not may include meals)
_____ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
_____ Other (overnight accommodations, etc.)

Funding Source: District_____, NCLB_____, EJF_____, ARRA _____

Account # _____

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* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

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Dr. N. Gilmore-Silva
(Employee's Signature)
Date: 1/18/2023

_____
(Administrator/Superintendent/Director's Signature)
Date: _____

☐ Approved ☐ Not Approved

***Central Office Use Only:**

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_____ *(Date)* _____ *(Initials)*

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Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

CALDWELL UNIVERSITY

NJ STEM CONFERENCE

for K-12 Teachers

Friday, February 10, 2023

"Where We've Been and Where We're Going"

A multi-track conference
with keynote speaker and panel discussion
designed for K-12 STEM teachers

Free registration includes lunch

120 Bloomfield Ave, Caldwell, NJ 07006

Contact:
Jeffrey Egnatovich, MBA, BSN, RN, NRP
(973) 618 - 3151 -- gradstudies@caldwell.edu

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

RECEIVED
DEC 21 2022
By

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: W.U.K

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 550137919

I, Brale Cheung (*Print Name*) hereby request permission to be absent for:

Name of Conference/Workshop/Training Session: Beyond Question + Answer: Supporting Engaged Literature Discussions gr. 4-8

Date of Event: 3/10/23

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

Learning activities + techniques to engage discussion beyond comprehension checks. Create dialogue and written response to text.

Location: (Workshop Site, City, State) Ewing, NJ (TCNJ)

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: $234.47 Registration (May or not may include meals)
_____ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
_____ Other (overnight accommodations, etc.)

Funding Source: District_____, NCLB_____, EJF_____, ARRA _____

Account # _____

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(*Employee's Signature*)
Date: 12/15/22

(*Administrator/Superintendent/Director's Signature*)
Date: _____

☐ Approved ☐ Not Approved

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School Business _____ BOE Approval (Costs involved) required on _____

(*Date*) (*Initials*)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

eventbrite

Order #5399480549

The College of New Jersey - Scholars Engagement Seminar(SES)

The College of New Jersey

Scholar Engagement Series

Seminar# 5ELA: Beyond Question and Answer: Support $234.47

Brower Student Center, 2000 Pennington Road, Ewing Township, NJ 08628

Friday, November 18, 2022 at 9:00 AM - Friday, May 19, 2023 at 2:00 PM (ET)

Send an Invoice - Payment Not Received

Order Information

Order #5399480549. Ordered by Birdie Cheung on December 13, 2022 4:15 PM

Name

Birdie Cheung

5399480549877083462900 1

Teacher Professional Development School of Education

For 2022 – 2023 the TCNJ School of Education and the Department of English are offering workshops for Middle and Secondary English Language Arts teachers. They are part of the Scholars Engagement Series, a summary is provided below. For complete details please visit: Scholars Engagement Seminars

Exploring and Writing the Contemporary Essay December 2,2022

Poetry Mentor Texts in the Secondary ELA Classroom February 10, 2023

Poetry, argues author Jason Reynolds, "is created to love young adults, and for them to love." But to love poetry, students must have increased access to it. They must spend more time with it. They must stop being polite, and as poet Eve Mirriam instructs, "Bite in." This interactive workshop seeks to help secondary ELA teachers and students do just this. Together we will explore three different strategies for incorporating poetry into secondary English classrooms. Participants will have the opportunity to read, discuss,

Secondary Education Program

Emily received her Ph.D. in Curriculum Theory & Multicultural Teacher Education from the University of Wisconsin-Madison. She is the coordinator of the Secondary English Education Program and regularly teaches courses on secondary reading and writing pedagogy as well as courses on children's and young adult literature. Her research interests include secondary literacy best practices, LGBTQIA young adult literature, and teacher professional development. Dr. Meixner also works regularly in local school districts providing professional development on such topics as reading/writing workshop, reading strategies and close reading, reading in the content areas, and young adult literature.

Building Students' Reading Skill and Engagement Using Critical Lenses
March 3, 2023

In this seminar, participants will explore the ways in which secondary students' reading of fiction and non-fiction texts can be enhanced through the use of critical lenses that frame their encounters with texts. Participants will be introduced to a variety of lenses, apply critical lenses in a reading of a middle grade novel, and explore ways to enrich their own curriculum using a critical lens approach. Kacen Callender's King and the Dragonflies is the book for this seminar.

Seminar Leader: Emily Meixner, Professor of English, Coordinator of En
Secondary Education Program

on secondary reading and writing pedagogy as well as courses on children's and young adult literature. Her research interests include secondary literacy best practices, LGBTQIA young adult literature, and teacher professional development. Dr. Meixner also works regularly in local school districts providing professional development on such topics as reading/writing workshop, reading strategies and close reading, reading in the content areas, and young adult literature.

Beyond Question & Answer: Supporting Engaged Literature Discussions: grades 4-8
March 10, 2023

Asking students open-ended questions about what they read can be a wonderful way to initiate a literature discussion; but often, students may perceive teacher-initiated reading questions to be just another test in disguise. The I-R-E approach (teacher **I**nitiates, student **R**esponds, teacher **E**valuates) may unintentionally create a high-stakes environment in which students hesitate to speak up, afraid to give the wrong answer.

This workshop will model activities and techniques to better support all students to engage in classroom discussion that moves beyond comprehension checks and toward more authentic dialogue. Attendees will be asked to participate in silent discussion circles, question sorts, small group structured discussions and other activities based on brief readings completed during the workshop. We will also explore several low-stakes,

essential component in encouraging life-long reading habits. The goal of this workshop is to offer some practical ideas to implement more joyful, accessible, and inviting classroom discussions for even the most reluctant students. Books to be used in this seminar are:

- Marshmallow Clouds: Two Poets at Play Among Figure of Speech by Ted Kooser & Connie Wanek
- Firefly July: A Year of Very Short Poems by Janeczko
- Sweet Out of Wonder by Kwame Alexander

Anne is an assistant professor of Special Education, Language and Literacy. She taught high school English for 14 years in public schools in Philadelphia and New Jersey and continues to maintain collaborations with multiple districts across New Jersey, providing professional development support in literacy instruction. Her scholarship has been published in English Journal, Journal of Language and Literacy Education, and Literacy among others, and she has presented her research at numerous national and international conferences. She was awarded the Edward Fry Graduate Fellowship in Literacy from Rutgers University.

The following professional development will be offered in the future and are currently available for In District Professional Development:

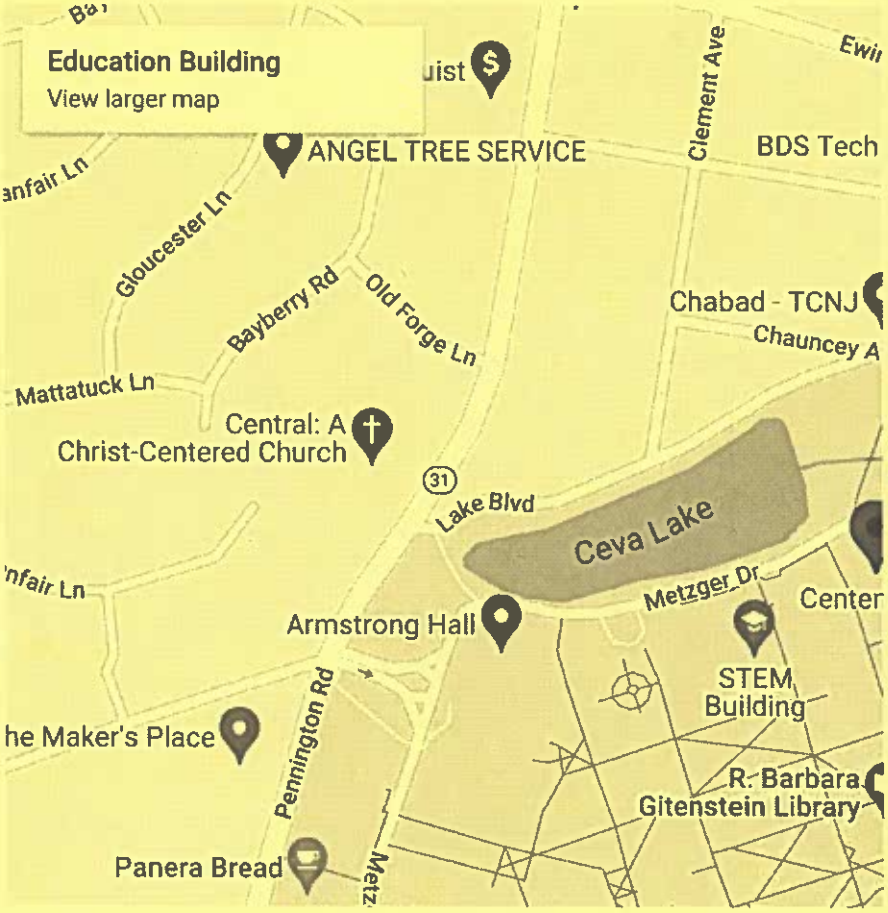
Teaching LGBTQIA* Literature in Secondary Schools

The Power of Story

Teaching Drama Without Fear

TCNJ Faculty Led Series - Scholars Engagement Seminar LEARN MORE

Contact
Teacher Professional Development
Education Building, Suite 108
The College of New Jersey
P.O. Box 7718
2000 Pennington Rd.
Ewing, NJ 08628
Phone: 609.771.2540
Fax: 609.637.5196
Email: aspire@tcnj.edu



Information and Registration for all seminars

- Time: 9:00am – 2:00pm
- Location: The College of New Jersey, Ewing NJ
- Fee: *$225.00 per person/per seminar** Fee includes
- Five hours instruction
- Materials unless noted
- Certificate of Completion
- Lunch and Parking

Registration and payment information at: https://TCNJ-SES.eventbrite.com

- Eventbrite service /payment fees are not included:
- Payment by purchase order/check total cost: $234.47
- Payment by credit card total cost: $240.33
- For seminars that are using books: The books are not required, but highly recommended. You may use your own, or TCNJ will provide at an additional cost of $25.00 (paperback mailed to you, or digital version). Please contact us for arrangements.

TCNJ Faculty Led Series - Scholars Engagement Seminar

LEARN MORE

JOIN OUR EMAIL LIST/IN DISTRICT REQUEST

Teacher Professional Development Education Building, Suite 108
The College of New Jersey
P.O. Box 7718
2000 Pennington Rd.
Ewing, NJ 08628

Phone: 609.771.2540

Fax: 609.637.5196

Email: aspire@tcnj.edu

PROGRAMS

List of Majors

SCHOOLS

Arts & Communication

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: High School

PLEASE SUBMIT REQUEST IN AESOP CONFIRMATION # 552167666

I, Halim McNeil hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: DAANJ State Conference

Date of Event: 3/13-3/17 2023

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

Please see attached

Location: (Workshop Site, City, State) Hard Rock Casino, Atlantic City, NJ

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: $535 Registration (May or not may include meals)
_____ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
$306.78 Other (overnight accommodations, etc.)

Funding Source: District ✓, NCLB_____, EJF_____, ARRA _____

Account # 11-402-100-580-141-00

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: attached

All employees traveling by air or rail must pay special attention to procedures for securing such travel. State regulations require solicitation of at least three on-line quotes (to be submitted with this request) other travel requirements must also be met. Please refer to the board of education policy number and follow as stipulated (find on-line at www.hillsidek12.org). Failure to follow the procedures will result in reimbursement request being denied. (Failure to follow the procedures supersedes administrative/board approval of travel request.)

(Employee's Signature) *(Administrator/Superintendent/Director's Signature)*

Date: 1/12/23 Date: _____

☑ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved
School Business _____ BOE Approval (Costs involved) required on _____

(Date) *(Initials)*

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

State of New Jersey
DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

ANGELICA ALLEN-MCMILLAN, Ed.D.
Acting Commissioner

December 9, 2022

Mr. Carl J. Buffalino, CAA
President, Director of Athletics Association of New Jersey
11 Montgomery Street
South River, NJ 08882

Dear Mr. Buffalino:

The New Jersey Department of Education is in receipt of your letter submitted on behalf of Directors of Athletics Association of New Jersey (DAANJ) requesting a waiver of the prohibition on overnight travel in order to facilitate the hosting of the 62nd Annual State Workshop planned for March 13 – 17, 2023, in Atlantic City, New Jersey.

As you are aware, *N.J.S.A.* 18A:11-12 requires that boards of education must ensure that all school district travel expenditures are "in compliance with state travel payment guidelines as established by the Department of the Treasury..." *N.J.A.C.* 6A:23A-7.11(b) and State Department of the Treasury OMB Circular 16-11 Section X.B specifically prohibit reimbursement of in-state overnight travel. However, the circular and *N.J.A.C.* 6A:23A-7.11(c) authorize the Commissioner to grant overnight in-state travel waivers only in extremely limited circumstances, where the sponsoring organization can demonstrate that the conference is broad and multidisciplinary in scope, comprised of content-rich educational programming with important professional development opportunities and/or required training. In addition, the sponsoring organization must demonstrate that the conference's content, structure, scheduling, and anticipated attendance necessitate that it be held on multiple consecutive days with overnight lodging. Pursuant to the regulations, waivers will not be granted for reimbursement of lodging prior to the first day of the event or after check-out time of the last day of the event. The travel regulations are posted on the NJDOE's website.

After carefully reviewing your submission, the NJDOE finds that the initial 4 days of the 62nd Annual State Workshop in Atlantic City planned for March 13 – 17, 2023, meets the criteria of the regulations and is hereby approved. Because of this waiver, school districts, charter schools, and renaissance school projects will be able to reimburse eligible attendees for overnight lodging on **March 13, 14, and 15, 2023** only, provided that the remaining conditions delineated in this letter are met.

Reimbursement for registration fees, mileage and meals, subject to the limitations and conditions set forth in OMB Circular 16-11 and OMB Circular 11-09, may also be permissible. School districts, charter schools, and renaissance school projects should ensure that they approve attendance only of board members, trustees, and employees whose duties are related to the purposes of the conference or who are required to attend to meet continuing education requirements as a condition of continued employment.

Moreover, please be advised that the waiver of the prohibition for reimbursement for overnight lodging covers only those attendees whose home to event commute exceeds 50 miles. In other words, only those individuals whose one-way commute to the DAANJ's Annual State Workshop in Atlantic City, NJ, exceeds 50 miles may obtain reimbursement from their school district, charter school or renaissance school project for overnight lodging for **March 13, 14, and 15, 2023**.

Finally, I want to express my appreciation for the effort of the DAANJ to provide professional development opportunities to those who strive to provide quality public education in New Jersey. My best wishes for a successful conference.

Sincerely,

Angelica Allen-McMillan, Ed.D.

Angelica Allen-McMillan, Ed.D.
Acting Commissioner

AAM/SH/mp
c: Senior Staff
Executive County Superintendent

Directors of Athletics Association of New Jersey

INVOICE

Name: Halim Mcneil **PO #:** -- 302234 **Date:** 1/3/2023
School Address: 1085 Liberty Ave, Hillside, NJ 07205
Email: hmcneil@hillsidek12.org **Cell:** 908-884-0449

Position: Athletic Director **School:** Hillside High School

School District: Hillside Public School District **County:** Union County

NIAAA #: 41596444

(If any information is missing or incorrect, please update it within DAANJ AMP and generate a new invoice.)

List of Fees		
2023 DAANJ Annual Conference Registration Fee		$400.00
	Total:	$400.00

A check, payable to DAANJ, must accompany this form and be mailed to:

DAANJ - c/o David Suiter, Membership/Registration Chair
12 Compromise Rd
Mannington, NJ 08079

Questions? David Suiter at david.suiter.cmaa@gmail.com
Please allow up to one week for the processing of the payment

I hereby state that, to the best of my knowledge, the information above is complete and correct.

Signature: _____ Date: 1/9/23

"High School Athletics Today, Navigating the New Normal"

Monday March 13th

3:00 pm- 7:00 pm LTC 510

Topic: Athletic Administration: Legal Issues IV (Social Media, Transgender Participation, Event Management & Security, Pregnant & Parenting Student-Athletes, & Intellectual Property

Instructor: Sean Dowling & Peg Pennypacker

This course provides in-depth coverage of the legal standards governing the authority of schools to sanction student-athletes and athletics personnel for misuse of electronic communications tools and inappropriate postings on social media. It also includes strategies for developing and implementing effective social media policies, along with extensive coverage of the legal mandates imposed by courts and legislatures related to event management and security, legal issues regarding the participation by transgender students in school sports programs, the rights of pregnant and parenting student-athletes that must be respected by interscholastic athletics programs, and the intellectual property issues related to schools sports nicknames, logos, and mascots. Required for CMAA Certification.

3:00 M- 7:00 pm LTC 714

Topic: Athletic Administration: Dealing with Challenging People

Instructor: Chris Brown & Ryan Miller

This course will focus on certain challenging human behaviors that cause discomfort and anxiety in our daily lives. It examines theories and causes with strategies for preventing, managing, and transforming these challenging behaviors. In addition, techniques will be covered in response to anger, sarcasm, denigration, complainers and backbiters, and obstinate-rigid people. Additional strategies for interaction with parents who demand involvement in athletic department decision-making will also be presented. [RE

Tuesday March 14th

10 am- 10:55 am PDS #1

Topic- Financial Planning

Presenter- Jonathan DeLiso, AXA Equitable

Johnathan DeLiso has been a presenter and longtime friend of the DAANJ for over 15 years. The focus of his presentation will be on the following question: Have you made a plan regarding your financial future regardless of your age, or proximity to retirement? John began his career with AXA-Equitable in 1975 as a Pension Specialist in the Northeast Region. He joined the Agency Force in Edison, NJ in August of 1979 to become a Sales Associate. John quickly became one of the leading producers in the agency and attained his first NLC in four months. John is among the Company's top producers. He has over $300 million in annuity assets under management and has been a member of the AXA Equitable Hall of Fame since 1988. He is a PPG agent, which ranks him among the top financial associates with the Company

10 am- 10:55 am PDS #2

Topic: Zebra Web User Session and Updates

Presenter: NJ Cogliati and Patrick Murphy, VantageSportz

NJ Cogliati and Patrick Murphy of VantageSportz, the providers of ZebraWeb, will be presenting a workshop on officiating technology & streamlining athletic department operations. The workshop will provide insight on how officiating technology for athletic departments can streamline operations as it relates to schedule change management, officials communication and payment of assigned officials. In addition, VantageSportz will cover considered protocol around coaches evaluation of officials on behalf of the participating institutions

10 am- 10:55 am PDS #3

Topic: Developing the Character, Leadership and Sportsmanship of HS Athletes

Presenter: Dr. Joe Hoedel, Character Development & Leadership

Almost every athletic director agrees that educational athletics and developing student leaders are truly important. However, what are you doing to make that happen in your athletic department? Dr. Joe Hoedel will highlight how to do this easily and effectively with every athlete in your building by using a new app-based program.

11:05 am- 12 pm CAA Test Review

Presenter: Dave Suiter, DAANJ Assistant Executive Director

Dave Suitor, NIAAA Cert. Chair and Assistant Executive Director for the DAANJ will meet to review and prepare candidates for the NIAAA CAA exam. He will conduct a session during which questions can be asked, and he will provide a template of the areas of concentration prior to sitting for the exam

11:05 am- 12 pm PDS #4

Topic: The Ultimate Coaches Checklist- Part 2

Presenter: Joe Trentacosta, AD West Milford HS

Educators are familiar with the phrase, "Ask Three Before Me." This workshop will provide a Google Form which will serve as a platform for informing all of your coaches about all resources. This includes certifications such as CPR/AED/First Aid, Heat Illness and Prevention, Concussion in Sports, Implicit Bias Course, and HIB Training for Coaches, etc. It will provide best practices for transparency and communication... it has saved countless hours of emails, phone calls, texts etc. All the resources are in one place.

11:05 am- 12 pm PDS #5

Topic: Drive Student Engagement and Build Your Brand

Presenter: Mascot Media

How to leverage technology to get more students involved, drive better overall engagement, and streamline your athletic program.

11:05 am -12 pm PDS #6

Topic: The Importance of Female Role Models to Female and Males to HS Athletes

Presenter: Dr. Joe Hoedel, Character Development & Leadership

As we celebrate 50 years of Title IX, it is very important to showcase current and past role female models to our high school student-athletes. Dr. Joe Hoedel has written over 50 stories of female role models that he provides to high school athletes. This session will highlight the accomplishments of these female athletes and explain why these lessons are so important to relay to your athletes today.

12:10 pm- 1:05 pm PDS #7

Topic: Athletic Budgets- "There is more than one way"

Presenter: Ryan Miller, AD Scotch Plains-Fanwood HS

This session will delve into zero-based budget concepts for athletics from initial requests through final purchase orders. Bid programs, state contracts, and quote systems will be discussed as well as the values of "team by team" budget limits and "as needed" budget development. Purchasing guidelines and inventory management will be addressed as well. Participants will be encouraged to share their best practices as well as to use the experience in the room to determine improved methods to maximize the potential of their spending through Board of Education limits

12:05 pm-1:05 pm PDS #8

Topic: New AD's Roundtable- Part One

Presenter: Sean Dowling, AD Monroe HS

Athletic Administrators with 1-3 years of experience, as well as experienced AD's, will benefit from this workshop. This workshop will include practical tips that New (and experienced) Athletic Administrators can use to enhance their toolbox. Areas include: Year in Review; Hosting Events; Office Management; Stress Relief; Communication; Scheduling Tips; Relationships with Administration. This workshop will be facilitated by a panel of experienced Athletic Administrators.

12:05 pm- 1:05 pm PDS #9

Topic: The College Process for the Student Athlete

Presenter: Mike Gately, AD Mainland HS

Mike Gately, will explain the ins and outs of Navigating Admissions, Financial Aid, Athletic Scholarships, and understanding how each impacts the college-bound athlete.

2 pm- 2:55 pm PDS #10

Topic: NIL

Presenter: Doug Fillis, Accenture Sports Ventures

Doug Fillis from Accenture Sports Ventures will present a review of the NJSIAA Amateur rules. They will also go over the background on NJSIAA NIL Guidelines and review FAQ's, as well as provide NIL education resources.

2 pm- 2:55 pm PDS #11

Topic: Pitfalls of New and Veteran AD's

Presenter: Joe Piro, Nutley HS Athletic Director

Veteran Athletic Director, Joe Piro from Nutley HS will present on the "Do's and Don'ts" when dealing with the day to day operations, successes and landmines that hide in every corner.

2 pm- 2:55 pm PDS #12

Topic: Final Forms: Registration and Data Governance in Athletic Departments

Presenter: Clay Burnett, Finals Forms

Final Forms is a team, technology, and service that serves schools with a data collection, verification, and distribution system designed to meet federal, state, and local compliance requirements

3:05- 4 pm

General Session #1

Topic: Presidents Message, Program Update, NIAAA/NFHS Update

Presenters: Bob Hopek, Carl Buffalino, John Fraraccio, Dave Frazier and Damian Frasinelli

Carl Buffalino, DAANJ will give the opening message to the membership, followed by the Confernce Program Update by John Fraraccio, DAANJ President Elect. National updates from Damian Frasinelli from the National Interscholastic Athletic Administrators Association (NIAAA) and Mr. Dave Frazier from the National Federation of High Schools (NFHS). The NIAAA provides national workshops, Leadership Training and Education to Athletic Directors worldwide. The NFHS provides coaching education to High School coaches throughout the country as well as enforces and adapts the rules of all High School Sports.

5-6:30

General Session #2

Topic: Positive PPV —> Purpose, Plan, & Value.

Presenter: Dr. Scott Grant, Tripe Threat Leadership

Dr. Scott Grant is a former High School Teacher, Head Coach, and Athletic Director turned award-winning professor in Educational Leadership. His companies, Triple Threat Leadership, LLC. and NIL-Education.com have worked with over 400+ schools and organizations throughout the country specializing in leadership and brand development, and building a proactive & positive brand strategy in person, and online. Additionally, in 2018, Dr. Grant gave a TedX talk titled "Ties & Tennies, a Pathway for Engagement", which outlined his belief on how branding can be an activated leadership engagement tool. Dr. Scott Grant, President and Founder of Triple Threat Leadership, LLC & NIL-Education.com, as well as professor of Leadership at The University of Findlay will be providing our Keynote presentation at the Spring conference. Over the past 8 years, Dr. Grant has traveled throughout the country providing leadership, social media, and brand education presentations to schools and organizations that focus on building a Positive PPV —> Purpose, Plan, & Value. Triple Threat Leadership focuses on helping everyone they interact with add value, build relationships, and create opportunities - in person, and online.

Wednesday March 15th

9:00 am- 1:00 PM LTC 506

Topic: Athletic Administration: Legal Issues II (Title IX and Sexual Harassment

This course provides in-depth coverage of the legal standards regarding Title IX compliance and gender equity assurance for interscholastic athletics programs. This includes the methodology for a school to perform a Title IX self-audit in order to proactively identify problem areas and necessary corrective actions to satisfy all applicable Title IX legal mandates. This course offers extensive coverage of the legal standards governing sexual harassment and sexual violence in school sports programs, strategies for developing, implementing, and documenting an effective anti-sexual harassment policy. Required for: CAA Certification

Instructor: Josh Aronowitz & Peg Pennypacker

9:00 am – 1:00 pm LTC 638

Topic: Athletic Administration: Creating an Awareness of Diverse Groups within Athletic Programs

Instructor: Sandra Mader & Kevin G. Adams

This course will provide insight and understanding of the diverse groups within the athletic program. Specifically, this course will assist the athletic administrator in areas of awareness regarding sexual orientation, gender, religion, socioeconomics, racial dynamics and ageism. Those who complete this course will have a better understanding of how to create a safer and more welcoming environment for all athletic program stakeholders.

9:30 am- 10:25 am PDS #13

Topic: Changing your physical education culture; An incremental approach that WILL work

Presenter: Michael Hodges, The Physical Edge

In this session attendees will learn and experience just how to change the physical education culture on campus. We will target all areas with fruitful discussion on challenges and methods of circumventing barriers. Little resources and other concerns are shared and solved

9:30 am- 10:25 am PDS #14

Topic: ADs Need Love Too - Practical Steps on How to Honor Your Temple

Presenter: Karima McKenzie, Former AD, Snyder HS

"The life of an Athletic Director is one that is most misunderstood. We sacrifice ourselves and put our schools and sports programs before us and in some instances even our families. As a former AD, who burned out to the point of anxiety, depression, and on the brink of suicide, I am now on a mission to prevent other ADs from experiencing the same. During this workshop, you will learn 7 practical ways to honor yourself, your family, and your school, all while being a HS Athletic Director."

9:30 am – 10:25 am PDS #15

Topic: RSchool Today

Presenter: Scott Rosenberg, RSchool Today

Rschool will present a workshop on athletic scheduling along with Scott Rosenberg, former Athletic Director at Kinnelon High School. Scott will review and high light changes for this school year and share "What's New" coming from RSchool.

10:30 am- 11:25 am PDS #16

Topic: AMG Orthopedics- Injury Prevention Resources for High School Athletes

Presenter: Dr. Bryan Acquaro, Director of Physical Therapy and Dr. Mark Harrington , Sports Medicine Physician

Dr. Aqcuaro, Director of Physical Therapy will give AD's a PT perspective on Orthopedic injury prevention measures and techniques, assessment tools utilized in AMG clinics and examples of collaboration with regional high school student-athletes. Dr. Harrington will present, Heat illness prevention and hydration for athletes dentify common factors that increase the risk of heat related illness in athletes, understand the importance of proper emergency and treatment protocols for heat related illness and understand proper hydration techniques and options.

10:30 am- 11:25 am PDS #17

Topic: Health and PE Curriculum Update

Presenter: Lennie Parham, NJDOE

Lennie Parham, Comprehensive Health Physical Education Coordinator from the NJDOE will present the 2020 Health and Physical Education Standards and a curriculum update from the NJDOE.

10:30 am- 11:25 am PDS #18

Topic: New AD's Roundtable Part 2

Presenter: Sean Dowling, AD Monroe HS

Athletic Administrators with 1-3 years of experience, as well as experienced AD's, will benefit from this workshop. This workshop will include practical tips that New (and experienced) Athletic Administrators can use to enhance their toolbox. Areas include: Parent Meetings (Group and Individual); Hiring Coaches; Coach Evaluations; Bussing Issues; Officials (AD's role in retaining and recruiting officials). This workshop will be facilitated by a panel of experienced Athletic Administrators.

12 pm- 1 pm General Session #3

Topic: School Law Update

Presenter: Lester Taylor, Esq.

"School Law Update for Athletics Professionals". The content may change between now and then, but an overview of topics may include COVID rules and procedures, a review of the mandatory recess bill for elementary schools, pass the trash legislation and its applicability to vendors, i.e. coaches, referees, etc.; Title XI; student/athlete disciplinary issues.

2 pm-3:30 pm General Session #4

Topic: NJISAA Executive Director Update, Legal Review

Presenters: Collen Maguire and Steve Goodell, NJSIAA

Colleen Maguire, NJISAA's Executive Director and Steve Goodell, General Council will give the Annual NJSIAA Update.

3:30 pm-3:50 pm General Session #5

Topic: NJSIAA Annual Meeting Legislation

Presenter: Colleen Maguire, NJISAA's Executive Director and Steve Goodell, General Council

The NJSIAA will present legislation for the NJSIAA Annual Meeting.

4 pm- 5 pm General Session #6

Topic: Character Matters

Character Matters is an intense educational presentation on "Character" and its significance – namely *social media dangers & its consequences, being brave in behavior, the need to volunteer in the community and the importance of anti-bullying leadership* – and why it "Matters" more than ever in society. The guidance I provide is the same given to my professional athletes and their families .

Mark Leinweaver is an MLB Agent who represents over 75 professional players and commands 20 years of experience as an agent, TV & radio broadcaster, writer and educator. His daily responsibilities include managing off-the-field client services, contract negotiation and communicating with all 30 clubs on behalf of the players and their families. Mark is a frequent speaker at high schools nationwide on why "Character Matters", offering guidance on social media dangers, volunteering and anti-bullying leadership. He is also a guest professor each semester at the University of Southern California (USC) and lectures about "How To Get A Job In Sports". Mark was the baseball team captain at Stonehill College (Mass.) and graduated with a degree in Communication.

10 am- 11 am PDS #21

Topic: Athletic Administration Roundtable

Presenter: Sharon Hughes and Colleen Moyle, Retired AD's New Jersey

Athletic Administrator Roundtable is an open forum to discuss current issues and concerns facing today's Athletic Administrators. Topics for discussion may include, but not be exclusive, developing leadership and teamwork in our programs, excelling in the midst of adversity, embracing change, mental agility or perseverance, running an effective and efficient department and dealing with sportsmanship issues

10 am- 11 am PDS #22

Topic: NJ Opioid Crisis: What Can we Do?

Presenters: Matt Birchenough and Angel Conover, Partnership for a Drug Free New Jersey

Opioid overdoses continue to rise in our state. This presentation will outline the current trends in New Jersey and examine the link between prescribed opioids our youth receive for sports injuries, etc., and the heroin and fentanyl use rates. Strategies for prevention, education, and awareness will be shared with attendees.

10 am- 11 am PDS #23

Topic: A crash course into 21st century physical education pedagogy, curriculum, and assessment.

Presenter: Dr. Michael Hodges, The Physical Edge

In this session we will be engaging in hands on pedagogy pertaining to sport instruction and weight room resistance training. You will become an expert in physical education and be armed to effectively train and hold your physical education professionals accountable.

11 am – 12 pm PDS #24

Topic: AD and Assignor Relationships

Presenter: Mark Bitar, SFC, NJIC and Big Central Football Assignor

In this session, we will still discuss the relationship between referee assigners and Athletic Directors. It will discuss the responsibility of what an assigner does to allow for officials on all interscholastic events. The role of an official and what the official goes through to be able to be to officiate an event

11 am- 12 pm PDS #25

Topic: Managing Change

Presenter: Dr. David Hoch, Retired AD, Maryland, NFHS High Today

While change is neither inherently good nor bad, it is constant and inevitable. Change affects every athletic program. Dr. Hoch will help you understand the dynamics of change, how many individuals handle it, and provide strategies for managing this aspect of life as an athletic administrator. In your position, coaches, athletes, and parents will look to and depend upon you to guide them through developments, situations, and periods of change.

12:05- 1:15 pm General Session #7

Topic: School Safety

Presenter: Jeff Gale, New Jersey Department of Education

Jeff Gale from the New Jersey Department of Education will present on event safety and emergency planning for athletics. Crowd control at popular and well-attended after school activities and athletic events presents a challenge for school administrators and first responders to protect students, parents, and the local community. These often overcrowded and understaffed gatherings are soft targets for inflicting harm to a large number of people in confined spaces. The presenters in this session will discuss safety and security procedures which school district administrators and first responders should consider when hosting special events either inside or outside, with an emphasis on circumstances which may arise due to an act of terror, weather-related or natural hazards. Elements of the presentation will entail chain-of-command issues, pre-planning for outdoor events, identifying vulnerabilities at venues and what alternative responses may be taken in the event of a crisis.

1:30-2:30 pm General Session #8

Topic: Recognizing the importance of mental health in student athletes

Presenter: Shore Conference Equity Committee

We will discuss ways to create an open dialogue within the athletic community and resources to help programs foster a safe environment for student athletes. We will also explore why and how marginalized groups are at a higher risk

Friday March 17th

9:15-10:15 am PDS #26

Topic: Retirement System Update

Presenter: Mort Reinhardt

Mort Reinhart has been a consistent presenter and friend of the DAANJ for over 20+ years. Are you thinking about retirement? Are you retired? Do you know when you can retire or when is the best time of the year to retire? Join Mort Reinhart for a discussion that will review the pension systems of New Jersey and any new highlights, changes, fallacies, and how they may affect you now in the present or future.

10:15-11:00 AM GENERAL SESSION # 6

Annual Business Meeting

Presenter: Robert Hopek – DAANJ Executive Director

11:05-11:35 AM Board of Trustees Meeting

Moderator: Carl Buffalino – DAANJ President

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

RECEIVED
DEC 21 2022
By _____

REQUEST FOR SCHOOL BUSINESS

School: Hillside

PLEASE SUBMIT REQUEST IN AESOP — CONFIRMATION # 550930384

I, Lisa Coxson (*Print Name*) hereby request permission to be absent for:

Name of Conference/Workshop/Training Session: NJAMLE Annual Conference 2023

Date of Event: 3/15/23

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)
NJ Association for Middle level education Conference
Attend Sessions to gain research & Ideas to serve middle school Students. Network & collaborate with other educators

Location: (Workshop Site, City, State) Brookdale Community College NJ 07738

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: 150.00 Registration (May or not may include meals)
_____ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
_____ Other (overnight accommodations, etc.)

Funding Source: District_____, NCLB_____, EJF_____, ARRA _____

Account # 20-238-100-320-000-00

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

All employees traveling by air or rail must pay special attention to procedures for securing such travel. State regulations require solicitation of at least three on-line quotes (to be submitted with this request) other travel requirements must also be met. Please refer to the board of education policy number and follow as stipulated (find on-line at www.hillsidek12.org). Failure to follow the procedures will result in reimbursement request being denied. (Failure to follow the procedures supersedes administrative/board approval of travel request.)

Lisa
(*Employee's Signature*)
Date: 12/20/22

(*Administrator/Superintendent/Director's Signature*)
Date: _____

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved
School Business _____ BOE Approval (Costs involved) required on _____

_____ (*Date*) _____ (*Initials*)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Hillside

PLEASE SUBMIT REQUEST IN AESOP CONFIRMATION # 550930384

I, LISA CORONA hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: NJAMLE Annual Conference 2023

Date of Event: 3/15/23

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)
NJ Association for Middle level education Conference
Attend Sessions + Gain Resources + Ideas to Serve Middle School Students. Network + Collaborate with other educators

Location: (Workshop Site, City, State) Brookdale Community College NJ 07738

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: 150.00 Registration (May or not may include meals)
_____ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
_____ Other (overnight accommodations, etc.)

Funding Source: District_____, NCLB_____, EJF_____, ARRA _____

Account # 20-238-100-320-000-00

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

All employees traveling by air or rail must pay special attention to procedures for securing such travel. State regulations require solicitation of at least three on-line quotes (to be submitted with this request) other travel requirements must also be met. Please refer to the board of education policy number and follow as stipulated (find on-line at www.hillsidek12.org). Failure to follow the procedures will result in reimbursement request being denied. (Failure to follow the procedures supersedes administrative/board approval of travel request.)

Lisa
(Employee's Signature)
Date: 12/20/22

DocuSigned by:
Dr. James Bevern
28B0021A2FB4499
(Administrator/Superintendent/Director's Signature)
Date: 12/20/2022

[X] Approved [ ] Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved
School Business _____ BOE Approval (Costs involved) required on January 2023

_____ *(Date)* _____ *(Initials)*

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

Revised: 2/2022

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Deana Taylor

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 555200515

I, Fanny Gastulo (*Print Name*) hereby request permission to be absent for:

Name of Conference/Workshop/Training Session: NJ TESOL 2023

Date of Event: May 23, 24 & 25

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

These conferences talk about WIDA ACCESS testing. ESL workshops, we collaborate with other teachers during lectures.

Location: (Workshop Site, City, State) _____

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST:
- _____ Registration (May or not may include meals)
- _____ Transportation (Airfare, bus/train, and/or ground)
- _____ Meals, if not part of the registration fee
- _____ Other (overnight accommodations, etc.)

Funding Source: District_____, NCLB_____, EJF_____, ARRA _____

Account # _____

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Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

_____

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

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Fanny Gastulo
(*Employee's Signature*)
Date: 1/17/2023

April Sowe
(*Administrator/Superintendent/Director's Signature*)
Date: 1/18/23

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved

School Business _____ BOE Approval (Costs involved) required on _____

_____ (*Date*) _____ (*Initials*)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

NJTESOL/NJBE, Inc.

New Jersey Teachers of English to Speakers of Other Languages/New Jersey Bilingual Educators, Incorporated

2023 SPRING CONFERENCE

In-Person at the Hyatt Regency Hotel (May 23, 24 & 25) or Video Library (May 26 to September 1)

Attendee Conference Registration Form

Send one completed form for each person.

If you open this with Adobe Acrobat Reader DC, you can type in your answers.

Name (First) Fanny (Last) Gastulo Phone (C) (908)937-2452

Home Address 397 Harvard Ave Phone (W) (908)937-2452

City Hillside State NJ Zip 07205 County of Residence Union

PERSONAL Email (mandatory) fgastulo21@gmail.com

(Please Print Clearly - Email confirmations will be sent out to all registrants who provide an email address above, we ask for your personal email address due to many schools block outside emails.)

School District/Affiliation Hillside Public Schools Position ESL Teacher

Registration Information: ***(Dates & rates are firm - please plan accordingly)***

- **Fax or email registrations and/or POs are NOT accepted**
- **Registration forms and check/PO must be submitted together.** Registration forms submitted without payment (check or an actual signed/approved PO) will not be processed or considered. They will not hold a spot or rate. Requisitions or just PO #'s are not sufficient.
- *THERE WILL BE NO ON-SITE REGISTRATION*
- $40 Processing fee for cancellations (cancellation must be in writing & sent to business-admin@njtesol-njbe.org by May 1, 2023). No cancellations/refunds after May 1, 2023. $25 Fee for changes in payment processing.
- Splitting a two and/or three-day in-person registration is *not* permitted. You must attend on the day(s) you are registered for. For the virtual library registrants - each registration will be required to use their personalized log-in that will be supplied by NJTESOL/NJBE just prior to the conference. You may not share your log-in code.
- A one-year NJTESOL/NJBE membership is a gift of the organization to all paid conference registrants.
- One PO per district is preferred. Please send a list of registrants with the completed forms.
- Once registered *no* changes can be made to the "type" of registration.

1.) Mark *type* of Registration: In-Person Conference *or* Virtual Library Conference

☑ **In-Person:** Mark dates & rates for attending in-person at the Hyatt *(May 23, 24 & 25)*

In-Person Conference Registration - *Early Rates*: *Must be RECEIVED BY February 3, 2023* ***(via regular mail or the upload link***, NOT ACCEPTED by FAX or EMAIL)***
Choose the day(s) you will attend: ☑ **Tuesday** (May 23) ☑ **Wednesday** (May 24) ☑ **Thursday** (May 25)
☐ One Day - $325 ☐ Two Days - $450 ☐ Three Days - $575
In-Person Conference Registration – *Regular Rates*: *Must be RECEIVED BY May 1, 2023* ***(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL) (registrations will be accepted until May 1, 2023, unless capacity is reached before this date)***
☐ One Day - $390 ☐ Two Days - $515 ☐ Three Days - $640
In-Person Registration for Teachers' Aides/Parents of Children in ESL/Bilingual (must be sponsored by school district), **Retirees, Full-Time Students** (All MUST PROVIDE documentation to receive these discounted rates) **Registrations will be accepted until May 1, 2023, unless capacity is reached before this date**
☐ One Day - $250 ☐ Two Days - $350 ☐ Three Days - $450

Office Use Only:

Date Rec'd: _____ Date Processed: _____ Chk. #: _____ Amt. Rec'd: _____

☐ **Video Library Conference** (Access to Select Collection of Pre-Recorded Presentations – Starting May 26th to September 1st (PD hours earned until September 1st)

Video Conference Registration - Early Rates: ***Must be RECEIVED BY February 3, 2023*** ***(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL)***
☐ $350 - Access to Select Collection of Presentations – Available to start viewing on May 26th
Video Conference Registration – Regular Rates: ***Must be RECEIVED BY May 1, 2023*** ***(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL) (registrations will be accepted until May 1, 2023, unless capacity is reached before this date)***
☐ $450 Access to Select Collection of Presentations – Available to start viewing on May 26th
Video Library Registration for Teachers' Aides/Parents of Children in ESL/Bilingual (must be sponsored by school district), **Retirees, Full-Time Students** (All MUST PROVIDE documentation to receive these discounted rates) Registrations will be accepted until May 1, 2023, unless capacity if reached before this date.
☐ $275 Access to Select Collection of Workshops* – Available to start viewing on May 26th

2. **Select if you wish to attend the President's Reception:**

President's Awards Reception – May 24, Wednesday Night 6:00 PM - $50
☐ I plan on attending the reception – payment included or to pay separately online, go to https://njtesol-njbe.org/spring-conference/awards-reception/
☐ I do not plan on attending the reception

3. **Scholarship Fund Donation:** ☐ $5 ☐ $10 ☐ $25 ☐ $50 ☐ $100 ☐ Other ____
4. **Method of Payment:**

   _____ Check (enclosed and made payable to NJTESOL/NJBE, Inc.)

   _____ Purchase Order (Payable to NJTESOL/NJBE, Inc.) ***Payment on purchase orders is due by the event (May 23).**

5. **Mail or Upload**

   Mail to: NJTESOL/NJBE, Inc.
   230 Ashland Ave.
   Cherry Hill, NJ 08003

   ****Upload Link for POs: https://njtesol-njbe.org/spring-conference/purchase-order-upload-form/**

6. *****Follow Up***:**

   Email confirmations will be sent out to all registrants who provide a personal **legible** email address. If your registration is being sent by your school and you have not received a confirmation, please check to assure that the registration form and purchase order has been sent by your school.

Membership information

Would you like your e-mail address added to the listserv (hotlist)? You will receive e-mail about employment opportunities, workshop and conference announcements, questions about state laws and standards, and more.

☒ Yes ☐ No

Preferred e-mail address for the hotlist:

fgastulo21@gmail.com

Please circle **ONE** or **TWO** numbers for the Special Interest Group or Groups (SIG) you wish to belong to:

1. Early Childhood (Pre-K – K)
2. Bilingual Elementary Education
3. ESL Elementary Education Grades 1-5
4. ESL Grades 6-8
5. Bilingual Secondary Education
6. ESL Secondary Education
7. Higher Education
8. Teacher Education
9. Special Education
10. Adult Education
11. Parent/Community Action
12. Supervisors

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Deanna Taylor Academy

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 555170896

I, Diana Isaac hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: NJTESOL Spring Conference

Date of Event: May 23-24

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)
During the Conference, many ESL/Bilingual workshops will be held. WIDA Standards, questions about ESL program and lessons and activities will be presented. State tests like NJSLA and Access Test and the accommodations for ESL students will be discussed.

Location: (Workshop Site, City, State) Hyatt Regency Hotel, New Brunswick, NJ

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST:
- _____ Registration (May or not may include meals)
- _____ Transportation (Airfare, bus/train, and/or ground)
- _____ Meals, if not part of the registration fee
- _____ Other (overnight accommodations, etc.)

Funding Source: District ✓, NCLB_____, EJF_____, ARRA _____

Account # _____

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

_____

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

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Diana Isaac
(Employee's Signature)
Date: 1/17/23

(Administrator/Superintendent/Director's Signature)
Date: 1/18/23

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved

School Business _____ BOE Approval (Costs involved) required on _____

_____ *(Date)* _____ *(Initials)*

Office of the Superintendent, Hillside Public Schools
193 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

NJTESOL/NJBE, Inc.

New Jersey Teachers of English to Speakers of Other Languages/New Jersey Bilingual Educators, Incorporated

2023 SPRING CONFERENCE

In-Person at the Hyatt Regency Hotel (May 23, 24 & 25) or Video Library (May 26 to September 1)

Attendee Conference Registration Form

Send one completed form for each person.

If you open this with Adobe Acrobat Reader DC, you can type in your answers.

Name (First) Diana (Last) Isaac Phone (C) 201-920-5061

Home Address 67 Prospect ave Phone (W) _____

City Bayonne State NJ Zip 07002 County of Residence Hudson

PERSONAL Email (mandatory) d2d21988@gmail.com

(Please Print Clearly - Email confirmations will be sent out to all registrants who provide an email address above, we ask for your personal email address due to many schools block outside emails.)

School District/Affiliation Hillside Public School Position ESL Teacher

Registration Information: ***(Dates & rates are firm - please plan accordingly)***

- **Fax or email registrations and/or POs are NOT accepted**
- **Registration forms and check/PO must be submitted together.** Registration forms submitted without payment (check or an actual signed/approved PO) will not be processed or considered. They will not hold a spot or rate. Requisitions or just PO #'s are not sufficient.
- *THERE WILL BE NO ON-SITE REGISTRATION*
- $40 Processing fee for cancellations (cancellation must be in writing & sent to business-admin@njtesol-njbe.org by May 1, 2023). No cancellations/refunds after May 1, 2023. $25 Fee for changes in payment processing.
- Splitting a two and/or three-day in-person registration is *not* permitted. You must attend on the day(s) you are registered for. For the virtual library registrants - each registration will be required to use their personalized log-in that will be supplied by NJTESOL/NJBE just prior to the conference. You may not share your log-in code.
- A one-year NJTESOL/NJBE membership is a gift of the organization to all paid conference registrants.
- One PO per district is preferred. Please send a list of registrants with the completed forms.
- Once registered *no* changes can be made to the "type" of registration.

1.) Mark *type* of Registration: In-Person Conference *or* Virtual Library Conference

☑ **In-Person:** Mark dates & rates for attending in-person at the Hyatt *(May 23, 24 & 25)*

In-Person Conference Registration - *Early Rates*: *Must be RECEIVED BY February 3, 2023* ***(via regular mail or the upload link***, NOT ACCEPTED by FAX or EMAIL)***
Choose the day(s) you will attend: ☒ **Tuesday** (May 23) ☒ **Wednesday** (May 24) ☐ **Thursday** (May 25)
☐ One Day - $325 ☒ Two Days - $450 ☐ Three Days - $575
In-Person Conference Registration – *Regular Rates*: *Must be RECEIVED BY May 1, 2023* ***(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL) (registrations will be accepted until May 1, 2023, unless capacity is reached before this date)***
☐ One Day - $390 ☐ Two Days - $515 ☐ Three Days - $640
In-Person Registration for Teachers' Aides/Parents of Children in ESL/Bilingual (must be sponsored by school district), **Retirees, Full-Time Students** (All MUST PROVIDE documentation to receive these discounted rates) **Registrations will be accepted until May 1, 2023, unless capacity is reached before this date**
☐ One Day - $250 ☐ Two Days - $350 ☐ Three Days - $450

Office Use Only:

Date Rec'd: _____ Date Processed: _____ Chk. #: _____ Amt. Rec'd: _____

☐ **Video Library Conference** (Access to Select Collection of Pre-Recorded Presentations – Starting May 26th to September 1st (PD hours earned until September 1st)

Video Conference Registration - Early Rates: ***Must be RECEIVED BY February 3, 2023*** ***(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL)***
☐ $350 - Access to Select Collection of Presentations – Available to start viewing on May 26th
Video Conference Registration – Regular Rates: ***Must be RECEIVED BY May 1, 2023*** ***(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL) (registrations will be accepted until May 1, 2023, unless capacity is reached before this date)***
☐ $450 Access to Select Collection of Presentations – Available to start viewing on May 26th
Video Library Registration for Teachers' Aides/Parents of Children in ESL/Bilingual (must be sponsored by school district), **Retirees, Full-Time Students** (All MUST PROVIDE documentation to receive these discounted rates) Registrations will be accepted until May 1, 2023, unless capacity if reached before this date.
☐ $275 Access to Select Collection of Workshops* – Available to start viewing on May 26th

2. **Select if you wish to attend the President's Reception:**

President's Awards Reception – May 24, Wednesday Night 6:00 PM - $50
☐ I plan on attending the reception – payment included or to pay separately online, go to https://njtesol-njbe.org/spring-conference/awards-reception/
☐ I do not plan on attending the reception

3. **Scholarship Fund Donation:** ☐ $5 ☐ $10 ☐ $25 ☐ $50 ☐ $100 ☐ Other ____
4. **Method of Payment:**
   _____ Check (enclosed and made payable to NJTESOL/NJBE, Inc.)
   _____ Purchase Order (Payable to NJTESOL/NJBE, Inc.) ***Payment on purchase orders is due by the event (May 23).**
5. **Mail or Upload**
   Mail to: NJTESOL/NJBE, Inc.
   230 Ashland Ave.
   Cherry Hill, NJ 08003

   ****Upload Link for POs: https://njtesol-njbe.org/spring-conference/purchase-order-upload-form/**
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Membership information

Would you like your e-mail address added to the listserv (hotlist)? You will receive e-mail about employment opportunities, workshop and conference announcements, questions about state laws and standards, and more.
☑ Yes ☐ No

Preferred e-mail address for the hotlist:
d2d21988@gmail.com

Please circle **ONE** or **TWO** numbers for the Special Interest Group or Groups (SIG) you wish to belong to:

1. Early Childhood (Pre-K – K)
2. Bilingual Elementary Education
3. ESL Elementary Education Grades 1-5
4. ESL Grades 6-8
5. Bilingual Secondary Education
6. ESL Secondary Education
7. Higher Education
8. Teacher Education
9. Special Education
10. Adult Education
11. Parent/Community Action
12. Supervisors

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Walter. O Krumbiegel

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 555886074

I, Marco Coimbra hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: NJTESOL / NJBE Spring Conference

Date of Event: 05/25/2023

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

The primary purpose in attending the event is to obtain the latest information on state and national initiatives for multilingual learners. Additionally, to improve instructional strategies for MLL's and to help guide a variety of learners in EL acquisition

Location: (Workshop Site, City, State) Hyatt Regency Hotel, New Brunswick, N.J

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: $325 ✓ Registration (May or not may include meals)
_____ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
_____ Other (overnight accommodations, etc.)

Funding Source: District ✓, NCLB_____, EJF_____, ARRA _____

Account # Title 3

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

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Marco Coimbra
(Employee's Signature)
Date: 1/19/2023

Kimberly Cook
(Administrator/Superintendent/Director's Signature)
Date: _____

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved
School Business _____ BOE Approval (Costs involved) required on _____

_____ *(Date)* _____ *(Initials)*

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

NJTESOL/NJBE, Inc.

New Jersey Teachers of English to Speakers of Other Languages/New Jersey Bilingual Educators, Incorporated

2023 SPRING CONFERENCE

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Attendee Conference Registration Form

Send one completed form for each person.

If you open this with Adobe Acrobat Reader DC, you can type in your answers.

Name (First) Marco (Last) Coimbra Phone (C) 908-721-2643

Home Address 910 Meacham Ave. Phone (W) 908-721-2643

City Linden State N.J Zip 07036 County of Residence Union

PERSONAL Email (mandatory) mcoimbra1313@gmail.com

(Please Print Clearly - Email confirmations will be sent out to all registrants who provide an email address above, we ask for your personal email address due to many schools block outside emails.)

School District/Affiliation Hillside Position Teacher

Registration Information: *(Dates & rates are firm - please plan accordingly)*

- **Fax or email registrations and/or POs are NOT accepted**
- **Registration forms and check/PO must be submitted together.** Registration forms submitted without payment (check or an actual signed/approved PO) will not be processed or considered. They will not hold a spot or rate. Requisitions or just PO #'s are not sufficient.
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- A one-year NJTESOL/NJBE membership is a gift of the organization to all paid conference registrants.
- One PO per district is preferred. Please send a list of registrants with the completed forms.
- Once registered *no* changes can be made to the "type" of registration.

1.) Mark *type* of Registration: In-Person Conference *or* Virtual Library Conference

☑ **In-Person:** Mark dates & rates for attending in-person at the Hyatt *(May 23, 24 & 25)*

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In-Person Conference Registration – *Regular Rates: Must be RECEIVED BY May 1, 2023* ***(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL) (registrations will be accepted until May 1, 2023, unless capacity is reached before this date)***
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☐ One Day - $250 ☐ Two Days - $350 ☐ Three Days - $450

Office Use Only:

Date Rec'd: _____ Date Processed: _____ Chk. #: _____ Amt. Rec'd: _____

☐ **Video Library Conference** (Access to Select Collection of Pre-Recorded Presentations – Starting May 26th to September 1st (PD hours earned until September 1st)

Video Conference Registration - Early Rates: ***Must be RECEIVED BY February 3, 2023*** *(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL)*
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Video Conference Registration – Regular Rates: ***Must be RECEIVED BY May 1, 2023*** *(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL) (registrations will be accepted until May 1, 2023, unless capacity is reached before this date)*
☐ $450 Access to Select Collection of Presentations – Available to start viewing on May 26th
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2. Select if you wish to attend the President's Reception:

President's Awards Reception – May 24, Wednesday Night 6:00 PM - $50
☐ I plan on attending the reception – payment included or to pay separately online, go to https://njtesol-njbe.org/spring-conference/awards-reception/
☑ I do not plan on attending the reception

3. Scholarship Fund Donation: ☐ $5 ☐ $10 ☐ $25 ☐ $50 ☐ $100 ☐ Other ____

4. Method of Payment:

_____ Check (enclosed and made payable to NJTESOL/NJBE, Inc.)

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230 Ashland Ave.
Cherry Hill, NJ 08003

****Upload Link for POs: https://njtesol-njbe.org/spring-conference/purchase-order-upload-form/**

6. ***Follow Up*:**

Email confirmations will be sent out to all registrants who provide a personal **legible** email address. If your registration is being sent by your school and you have not received a confirmation, please check to assure that the registration form and purchase order has been sent by your school.

Membership information

Would you like your e-mail address added to the listserv (hotlist)? You will receive e-mail about employment opportunities, workshop and conference announcements, questions about state laws and standards, and more.
☑ Yes ☐ No

Preferred e-mail address for the hotlist:

mcoimbra1313@gmail.com

Please circle **ONE** or **TWO** numbers for the Special Interest Group or Groups (SIG) you wish to belong to:

1. Early Childhood (Pre-K – K)
2. Bilingual Elementary Education
3. ESL Elementary Education Grades 1-5
4. ESL Grades 6-8
5. Bilingual Secondary Education
6. ESL Secondary Education
7. Higher Education
8. Teacher Education
9. Special Education
10. Adult Education
11. Parent/Community Action
12. Supervisors

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Walter O. Krumbiegel

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** _____

I, LaKisha Zamot-Giro hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: NJTESOL/NJBE Spring Conference

Date of Event: 5/25/23

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

The primary purpose in attending the event is to obtain the latest information on state and national initiatives for multilingual learners. Additionally, to improve instructional strategies for MLLs & to help guide a variety of learners in EL acquisition.

Location: (Workshop Site, City, State) Hyatt Regency Hotel, New Brunswick, NJ

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: $325 ✓ Registration (May or not may include meals)
_____ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
_____ Other (overnight accommodations, etc.)

Funding Source: District ✓, NCLB_____, EJF_____, ARRA _____

Account # Title 3

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

_____

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

All employees traveling by air or rail must pay special attention to procedures for securing such travel. State regulations require solicitation of at least three on-line quotes (to be submitted with this request) other travel requirements must also be met. Please refer to the board of education policy number and follow as stipulated (find on-line at www.hillsidek12.org). Failure to follow the procedures will result in reimbursement request being denied. (Failure to follow the procedures supersedes administrative/board approval of travel request.)

_____ *(Employee's Signature)* Date: _____

_____ *(Administrator/Superintendent/Director's Signature)* Date: _____

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved
School Business _____ BOE Approval (Costs involved) required on _____

_____ *(Date)* _____ *(Initials)*

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

NJTESOL/NJBE, Inc.

New Jersey Teachers of English to Speakers of Other Languages/New Jersey Bilingual Educators, Incorporated

2023 SPRING CONFERENCE

In-Person at the Hyatt Regency Hotel (May 23, 24 & 25) or Video Library (May 26 to September 1)

Attendee Conference Registration Form

Send one completed form for each person.

If you open this with Adobe Acrobat Reader DC, you can type in your answers.

Name (First) Lakisha (Last) Zamot-Gud Phone (C) 2016815623

Home Address 807 Elizabeth St. Phone (W) 973-315-3071

City Bridgefield State NJ Zip 07657 County of Residence Bergen

PERSONAL Email (mandatory) lgirl@verizon.net

(Please Print Clearly - Email confirmations will be sent out to all registrants who provide an email address above, we ask for your personal email address due to many schools block outside emails.)

School District/Affiliation Hillside Position ESL teacher

Registration Information: *(Dates & rates are firm - please plan accordingly)*

- **Fax or email registrations and/or POs are NOT accepted**
- **Registration forms and check/PO must be submitted together.** Registration forms submitted without payment (check or an actual signed/approved PO) will not be processed or considered. They will not hold a spot or rate. Requisitions or just PO #'s are not sufficient.
- *THERE WILL BE NO ON-SITE REGISTRATION*
- $40 Processing fee for cancellations (cancellation must be in writing & sent to business-admin@njtesol-njbe.org by May 1, 2023). No cancellations/refunds after May 1, 2023. $25 Fee for changes in payment processing.
- Splitting a two and/or three-day in-person registration is *not* permitted. You must attend on the day(s) you are registered for. For the virtual library registrants - each registration will be required to use their personalized log-in that will be supplied by NJTESOL/NJBE just prior to the conference. You may not share your log-in code.
- A one-year NJTESOL/NJBE membership is a gift of the organization to all paid conference registrants.
- One PO per district is preferred. Please send a list of registrants with the completed forms.
- Once registered *no* changes can be made to the "type" of registration.

1.) Mark *type* of Registration: In-Person Conference *or* Virtual Library Conference

☑ **In-Person:** Mark dates & rates for attending in-person at the Hyatt *(May 23, 24 & 25)*

In-Person Conference Registration - *Early Rates*: *Must be RECEIVED BY February 3, 2023* ***(via regular mail or the upload link***, NOT ACCEPTED by FAX or EMAIL)***
Choose the day(s) you will attend: ☐ **Tuesday** (May 23) ☐ **Wednesday** (May 24) ☑ **Thursday** (May 25)
☑ One Day - $325 ☐ Two Days - $450 ☐ Three Days - $575
In-Person Conference Registration – *Regular Rates*: *Must be RECEIVED BY May 1, 2023* ***(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL) (registrations will be accepted until May 1, 2023, unless capacity is reached before this date)***
☐ One Day - $390 ☐ Two Days - $515 ☐ Three Days - $640
In-Person Registration for Teachers' Aides/Parents of Children in ESL/Bilingual (must be sponsored by school district), **Retirees, Full-Time Students** (All MUST PROVIDE documentation to receive these discounted rates) **Registrations will be accepted until May 1, 2023, unless capacity is reached before this date**
☐ One Day - $250 ☐ Two Days - $350 ☐ Three Days - $450

Office Use Only:

Date Rec'd: _____ Date Processed: _____ Chk. #: _____ Amt. Rec'd: _____

☐ **Video Library Conference** (Access to Select Collection of Pre-Recorded Presentations – Starting May 26th to September 1st (PD hours earned until September 1st)

Video Conference Registration - Early Rates: ***Must be RECEIVED BY February 3, 2023*** *(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL)*
☐ $350 - Access to Select Collection of Presentations – Available to start viewing on May 26th
Video Conference Registration – Regular Rates: ***Must be RECEIVED BY May 1, 2023*** *(via regular mail or the Upload Link***, NOT ACCEPTED by FAX or EMAIL) (registrations will be accepted until May 1, 2023, unless capacity is reached before this date)*
☐ $450 Access to Select Collection of Presentations – Available to start viewing on May 26th
Video Library Registration for Teachers' Aides/Parents of Children in ESL/Bilingual (must be sponsored by school district), **Retirees, Full-Time Students** (All MUST PROVIDE documentation to receive these discounted rates) Registrations will be accepted until May 1, 2023, unless capacity if reached before this date.
☐ $275 Access to Select Collection of Workshops* – Available to start viewing on May 26th

2. **Select if you wish to attend the President's Reception:**

President's Awards Reception – May 24, Wednesday Night 6:00 PM - $50
☐ I plan on attending the reception – payment included or to pay separately online, go to https://njtesol-njbe.org/spring-conference/awards-reception/
☐ I do not plan on attending the reception

3. **Scholarship Fund Donation:** ☐ $5 ☐ $10 ☐ $25 ☐ $50 ☐ $100 ☐ Other ____
4. **Method of Payment:**
   _____ Check (enclosed and made payable to NJTESOL/NJBE, Inc.)
   _____ Purchase Order (Payable to NJTESOL/NJBE, Inc.) ***Payment on purchase orders is due by the event (May 23).**
5. **Mail or Upload**
   Mail to: NJTESOL/NJBE, Inc.
   230 Ashland Ave.
   Cherry Hill, NJ 08003

   ****Upload Link for POs: https://njtesol-njbe.org/spring-conference/purchase-order-upload-form/**
6. *****Follow Up***:**
   Email confirmations will be sent out to all registrants who provide a personal **legible** email address. If your registration is being sent by your school and you have not received a confirmation, please check to assure that the registration form and purchase order has been sent by your school.

Membership information

Would you like your e-mail address added to the listserv (hotlist)? You will receive e-mail about employment opportunities, workshop and conference announcements, questions about state laws and standards, and more.
☒ Yes ☐ No

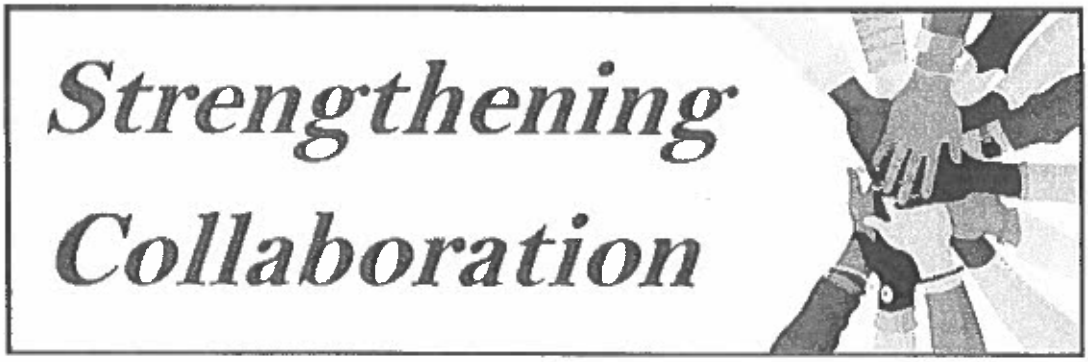
Preferred e-mail address for the hotlist:
dgiro@verizon.net

Please circle **ONE** or **TWO** numbers for the Special Interest Group or Groups (SIG) you wish to belong to:

1. Early Childhood (Pre-K – K)
2. Bilingual Elementary Education
3. ESL Elementary Education Grades 1-5
4. ESL Grades 6-8
5. Bilingual Secondary Education
6. ESL Secondary Education
7. Higher Education
8. Teacher Education
9. Special Education
10. Adult Education
11. Parent/Community Action
12. Supervisors

Please join us for our

2023 SPRING CONFERENCE



Our 2023 conference has two components to choose from:

In-Person Conference – May 23, 24, & 25 – Tuesday, Wednesday, & Thursday
Hyatt Regency Hotel, New Brunswick

OR

Video Library Conference – Access starting on May 26th

The ***In-Person Conference*** will take place at the Hyatt Regency, New Brunswick on May 23, 24, & 25. You can register for one, two or all three days. We have three fantastic keynotes scheduled to present at the conference. Select from many presentations approved for the continuing education requirement. Network with other colleagues! Obtain the latest information on state and national initiatives. Visit and meet with the representatives at our Sponsors & Exhibitors booths to find the latest and greatest teaching tools. Earn PD Hours throughout the day.
You can also enjoy coffee with the sponsors and exhibitors starting at 7:30 am.

The ***Video Library Conference*** is a select collection of library presentations you will have access to view starting on May 26th using our conference

platform. There is no set schedule, and you will be able to view the workshops May 26th to September 1. By using your unique login your hours will be tracked so that you can earn PD hours through September 1st. Please note that the Select Collection of presentations will not include the keynotes or special invited guest speakers. There is no Q&A.

Presentation topics will include: General Interest, Content Area Instruction, Bilingual/ESL Pre-K through 12, Higher Ed, Teacher Ed, Adult Ed, & k-12 Administrators, Dual Language/Biliteracy. All interest groups will have presentations all three days.

For questions concerning your conference registration status, please contact Gwen Franks at **business-admin@njtesol-njbe.org**

For other conference questions email Caia Schlessinger at **conference-coordinator@njtesol-njbe.org.**

Register to attend the conference

Registration for the 2023 Spring Conference is now open. Act quickly to take advantage of our early registration rates and secure a spot. You can register to attend in-person or view the Video Library. Three forms of payment are excepted: credit card, check, or purchase order. We have added an new UPLOAD feature for those paying with a purchase order.

Preliminary Schedule

These workshops have been confirmed, and they include all interest sections. Please note, there may be some changes.

President's Awards Ceremony & Reception

Join us as we celebrate our Scholarship Winners, Award Recipients & Advocacy Successes at our President's Awards Ceremony & Reception will be held on Wednesday, May 24th starting at 6:00PM. Registration is required to attend this event, and please consider making a donation toward the scholarships.

Become a Sponsor *(Sold Out) or* ***Exhibitor*** *(Available)*

We invite companies and organizations that serve educators that teach and support. Visit the Sponsor page and Exhibitor page for more information or contact Tina Kern at **exhibitor-liaison@njtesol-njbe.org**.

More Conference Links

Keynote Speakers

Tuesday – Dr. Andrea Honigsfeld

Dr. Andrea Honigsfeld is TESOL professor at Molloy University, Rockville Centre, NY. Before entering the field of teacher education, she was an English as a Foreign Language teacher in Hungary (grades 5-8 and adult), an ESL teacher in New York City (grades K-3 and adult) and taught Hungarian at New York University. A Fulbright Scholar and sought-after national presenter, Andrea is the coauthor or coeditor of over 25 books and numerous chapters and research articles related to the needs of multilingual learners and teacher collaboration. Visit Andrea's website.

2023 Conference Sponsors

Diamond Sponsor

Platinum Sponsors

LECTORUM

VISTA

ClassHero

PACIFIC LEARNING

Silver Sponsors

GrapeSEED ENGLISH FOR CHILDREN

SADDLEBACK EDUCATIONAL PUBLISHING

Teachers' Insurance Plan of NJ Plymouth Rock assurance

booksource okapi educational publishing

Istation

Benchmark EDUCATION

imagine learning

Wednesday – Dr. Edward Fergus

Dr. Edward (Eddie) Fergus is a Professor of Urban Education in the School of Arts and Sciences at Rutgers University – Newark. Prior to joining Rutgers University, he was Associate Professor of Urban Education and Policy at Temple University, Assistant Professor of Educational Leadership and Policy at New York University, and Deputy Director of the Metropolitan Center for Urban Education at New York University. As a former high school social studies teacher, program evaluator, and community school program director, he is continuously approaching research with an attention to its application within educational settings. His work is on the intersection of educational policy and outcomes with a specific focus on Black and Latino boys' academic and social engagement outcomes, disproportionality in special education and suspensions, and school climate conditions. He has published more than four dozen articles, book chapters, evaluation reports, and five books. Dr. Fergus has worked with over 120 school districts since 2004 on educational equity and school reform, specifically addressing disproportionality in special education and suspension. Dr. Fergus partners with state education departments in the United States and serves on various boards such as NY State Governor's Juvenile Justice Advisory Group. **Details of Dr. Fergus's publications and contributions.**

Thursday – Ms. Jacquelyn León

La Fundadora, of Locally Made, Globally Grown, Jacquelyn León, MPH, CHES, waves ¡Hola! from Trenton, NJ – the great city which boasts the slogan "Trenton Makes, the World Takes", honoring the city's legacy and contributions to the world.

La Señorita León is an educational thought leader, action advocate, wanderlust, and author who has nearly 25 years of experience and expertise as an accomplished solutions-focused, results-driven creator in the fields of public health, education, emergency school preparedness, and family & community engagement. Most recently, Ms. León published her first Spanish bilingual children's book, Yo Soy, I Am: El Cuento Sobre Mi Nombre/The Story of My Name.

"When I view my world through an at-promise lens, the investment is no longer a risk and the opportunities are endless". – J. León

Visit Ms. León's website.

More Conference Links

- Attendee Registration
- President's Awards Ceremony & Reception
- Directions to the Hyatt
- 2023 Travel Waiver
- Hyatt Overnight Reservations
- Scholarship Donations
- Exhibitor Information & Registration
- Sponsorship Information & Registration
- Spring Conference Purchase Order Upload Form
- Presenters Registration

Conference check-in begins at 7:30 AM and ends at 10:00 AM

Professional Development Hours

NJTESOL/NJBE is a New Jersey registered provider. In-Person participants will be able to earn professional development hours each day, depending upon their attendance at the seminars and workshops offered at the conference. Video Library participants will be able to earn professional development

hours for each workshop viewed. Your time viewing will be tracked. You can earn PD hours from May 26 through September 1.

Please note:

- This year, if you are attending in person, we will be providing one certificate for the total number of hours you are at the conference.
- To receive the full number of hours on your PD certificate, you must check in each morning to pick up your badge every day you attend.
- You must also fill out the survey which you will receive at the end of the last day you attend.

Publishers' Exhibits:

- Open from 7:30 AM each day to approximately 4:30 PM on Tuesday and Wednesday and until 3:30 PM on Thursday.
- Earn 1 hour of professional development when visiting the Exhibitors.
- A raffle will be held at 4 pm each day in the Exhibit Area. You must be present to win!

Parking:

Hotel parking for 400 cars will be available for $8.00 per car for the day. Additional city parking lots are also available a few blocks from the hotel at regular rates. Maps and addresses for all parking will be available soon. Carpooling and public transportation are recommended. New Brunswick is served by NJ Transit buses and trains.

Hyatt Regency Reservations:

Hyatt Regency New Brunswick, Two Albany Street, New Brunswick, New Jersey, USA 08901 Tel: +1 732 873 1234 Fax: +1 732 873 1382

The reduced NJTESOL-NJBE hotel rate

- Reserve a hotel room for 2023 online
- Reserve a room by phone: 800-233-1234

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

RECEIVED
JAN 24 2023
By

REQUEST FOR SCHOOL BUSINESS

School: Hillside High School

PLEASE SUBMIT REQUEST IN AESOP CONFIRMATION # 556086150

I, Melissa Ambrose hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: 2023 NJ TESOL/NJBE Spring Conference

Date of Event: May 23, 24 (Tues + Wed)

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

Location: (Workshop Site, City, State) Hyatt Regency Hotel, New Brunswick, New Jersey

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST:
_____ Registration (May or not may include meals)
$28.34 ✓ Transportation (Airfare, bus/train, and/or ground)
_____ Meals, if not part of the registration fee
$8.00 ✓ Other (overnight accommodations, etc.) Parking

Funding Source: District_____, NCLB_____, EJF_____, ARRA_____

Account # _____

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

_____

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

All employees traveling by air or rail must pay special attention to procedures for securing such travel. State regulations require solicitation of at least three on-line quotes (to be submitted with this request) other travel requirements must also be met. Please refer to the board of education policy number and follow as stipulated (find on-line at www.hillsidek12.org). Failure to follow the procedures will result in reimbursement request being denied. (Failure to follow the procedures supersedes administrative/board approval of travel request.)

Melissa Ambrose
(Employee's Signature)
Date: _____

Christine M Sullivan
(Administrator/Superintendent/Director's Signature)
Date: 1/20/23

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved
School Business _____ BOE Approval (Costs involved) required on _____

_____ (Date) _____ (Initials)

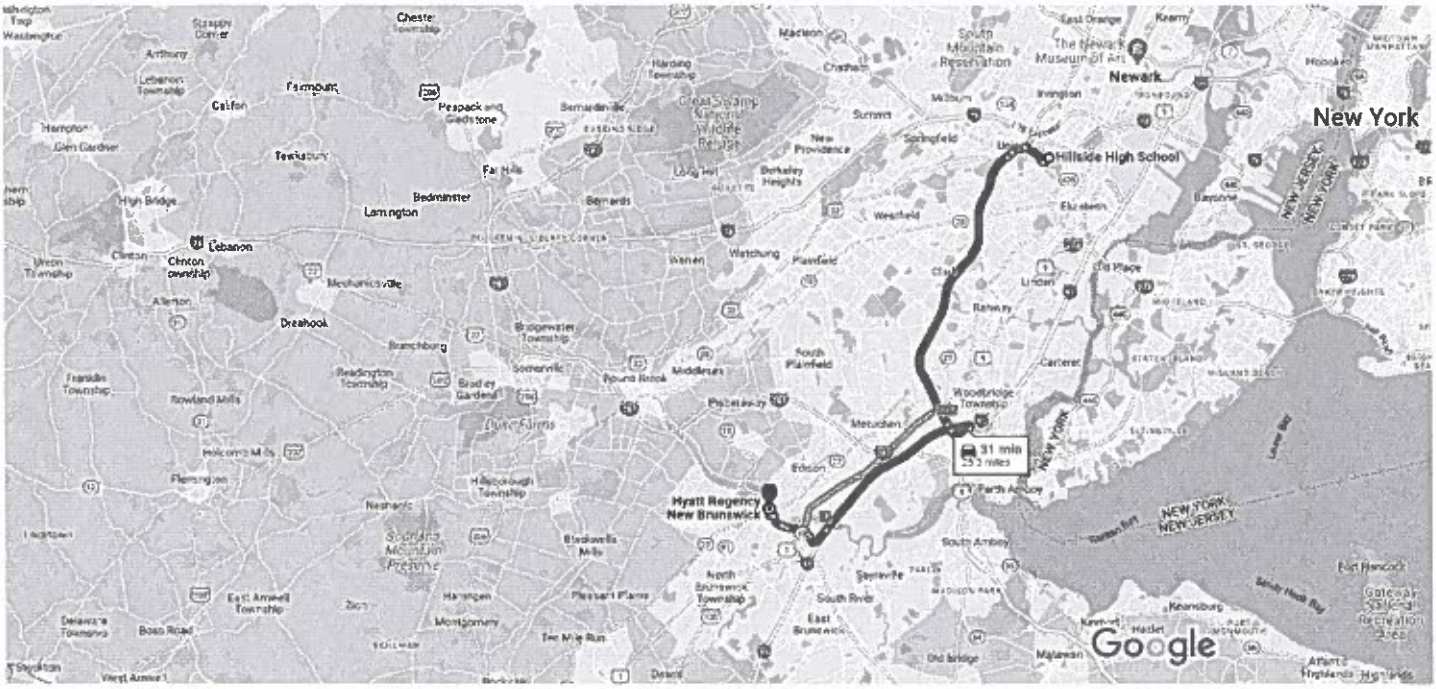
Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

Google Maps

Hillside High School, 1085 Liberty Ave, Hillside, NJ 07205 to Hyatt Regency New Brunswick, 2 Albany St, New Brunswick, NJ 08901

Drive 25.3 miles, 31 min

NJ TESOL Conference



Map data ©2023 Google 2 mi

Hillside High School
1085 Liberty Ave, Hillside, NJ 07205

⚠ This route has tolls.

Get on Garden State Pkwy in Union from Vauxhall Rd and US-22 W

5 min (2.2 mi)

1. Head south on Liberty Ave toward Livingston Rd

0.1 mi

2. Continue onto Salem Rd

0.2 mi

3. Turn right onto Vauxhall Rd

0.9 mi

4. Turn right to merge onto US-22 W toward Somerville

0.7 mi

5. Use the left lane to take the ramp to Garden State Pkwy S

0.3 mi

Continue on Garden State Pkwy. Take I-95 S/NJ Turnpike S to NJ-18 N in East Brunswick. Take exit 9 from I-95 S/NJ Turnpike S

20 min (20.7 mi)

25.3 one way
× 2
50.6 total mileage
× .56
28.336

$28.34

6. Merge onto Garden State Pkwy

11.4 mi

7. Use the 2nd from the right lane to take exit 129 for I-95/US-9/New Jersey Tpke toward NJ-440/I-287/Woodbridge/Perth Amboy/Del. Mem Brg

0.3 mi

8. Keep left, follow signs for I-95 S/NJ Turnpike
⚠ Toll road

0.8 mi

9. Keep left at the fork and merge onto I-95 S/NJ Turnpike S
⚠ Toll road

7.2 mi

10. Take exit 9 to merge onto NJ-18 N toward US-1
⚠ Toll road

1.0 mi

Continue on NJ-18 N. Take New Jersey 18 Service Rd and Neilson St to Albany St in New Brunswick

6 min (2.4 mi)

11. Use the left lane to merge onto NJ-18 N

0.1 mi

12. Use the left 3 lanes to turn slightly left to stay on NJ-18 N

0.9 mi

13. Use the right 2 lanes to take the NJ-172 exit toward New Brunswick/Cook/Douglass/Commercial Ave/New St/NJ-27/Highland Park

0.1 mi

14. Keep right at the fork to continue toward New Jersey 18 Service Rd

410 ft

15. Continue onto New Jersey 18 Service Rd

0.6 mi

16. Turn right onto the New St ramp to Arts & Bus. District

0.1 mi

17. Continue onto New St

0.1 mi

18. Turn right onto Neilson St

0.3 mi

19. Turn right onto Albany St
ⓘ Destination will be on the right

272 ft

Hyatt Regency New Brunswick

2023 Spring Conference Preliminary Schedule

See the Spring Conference page for more about the keynote speakers, registration, Awards Reception, and hotel reservations.

See below for Wednesday, Thursday & Online Library.

Tuesday, May 23

Keynote: Dr. Andrea Honigsfeld is TESOL professor at Molloy University, Rockville Centre, NY. She is the coauthor or coeditor of over 25 books and numerous chapters and research articles related to the needs of multilingual learners and teacher collaboration.

Search:

Title		Presenters
Make Word Work More Fun	Ivelis Sanfilippo	Pre-K - K
Redesign of Kindergarten ACCESS for ELLs	Lynn Shafer Willner, PhD	Pre-K - K
Advocating Collaboratively for Multilingual Learners	Kathleen Fernandez, Sonya Bertini, & Jeff Hutcheson	Elementary Grades 1-4
Grammar Walls and Story Problems	Claire Donohue	Elementary Grades 1-4
Using Technology and Scaffolding to Support ELL's in ELA	Sharon Kernan Cumiskey	Elementary Grades 1-4

Language of Math - The Forgotten Standard	Jeff Branchek	Elementary Grades 1-4
Strengthening Collaboration Between Teachers Through Scaffolds and Differentiation	Jenna Maneri, & Daryl Perkins	Elementary Grades 1-4
Engaging Elementary-Level MLs in Literacy through Explicit Instruction	Katie Williver, & Denise Furlong	Elementary Grades 1-4
Family Engagement Through a DEI Lens	Neel Desai, & Dr. Alex Gray	Elementary Grades 1-4
Deepening Understanding of the WIDA Key Language Uses	Maggie Churchill, & Lynn Shafer Willner, PhD	Elementary Grades 1-4
Lift Every Voice	kiina dordoni, & Cecilia Vila	Bilingual Education
Rising to the Top: A Dual Language Program	Vivian Rodriguez, & Damian O. Medina, Ed D.	Bilingual Education
Poster Session- Bringing the Science of Reading to Light for ELLs	Elsa Mena	Bilingual Education
Reading is FUNdamental!	Luigina Finneran, & Tara Collins	Middle School
A Team Effort: Supporting Newcomers and SLIFEs	Maryellen Fitzpatrick, & Tara Weitzman	Middle School
Developing Empathy, Gratitude, and Kindness with Teachers and Students	Hana Prashker	Secondary Education
Targeted Supports for creating NGSS/WIDA aligned assessments for Multilingual Students	Mercy Nogueras	Secondary Education
Restorative Practices in the ELL Classroom	Dr. Johanna Amaro	Secondary Education
U.S. History for ELLs: An Equitable Approach	Delfina Picchio, & Rebekah Butler	Secondary Education
Developing a Common Language for your ESL and Special Education Teams	JoAnne Negrin, & Julie Ochoa	Special education
Leading Toward an Antiracist and Culturally Responsive Community	kiina dordoni	Program Administration
Monitoring Former English Language Learners	Andrea Fontenez, & Damian Medina	Program Administration

A Tale of Two Cities-How Irvington and Nutley are exploring solutions for rapidly growing MLL popula	Julie Mitschow, & Keith Perkins	Program Administration
State Initiatives in Bilingual/ESL Education (Pre-Recorded Video)	Lori Ramella, & Maria Romero	Program Administration
How to S.E.E. Vocabulary Strategies in Writing	Leah Carmona	Teacher Education
Windows, Mirrors & Sliding Glass Doors - Elevating Student Voice and Shifting the Cultural Narrative	Dr Pedro J. Ruiz	Teacher Education
Becoming a National Board Certified Teacher	Sandra Washington-Gayles, & Holly Gamble	Teacher Education

(A)

Wednesday, May 24

Keynote: Dr. Edward (Eddie) Fergus is a Professor of Urban Education in the School of Arts and Sciences at Rutgers University – Newark. Dr. Fergus has worked with over 120 school districts since 2004 on educational equity and school reform, specifically addressing disproportionality in special education and suspension.

President's Awards Reception – 6:00 PM

Search:

Title	Presenters	
Integrating Science Content Attainment and Language Development	Cecilia Vila	Elementary Grades 1-4
SOR and How It Relates to ELLs	Elizabeth Riello-Connors	Elementary Grades 1-4
The Science of Writing and how it Relates to ELLs	Elizabeth Riello-Connors	Elementary Grades 1-4
Culturally and Linguistically Informed IEPs for ELs with Special Needs	Maggie Churchill & Adela Joyce	Elementary Grades 1-4
NJTESOL/NJBE Parent Resources	Kathleen Fernandez	Elementary Grades 1-4

Poster Session- WIDA Framework Aligned Unit of Study	Luz Johnson	Elementary Grades 1-4
Poster Session- Guided Reading for Multilingual Learners	Jessica Perdomo- O'Hara	Elementary Grades 1-4
Strategies and Resources to Maximize Comprehension	Tina Kern	Middle School
The Journey of a Bilingual Educator	Gabriela Colon	Bilingual Education
A Celebration of MLLs in Spotswood	Christine Francisco	Bilingual Education
Response to Intervention (RTI) for Multilingual Learners	Kathleen Bowman	Bilingual Education
The Power of Effective Instructional Coaching	Meri Petkovska & Angelica Rodriguez	Bilingual Education
YPAR: Creating Engaging Programs for MLLs	Laura Arredondo & Dafne Perez	Bilingual Education
ELL STREAM Ahead!	Dr. Johanna Amaro	Secondary Education
Identifying and Addressing Implicit Bias	Allison Connolly	Secondary Education
Identifying Content Area Language Demands	Alex Guzman	Secondary Education
Supporting SIFE in the Classroom	Desir,e Midby	Secondary Education
Reflecting on Your Successful Lessons	Soyoun Ouh	Secondary Education
Leading from the Middle: Building Administrative Capacity	kiina dordoni & Cecilia Vila	Program Administration
State Initiatives in Bilingual/ESL Education (Pre-Recorded Video)	Lori Ramella & Maria Romero	Program Administration
Sheltered English Instruction: Supporting Newcomers in your District	Sara Catedra & Yannery Ferreiro	Program Administration
Panel- Establishing the Habit of Anti-Racist Action	Claire Fisher, JPB Gerald, Timothy Foran, Dana Calvet, & Alexis Cavaluzzi	Program Administration

Collaborating to Implement Trauma-Responsive Practices for Adults	David Housel	Adult Education
Meeting Educational Needs of Migrant Youth & Adults	Kylie Davis & Vera Liang	Adult Education
Reimagined ? Self Care for Educators	Nicole Carmichael	Teacher Education
Introduction to the WIDA Standards Digital Explorer	Lynn Shafer Willner	Teacher Education
Building ELL support strategies for core/classroom teachers	Laurence Gander & Livia Lumaj	Teacher Education
Beyond Word Meaning: Teaching Word Knowledge	Anne Ediger & Mark Romig	Teacher Education

(3)

Thursday, May 25

Keynote: Ms. Jacquelyn León is an educational thought leader, action advocate, and author who has nearly 25 years of experience and expertise as an accomplished solutions-focused, results-driven creator in the fields of public health, education, emergency school preparedness, and family & community engagement.

Search:

Title		
Promoting Equity for Multilingual Learners Pre-K to 3 by Leveraging Home Languages & Cultures	LeighAnn Matthews	Pre-K - K
Literacy Coaching for Teachers of English Language Learners	Alison Munoz-Cassidy	Elementary Grades 1-4
Shared Reading and Vocabulary for Content Area ESL	Amy Peabody-Chieffo	Elementary Grades 1-4
Vocabulary and Learning English: What the Research Says	Kelly Yang	Elementary Grades 1-4
Facilitate ELL participation in science-based discussions	Lauren Ventresca	Elementary Grades 1-4
Creating Translanguaging Space in the Classroom	Chiu-Yin (Cathy) Wong, & Christine Donatello	Elementary Grades 1-4

Establishing a Bridge for Young ELs Through the Lens of an ESL Specialist	Dawn Floyd, & Cindy Jimenez	Elementary Grades 1-4
Tapping Into English Language Learners' Superpowers Through Creative Storytelling	Joy Scantlebury, & Marina Lombardo	Elementary Grades 1-4
Laundromat Literacy Program ?Wash & Learn? Empowers Communities	Anne Marie McMahon, Maritza Acevedo, & Gisela Ciancia	Elementary Grades 1-4
Poster Session- Model Unit for the 2020 WIDA Standards Framework	Mary Callirgos	Elementary Grades 1-4
Sharing Data with Students and Teachers	Ashley Singh	Middle School
Teaching and Supporting Multilingual Learners in Social Studies	Ashley Singh, & Meghan Kelly	Middle School
Family Engagement: From Compliance to Social Reform	Cecilia Vila	Bilingual Education
Inside Out: Trauma-Sensitive Leadership and Teaching	Claudia Heisterman	Bilingual Education
Effectively Managing Multi-Age Classrooms	Kathleen Bowman	Bilingual Education
Virtual Reality: An Interactive Journey for English Learners	Bonnie Molina, Ed.D.	Secondary Education
Dismantling Barriers for Newcomers	Julianna Ezzo, & Alyx Cucinotta	Secondary Education
Progress Monitoring SIFE & Newcomers in Language & Literacy	Lisa Auslander, & Wanda Tejada	Secondary Education
The Influend of District-Charter Collaboration on ELLs' Academic Achievement	Dr. Sandra Vargas-Ortega	Program Administration
Supervisor SIG Meeting	Laura Arredondo, & JoAnne Negrin	Program Administration
State Initiatives in Bilingual/ESL Education (Pre-Recorded Video)	Lori Ramella, & Maria Romero	Program Administration
Panel- Supporting Multilingual Learners in Higher Education	Gail Verdi, Gilda Del Risco, Rosa Paulino, Emily Lovrein, & Mark Smith	Higher Education
Low-Proficiency Adult ESOL Learners: Challenges & Curricular Solutions	Andrew Sansone	Adult Education

Talkin? Like Wypipo (White People)	kiina dordoni, & Cecilia Vila	Teacher Education
Critical Reflections on ESL Teacher Education	Bryan Meadows, & Chiu-Yin (Cathy) Wong	Teacher Education
Panel- Leveraging Collaboration to Invest in the Educator Career Continuum: A Panel Discussion	Alex Guzman, Gail Verdi, Mary Callirgos, Amelina Navarro, Karolin Fernandez	Teacher Education
Poster Session- Effective Language Objectives	April Gardner	Teacher Education

Video Library Conference

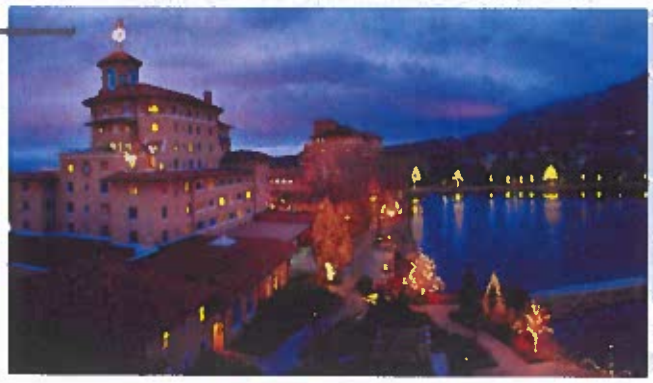
(3)

Access starting on May 26th through September 1
By using your unique login, your hours will be tracked so that you can earn PD hours through September 1st.
More workshops will be added.

Search:

Title		
NJTESOL/NJBE Parent Resources	Kathleen Fernandez	Elementary Grades 1-4
Examining Language Features in the 2020 WIDA ELD Standards Framework	Margaret Churchill	Elementary Grades 1-4
Sketchnotes for Engagement	Alamelu Sundaram-Walters	Elementary Grades 1-4
Learning Disabilities in Multilingual Learners: How do we Identify, Screen, Teach?	Alamelu Sundaram-Walters	Elementary Grades 1-4
Advocating Collaboratively for Multilingual Learners	Kathleen Fernandez & Sonya Bertini	Elementary Grades 1-4
Multicultural Music: A Bridge to Multilingual Learners	Miriam Ebsworth & J. Lynn Eisenstein	Bilingual Education
Progress Monitoring SIFE & Newcomers in Language & Literacy	Lisa Auslander & Wanda Tejada	Secondary Education
Developing Empathy, Gratitude, and Kindness with Teachers and Students	Hana Prashker	Secondary Education
Bringing Global Authors into ESL Classrooms	Nadia Kalman &	Secondary

	Leighton Suen	Education
Whole Community Collaboration for the Whole Child	Michelle Land	Secondary Education
Monitoring Former English Language Learners	Andrea Fontenez & Damian Medina	Program Administration
State Initiatives in Bilingual/ESL Education	Lori Ramella, & Maria Romero	Program Administration
K-12 ESL Instructors' Attitudes toward Virtual Learning	Dominik Wolff & Wyatt Kane	Higher Education
Teaching Students the ?Moves? in Academic Speaking	Robyn Brinks Lockwood	Higher Education
Evidence-Supported Practices for Fostering a Learning Community	Ellana Black	Teacher Education
An Ant Climbing a Tree	Lisa Roof	Teacher Education



COLORADO SPRINGS, CO

APRIL 26-28, 2023

District Administration
SUPERINTENDENTS SUMMIT

We are reviewing your information and will send a detailed email once the registration has been approved.

Please note that each summit is limited to 70 attendees and we strive to maintain a balanced representation of the entire country, both urban and rural districts, large and small. If a particular type of district is over represented at any one summit, a waiting list may be in place. In that case, you will be contacted by our team and offered the option of adding your name to the waiting list or participating in a different summit.

If you have any questions regarding the summit or this process, please contact us at dasummits@lrp.com or (561) 622-0352.

Welcome!

CONFIRMATION NUMBER:
10984911

REGISTRATION CATEGORY:
Member

FIRST NAME:
Erskine

LAST NAME:
Glover

PROFESSIONAL TITLE:
Superintendent of Schools

DISTRICT/ORGANIZATION:
Hillside Public School District

DISTRICT STATE:
NJ

COUNTRY:
US

PHONE NUMBER:
9083527664

ASSISTANT/ADDITIONAL EMAIL ADDRESS:
bharris@hillsidek12.org

EMAIL ADDRESS:
eglover@hillsidek12.org

Items Purchased

BADGE	NAME	ITEMS
10984911	Erskine Glover	• 1 x Summit Registration – FREE

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Central Office (WOK)

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 55405 7550

I, Rita Della Valle hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: NCTM 2023 Virtual Conference Amplify & Activate

Date of Event: March 29- April 01

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)

The conference will engage participants in sessions to move mathematics instruction forward.

Location: (Workshop Site, City, State) Virtual

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST:
- $180 Registration (May or not may include meals)
- — Transportation (Airfare, bus/train, and/or ground)
- — Meals, if not part of the registration fee
- — Other (overnight accommodations, etc.)

plus $149 membership fee

Total $329

Funding Source: District ✓, NCLB____, EJF____, ARRA ____

Account # Title 2 Funds

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

All employees traveling by air or rail must pay special attention to procedures for securing such travel. State regulations require solicitation of at least three on-line quotes (to be submitted with this request) other travel requirements must also be met. Please refer to the board of education policy number and follow as stipulated (find on-line at www.hillsidek12.org). Failure to follow the procedures will result in reimbursement request being denied. (Failure to follow the procedures supersedes administrative/board approval of travel request.)

Rita Della Valle
(Employee's Signature)
Date: 01/11/23

(Administrator/Superintendent/Director's Signature)
Date: _____

☒ Approved ☐ Not Approved

***Central Office Use Only:**

School Business ____ No Costs Involved
School Business ____ BOE Approval (Costs involved) required on _____

(Date) *(Initials)*

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR SCHOOL BUSINESS

School: Central Office (WOK)

PLEASE SUBMIT REQUEST IN AESOP **CONFIRMATION #** 554126264

I, Rita Della Valle hereby request permission to be absent for:
(Print Name)

Name of Conference/Workshop/Training Session: Techspo

Date of Event: 01/27/23

Brief Statement that includes the primary purpose for the travel and the key issues that will be addressed at the event and their relevance in improving instruction or the operation of the school district: (Statement must justify the importance of attendance.)
Conference will engage participants in several sessions about technology across districts.

Location: (Workshop Site, City, State) _____

**Include all known and anticipated costs! Costs not included will not be reimbursed.

COST: $335 Registration (May or not may include meals) Tolls $6.26 (one way)

234 miles one-way 117 miles Transportation (Airfare, bus/train, and/or ground)

_____ Meals, if not part of the registration fee

— Other (overnight accommodations, etc.)

Funding Source: District ✓, NCLB_____, EJF_____, ARRA _____

Account # Title 2 Funds

All completed forms must be submitted before the Education Committee Meeting. (4 weeks per to travel)
Approval by the Hillside Board of Education meeting (typically the 3rd Thursday of the month) is required **BEFORE** date of the program.

*Is training needed for certification required for continued employment, continuing employment requirements (state and/or federal law) or related to school district operations? (Describe, or present evidence)

* Attach copy of agenda or itinerary for travel and subsequent schedule of events: _____

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Rita Della Valle
(Employee's Signature)
Date: 01/11/23

_____
(Administrator/Superintendent/Director's Signature)
Date: _____

☐ Approved ☐ Not Approved

***Central Office Use Only:**

School Business _____ No Costs Involved

School Business _____ BOE Approval (Costs involved) required on _____

_____ *(Date)* _____ *(Initials)*

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

Google Maps

Walter O. Krumbiegel Middle School, Hillside Ave, Hillside, NJ 07205 to Harrah's Resort Atlantic City, 777 Harrah's Blvd, Atlantic City, NJ 08401

Drive 117 miles, 1 hr 41 min

Map data ©2023 Google 10 mi

via Garden State Pkwy 1 hr 41 min
Fastest route now due to traffic conditions 117 miles
This route has tolls.

via Garden State Pkwy and Atlantic City Expy E 1 hr 42 min
117 miles

via I-95 S and Atlantic City Expy E 2 hr 4 min
134 miles

Explore Harrah's Resort Atlantic City

Restaurants Hotels Gas stations Parking Lots More

ED#2-01/23

Contract for 'In-School' Substitute Nursing Services

This agreement is made the 19th day of December 2022, between **Starlight Homecare Agency, Inc d/b/a Star Pediatric Home Care Agency** (hereinafter referred to as AGENCY) located at 160 Pehle Ave, Suite 203, Saddle Brook, NJ 07663 and **Hillside Public School District** (hereinafter referred to as SCHOOL) located at 195 Virginia Street, Hillside, NJ 07205.

It is mutually agreed upon by both parties to make provision for on site daily nursing care for the SCHOOL'S specified student(s), in accordance with the terms of this Agreement. Therefore, in consideration for the mutual covenants expressed herein, AGENCY and SCHOOL agree to the terms and conditions outlined herein:

I. RESPONSIBILITIES OF AGENCY

A. Performance. The following responsibilities shall be assumed by the AGENCY:

1. Services to be provided by AGENCY:
   RN
2. Acceptance of client for care
3. Coordination of services
4. Orientation of nurses
5. Supervision of services
6. Evaluation of services
7. Client admission to AGENCY
8. Client Assessment (Initial & Ongoing)
9. Development of care plan
10. Revision of care plan
11. Scheduling of hours visits
12. Completion of documentation of services.

Patient care clinical record forms must be recorded on AGENCY forms

13. Ownership of the original client records
14. AGENCY will maintain the following updated records of the employees
    Current NJ License
    Rubella
    Rubeola
    TB Clearance
    Current CPR
    Physical
    Certifications
    Criminal History Record
    Verification of skills

B. Qualifications of Personnel. The nurse supplied by AGENCY will be a Registered Nurse (RN) who will hold a current license, registration or certification to practice in the State of New Jersey, and will provide services pursuant to the applicable state laws.

C. Service. AGENCY will provide an RN or LPN to care for STUDENTS each day that said school is open. Nursing services will be provided subject to the availability of a qualified nurse. Upon execution of this Agreement, SCHOOL will provide AGENCY with a schedule of the school calendar including scheduled days off.

D. Place of Performance. AGENCY will provide services at schools located within SCHOOL's district or other specified school day. SCHOOL acknowledges and understands that AGENCY cannot guarantee services. All services will be provided subject to the availability of a qualified nurse.

E. Insurance. AGENCY will maintain general liability and professional liability coverage for any negligent acts or omissions of AGENCY employees, which may give rise to liability under this Agreement. Throughout the term of this Agreement, AGENCY agrees to provide and maintain General Liability insurance coverage in the amount of one million dollars ($1,000,000.00) per occurrence and three million dollars ($3,000,000.00) in the aggregate, per year, and Licensed Professional Liability insurance coverage in the amount of ($1,000,000.00) per occurrence and three million dollars ($3,000,000.00) in the aggregate, per year. AGENCY will provide SCHOOL with evidence of such coverage upon request. Upon request, AGENCY will name SCHOOL as additional insured on general liability policy only and only to the extent of AGENCY's negligence. AGENCY will maintain Workers' Compensation insurance for its employees providing services to student.

F. Indemnification. AGENCY shall indemnify the SCHOOL, its employees and agents from any and all liability arising solely out of the Agency's negligence in connection with the performance of the services described herein.

G. Policies and Procedures. AGENCY will follow SCHOOL's policies and procedures while providing care in the SCHOOL.

H. Equal Opportunity Employment. AGENCY agrees to comply with the State of New Jersey requirements of N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27, AND THE Americans With Disabilities Ave, where applicable, during the performance of this Agreement and will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. AGENCY will provide required reports upon request.

II. RESPONSIBILITIES OF SCHOOL

A. Payment for Services. SCHOOL will remain responsible to compensate AGENCY for services rendered pursuant to this Agreement. Section III hereunder shall govern billing terms and compensation.

B. Cancellation of Services. SCHOOL agrees to contact AGENCY as soon as they are aware that the STUDENT will not attend school on a particular day. AGENCY must be notified no less than 4 hours prior to the assigned time. If the AGENCY is not notified or not

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D. Indemnification. Subject to provision of the New Jersey Tort Claims Act, N.J. S.A. 59:1-1 et seq., SCHOOL agrees to indemnify and hold AGENCY harmless from all bodily injury and/or property damage claims arising from any act or omission of SCHOOL, acting through its directors, agents, employees or other personnel.

E. Confidentiality. During the course of the business relationship, each party may be given access to proprietary or confidential information of the other, including, but not limited to, pricing policies, the identity and personal information of employees, and business policies and systems ("Confidential Information"). Each party shall hold Confidential Information of the other party in confidence, treating such Confidential Information with no less care than it treats its own, and shall not disclose such Confidential Information to any third party or use such Confidential Information for any purpose other than as intended by this Agreement. Upon termination of this Agreement, or sooner if requested by either party, each party shall return all Confidential Information of the other party in its possession, without retaining copies of such Confidential Information. This section shall not apply to information that is in the public domain or required to be disclosed by law or legal process.

F. Employment Status. SCHOOL understands and agrees that the RN/LPN is an employee of AGENCY and SCHOOL will not attempt to solicit the RN/LPN to work privately for SCHOOL, without written authorization from AGENCY, during the term of this Agreement and for one (1) year following its termination or expiration. SCHOOL recognizes the recruiting, training and retention expenses that AGENCY encounters as an employer and acknowledges that AGENCY is not a placement or referral service. Should SCHOOL desire to hire one of AGENCY's employees, SCHOOL agrees to provide AGENCY with written notice and pay a liquidated damages fee equal to four (4) months of the specific employee's annual gross salary or $5,000 whichever is greater. This fee shall apply to any AGENCY employee SCHOOL wishes to hire.

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C. SCHOOL agrees to pay submitted bills within thirty (30) days of receipt. Any bill not paid within thirty (30) day period will be considered delinquent. AGENCY reserves the right to pursue any collection remedies in an attempt to resolve a delinquent account. SCHOOL agrees to reimburse AGENCY for all collection costs, attorneys' fees and expenses.

D. SCHOOL agrees that transportation only cases will require a minimum number of hours. The minimum amount will be determined by location, staff availability, as well as other factors and will be decided upon on a case by case basis.

IV. DURATION AND TERMINATION

A. This Agreement will come into effect beginning on **December 19, 2022** and will remain in effect through **June 30, 2023**.

B. Either party may terminate this Agreement, for any reason, upon thirty (30) days prior written notice.

C. Either party may terminate this Agreement immediately, by giving written notice, upon the occurrence of the following events.

1. Dissolution of either SCHOOL or AGENCY.
2. Failure of either SCHOOL or AGENCY to maintain the insurance coverages required hereunder
3. Breach by SCHOOL or AGENCY of any of the material provisions in the Agreement.

SIGNATURES

Date: 12/19/2022	Date: _____
BY: _____	BY: _____
Marina Stengart, RN	_____
Printed Name	Printed Name
Executive Director of Nursing	_____
Title	Title
Signing with Authority for Star Pediatric Homecare Agency	Signing with Authority for SCHOOL

Contract for 'In-School' Substitute Nursing Services

This agreement is made the 19th day of December 2022, between **Starlight Homecare Agency, Inc d/b/a Star Pediatric Home Care Agency** (hereinafter referred to as AGENCY) located at 160 Pehle Ave, Suite 203, Saddle Brook, NJ 07663 and **Hillside Public School District** (hereinafter referred to as SCHOOL) located at 195 Virginia Street, Hillside, NJ 07205.

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Patient care clinical record forms must be recorded on AGENCY forms

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    - Rubeola
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    - Verification of skills

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2. Failure of either SCHOOL or AGENCY to maintain the insurance coverages required hereunder
3. Breach by SCHOOL or AGENCY of any of the material provisions in the Agreement.

SIGNATURES

Date: 12/19/2022

BY: _____

Marina Stengart, RN
Printed Name

Executive Director of Nursing
Title

Signing with Authority for Star Pediatric Homecare Agency

Date: _____

BY: _____

Erskine R. Glover
Printed Name

Superintendent of Schools
Title

Signing with Authority for SCHOOL

MONTCLAIR STATE UNIVERSITY

Center of Pedagogy
Network for Educational Renewal Suite 1160
Montclair State University, 1 Normal Avenue
Upper Montclair, NJ 07043
Voice: 973-655-7641
Fax: 973-655-5227

Memorandum of Understanding
Hillside Public Schools
2022

Membership in the Montclair State University Network for Educational Renewal

This document serves to provide the philosophical, structural, and programmatic base for a partnership between the **Hillside Public School District** and the **Montclair State University Network for Educational Renewal (MSUNER)**. Central to a strong partnership is a clear understanding of the MSUNER and the National Network for Educational Renewal (NNER) missions and a shared belief in them. Each mission statement is provided below.

NNER Mission Statement

The National Network for Educational Renewal (NNER) leads by example in its commitment to improve simultaneously the quality of education for participants of our democracy and the quality of preparation of educators for our schools through Institution of Higher Education/Local Education Agency (IHE/LEA) partnerships.

Members of the Network agree on four moral dimensions for teaching in a democracy, which are as follows:

- provide access to knowledge for all children ("equity and excellence");
- educate the young for citizenship in a social and political democracy ("enculturation");
- base teaching on knowledge of the subjects taught, established principles of learning, and sensitivity to the unique potential of learners ("nurturing pedagogy"); and
- take responsibility for improving the conditions for learning in the entire school and university community ("stewardship").

Members of the Network assert that quality schooling for a democracy and quality preparation of educators can best be accomplished by sharing responsibility for the following actions:

- pursuing the Agenda for Education in a Democracy;

- engaging the university faculty in the arts and sciences with faculty members in education and public schools as equal partners collectively responsible for the Agenda;

- including partnership settings across the nation that together represent urban, suburban, and rural communities, ethnically and socioeconomically diverse public school and university students, and a broad range of public and private teacher education institutions of varying sizes and missions;

- inquiring into and conducting research pertinent to educational practices and the renewal of public schools and the education of educators.

MSUNER Mission Statement and Goals

Mission:

The Montclair State University Network for Educational Renewal promotes the simultaneous renewal of schools and the education of educators through collaboration between and among Montclair State University and member school districts as equal partners. The Montclair State University Network for Educational Renewal seeks to balance self-interest and selflessness in the provision of teacher preparation, professional development, curricular development and research.

Through an emphasis on critical thinking, the Montclair State University Network for Educational Renewal strives to provide the best possible education for all students, enabling them to make good judgments and to become contributing participants in a social and political democracy.

Goals:

Goal 1: We will move forward in our commitment to teaching for critical thinking as an educational ideal.

Goal 2: We will consider what it means to make a commitment for all teachers to work to enculturate the young as participants in our political and social democracy and to examine the moral implications of teaching.

Goal 3: We will work to prepare teachers who see themselves as stewards of best practice and who understand the nature of change within the institutions in which they work.

District Commitment

The District agrees to:

1. Formal ratification of MSUNER membership by the Board of Education and Superintendent.

2. Commit initially to participate in the MSUNER for a minimum period of two years.

3. Contribute annual dues as specified by the MSUNER Executive Committee.

4. Select a formal representative and alternate to the MSUNER Executive Committee.

5. Ensure the attendance of the Executive Committee representative/alternate at the bi-monthly meetings.

6. Select a District Coordinator.

7. Ensure the attendance of the District Coordinator/Alternate at the monthly Operations Meetings.

8. Join with MSU in continuing to commit to the Agenda and the mission of the MSUNER.

9. Work with MSU to establish a special process to give priority to students from MSU for fieldwork.

10. Recruit, support, and recognize the participation and leadership activities of Clinical Faculty in MSUNER activities.

11. Participate in research, evaluation and dissemination activities of the MSUNER.

Montclair State University Commitment

Montclair State University agrees to:

1. Formal ratification of MSUNER membership by the Executive Director of the Center of Pedagogy and the Director of the Montclair State University Network for Educational Renewal.

2. Provide administrative structure: director, office space, secretarial support, and mail and telephone service for the MSUNER.

3. Finance and manage the budget of the MSUNER and its initiatives.

4. Provide representation on the Executive and Operations Committees.

5. Provide well prepared students for fieldwork.

6. Work with district representatives to establish a special process to give priority to students from MSU for fieldwork.

7. Grant appointment as Clinical Faculty to qualified personnel from member districts.

8. Provide space and funding for MSUNER professional development programs and events.

9. Compile a database of faculty members available to consult in MSUNER schools at special rates.

10. Enable MSU faculty members to work with MSUNER schools through the Faculty Scholarship Incentive Program.

11. Encourage MSU faculty to work with MSUNER schools.

12. Facilitate grant writing and provide information about external funding sources for the MSUNER.

Jennifer Robinson 09/20/2022
Dr. Jennifer Robinson
Executive Director, Center of Pedagogy
Montclair State University

_____
President Board of Education
School District

Marilyn R. Davis 09/20/2022
Director, Montclair State University
Network for Educational Renewal
Montclair State University

_____
Superintendent
School District

Proposal

Learning Ally, Inc.
20 Roszel Road, Princeton, NJ 08540
Phone: 800-221-4792 | Fax: 609-751-5263
www.learningally.org

Acct. No.	Date	Proposal #
00701424	12/2/2022	38512
Expires	**Sales Rep**	
1/1/2023	Hatcher, Rebecca	

Bill To

HILLSIDE SCHOOL DISTRICT
195 VIRGINIA ST
HILLSIDE NJ 07205-2742

Ship To

HILLSIDE SCHOOL DISTRICT

Attention

Lois Bohm Email: lbohm@hillsidek12.org Phone: 908-352-7664

Accounts Payable Billing Contact

Email Address:

Quantity	Item	Options	Rate	Amount
6	months free		$0.00	$0.00
1	Excite Reading: Three (3) year enrollment for a full site license. NJ Education Department subsidizes 75% of years 1 & 2; Balance funded by LEA. ABRAM P MORRIS ECC	Selected School: 00701474	$2,876.14	$2,876.14
1	Three (3) year enrollment for a full site license. NJ Education Department subsidizes 75% of years 1 & 2; Balance funded by LEA. Small Building License (100-299 enrollment) Name Change to Deanna G Taylor Academy CALVIN COOLIDGE ELEM SCHOOL	Selected School: 00701436	$2,050.39	$2,050.39
1	Three (3) year enrollment for a full site license. NJ Education Department subsidizes 75% of years 1 & 2; Balance funded by LEA. Large Building License (700-1499 enrollment) Hillside High School	Selected School: A61175	$2,950.39	$2,950.39
1	Three (3) year enrollment for a full site license. NJ Education Department subsidizes 75% of years 1 & 2; Balance funded by LEA. Small Building License (Under 100 enrollment) Hillside Innovation Academy		$1,825.39	$1,825.39
1	Three (3) year enrollment for a full site license. NJ Education Department subsidizes 75% of years 1 & 2; Balance funded by LEA. Medium Building License (300-699 enrollment) HURDEN LOOKER ELEM SCHOOL	Selected School: 00701462	$2,575.39	$2,575.39
1	Three (3) year enrollment for a full site license. NJ Education Department subsidizes 75% of years 1 & 2; Balance funded by LEA. Small Building License (100-299 enrollment) Name Change to Ola Edwards Community School GEORGE WASHINGTON ELEM SCHOOL	Selected School: 00701448	$2,050.39	$2,050.39
1	Three (3) year enrollment for a full site license. NJ Education Department subsidizes 75% of years 1 & 2; Balance funded by LEA. Medium Building License (300-699 enrollment) WALTER O KRUMBIEGEL MIDDLE SCH	Selected School: A47326	$2,575.39	$2,575.39

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Proposal

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00701424	12/2/2022	38512

Expires	Sales Rep
1/1/2023	Hatcher, Rebecca

Quantity	Item	Options	Rate	Amount
6	Your journey begins by getting to know the solution, including an overview of the teacher and student experience and an introduction to the technology, available content, and instructional tools that will support you and the literacy success of your students. Discover implementation routines that will help you maximize the impact of whichever solution you are using right from the start. (90 minutes)		$499.00	$2,994.00
6	Understanding a new program is step one. Integrating it into the routines and culture of a classroom is step two. Planning and Integrating will prepare educators to plan for and implement strategies to support the use of the Audiobook Solution throughout their instructional day. (60 minutes)		$399.00	$2,394.00
1	Beginning to teach with Excite Reading™ can feel both exciting and overwhelming, so we will focus on what matters most for the first weeks. In this live online session, your journey will begin by getting to know Excite Reading™, including the technology, the books, and the instructional materials that will support you and the literacy success of your students. Discover implementation routines and practices that will help you to maximize the impact of Excite Reading™ right from the start. (90 minutes)		$499.00	$499.00
			Subtotal	$22,790.48
	Hillside NJ SD agrees and commits to pay Learning Ally $22,790.48 for a three year license of Learning Ally's Audio Book Solution and Excite Reading. Payments shall be made in accordance with the following schedule:		**Subtotal**	$0.00

$12,894.98 paid on or before July 30th, 2023

$9895.50 paid on or before July 30th, 2025

By signing this Learning Ally Estimate, Hillside NJ SD understands and agrees that this commitment is legally binding for the payments listed above.

Signature: _____

Name: _____

Title: _____

Total	$22,790.48

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Phone: 800-221-4792 | Fax: 609-751-5263
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Proposal

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00701424	12/2/2022	38512

Expires	Sales Rep
1/1/2023	Hatcher, Rebecca

The Learning Ally Solution includes:

- 24/7 unlimited access to the Learning Ally online library of 80,000+ human-read audiobooks, including titles with highlighted text, available on iOS (iPad, iPod Touch, iPhone), Android (version 5.0 and higher), MAC, PC and Chromebook
- Educator Portal for progress monitoring and reporting of student reading data
- Customized resources based on individual needs analysis for every enrolled educator
- Goal setting program and resources to get reluctant readers reading
- An online implementation Success Plan, tools, resources and workshops to ensure a successful launch
- Ongoing communications and support from an Educator Success team member to help every enrolled educator through each stage of the solution
- Games and Contests with prizes to reward students' reading progress
- Your acknowledgment of this document agrees to our Terms and Conditions at https://learningally.org/Terms-of-Service
- Customer support M-F from 8:30 AM - 6:00 PM EST/EDT or email: CustomerCare@LearningAlly.org

Payment Methods

[ ] Credit Card Number: _____ Exp: _____ (MM/YY)

Name on Credit Card: _____ CVV: _____

Cardholder Signature: _____

[ ] Purchase Order: PO # _____ (Please attach PO)

[ ] Check (payable to Learning Ally)

Please provide the contact information for the person responsible for implementing/overseeing the program:

Name: _____ Title: _____

Email: _____ Phone: _____

Payment Options

To pay via Credit Card, call Rebecca Hatcher direct at 609-520-8026. To pay with a Purchase Order, send via email to Rebecca Hatcher (rhatcher@learningally.org), fax to 609-751-5263, or mail to 20 Roszel Road, Princeton, NJ 08540.

Checks can be mailed to 20 Roszel Road, Princeton, NJ 08540.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Learning Ally, Inc. (formerly Recording For The Blind & Dyslexic, Inc.)

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☑ Other (see instructions) ▶ 501 (c) (3) Not-for-Profit Corporation

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 1

Exemption from FATCA reporting code (if any)

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
20 Roszel Road

Requester's name and address (optional)

6 City, state, and ZIP code
Princeton, NJ 08540

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
☐☐☐ - ☐☐ - ☐☐☐☐

or

Employer identification number
1 3 - 1 6 5 9 3 4 5

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *Bridget Matteson* Date ▶ 1/03/2022

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	**THEN check the box for . . .**
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 5[2]
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester,* later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.SSA.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/Businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. Go to *www.irs.gov/Forms* to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to *www.irs.gov/OrderForms* to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code,* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account[1]
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor[2]
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee[1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner[1]
6. Sole proprietorship or disregarded entity owned by an individual	The owner[3]
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity[4]
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at *spam@uce.gov* or report them at *www.ftc.gov/complaint*. You can contact the FTC at *www.ftc.gov/idtheft* or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see *www.IdentityTheft.gov* and Pub. 5027.

Visit *www.irs.gov/IdentityTheft* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

06/02/11

Taxpayer Identification# **131-659-345/000**

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,

James J. Fruscione

James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:
LEARNING ALLY, INC.

TRADE NAME:
RECORDING FOR THE BLIND & DYSLEXIC,

ADDRESS:
20 ROSZEL RD
PRINCETON NJ 08540

SEQUENCE NUMBER:
0202110

EFFECTIVE DATE:
07/01/66

ISSUANCE DATE:
06/02/11

James J. Fruscione
Director
New Jersey Division of Revenue

FORM-BRC

This Certificate is NOT assignable or transferable It must be conspicuously displayed at above address

ED#5-01/23

Nurturing Environments Institute

Proposed/Contract for Mindfulness Coaching for Hillside High School

Project Details	
Services Requested By:	Hillside High School 1085 Liberty Avenue, Hillside, NJ 07205
Rationale for Proposed Work	This proposal is in response to a request by Hillside High School Garden Club to provide mindfulness training and coaching to club members and staff as part of the Sustainable Minds Project.
Proposed Dates	**Start Date:** January 1, 2023; **End Date:** June 30, 2023
Proposed Fee and Payment Arrangement	See next page for detailed scope of work (SOW). The total cost for this project will be based on hours worked at the hourly rate of $200 an hour, multiplied by the maximum total hours 5 (see SOW). Payment will be made at the start of the contract upon receipt of the invoice.

Activity/Training	Hours X Rate	Cost
Professional Development Training • 4 half-hour sessions or 2 one hour sessions of mindfulness training and coaching	2 X $200	$400
Indirect Activities • Off-site preparation (creating materials, data analysis, etc.) • Calculated based on number of hours total from above activities	2 X $200	$400
Travel (from NEI headquarters [65 Sand Hill Rd, Jamesburg, NJ 08831] to Hillside HIgh School , estimated 1 round trip)	1 X $200	$200
Total Cost	5 X $200	$1,000

* Above activities and hours are estimates and hours will be applied flexibility as needed.

** The contract cannot exceed the total hours listed above of 5. Any work requiring more than 5 hrs. will require a new contract in order to continue services.

Chelsea Grant

NEI Signature

Customer Signature

1/17/2023

Date

Date

ED#7-01/23

Hillside Innovation Academy
Proposal for Professional Development
Activating Student Learning and Ownership
Personalized Learning & Lesson Demonstrations
2022-2023 School Year

Initiative Overview

Hillside Innovation Academy is committed to excellence in education, determined to prepare students for success in a rapidly changing world; a world in which effective problem solving, informed decision-making, and strategic thought are respected and expected. In order to promote an authentic investment in this kind of lifelong learning, this initiative will strengthen HIA's educators' capacity to instill students with the wonder of inquiry and the ownership of exploring and making sense of the world in which we live.

"With an emphasis on inquiry and scientific skills, students are encouraged to discover, produce and evaluate knowledge, using inquiry and scientific skills. Such inquiry learning should be structured in a way that student learning is facilitated, while encouraging students to plan and conduct their own investigation. An autonomy-supportive environment facilitates autonomous learning, and fosters self-determined motivation in students. Students learn to synthesize contradictory perspectives and rise to intellectual meta-levels of thinking, which is a crucial trait for the 21st-century operating environment. As such, it is fundamental to nurture the young generation in becoming adaptive, self-regulated and self-determined." Ng, B. (2018) *The Neuroscience of Growth Mindset and Intrinsic Motivation* National Institute of Education, Nanyang Technological University, 1 Nanyang Walk, Singapore 637616, Singapore; betsy.ng@nie.edu.sg

During job-embedded Personalized Learning and Lesson Demonstrations, Up the Bar will model how educators can teach in a way that is engaging, contextual, relevant, and that promotes student ownership, problem solving and critical thinking skills. Educators will understand and learn about the critical shift from teacher-directed dissemination of information to students' meaningful co-construction and consequent depth of knowledge.

Educators will receive tailored guidance designed to motivate them to implement the best practices they have learned during the Lesson Demonstrations. Educators will receive personalized feedback and recommendations based upon their context, and may also be engaged in small group instruction during common planning times. Because the visits will be sustained over the course of the school year, educators will feel supported and valued as they work to provide optimal learning opportunities for all of their students.

With a background ranging from teaching to administration, Up the Bar Educational Achievement truly understands the tremendous challenges that districts face as they strive to create inclusive environments. Our professional learning methods go beyond simply imparting knowledge to teachers. Up the Bar prides itself on being Implementation Experts, not only educating teachers on the 'what' and 'why' of adopting best practices, but also guiding them through the 'how' to achieve results. It is this critical stage of follow through that defines Up the Bar as the transformative, meaningful option for authentic and sincere professional learning.

To that end, it is recommended that Up the Bar initiate a partnership with Hillside Innovation Academy. The goal of this partnership is to efficiently affect a cultural shift through the school, articulating consistency and a common language that is critical to achieve the school vision of excellence and equity. The means to meeting this goal will be to provide educators with the comprehensive training, guidance, and support that is required to Up the Bar on the level of leadership and knowledge they impart within their school community.

Services to be provided for the 2022-2023 School Year

- Half Day Training on *Activating Student Learning & Ownership* - $1,250
- 6 Full-Days of Personalized Learning & Demonstration Lessons - $2,000 x 6 days = $12,000

Total cost to district - $13,250

New Pathways

ED#8-01/23

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President · Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Hillside High School

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State Mt. Holly, NJ Facility/Attraction: RANCOCAS VALLEY REGIONAL HS

Date of Application: Jan. 12, 2023 Date of Trip: Feb. 6, 2023

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):
NJ Assoc. of Student Councils Executive Board Transition Meeting, where D'Antagnan Siddons will take his office on the Executive Board following his election on Jan. 11, 2023.

Number of Students: 1 Grade: 11 Means of Transportation: _____

Describe how students are selected to participate in Trip:
D'Antagnan ran for office, was slated after an interview process done by the NJASC, and won.

Time of Departure: 7:15p Expected Time of Return: 4p Teacher In Charge: Deutsch

Chaperones accompany students: Deutsch

Name of Bus Company: _____ Price Per Bus: _____ Total Cost for Buses: _____

(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Admission Fees Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Lunch Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Other Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Total Assessment Per Student: $_____ (When paid by Student/Parent)					

Principal's Approval: Christine McSidine (Signature) Date: 1/17/23

Out-of-State Trip Requiring Board Approval ____ (Check by Superintendent)

Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) _____

Date of Board of Education Meeting to Take Action on Out-of-State Trips _____

Check One

Approved by Board: _____ Rejected by Board: _____

(Superintendent's Signature) 1/18/23 (Date)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205 2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

ED#9-01/23

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President · Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Hillside High School

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State Hillside / NJ (Virtual) Facility/Attraction: The Tenement Museum
Date of Application: 1/18/23 Date of Trip: 2/8/23, 2/9/23, 2/10/23 @ 2:00-3:00 pm

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):
The purpose of the trip is to show the students how people lived in the tenements during the 1960's.

Number of Students: 250 Grade: 9 Means of Transportation: n/a

Describe how students are selected to participate in Trip:
The trip is open to the entire freshman class.

Time of Departure: 1:55 pm Expected Time of Return: 3:02 pm Teacher In Charge: Jacqueline Corritore
Chaperones accompany students: Stephen Severino, Jill Comerchero, Kristen Dunn, Alicia Asoglia

Name of Bus Company: n/a Price Per Bus: n/a Total Cost for Buses: n/a
(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $____	__Bd of Ed	__School Fund	__Student	__PTA	__Other
Admission Fees Per Student: $1.00	__Bd of Ed	__School Fund	__Student	__PTA	__Other
Lunch Expenses Per Student: $____	__Bd of Ed	__School Fund	__Student	__PTA	__Other
Other Expenses Per Student: $____	__Bd of Ed	__School Fund	__Student	__PTA	__Other
Total Assessment Per Student: $1.00 (When paid by Student/Parent)					

Principal's Approval: Christine M Sullivan (Signature) Date: 1/18/23

Out-of-State Trip Requiring Board Approval ____ (Check by Superintendent)
Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) ____
Date of Board of Education Meeting to Take Action on Out-of-State Trips ____

Check One

Approved by Board: ____ Rejected by Board: ____

(Superintendent's Signature) (Date)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

Tenement Museum Contract # B104AE89

Advance Sales Office: 103 Orchard Street, New York, NY 10002 **Email:** GroupBilling@Tenement.org

January 14, 2023

Hillside High School
1085 Liberty Ave.
Hillside, New Jersey 07205

Dear Jacqueline Corritore,

We are looking forward to your virtual visits on **February 8, 9, and 10.** The itinerary for your program:

Group Contact	Date & Time	Program
Jacqueline Corritore	Feb. 8, 2:00PM-3:00PM EST (2 groups)	Virtual: Saez-Velez
	Feb. 9, 2:00PM-3:00PM EST (2 groups)	Virtual: Saez-Velez
	Feb. 10, 2:00PM-3:00PM EST	Virtual: Saez-Velez

TOTAL ATTENDANCE: 250 (50/session) **TOTAL FEE:** $250.00 **DUE DATE:** 1/25/2023

POLICIES: *Please read the following policies carefully. Once you have made a reservation, you are required to comply with all of our policies. The Tenement Museum reserves the right to end your program early if the group becomes disrespectful on one of our programs.*

CONFIRMATION & CONTRACT:
Your signature confirms your reservation and acknowledgment of museum policies. Your reservation will be cancelled due to unsigned contract.

PAYMENT: Payment can be made using a secure link that will be emailed once signed contract is received. We only accept credit card payments and PO's. We accept MasterCard, Visa, Discover and American Express. DO NOT SEND CHECKS OR CASH

NYC DOE PAYMENT: We only accept purchase orders from NYC public schools that are issued by the NYC DOE and paid in full. We are listed as Lower East Side Tenement, vendor number 133475390. A signed contract AND a copy of PO paperwork are required to confirm your program. Scan and email PO paperwork and signed contract to Groupbilling@tenement.org.

GROUP SIZE: The Museum may not be able to accommodate your entire group if your attendance exceeds that of the original reservation. Additional participants past the final participant count will be charged $10 per person.

LATENESS POLICY: The tour may be shortened if the groups logs onto Zoom late. The museum reserves the right to cancel your program if you log on more than 30 mintues late.

CANCELLATION/RESCHEDULING/REFUNDING POLICY: Reservation payments are non-refundable and non-exchangeable. Refunds are only given if your reservation is rescheduled up to two weeks prior to the reserved date. Any payment canceled less than two weeks will not be refunded and will given a voucher for a future visit. If extenuating circumstances occur, such as staffing strikes or technology issues, suspension of all school activities issued by your Department of Education your reservation may be rescheduled or your payment refunded, at the Museum's discretion.

QUESTIONS: If you have billing questions, email Groupbilling@tenement.org. If you have scheduling questions contact Groups@tenement.org. On the day of your visit, please contact our visitor center at 646-518-3077.

Please sign, scan and email this contract back to Groupbilling@tenement.org

Signature (required): Jacqueline Corritore **Date:** 1/17/23

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

ED#10-01/23

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Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President · Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Hillside HS

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State Newark, NJ Facility/Attraction: Prudential Center
Date of Application: 1/17/23 Date of Trip: 2/13/23

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):
Hillside HS Boys/Girls Basketball game

Number of Students: 160 Grade: 9-12 Means of Transportation: BUS

Describe how students are selected to participate in Trip:
Students w/ 2.0 or Higher GPA, At-Risk students who have recently exhibited positive behavior during school hours.

Time of Departure: 6:15pm Expected Time of Return: 11:00pm Teacher In Charge: Christine Graham
Chaperones accompany students: Vonda Wise, Shaneek Johnson, Jamal Briggs + Mandy Yang

Name of Bus Company: Villani Price Per Bus: _____ Total Cost for Buses: _____
(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Admission Fees Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Lunch Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Other Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Total Assessment Per Student: $_____ (When paid by Student/Parent)					

Principal's Approval: _____ (Signature) Date: 1/17/23

Out-of-State Trip Requiring Board Approval _____ (Check by Superintendent)
Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) _____
Date of Board of Education Meeting to Take Action on Out-of-State Trips _____

Check One

Approved by Board: _____ Rejected by Board: _____

_____ (Superintendent's Signature) _____ (Date)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

ED#11-01/23

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President · Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Hillside High School

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State NYC, NY
Facility/Attraction: Google
Date of Application: 1/10/2023
Date of Trip: 2/17/2023

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):
Students in computer science will have the opportunity to see the facilities and activities of developers at a big tech firm. They will also be given lessons and technical demos from developers and tech executives.

Number of Students: 17 Grade: 10-12 Means of Transportation: School Bus

Describe how students are selected to participate in Trip:
Students are members of the high school's AP Computer Science Principles Class.

Time of Departure: 9:00 am Expected Time of Return: 2:30 pm Teacher In Charge: Severino
Chaperones accompany students: _____

Name of Bus Company: _____ Price Per Bus: _____ Total Cost for Buses: _____
(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $_____	__Bd of Ed	__School Fund	__Student	__PTA	__Other
Admission Fees Per Student: $_____	__Bd of Ed	__School Fund	__Student	__PTA	__Other
Lunch Expenses Per Student: $_____	__Bd of Ed	__School Fund	__Student	__PTA	__Other
Other Expenses Per Student: $_____	__Bd of Ed	__School Fund	__Student	__PTA	__Other
Total Assessment Per Student: $_____ (When paid by Student/Parent)					

Principal's Approval: _____ Date: 1/11/23
(Signature)

Out-of-State Trip Requiring Board Approval _____ (Check by Superintendent)
Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) _____
Date of Board of Education Meeting to Take Action on Out-of-State Trips _____

Check One

Approved by Board: _____ Rejected by Board: _____

_____ 1/18/23
(Superintendent's Signature) (Date)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

ED#12-01/23

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Hillside Innovation Academy

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State Morris Township Facility/Attraction: Menken Arena
Date of Application: 1-19-2023 Date of Trip: 2/24/2023

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):
SCI.6-8.MS-PS2-1- Give evidence that the change in an object's motion depends on the sum of forces on the object and mass of object
SCI.6-8 MS. PS3 - Evaluate or describe the relationship of K.E. to the mass + speed of an object

Number of Students: 49 Grade: 8 Means of Transportation: _____

Describe how students are selected to participate in Trip:
All eighth grade students are eligible

Time of Departure: 10:00am Expected Time of Return: 2:30pm Teacher In Charge: [illegible]
Chaperones accompany students: Hank Eisenberg, Sam Moss, Leif del Hotel, James Taylor, Marie Hickey

Name of Bus Company: Shore Price Per Bus: _____ Total Cost for Buses: _____
(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $ 0	___Bd of Ed	✓ School Fund	___Student	___PTA	___Other
Admission Fees Per Student: $ 0	___Bd of Ed	✓ School Fund	___Student	___PTA	___Other
Lunch Expenses Per Student: $ 0	___Bd of Ed	✓ School Fund	___Student	___PTA	___Other
Other Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Total Assessment Per Student: $_____ (When paid by Student/Parent)					

Principal's Approval: [signature] Date: 1/18/23
(Signature)

Out-of-State Trip Requiring Board Approval _____ (Check by Superintendent)
Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) _____
Date of Board of Education Meeting to Take Action on Out-of-State Trips _____

Check One

Approved by Board: _____ Rejected by Board: _____

(Superintendent's Signature) (Date)

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ED#13-01/23

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: AP Morris

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State Mayo PAC Facility/Attraction: _____

Date of Application: _____ Date of Trip: March 3, 2023 or March 7

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):

Cat In The Hat

Number of Students: 240 Grade: Pre K Means of Transportation: _____

Describe how students are selected to participate in Trip:

Time of Departure: _____ Expected Time of Return: _____ Teacher In Charge: _____

Chaperones accompany students: _____

Name of Bus Company: Pre K grant Funded Price Per Bus: _____ Total Cost for Buses: _____

(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Admission Fees Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Lunch Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Other Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Total Assessment Per Student: $_____ (When paid by Student/Parent)					

Principal's Approval: _____ Date: _____
(*Signature*)

Out-of-State Trip Requiring Board Approval _____ (Check by Superintendent)

Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) _____

Date of Board of Education Meeting to Take Action on Out-of-State Trips _____

Check One

Approved by Board: _____ Rejected by Board: _____

(*Superintendent's Signature*) (*Date*)

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ED#14-01/23

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Hillside Innovation Academy

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State Fairlawn, NJ Facility/Attraction: Bowlero Fairlawn
Date of Application: 1-17-2023 Date of Trip: 3/8/2023

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):
Social Emotional Learning is a necessary part of education. On this trip students will be exposed to situations where they have to exhibit positive social behaviors in a public setting.

Number of Students: 100 Grade: 7th & 8th Means of Transportation: Bus

Describe how students are selected to participate in Trip:
It's a trip for both grade levels based on their behavior.

Time of Departure: _____ Expected Time of Return: _____ Teacher In Charge: T. Grimes
Chaperones accompany students: Hank Eisenberg, Saif Plant, Sam Moss, Leydel Sotel, Adam Pantastico, James Joyner, Paul Gruber, Rachel Therres

Name of Bus Company: Shore Price Per Bus: _____ Total Cost for Buses: _____
(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Admission Fees Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Lunch Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Other Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Total Assessment Per Student: $_____ (When paid by Student/Parent)					

Principal's Approval: _____ (Signature) Date: 1/18/23

Out-of-State Trip Requiring Board Approval _____ (Check by Superintendent)
Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) _____
Date of Board of Education Meeting to Take Action on Out-of-State Trips _____

Check One

Approved by Board: _____ Rejected by Board: _____

_____ (Superintendent's Signature) _____ (Date)

Office of the Superintendent, Hillside Public Schools
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Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

✓ **ED#15-01/23**

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Highschool

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State Philadelphia, PA Facility/Attraction: Penn Relays
Date of Application: 1/19/23 Date of Trip: 4/27 - 4/29

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):
To participate in the 2023 Penn Relay Carnival held on the prestigious University of Pennsylvania. Also see Attached

Number of Students: 14 Grade: 10-12 Means of Transportation: Bus

Describe how students are selected to participate in Trip:
Members of the Track & Field team are selected by thier participation level. Also see attached

Time of Departure: 6:00Am Expected Time of Return: 5:00pm Teacher In Charge: Alleen Barnhardt
Chaperones accompany students: Jimmy Small Tashay Wilson

Name of Bus Company: Villani Price Per Bus: _____ Total Cost for Buses: _____
(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Admission Fees Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Lunch Expenses Per Student: $_____	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Other Expenses Per Student: $ Lodging $3,765.56	___Bd of Ed	✓School Fund	___Student	___PTA	___Other
Total Assessment Per Student: $_____ (When paid by Student/Parent)	Hotel confirmations attached				

Principal's Approval: _____ (Signature) Date: 1/19/23

Out-of-State Trip Requiring Board Approval _____ (Check by Superintendent)
Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) _____
Date of Board of Education Meeting to Take Action on Out-of-State Trips _____

Check One

Approved by Board: _____ Rejected by Board: _____

_____ (Superintendent's Signature) _____ (Date)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205-2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

Ross Dettman

11/9/2022 8:54:00 AM

PHILADELPHIA – Planning is well underway, and we are excited to host events across all levels at the 127th running of the Penn Relays presented by Toyota on April 27-29, 2023!

The Relays returned in 2022 after a two-year hiatus due to the pandemic, and various notable changes took place that will continue at the 2023 event.

Last year, the most notable change was the alignment of collegiate schedules for men and women, with the majority of events being contested on Friday and Saturday for both genders. We also expanded our professional reach with the Olympic Development events.

As announced last year, 2023 will begin a great opportunity for high school girls to showcase their talents on Saturday of the Penn Relays. The high school boys' program will be spread over two days on Thursday and Friday this year, while the high school girls' program will take place on Friday and Saturday. Moving forward, the high school boys' and girls' programs will rotate between Thursday/Friday and Friday/Saturday, giving both groups the

- Friday Evening High School Distance Power Hour! The high school boys and girls will have consecutive championship events starting with the girls Distance Medley Relay and concluding with the Championship of America boys' 4x800m on Friday evening right before the evening Olympic development events.
- Building off of the 2022 Saturday Olympic Development events that included the likes of Sydney McLaughlin, Athing Mu, Ajee Wilson, Natoya Goule, Devon Allen, Omar McCloud and more, the Penn Relays will again feature the individual professional events that will light up the Saturday afternoon window.

Tentative 2023 Penn Relays Schedule

Thursday, April 27

Track Events

Morning Session: Beginning at 9:00am

- HS Boys' 4 x 800m Small Schools (heats)
- HS Boys' 4 x 800m Large Schools (heats)
- Middle School 4 x 100m Relays
- Masters 4 x 100m Relays
- HS Boys' 4 x 100m (heats)

- Special Olympics 100m
- HS Boys' 4 x 400m (heats)
- Masters 4 x 400m Relays

Evening Session: Beginning at 5:00pm

- College Women's 400m Hurdles
- College Men's 400m Hurdles
- College Women 's 1500m
- College Men 's 1500m
- College Women 's 3000m Steeplechase
- College Men 's 3000m Steeplechase
- College Women 's 5000m
- College Men 's 5000m
- College Women 's 10,000m
- College Men's 10,000m

Field Events

Morning Session: Beginning at 9:30am

- HS Boys' Discus Championship

Afternoon Session: Beginning at 12:00pm

- HS Boys' Pole Vault Championship
- HS Boys' Triple Jump Championship
- College Women's Hammer
- College Women's Hammer Championship
- College Men's Hammer Championship
- College Men's Hammer

Friday, April 28

Track Events

Morning Session: Beginning at 9:00am

- HS Girls' 4 x 800m Small Schools (heats)
- HS Girls' 4 x 800m Large Schools (heats)
- HS Girls' 4 x 100m (heats)
- Elementary School Shuttle Relays (4th, 5th, 6th Grade)

Afternoon Session: Beginning at 12:00pm

- College Women's DMR

- College Men's 4 x 100 Eastern (heats)
- College Men's 4 x 100 (heats)
- College Men's 4 x 100 Championship (heats)
- HS Boys' 4 x 100m Northeastern Final
- HS Boys' 4 x 100m National Final
- HS Boys' 4 x 100m International Final
- HS Boys' 4 x 100m Championship of America
- College Women's Distance Medley Relay Championship of America
- College Men's Distance Medley Relay Championship of America
- College Women's 4 x 200m Championship of America
- College Men's 4 x 200m Championship of America
- College Women's 100m (heats) (North Straight)
- College Men's 100m (heats) (North Straight)
- College Women's 100m Hurdles (heats) (South Straight)
- College Men's 110m Hurdles (heats) (South Straight)
- College Women's Championship of America 4 x 400m (heats)
- College Men's Championship of America 4 x 400m (heats)
- HS Boys' 4 x 400m Philadelphia Area Final
- HS Boys' 4 x 400m Championship of America
- HS Girls' Distance Medley Relay Championship of America

- HS Boys' 3000m Championship
- HS Boys' 4 x 800m Championship of America

Evening Session: Beginning at 6:05pm

- College Women's Sprint Medley Championship of America
- College Men's Sprint Medley Championship of America
- Olympic Development Women's 800m
- Olympic Development Men's 800m
- College Women's 4 x 400m (heats)
- College Women's 4 x 400m Pop Haddleton-MAC
- College Women's 4 x 400m CTC
- College Men's 4 x 400m (heats)
- College Men's 4 x 400m Pop Haddleton-MAC
- College Men's 4 x 400m CTC
- Olympic Development Women's 3000m Steeplechase
- Olympic Development Men's 3000m Steeplechase
- Corporate Distance Medley Relay
- Open Women's 5000m
- Open Men's 5000m

Field Events

- HS Girls' Shot Put Championship
- HS Girls' High Jump Championship
- HS Girls' Pole Vault Championship
- HS Girls' Long Jump Championship
- HS Girls' Triple Jump Championship

Afternoon Session: Beginning at 12:00pm

- College Women's Discus
- College Men's Javelin
- College Men's Shot Put
- College Men's High Jump
- College Women's Long Jump
- College Men's Long Jump
- College Women's Pole Vault
- College Men's Discus
- College Women's Javelin
- College Women's Shot Put
- College Women's High Jump
- College Men's Pole Vault
- College Women's Triple Jump
- College Men's Triple Jump

- HS Girls' 5k Race Walk
- Men's 5k Race Walk
- Women's 5k Race Walk
- HS Girls' 4 x 400m (heats)

Afternoon Session: Beginning at 12:40pm

- College Women's 4 x 1500m Championship of America
- HS Girls' 4 x 100m Championship of America
- College Women's 4 x 100m Championship of America
- College Men's 4 x 100m Championship of America
- College Men's 4 x Mile Championship of America
- Master's 100m (Over 75 years)
- Acknowledgement Ceremony
- College Women's 100m Hurdles Championship
- Olympic Development Women's 100m Hurdles
- College Men's 110m Hurdles Championship
- Olympic Development Men's 110m Hurdles
- College Women's 100m Championship
- College Men's 100m Championship

- Olympic Development Women's 300m
- Olympic Development Men's 300m
- College Women's 4 x 400m Championship of America
- College Men's 4 x 400m Championship of America
- Olympic Development Women's 600m
- Olympic Development Men's 600m
- HS Girls' 4 x 400m Championship of America
- College Women's 4x100m Final
- College Men's 4 x 100m Final
- College Women's 4 x 100m Eastern Final
- College Men's 4 x 100m Eastern Final
- Open Women's 4x100m Final
- Open Men's 4x100m Final
- HS Girls' 4 x 100m Northeastern Final
- HS Girls' 4 x 100m National Final
- HS Girls' 4 x 100m International Final
- HS Girls' 4 x 800m Championship of America
- College Women's 4 x 800m
- College Men's 4 x 800m
- College Women's 4 x 400m Final

- Open Women's 4x400m Final
- Open Men's 4x400m Final

Field Events

Throws: Beginning at 9:30am

- College Women's Discus Championship
- College Men's Discus Championship
- College Women's Shot Put Championship
- College Women's Javelin Championship
- College Men's Shot Put Championship
- College Men's Javelin Championship

Jumps: Beginning at 11:30am

- College Men's Pole Vault Championship
- College Women's Long Jump Championship
- College Men's Long Jump Championship
- College Women's High Jump Championship
- College Men's High Jump Championship
- College Women's Pole Vault Championship
- College Women's Triple Jump Championship

High School Boys

2023 Penn Relays
High School Boys Information

All times in the schedule are tentative and subject to change.

1. **All high school competitors** must compete for their high school teams and be cleared for competition by the school Athletic Director or Principal/Headmaster. Relay teams must consist of runners from the same school.

2. **Competition in the High School Division** of the Relay Carnival is under the supervision of official representatives of the Pennsylvania Interscholastic Athletic Association. To be eligible for competition in the Carnival High School events, a school must conform to the following:
    1. Be a member in good standing or recognized as an allied member in good standing of its own State High School Athletic Association, or;
    2. If not so recognized, it must be approved by its own State High School Athletic Association as having eligibility standards which conform to or are stricter than those of the State Association.
    3. Specific eligibility requirements, such as that of age limit, shall be those established by the State High School Athletic Association under which they regularly compete. However, in no instance may an athlete exceed the following limits:
        1. **Age limit:** athlete may not turn 20 before July 1 of 2023.
        2. **High School attendance limit:** 8 semesters (7th and 8th grade students are ineligible, as are students

later than Monday, March 27, 2022. Non-member schools unable to sign these forms will be accepted for competition at the Penn Relays but will be placed in separate events in the 4x100 and 4x400.

1. Non-member schools from states other than Pennsylvania must be approved or recommended for competition by their state association which is a member of the National Federation in order to compete in championship qualifying or individual events. Schools that are neither approved nor recommended for competition will be placed in separate "prep school" events in the 4x100m and 4x400m. Non-member schools from any state other than New York, whether they are approved/recommended or not, may opt to participate in the non-member class in the 4x100m and 4x400m, but must indicate this on a separate letter submitted before the entry deadline.

4. **Team Membership:** No athlete may participate with two different affiliations in one Carnival.

5. **Rules of Competition:** The rules of competition for the Carnival shall be the 2022-2023 Official National Federation Edition Track and Field and Cross County Rules Book, except where the longtime practices, special facilities, and special written rules of the Carnival may require otherwise.

6. **Relay Substitutions:** The rules of the World Athletics regarding replacement on relays will apply for colleges and high schools. This allows for two substitutions. Only four medals or watches will be awarded.

7. **Track and Field Surfaces:** The track, all jumping surfaces and the javelin runway are synthetic surfaces of 3/8" thickness.

8. **Spikes:** Only 1/4" spikes are allowed. No tartan/Christmas tree spikes will be allowed. Spikes will be checked.

9. **Checkpoints:** Relay zone and jumping event checkpoints may be marked with standard white trainer's tape only. No other items may be used, including chalk, powder, duct tape, masking tape, tacks or safety pins.

13. The Penn Relays will use the **30-meter exchange zone for the 4x100m Relay.** The 10-meter fly zone is no longer in effect.

14. **Verification of Receipt of Entries:** The Penn Relays will not accept entries after the deadlines (April 3rd for High Schools). Coaches should check to verify that the Relays Office has received their entries by clicking HERE. In emergencies, coaches may call Friday, March 31st, before the deadline (215-898-6145). Please do not call for this information on other days.

15. **Notice of Acceptance:** Acceptance into the High School Boys' and Girls' 4x800m, Distance Medley and individual events will be posted HERE. All teams not listed are rejected and will not be allowed to compete.

16. **Results will be posted HERE and on a bulletin board in the Carnival Village as soon as possible. Results will not be supplied to coaches in the Press Area.**

17. **Tri-State Events** are open to schools from Pennsylvania, New Jersey and Delaware.

18. Events will not be delayed for those who double.

19. **PROTEST PERIODS FOR TRACK EVENTS**

    1. **Qualifying Races:** A protest period of 60 minutes for High Schools shall commence upon the posting of the Tentative (Unofficial) Qualifiers list(s) to the Penn Relays results website (pennrelaysonline.com). All protests must be filed within the protest period at the Referees' table inside of turn 1 on the track (please come to the fence behind the table and ask for a gold hat referee). The protest period will NOT close if there is a pending protest or a decision has affected another team. Once all protests have been addressed, the Qualifiers list(s) will become "Official."

20. Any appeals will be shared by the Jury. A video fee must accompany an appeal. The Penn Relays video review will rely only on available archived Relays web streaming, and no independent video may be used in protests or appeals.

21. **The Jewelry Rule** long in force in many states is no longer in effect under P.I.A.A. rules.

STANDARDS FOR HIGH SCHOOL ENTRIES

Relay teams should be entered only if they have achieved the following performances in official meets in 2023. Individual event performances must be achieved during the 2023 seasons except for Discus and Javelin, which may be achieved in 2022. All marks must be achieved in meets among at least five schools. Marks not readily verifiable in national track & field periodicals or on national websites must include supporting documentation. Updating of performances is permissible in all events except the 4x100m and 4x400m.

Relay teams and individuals should be entered only if they are capable of achieving the following performances in the Penn Relays:

4x100	Almost All Accepted
4x400	3:40.00
4x800	8:08.00 large schools 8:12.00 small schools
Distance Medley	10:35.00

2 Miles	9:22.00
High Jump	1.96m (6-5)
Pole Vault	4.42m (14-6)
Long Jump	6.80m (22-4)
Triple Jump	14.10 (46-3 1/4)
Shot Put	16.85 (55-4)
Discus Throw	49.00 (160-9)
Javelin Throw	54.00 (177-2)

Achievement of the above standards does not guarantee acceptance. Entries submitted that do not meet the standard may be considered to fill fields, when applicable.
Size of fields as listed under event headings are approximate and will be adjusted as circumstances require. Event starting times may change.

Athletes may not compete in more than one individual event, nor may a school compete in both the 4x800m and the Distance Medley. Athletes entered in more than one individual event will be accepted only in the event in which they

Updates for all individual events in Carnival-approved meets must be reported in the same manner not later than noon, Sunday, April 9. THIS IS THE COACH'S RESPONSIBILITY. DO NOT CALL THE RELAYS OFFICE WITH UPDATES. These times will be used by the Committee in selecting the limited number of teams and individuals to compete and in seeding sections. Accepted entrants will be posted on the website on Monday, April 10th (individual events) and Monday, April 17th (4×800m and DMR). Entrants not on this list will not be allowed to compete.

If a relay team (4x100m, 4x400m) qualifies for a consolation final and does not intend to run, they are asked to notify the Referee so another team may be moved up. We will publish a list of alternates along with qualifiers in these races. The World Athletics rule allowing two substitutions in the Relays will be used.

2023 HIGH SCHOOL BOYS EVENTS

4x100m Relay: Nine fastest teams qualify for Championship final, Friday; next nine fastest schools from outside the United States qualify for International final, Friday; next nine fastest schools qualify for National final, Friday; next nine fastest schools from New England southward to and including New York, Pennsylvania, New Jersey, and Delaware qualify for Northeastern final, Friday. Blocks for finals only. Lane Priority: 6-7-8-9-5-4-3-2-1.

4x400m Relay: Open Classified Races, beginning Thursday afternoon. Teams will be classified on the basis of their performance in the Penn Relays during the past five years, and on estimated and adjusted times for the current year. Teams which run slower than 3:45 in 2022 will be placed on a one-year probation. Groups will be as follows:

1. Central League Race
2. Suburban A Race

7. Northern Delaware Race (open to schools north of the canal)
8. South Jersey Small Schools (generally NJSIAA I, II, B) Race
9. South Jersey Large Schools (generally NJSIAA III, IV, A) Race
10. Philadelphia Catholic League Race
11. Philadelphia Public League Race

Separate prizes for each race (prize #8). Races may be reorganized as the best interests of the Carnival dictate.

Nine fastest teams qualify for Championship final, Friday (prize #6; to be run in lanes with blocks). The leading team from the Philadelphia Public League, Philadelphia Catholic League, PIAA District I, South Jersey, Northern Delaware and the Philadelphia Inter-Academic League, and the remaining fastest teams from these races qualify for 12-team Philadelphia Area final, Friday (prize #7). Teams qualifying for the Championship Final may not run in the Philadelphia Area Final. The alternates list for the Philadelphia Area race will be created solely by time.

4x800m Relay (GROUPINGS OF TEAMS MAY CHANGE as the best interests of the Carnival dictate): High School Races, Thursday. Small Schools (male enrollment 524-) event; 35 teams, two races, separate prizes for each race (prize #8). Large Schools (male enrollment 525+) event, Thursday; 35 teams, two races, separate prizes for each race (prize #8). Twelve fastest teams qualify for Championship final, Friday (prize #6). Entries are from small school teams which have run 8:12.0 or faster and large school teams which have run 8:08.0 or faster in Carnival-approved indoor or outdoor meets this year prior to April 16th. Teams may enter a "no time" and update the mark by 5:00pm, April 16th. From these entries, approximately 35 teams will be selected for each event based on meet performances achieved prior to April 16th. Teams may not run in both the 4×800m and Distance Medley. Teams running slower than the entry standard are subject to probation.

in the Mile or 3000m. Acceptance of a team member in the Mile or 3000m may result in rejection of a Distance Medley team. Teams may not run in both the 4×800m and Distance Medley. Coaches having a preference about contingencies involving entries in the Mile, 3000m, or the Distance Medley must note their preferences when submitting entries.

Mile Run: Championship, Friday; 15 runners (prize #9). Coaches must clearly indicate on the entry whether the qualifying mark was run at 1500m, 1600m or Mile. See Note under Distance Medley.
3000m Run: Championship, Friday; 25 runners (prize #9). Coaches must clearly indicate on the entry form whether the qualifying mark was run at 3000m, 3200m or 2-Miles. See Note under Distance Medley.

High Jump: Championship, Thursday; 18 jumpers (prize #9).

Pole Vault: Championship, Thursday; 18 vaulters (prize #9).

Long Jump: Championship, Thursday; 18 jumpers (prize #9).

Triple Jump: Championship, Thursday; 18 jumpers (prize #9).

Shot Put: Championship, Thursday; 18 throwers (prize #9). Competitors should bring their own high school shots (international junior implements may not be used).

Discus Throw: Championship, Thursday; 18 throwers (prize #9). College sector will be used. Competitors should bring their own high school discs (international junior implements may not be used).

Javelin Throw: Championship, Thursday; 18 throwers (prize #9). Competitors should bring their own javelins. Only implements conforming to current high school specifications will be allowed.

Monday, March 27, 2023. Non-member schools unable to sign this form will be accepted for competition at the Penn Relays but will be placed in separate events in the 4x100m and 4x400m.

Non-member schools from states other than Pennsylvania must be approved or recommended for competition by their state association which is a member of the National Federation in order to compete in championship qualifying or individual events. Schools that are neither approved nor recommended for competition will be placed in separate "prep school" events in the 4×100m and 4×400m. Non-member schools from any state other than New York, whether they are approved/recommended or not, may opt to participate in the non-member class in the 4×100m and 4×400m, but must indicate this on a separate letter submitted before the entry deadline.

A preparatory school shall be ineligible for preparatory school relays if its regular track meet schedule is mainly with high schools. Preparatory school athletes are eligible to compete in high school relay and individual events if (1) they conform to the eligibility requirements of the State High School Athletic Association under which they regularly compete, and if (2) they conform to Penn Relay Carnival rules for age and attendance listed for high schools (see Secondary School Eligibility Rules, item 2c).

PREPARATORY/INDEPENDENT SCHOOL BOYS EVENTS

4x100m: Boys' Independent School Races, Thursday (prize #8). Sections against time.

4x400m: Boys' Independent School Race, Thursday (prize #8). Boys' Prep School Race, Saturday (prize #8). Boys' Philadelphia Inter-Academic Race, Thursday (prize #8). The fastest team from each of the Philadelphia Public League, Philadelphia Catholic League, PIAA District I, South Jersey, Northern Delaware and the Philadelphia Inter-Academic League races, and the remaining fastest teams from these races qualify for 12-team Philadelphia Area final, Friday (prize #7). Teams qualifying for the Championship Final may not run in the Philadelphia Area Final.

Confirmation of receipt of entry and payment is best verified HERE. Please call the office OVER in case of emergencies about whether we have received your entries.

The update period for individual events ends at noon EDT, Sunday, April 9th. The update period for the 4x800m and Distance Medley relays ends at 5:00pm EDT, Sunday, April 16th. Updates are ONLY for entries which have been properly submitted by the April 3rd deadline. Accepted entries for individual events will be posted HERE by Monday, April 10th, and for the 4×800m and Distance Medley on Monday, April 17th.

If the check for your entry fee has been delayed, please let us know via e-mail to pennrela@upenn.edu. Because of time and workforce restraints we cannot sign and return purchase order requests & invoices unless a self-addressed-stamped-envelope is provided. A purchase order is NOT payment. **Participant's passes will not be issued until payment is received.**

The Relays Registration Office is in the Hecht/Levy Tennis Pavilion.

The names you enter on a relay are for the sake of the program. DO NOT LIST MORE THAN FOUR NAMES. You may run any legitimate student whether listed or not.

We are listing a few items to guide you on your entries for Girls and Boys:

1. We will accept almost all 4x100m Relays
2. We will accept almost all 4x400m Relays
3. We will accept approximately 70 - 4x800m Relays
4. We will accept approximately 15 - Distance Medley Relays

the person picking up the passes.

Participant's passes may be used only by team and staff of the school to which the passes were issued. Any use by other parties subjects the user and the original school to suspension in future years. Any person using a participant's pass should carry school identification or be dressed in school uniform at all times. Lack of suitable identification is grounds for ejection.

The first leg of the 4x100m and 4x400m will be allowed to use blocks in the finals only.

Results will be posted online HERE. Results will not be supplied to coaches in the Press Area.

A coach must note on the entries whether entry performances for the Mile and 3000m were run at 1500m, 1600m or the mile for the Mile event; or at 3000m, 3200m or 2-miles for the 3000m event.
If any of your athletes enter an open event in the Relays, they may be subject to drug testing.

RELAY TEAMS: Will assemble in groups designated by your Event Number and Team Letter (AA-AZ, BA-BZ, etc.). ******ENTRY INTO PADDOCK ORIGINATES OUTSIDE THE STADIUM NEAR THE CORNER OF 33RD & SPRUCE STREET.** Only the Relay team, a ticketed Relay Support person (to take sweats) and a ticketed Coach will be admitted through the Paddock.

No sweats will be allowed on the track. We urge you to bring a duffel bag so your athletes may put their things in it while on the track. They should give their bag to you or your relay support person before entering the final paddock area.

INDIVIDUAL RUNNING EVENTS: Coaches or athletes must pick up a Bib Number in advance of the clerking process at

Nine teams will be selected for the Boys' and Girls' 4x400m Championship. The Championship will be run in lanes with a three-turn stagger. Teams in lanes 2, 3 and 4 will be breaking outward on the backstretch of the second lap.

Note that the World Athletics rule regarding two relay substitutions is in effect.
The Penn Relays has an extremely large crowd that is difficult to manage regarding security. While we do our best to provide a safe, secure meet, it is helpful if you watch your belongings carefully, never leaving them unattended, particularly in the stands.

High School Girls

2023 Penn Relays
High School Girls Information

All times listed below are tentative.

1. **All high school competitors** must compete for their high school teams and be cleared for competition by the school Athletic Director or Principal/Headmaster. Relay teams must consist of runners from the same school.

2. **Competition in the High School Division** of the Relay Carnival is under the supervision of official representatives of the Pennsylvania Interscholastic Athletic Association. To be eligible for competition in the Carnival High School events, a school must conform to the following:
    1. Be a member in good standing or recognized as an allied member in good standing of its own State High School Athletic Association, or;
    2. If not so recognized, it must be approved by its own State High School Athletic Association as having eligibility standards which conform to or are stricter than those of the State Association.
    3. Specific eligibility requirements, such as that of age limit, shall be those established by the State High School Athletic Association under which they regularly compete. However, in no instance may an athlete exceed the following limits:
        1. **Age limit:** athlete may not turn 20 before July 1 of 2023.
        2. **High School attendance limit:** 8 semesters (7th and 8th grade students are ineligible, as are students who may have participated during their 7th or 8th grade years).

later than Monday, March 27, 2023. Non-member schools unable to sign these forms will be accepted for competition at the Penn Relays but will be placed in separate events in the 4x100 and 4x400.

1. Non-member schools from states other than Pennsylvania must be approved or recommended for competition by their state association which is a member of the National Federation in order to compete in championship qualifying or individual events. Schools that are neither approved nor recommended for competition will be placed in separate "prep school" events in the 4x100m and 4x400m. Non-member schools from any state other than New York, whether they are approved/recommended or not, may opt to participate in the non-member class in the 4x100m and 4x400m, but must indicate this on a separate letter submitted before the entry deadline.

4. **Team Membership:** No athlete may participate with two different affiliations in one Carnival.

5. **Rules of Competition:** The rules of competition for the Carnival shall be the 2022-2023 Official National Federation Edition Track and Field and Cross County Rules Book, except where the longtime practices, special facilities, and special written rules of the Carnival may require otherwise.

6. **Relay Substitutions:** The rules of the World Athletics regarding replacement on relays will apply for colleges and high schools. This allows for two substitutions. Only four medals or watches will be awarded.

7. **Track and Field Surfaces:** The track, all jumping surfaces and the javelin runway are synthetic surfaces of 3/8" thickness.

8. **Spikes:** Only 1/4" spikes are allowed. No tartan/Christmas tree spikes will be allowed. Spikes will be checked.

9. **Checkpoints:** Relay zone and jumping event checkpoints may be marked with standard white trainer's tape only. No other items may be used, including chalk, powder, duct tape, masking tape, tacks or safety pins.

10. **Starting Blocks** will be provided by Penn where the use of blocks is considered essential. This includes finals of all High School relays starting in lanes. No starting blocks other than these provided will be permitted on the field.

13. The Penn Relays will use the **30-meter exchange zone for the 4x100m Relay.** The 10-meter fly zone is no longer in effect.

14. **Verification of Receipt of Entries:** The Penn Relays will not accept entries after the deadlines (April 3rd for High Schools). Coaches should check to verify that the Relays Office has received their entries by clicking HERE. In emergencies, coaches may call Friday, March 31st, before the deadline (215-898-6145). Please do not call for this information on other days.

15. **Notice of Acceptance:** Acceptance into the High School Boys' and Girls' 4x800m, Distance Medley and individual events will be posted HERE. All teams not listed are rejected and will not be allowed to compete.

16. **Results will be posted HERE and on a bulletin board in the Carnival Village as soon as possible. Results will not be supplied to coaches in the Press Area.**

17. **Tri-State Events** are open to schools from Pennsylvania, New Jersey and Delaware.

18. **Events will not be delayed for those who double.**

19. **PROTEST PERIODS FOR TRACK EVENTS**

1. **Qualifying Races:** A protest period of 60 minutes for High Schools shall commence upon the posting of the Tentative (Unofficial) Qualifiers list(s) to the Penn Relays results website (pennrelaysonline.com). All protests must be filed within the protest period at the Referees' table inside of turn 1 on the track (please come to the fence behind the table and ask for a gold hat referee). The protest period will NOT close if there is a pending protest or a decision has affected another team. Once all protests have been addressed, the Qualifiers list(s) will become "Official."

2. **Finals:** A protest period of 60 minutes for High Schools shall commence upon the posting of the last result for that event or the final on time standings, whichever is later, to the Penn Relays results website

[illegible] review will rely only on available archived Relays web streaming, and no independent video may be used in protests or appeals.

21. **The Jewelry Rule** long in force in many states is no longer in effect under P.I.A.A. rules.

STANDARDS FOR HIGH SCHOOL GIRLS ENTRIES

Relay teams should be entered only if they have achieved the following performances in official meets in 2023. Individual event performances must be achieved during the 2023 seasons except for Discus and Javelin, which may be achieved in 2022. All marks must be achieved in meets among at least five schools. Marks not readily verifiable in national track & field periodicals or on national websites must include supporting documentation. Updating of performances is permissible in all events except the 4x100m and 4x400m.

Relay teams and individuals should be entered only if they are capable of achieving the following performances in the Penn Relays:

4x100	All Accepted
4x400	4:20.00
4x800	9:40.00 large schools 9:50.00 small schools
Distance Medley	12:34.00
Mile	5:00.00

Updates for all individual events in Carnival-approved meets must be reported in the same manner not later than noon, Sunday, April 9. THIS IS THE COACH'S RESPONSIBILITY. DO NOT CALL THE RELAYS OFFICE WITH UPDATES. These times will be used by the Committee in selecting the limited number of teams and individuals to compete and in seeding sections. Accepted entrants will be posted on the website on Monday, April 10th (individual events) and Monday, April 17th (4×800m and DMR). Entrants not on this list will not be allowed to compete.

If a relay team (4x100m, 4x400m) qualifies for a consolation final and does not intend to run, they are asked to notify the Referee so another team may be moved up. We will publish a list of alternates along with qualifiers in these races. The World Athletics rule allowing two substitutions in the Relays will be used.

2023 HIGH SCHOOL GIRLS EVENTS

4x100m Relay: Nine fastest teams qualify for Championship final, Saturday; next nine fastest schools from outside the United States qualify for International final, Saturday; next nine fastest schools qualify for National final, Saturday; next nine fastest schools from New England southward to and including New York, Pennsylvania, New Jersey, and Delaware qualify for Northeastern final, Saturday. Blocks for finals only. Lane Priority: 6-7-8-9-5-4-3-2-1.
4x400m Relay: Open Classified Races, beginning Saturday morning. Teams will be classified on the basis of their performance in the Penn Relays during the past five years, and on estimated and adjusted times for the current year. Teams which run slower than 4:25 in 2022 will be placed on a one-year probation. Groups will be as follows:

1. Central League Race
2. Suburban A Race
3. Suburban B Race
4. Suburban ChesMont Race

8. South Jersey Small Schools (generally NJSIAA I, II, B) Race
9. South Jersey Large Schools (generally NJSIAA III, IV, A) Race
10. Philadelphia Catholic League Race
11. Philadelphia Public League Race

Separate prizes for each race (prize #8). Races may be reorganized as the best interests of the Carnival dictate.

Nine fastest teams qualify for Championship final, Saturday (prize #6; to be run in lanes with blocks). The leading team from the Philadelphia Public League, Philadelphia Catholic League, PIAA District I, South Jersey, Northern Delaware and the Philadelphia Inter-Academic League, and the remaining fastest teams from these races qualify for 12-team Philadelphia Area final, Saturday (prize #7). Teams qualifying for the Championship Final may not run in the Philadelphia Area Final. The alternates list for the Philadelphia Area race will be created solely by time.

4x800m Relay (GROUPINGS OF TEAMS MAY CHANGE as the best interests of the Carnival dictate): High School Races, Friday. Small Schools (female enrollment 524-) event; 35 teams, two races, separate prizes for each race (prize #8). Large Schools (female enrollment 525+) event, Friday; 35 teams, two races, separate prizes for each race (prize #8). Twelve fastest teams qualify for Championship final, Saturday (prize #6). Entries are from small school teams which have run 9:50.00 or faster and large school teams which have run 9:40.00 or faster in Carnival-approved indoor or outdoor meets this year prior to April 16th. Teams may enter a "no time" and update the mark by 5:00pm, April 16th. From these entries, approximately 35 teams will be selected for each event based on meet performances achieved prior to April 16th. Teams may not run in both the 4×800m and Distance Medley. Teams running slower than the entry standard are subject to probation.

Twelve fastest teams, regardless of school size, qualify for Championship final, Saturday (prize #6).

Distance Medley Relay (1200m-400m-800m-1600m): Championship, Friday; 15 teams (prize #6). Entries are from

involving entries in the Mile, 3000m, or the Distance Medley must note their preferences when submitting entries.

Mile Run: Championship, Friday; 15 runners (prize #9). Coaches must clearly indicate on the entry whether the qualifying mark was run at 1500m, 1600m or Mile. See Note under Distance Medley.

3000m Run: Championship, Friday; 25 runners (prize #9). Coaches must clearly indicate on the entry form whether the qualifying mark was run at 3000m, 3200m or 2-Miles. See Note under Distance Medley.

High Jump: Championship, Friday; 18 jumpers (prize #9).

Pole Vault: Championship, Friday; 18 vaulters (prize #9).

Long Jump: Championship, Friday; 18 jumpers (prize #9).

Triple Jump: Championship, Friday; 18 jumpers (prize #9).

Shot Put: Championship, Friday; 18 throwers (prize #9). Competitors should bring their own high school shots (international junior implements may not be used).

Discus Throw: Championship, Friday; 18 throwers (prize #9). College sector will be used. Competitors should bring their own high school discs (international junior implements may not be used).

Javelin Throw: Championship, Friday; 18 throwers (prize #9). Competitors should bring their own javelins. Only implements conforming to current high school specifications will be allowed.

PREPARATORY SCHOOL ELIGIBILITY RULES

27, 2023. Non-member schools unable to sign this form will be accepted for competition at the Penn Relays but will be placed in separate events in the 4x100m and 4x400m.

Non-member schools from states other than Pennsylvania must be approved or recommended for competition by their state association which is a member of the National Federation in order to compete in championship qualifying or individual events. Schools that are neither approved nor recommended for competition will be placed in separate "prep school" events in the 4×100m and 4×400m. Non-member schools from any state other than New York, whether they are approved/recommended or not, may opt to participate in the non-member class in the 4×100m and 4×400m, but must indicate this on a separate letter submitted before the entry deadline.

A preparatory school shall be ineligible for preparatory school relays if its regular track meet schedule is mainly with high schools. Preparatory school athletes are eligible to compete in high school relay and individual events if (1) they conform to the eligibility requirements of the State High School Athletic Association under which they regularly compete, and if (2) they conform to Penn Relay Carnival rules for age and attendance listed for high schools (see Secondary School Eligibility Rules, item 2c).

PREPARATORY/INDEPENDENT SCHOOL GIRLS EVENTS

4x100m: Girls' Independent School Races, Friday (prize #8). Sections against time.

4x400m: Girls' Independent School Race, Saturday (prize #8). Girls' Prep School Race, Saturday (prize #8). Girls' Philadelphia Academic League Race, Saturday (prize #8).

PENN RELAYS HIGH SCHOOL PROTOCOL

Note that online entry for High Schools must be concluded by Monday, April 3rd, 2023at 5:00 PM (EDT). You may enter any time until the deadline.

Distance Medley relays ends at 5:00pm EDT, Sunday, April 16th. Updates are ONLY for entries which have been properly submitted by the April 3rd deadline. Accepted entries for individual events will be posted HERE by Monday, April 10th, and for the 4×800m and Distance Medley on Monday, April 17th.

If the check for your entry fee has been delayed, please let us know via e-mail to pennrela@upenn.edu. Because of time and workforce restraints we cannot sign and return purchase order requests & invoices unless a self-addressed-stamped-envelope is provided. A purchase order is NOT payment. **Participant's passes will not be issued until payment is received.**

The Relays Registration Office is in the Hecht/Levy Tennis Pavilion.

The names you enter on a relay are for the sake of the program. DO NOT LIST MORE THAN FOUR NAMES. You may run any legitimate student whether listed or not.

We are listing a few items to guide you on your entries for Girls and Boys:

1. We will accept almost all 4x100m Relays
2. We will accept almost all 4x400m Relays
3. We will accept approximately 70 - 4x800m Relays
4. We will accept approximately 15 - Distance Medley Relays
5. We will accept approximately 15 - Mile runners
6. We will accept approximately 25 - 3000m runners

NOTES

other parties subjects the user and the original school to suspension in future years. Any person using a participant's pass should carry school identification or be dressed in school uniform at all times. Lack of suitable identification is grounds for ejection.

The first leg of the 4x100m and 4x400m will be allowed to use blocks in the finals only.

Results will be posted online HERE. Results will not be supplied to coaches in the Press Area.

A coach must note on the entries whether entry performances for the Mile and 3000m were run at 1500m, 1600m or the mile for the Mile event; or at 3000m, 3200m or 2-miles for the 3000m event.
If any of your athletes enter an open event in the Relays, they may be subject to drug testing.

RELAY TEAMS: Will assemble in groups designated by your Event Number and Team Letter (AA-AZ, BA-BZ, etc.). ******ENTRY INTO PADDOCK ORIGINATES OUTSIDE THE STADIUM NEAR THE CORNER OF 33RD & SPRUCE STREET.** Only the Relay team, a ticketed Relay Support person (to take sweats) and a ticketed Coach will be admitted through the Paddock.

No sweats will be allowed on the track. We urge you to bring a duffel bag so your athletes may put their things in it while on the track. They should give their bag to you or your relay support person before entering the final paddock area.

INDIVIDUAL RUNNING EVENTS: Coaches or athletes must pick up a Bib Number in advance of the clerking process at the Bib Tent that is located track side between the sprint start and the scoreboard. The clerking process mirrors the relay team procedure noted above.

FIELD EVENTS: Athletes will be given a Bib from an event official at your competition venue.

Umpires are stationed at the exchange zones; any unnecessary pushing or contact may be cause for

Note that the World Athletics rule regarding two relay substitutions is in effect.

The Penn Relays has an extremely large crowd that is difficult to manage regarding security. While we do our best to provide a safe, secure meet, it is helpful if you watch your belongings carefully, never leaving them unattended, particularly in the stands.

New Pathways

ED#16-01/23

HILLSIDE PUBLIC SCHOOLS

New Possibilities

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Ola Edwards/Hurden Looker

"School Business" will be automatically recorded for teachers in charge, chaperones listed below.
"Request for Absence" not required.

Destination: Town/State New Brunswick, NJ Facility/Attraction: NJ Law Center
Date of Application: 12/16/22 Date of Trip: May 18, 2022

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):
Students will experience what it's like to serve as jurors in person as they hear live cases performed by winners of a Law Fair competition. After hearing the cases, the "jurors" will deliberate and render verdicts.

Number of Students: 44 Grade: 5th/6th Means of Transportation: Bus

Describe how students are selected to participate in Trip:
Students in 5th & 6th grade who participate in the Hillside Enrichment Program

Time of Departure: 8:45 am Expected Time of Return: 12:30pm Teacher In Charge: N. DaSilva/M. Tran
Chaperones accompany students: Jannet Revollar, Emily Vidal, Nancy Calice, Michele Lopes-Araujo

Name of Bus Company: Shore Vans Price Per Bus: $550 Total Cost for Buses: $550
(Company must be on current approved list of transportation contractors)

Paid By: Please check if Applies

Cost of Transportation Per Student: $ 15.00	___Bd of Ed	___School Fund	✓ Student	___PTA	___Other
Admission Fees Per Student: $ 0	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Lunch Expenses Per Student: $ 0	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Other Expenses Per Student: $ 0	___Bd of Ed	___School Fund	___Student	___PTA	___Other
Total Assessment Per Student: $_____ (When paid by Student/Parent)					

Principal's Approval: _____ (Signature) Date: 1/3/2023

Out-of-State Trip Requiring Board Approval _____ (Check by Superintendent)
Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips) _____
Date of Board of Education Meeting to Take Action on Out-of-State Trips _____

Check One

Approved by Board: _____ Rejected by Board: _____

_____ (Superintendent's Signature) _____ (Date)

Office of the Superintendent, Hillside Public Schools
195 Virginia Street, Hillside, New Jersey 07205 2798
Ph: 908/352-7664 x 6400, Fax: 908/282-5831; Email: eglover@hillsidek12.org

Young Audiences New Jersey & Eastern Pennsylvania
PO Box 3175
Princeton, NJ 08540
www.yanjep.org
T: 609.243.9000
F: 609.243.8999

SITE/VENUE ASSEMBLY CONTRACT
Please sign and return to Young Audiences New Jersey & Eastern Pennsylvania

Walter O. Krumbiegel Middle School
145 Hillside Ave.
Hillside, NJ 07205
908-352-7664
Attention: Evelyn Okparaeke
Home #: (908) 352-7664 x7541
Mobile #:

Contract #: 23-0011397
Date: 1/18/2023

Young Audiences New Jersey & Eastern Pennsylvania
Contact: Donna Reckelhoff
donnajr@yanjep.org
T: (609) 243-9000
F: (609) 243-8999

Contract Notes:

THE FOLLOWING DESCRIBES EACH SERVICE THAT MAKES UP THIS ASSEMBLY PROGRAM

Program	Artist	Description	Quantity	Total Price
The Amazing Junk Jam	The Junk Jam Band	Performance/Demo (Back to Back Performance)	2.0	$1,995.00
The Amazing Junk Jam	The Junk Jam Band	Travel (Single Performance)	1.0	$95.00
				Total: $2,090.00

PAYMENT INFORMATION

Due Date	Amount	Notes
2/02/2023	$2,090.00	Full payment due on first day of program

PROGRAM SCHEDULE

Date	Time	Program	Grade	Room	Teacher(s)	Attendees
Thu, 2/02/2023	**1:00PM - 1:50PM**	The Amazing Junk Jam - **Performance/Demo (Back to Back Performance) (Performance pair)** Program length: **50 minutes**	7		7	177
Thu, 2/02/2023	**2:00PM - 2:50PM**	The Amazing Junk Jam - **Performance/Demo (Back to Back Performance) (Performance pair)** Program length: **50 minutes**	7		8	203
Technical Requirements for The Amazing Junk Jam - **Performance/Demo**						
Artists arrive an hour in advance to set up. They need a mic line to two working speakers. They will bring their own mics and stands. Artist will use a GPS for directions.						

POLICIES:

1. **In case of emergency/snow, you must call (609) 243-0185 at least 4 hours prior to the program start. Please provide your own home phone number:_____, so the artist may contact you in the event of snow/emergency.**
2. Young Audiences New Jersey and Eastern Pennsylvania (YA) must have your signed agreement before the program can take place. Please mail, email, or fax a signed copy of this agreement to YA within 14 days of receipt. Artists will use a GPS to travel to the venue. **If a GPS doesn't work for your location, please email directions to donnajr@yanjep.org**.
3. No changes can be made without consultation with YA.
4. Artists reserve the right to not perform if performance conditions vary from this agreement. This includes, but is not limited to, increasing audience size. Audience size may not be increased.
5. No cancellations will be accepted by email. Shows cancelled less than two weeks prior to the performance date will incur a 50% (of the cost of the program) penalty.
6. Absolutely no recordings may be made.
7. Invoice, study guide, and other materials will be emailed to you a month before the performance.
8. Artists will arrive 30 minutes prior to program start unless otherwise stated.
9. Promoting accessibility to the arts is important to YA. All clients are required by law to address the extent to which facilities are accessible to persons with disabilities. These parameters are defined by section 504 of the rehabilitation act of 1973 (as amended) and by the Americans with disabilities act of 1990. Accessibility under these parameters is a contractual requirement of all YA's clients. If you are in need of any special accommodation, please call.
10. Venue agrees to indemnify and hold harmless teaching artists (artists) and YA, its directors, employees, servants, and agents (collectively referred to as YA) from and against any and all liability, loss, damage, or expense, including attorneys' fees, which may be suffered or incurred as a result of claims, demands, actions, costs, or judgments against YA arising out of or in connection with artist's performance of services pursuant to this agreement, including, without limitation, suits alleging injury to persons or property, copyright infringement, plagiarism, literary privacy, unfair competition, violation of privacy, misappropriation, slander, libel, or violation of any other rights of any person, entity, organization, or corporation. Venue hereby waives, to the extent permitted by law, any claim that venue may have against artists or YA for any cause, other than non-payment or material breach of any term or provision of this agreement.
11. **COVID-19:** it is YA's policy to follow all current Center for Disease Control (CDC) guidance regarding safe instruction in Pre K-12 schools during the school year. This compliance extends to best practices recommended or required by federal and state governments and individual venues. Signing this agreement represents venue acknowledgement and compliance with the policies as stated in **YA's COVID-19 guidelines**. In the event of a change in CDC, state, or district safety regulations, a YA staff member will be in touch about any changes to the program, up to and including: rescheduling, adaptation to a virtual format, or cancellation. If a teaching artist has a confirmed case of COVID-19 within 10 days an event, YA will report this information to the venue. If the venue confirms any cases of COVID-19 in students or faculty members who have attended a YA program within the last 10 days, the venue shall report this information to YA.

PAYMENT MUST BE MAILED TO YOUNG AUDIENCES ON OR BEFORE THE PERFORMANCE DATE.
PLEASE MAKE CHECK OUT TO
YOUNG AUDIENCES.
ARTISTS MAY NOT RECEIVE PAYMENT FOR US.
PLEASE WRITE CONTRACT #23-0011397 ON CHECK

_____ _____

Walter O. Krumbiegel Middle School Principal's Signature Date

_____

Walter O. Krumbiegel Middle School Principal's Email

_____ _____

Walter O. Krumbiegel Middle School Contact's Signature Date

_____

Walter O. Krumbiegel Middle School Contact's Email

PAYMENT MUST BE MAILED TO YOUNG AUDIENCES ON OR BEFORE THE PERFORMANCE DATE.
PLEASE MAKE CHECK OUT TO
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PO Box 3175
Princeton, NJ 08540
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F: 609.243.8999

SITE/VENUE ASSEMBLY INVOICE

Attention: Evelyn Okparaeke
Walter O. Krumbiegel Middle School
145 Hillside Ave.
Hillside, NJ 07205

Contract #: 23-0011397
Invoice #: INV014583
Invoice Date: 1/18/2023

Young Audiences New Jersey & Eastern Pennsylvania Contact:
Donna Reckelhoff
donnajr@yanjep.org
T: (609) 243-9000
F: (609) 243-8999

Ensemble Name: The Junk Jam Band

PROGRAM SCHEDULE

Date	Time	Program	Grade	Room	Teacher(s)	Attendees
Thu, 2/02/2023	**1:00PM - 1:50PM**	The Amazing Junk Jam - **Performance/Demo (Back to Back Performance) (Performance pair)** Program length: 50 minutes	7		7	177
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Technical Requirements for The Amazing Junk Jam - **Performance/Demo**						
Artists arrive an hour in advance to set up. They need a mic line to two working speakers. They will bring their own mics and stands. Artist will use a GPS for directions.						

ASSEMBLY PROGRAM SERVICES

Program	Artist	Description	Quantity	Unit Price	Total Price
The Amazing Junk Jam	The Junk Jam Band	Performance/Demo (Back to Back Performance) 300.0 participants	2.0	$1,995.00	$1,995.00
The Amazing Junk Jam	The Junk Jam Band	Travel (Single Performance)	1.0	$95.00	$95.00
				Contract Total:	$2,090.00

PAYMENT INFORMATION

Invoice #	Details	Due Date	Amount
INV014583	Assembly Program Full payment due on first day of program	2/02/2023	$2,090.00
		Amount Received:	$0.00
		Amount Due:	**$2,090.00**

POLICIES:

1. NO CHANGES CAN BE MADE WITHOUT CONSULTATION WITH YOUNG AUDIENCES.

2. **PLEASE DO NOT GIVE CHECKS TO ARTISTS.**
3. **IN CASE OF EMERGENCY/SNOW, YOU MUST CALL (609) 243-0185 AT LEAST 4 HOURS PRIOR TO THE PROGRAM START.**
4. MAKE CHECKS PAYABLE TO YOUNG AUDIENCES WITH CONTRACT **#23-0011397** WRITTEN ON CHECK.

PAYMENT MUST BE MAILED TO YOUNG AUDIENCES ON OR BEFORE THE PERFORMANCE DATE TO:

Young Audiences
PO Box 3175
Princeton, NJ 08540

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

ED#18-01/23

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

REQUEST FOR CLASS TRIP

School Name: Hillside High School

"School Business" will be automatically recorded for teachers in charge, chaperones listed below. "Request for Absence" not required.

Destination: Town/State Hackensack, NJ Facility/Attraction: Hackensack High School

Date of Application: 1/26/2023 Date of Trip: Wednesday, February 1, 2023

Purpose of Trip/Indicate Educational Value of Trip (attach additional sheet(s) if necessary):

Regional Awards Ceremony/Dinner for HHS Academic Decathlon team

Number of Students: 10 Grade: 9-12 Means of Transportation: Bus

Describe how students are selected to participate in Trip:

Members of the Hillside High School Academic Decathlon Team

Time of Departure: 4:30 pm Expected Time of Return: 10:00 pm Teacher In Charge: S. Nelson

Chaperones accompanying students: 1

Name of Bus Company:_____ Price Per Bus: _____ Total Cost for Buses: _____

(Company must be on current approved list of transportation contractors)

Paid By: (Please check all applicable areas)

Cost of Transportation Per Student: $	Bd of Ed		Student	**PTA**	Other
Admission Fees Per Student: $	Bd of Ed	School Fund	Student	**PTA**	Other
Lunch Expenses Per Student: $	Bd of Ed	School Fund	Student	**PTA**	Other
Other Expenses Per Student: $	Bd of Ed	School Fund	Student	**PTA**	Other
Total Assessment Per Student: $ **(When paid by Student/Parent)**					

Principal's Approval:_____ Date:_____

(Signature)

Out-of-State Trip Requiring Board Approval _____ (Check by Superintendent)

Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips)_____

Date of Board of Education Meeting to Take Action (Out-of-State Trips) _____

Check One

Approved by Board:_____ Rejected by Board:_____

Erskine R. Glover

01/26/2023

Superintendent's Signature

(Date)

Erskine R. Glover
Superintendent of Schools

Kimberly Cook
President - Hillside Board of Education

New Pathways

HILLSIDE PUBLIC SCHOOLS

New Possibilities

ED#18-01/23

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Total Assessment Per Student: $ **(When paid by Student/Parent)**					

Principal's Approval: Date:

(Signature)

Out-of-State Trip Requiring Board Approval (Check by Superintendent)

Date Buildings & Grounds/LRPF Committee will Review (for Out-of-State Trips)

Date of Board of Education Meeting to Take Action (Out-of-State Trips)

Check One

Approved by Board: Rejected by Board:

Erskine R. Glover 01/26/2023

Superintendent's Signature *(Date)*

ED#6-01/23

SPTS / Lead U
110 W Main Street Freehold, NJ 07728
(The "Contractor")

and

AP Morris Early Childhood Center
143 Coe Avenue, Hillside, NJ 07205
(The "Client")

The Client and Contractor agree as follows:

Services:

1. The Client agrees to engage the Contractor to provide the Client with services consisting of a customized program to be presented at **organized assemblies** on the dates of **March 16 & 17, 2023.**

Compensation:

2. For the services rendered by the Contractor required by this Agreement, the Client will provide compensation of **$3,600.00** to the Contractor. Payment is due **by mail** to the SPTS business address listed above on or prior to the day of the assemblies. All checks should made payable to SPTS or Society for the Prevention of Teen Suicide.

Modification of Agreement:

3. Any amendment or modification of this Agreement or additional obligation assumed by either party in connection with this Agreement will only be binding if evidenced in writing by each Party or an authorized representative of each Party.

If any of the terms above is found to be invalid, illegal or otherwise unenforceable by a judicial or other competent authority, this shall not affect the validity of the remaining provisions, which shall remain in full force and effect. If any provision of the terms above is held to be invalid, illegal or otherwise unenforceable but would be valid, legal or enforceable if some part of the provision was deleted or severed, the provision in question shall be deleted or severed to the minimum extent necessary to make it valid, legal and enforceable.

This document constitutes the entire agreement between SPTS and **AP Morris Early Childhood Center**. The Contract may not be modified in any manner unless in writing and signed by representatives of both SPTS and **AP Morris Early Childhood Center**.

This Contract shall be binding upon the two parties and their successors, and shall be enforced under the laws of the State of New Jersey.

_____
(Signature)
Dawn Doherty

Executive Director

SPTS,
110 W Main Street
Freehold, NJ 07728
Date: _____

_____
(Signature)
AP Morris Early Childhood Center
Representative

_____
(Printed Name) (Title)

Date: _____