



Mary Merrick <mmerrick@chesterfieldschool.com>

Approved Grants for the School Board's 1-23-19 Meeting Agenda

1 message

Carol Cooper-Braun <cooperbrauncpef@gmail.com>
To: Mary Merrick <mmerrick@chesterfieldschool.com>
Cc: Sabrina Buscamera <sbuscamera@chesterfieldschool.com>

Thu, Jan 10, 2019 at 8:25 AM

Good morning,

There are t the CPEF approved at last night's meeting. The first one is for Fairview Lake for \$25 for each student attending. The total listed on the grant was for \$3075 for the total number of sixth graders, but Mike told us that he knows for sure that 19 students will not be attending. We understand that this number may change, so the CPEF agreed to pay \$25 for each student who ends up attending. Please let me know if you have any questions.

The second grant is for the Science Olympiad in the amount of \$900.

The grant from Bethann Molesky for flexible seating has been tabled pending further review. There is a good chance that it will end up being approved before the next school board meeting, but I will keep you updated.

Thank you, and have a lovely day!

Carol Cooper-Braun

2 attachments

 **FVL Grant Request 2019**
140K

 **Science Olympiad 2019 grant.pdf**
168K

TEACHER'S GRANT APPLICATION

Chesterfield Public Education Fund
P.O. Box 67
Crosswicks, NJ 08515

Thecpef@gmail.com

Your Name(s) _____ Melissa Midora _____

Date of
Request: _____ 1/9/19 _____

SUMMARY OF PROJECT (ONE PARAGRAPH) PLEASE INCLUDE WHO, WHAT, WHY & HOW

Science Olympiad is a competitive Science competition that competes state wide in northern NJ. Here students work together on various science events and experiments, after practicing for many months. This event is taken very seriously and brings to Chesterfield an outlet for higher level critical thinking skills and talents in the area of STEM. This program is competitive and open to 4th, 5th, and 6th grade students and a team consists of 16 students.

DETAILS OF PROJECT (INCLUDE PROJECT SPECIFICS, TARGETED POPULATION, COSTS, ETC.)

Practices will begin ASAP.

16 members will be accepted.

Each member will pay a \$100 registration fee.

EVALUATION (HOW WILL YOU MEASURE STUDENT GROWTH)

Science Olympiad is evaluated on the success of the main competition in May. Two years ago every student medaled, Chesterfield placed 2nd overall and we expect greater success this coming year.

I have discussed this with the following colleague:

NAME: _____ Mike Mazzoni _____

Please attach any additional information that would assist the CPEF in making a determination as to your Grant Proposal.

TOTAL GRANT AMOUNT REQUESTED: 900.00	
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Please submit completed Grant applications to:
Sheino@chesterfield.nj.k12us.com and thecpef@gmail.com

BOARD MEMBERS TRAINING

Year 2019	<u>Elected</u>	<u>Term Ends</u>		<u>Orientation-Gov I</u>	<u>Gov II</u>	<u>Gov III</u>	<u>Gov IV</u>
<u>School Ethics</u>			(term #/year#)	<u>term 1/year 1</u>	<u>term 1/year 2</u>	<u>term 1/year 3</u>	<u>Advanced Legal</u> <u>Re1-All</u>
1/2018	11/7/2017	12/31/2020	Christina Hoggan (1/2)	1/2018			
1/2018	11/7/2017	12/31/2020	Amy Jablonski (1/2)	1/2018			2/2018
4/2018	11/8/2016	12/31/2019	Terran Brown (3/9)	6/2009	5/2010	10/2011	10/2012, 5/2014, 10/2017
1/2019	11/6/2018	12/31/2021	Jaclyn Halaw (1/1)	1/2019			

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION
Chesterfield, New Jersey

FILE CODE: 4111.2/4211.2

Policy

<u> </u>	Monitored
<u> X </u>	Mandated
<u> X </u>	Other Reasons

DOMESTIC VIOLENCE

The Chesterfield Township Board of Education is committed to ensuring that all staff are supported in the event that they experience domestic violence as defined by law (N.J.S.A. 2C:25-19). Victims of domestic violence can suffer devastating physical, emotional and psychological effects and economic disruption. The board encourages employees who are victims of domestic violence to contact the School Social Worker. Employees disclosing their experiences with domestic violence shall be supported in the work environment to an extent that is feasible and practical for the employee to maintain and perform their job and for the effective operation of the educational program.

Reporting Domestic Violence

Any disclosure of domestic violence by an employee shall be taken seriously and according to the following guidelines:

- A. Employees are encouraged to meet with the human resources officer in person. Requests to meet may be made by cell phone or telephone. Email may not be confidential and should not be used when private information is being discussed or disclosed unless this is the only safe method of communication available;
- B. The human resources officer shall ensure that an employee's disclosure of domestic violence be kept confidential unless there exists an emergent danger to the employee or other staff;
- C. The human resources officer shall ensure that such conversations are held in a room or office that can be closed off from the hearing range of other staff members to the extent possible;
- D. The human resource officer shall ensure that any sharing of confidential information is only done with the written authorization of the employee. This excludes reported incidents of violence or abuse against children;
- E. The human resources officer shall ensure that any records pertaining to domestic violence be kept separate from the personnel record and in strict confidentiality. Only the employee, the human resources officer and the superintendent shall have access to an employee's confidential file; and
- F. The human resources officer will assemble a list of resources available to victims of domestic violence. These resources shall include but may not be limited to information on domestic violence (books, web resources, etc.), legal resources available such as advocacy and law enforcement options, medical and psychological treatment and counseling referral sources, food and housing options and local support groups.

Work Support

In order to help prevent occupational disruption, loss of employment and financial hardship that may occur when an employee experiences domestic violence the human resources officer may investigate the following options to support the employee's continued performance of their job responsibilities, including but not limited to:

- A. Adjusting work assignments;
- B. Temporary or permanent job restructuring;
- C. Temporary adjustment to the employee's work schedule;
- D. Work from home options;

DOMESTIC VIOLENCE (continued)

- E. Flexible approval of paid sick leave, personal time and vacation time;
- F. Other reasonable options.

The employee shall work with the human resources officer and the supervisor when requesting employment changes that affect the normal schedule. The superintendent or, as necessary and required by law, the board shall approve such support measures. Notice to the appropriate collective bargaining unit covering the employee may be necessary where required by the contract or State law. Approval may be granted when reasonable and practical. Approval shall not be granted when such request places a hardship on the board and/or the educational program. Approval of requested employment modifications shall include the following considerations:

- A. The overall size of the school district's program with respect to the number of employees, number and type of facilities and the size of the budget;
- B. The type of employment responsibilities and the effect on the educational program; and
- C. The nature and expected duration of the request and cost to the district.

Teaching staff members shall not be granted schedule changes that frequently interfere with their assigned class schedule. All changes in employment responsibilities and schedule shall be consistent with the appropriate collective bargaining agreement.

Leave

In accordance with the New Jersey Security and Financial Empowerment Act (SAFE Act) an employee of this district shall be entitled to up to 20 days of unpaid leave in a 12-month period when the employee or his or her child, parent, spouse, domestic or civil union partner has been the victim of a domestic violence incident or a sexually violent offense. This entitlement applies to any employee that has been employed by the district for at least 12 months and has worked 1,000 hours during the 12 month period immediately preceding the leave.

Leave may be taken under the SAFE Act to:

- A. Seek medical attention or recover from physical or psychological injuries resulting from a domestic violence or a sexually violent offense for the employee or the employee's child, parent, spouse, domestic partner or civil union partner;
- B. Obtain services from a victim services organization for the employee or the employee's child, parent, spouse, domestic partner or civil union partner;
- C. Obtain psychological or other counseling for the employee or the employee's child, parent, spouse, domestic partner or civil union partner;
- D. Participate in safety planning, relocating or other actions to increase the safety of the employee or to ensure economic security of the employee or the employee's child, parent, spouse, domestic partner or civil union partner;
- E. Seek legal assistance or remedies to ensure the health and safety of the employee or the employee's child, parent, spouse, domestic partner, or civil union partner, including preparing for or participating in any civil or criminal legal proceeding related to or derived from domestic violence or sexual violence; or
- F. Attend, participate in or prepare for a civil or criminal court proceeding relating to an incident of domestic or sexual violence of which the employee or the employee's child, parent, spouse, domestic partner, or civil union partner, was a victim.

DOMESTIC VIOLENCE (continued)

Employees eligible to take leave under the NJ SAFE Act must, if the necessity for the leave is foreseeable, provide the employer with written notice of the need for the leave. The employee must provide the district written notice as far in advance as reasonable and practicable under the circumstances.

The district may require the employee to provide documentation of the domestic violence or sexually violent offense that is the basis for the leave. Documentation may include a restraining order, a letter from the prosecutor's office, documentation regarding the conviction of the abuser, medical documentation, a certification from a domestic violence specialist or rape crisis center, or documentation from a religious or social services professional who has assisted the employee or the employee's family member.

Any documentation required by the district and provided by the employee shall be maintained in the strictest confidentiality, unless the disclosure is voluntarily authorized in writing by the employee or is authorized by a federal or State law, rule or regulation.

The SAFE Act prohibits the district from discharging, harassing or otherwise discriminating or retaliating or threatening to discharge, harass or otherwise discriminate against an employee with respect to the compensation, terms, conditions or privileges of employment on the basis that the employee took or requested any leave that the employee was entitled to under the NJ SAFE Act, or on the basis that the employee refused to authorize the release of information deemed confidential under the NJ SAFE Act.

Employees may take leave under the SAFE Act for each incident of domestic violence or sexually violent offense, so long as the employee has not exhausted the maximum permissible leave time of 20 days within the 12-month period. Leave may be taken in blocks of time or intermittently in minimum intervals of one day.

If the employee requests leave for a reason covered by both the NJ SAFE Act and the Family Leave Act, N.J.S.A. 34:11B-1 et seq., or the federal Family and Medical Leave Act, 20 U.S.C. 2601 et seq., the leave shall count simultaneously against the employee's entitlement under each respective law.

Violations of the SAFE Act

Any employee alleging a violation of the NJ SAFE Act must file a private cause of action in the Superior Court within one year of the date of the alleged violation (N.J.S.A. 34:11C-1 et seq.).

Adopted:

Key Words

Domestic Violence, Abuse, Leave

Legal References:

N.J.S.A. 11A:2-6a
N.J.S.A. 34:11B-1 et seq.
N.J.S.A. 34:11C-1 et seq.
N.J.S.A. 2C:25-19

N.J.S.A. 34:19-1 et seq.
N.J.A.C. 6A:7-1.1 et seq.
See particularly:

N.J.A.C. 6A:7-1.8
N.J.A.C. 6A:16-11.1

29 U.S.C. 2601 et seq.
29 C.F.R. 825.200 et seq.

Civil Service, domestic violence policies
 New Jersey Family Leave Act
 New Jersey Security and Financial Empowerment Act
 Definition of Domestic Violence and Victim of Domestic Violence

Conscientious Employee Protection Act
 Managing for Equality and Equity in Education -

Equality in Employment and Contract Practices
 District policies and procedures; reporting potentially missing or abused children
 Family and Medical Leave Act

DOMESTIC VIOLENCE (continued)**Resources:**

NJSBA Legally Speaking Article <https://www.njsba.org/news-publications/school-leader/may-june-2018-vol-48-no-6/legally-speaking-domestic-violence-victims-are-focus-of-new-law/>

Local Finance Notice <https://www.nj.gov/dca/divisions/dlgs/lfns/18/2018-17.pdf>

Fox Rothchild LLP, The New Jersey Security and Financial Empowerment Act, Eileen Oakes Muskett, 2013.
<https://www.foxrothschild.com/publications/the-new-jersey-security-and-financial-empowerment-act/>

https://uhr.rutgers.edu/sites/default/files/userfiles/New%20Jersey%20SAFE%20Act%20Poster_10-1-13.pdf

Possible

<u>Cross References:</u>	*2224	Nondiscrimination/affirmative action
	*3320	Purchasing procedures
	*4111	Recruitment, selection and hiring
	*4112.8	Nepotism
	*4147	Employee safety
	*5145.4	Equal educational opportunity
	*6121	Nondiscrimination/affirmative action

*Indicates policy is included in the Critical Policy Reference Manual.

GENDER IDENTITY AND EXPRESSION

The Chesterfield Township Board of Education believes that a school culture that supports student achievement, respects the values of all students and fosters understanding of gender identity and expression within the school community is a safe learning environment. New Jersey law and district policy require that all programs, activities, and employment practices be free from discrimination based on sex, sexual orientation, gender identity or gender expression. Therefore, in keeping with these mandates the board is committed to creating a safe learning environment for all students and to ensuring that every student has equal access to all school programs and activities.

The board believes that fostering this understanding successfully requires cooperation and good communication between the parents/guardians, school administration, school staff and the school community. The superintendent shall ensure that students with gender identity or expression concerns and their parents/guardians shall be given the opportunity to discuss these issues and participate in the educational planning and programming for their student. The superintendent may consult the experiences and expertise of qualified school staff as well as external resources where appropriate.

To proactively plan for a safe learning environment free of discrimination and harassment, students and parents/guardians of students with gender identity and expression concerns are encouraged to alert the school district and schedule a meeting with the superintendent. Upon request, the superintendent shall schedule a meeting with the parent/guardian and the student for the purpose of evaluating the needs of the student and planning any accommodations that may be considered to facilitate a respectful and comfortable school program that supports the student's achievement.

Definitions:

- A. "Gender identity" is a person's internal, deeply held sense of gender. All people have a gender identity, not just transgender people. For transgender people, the individual's internal gender identity is not the same as the gender assigned at birth.
- B. "Transgender" is a term which describes an individual whose gender identity and/or gender expression differs from those typically associated with the sex and gender assigned at birth.
- C. "Gender expression" means external manifestations of gender, expressed through a person's name, pronouns, clothing, haircut, behavior, voice, and/or body characteristics. Society identifies these cues as masculine and feminine, although what is considered masculine or feminine changes over time and varies by culture.
- D. "Assigned sex at birth (ASAB)" refers to the biological sex designation recorded on a person's birth certificate upon the initial issuance of that certificate, should such a record be provided at birth.
- E. "Gender assigned at birth" refers to the gender a child is assigned at birth or assumed to be, based on their biological sex assigned at birth.
- F. "Sexual orientation" describes a person's enduring physical, romantic, and/or emotional attraction to another person. Gender identity and sexual orientation are not the same. A transgender person may be straight, lesbian, gay, bisexual, or asexual. For example, a person who transitions from male to female and is attracted solely to men may identify as a straight woman.
- G. "Gender non-conforming" describes a person whose gender expression does not conform to the gender expectations of their family or community. Gender nonconformity is not necessarily an indication that a youth is transgender; many non-transgender youth do not conform to stereotypical expectations.
- H. "Transition" is the process by which a transgender person recognizes that their authentic gender identity is not the same as the gender assigned at birth, and develops a more affirming gender expression that feels authentic. Some individuals socially transition, for example, through dress, use of names and/or pronouns. Some individuals may undergo a physical transition, which might include hormone treatments and surgery. School district personnel

GENDER IDENTITY OR EXPRESSION (continued)

should avoid the phrase “sex change,” as it is an inaccurate description of the transition process; the process is more accurately described as “gender-confirming.”

- I. “LGBTQ” is an acronym for “lesbian, gay, bisexual, transgender, and queer/questioning.”
- J. “Gender expansive/gender diverse/gender fluid/gender non-binary/agender/gender queer” are terms that convey a wider, more flexible range of gender identity and/or expression than typically associated with the binary gender system. For example, students who identify as gender queer or gender fluid might not identify as boys or girls; for these students, the non-binary gender identity functions as the student’s gender identity.
- K. “Cisgender” refers to individuals whose gender identity, expression, or behavior conforms with those typically associated with their sex assigned at birth.

Harassment, Intimidation and Bullying

The board shall make every effort to maintain a safe and supportive learning and educational environment that is free from harassment, intimidation, and/or bullying and free from discrimination on account of actual or perceived race, color, national origin, ancestry, age, sex, affectional or sexual orientation, gender identity or expression, marital status, domestic partnership status, nationality, atypical hereditary cellular or blood trait of any individual, genetic information, or refusal to submit to a genetic test or make the results of a genetic test known, disabilities, social or economic status, pregnancy, childbirth, pregnancy-related disabilities, actual or potential parenthood, family status or other distinguishing characteristic.

Complaints alleging discrimination shall be reported to the school affirmative action officer according to board policies (2224, 4111.1/4211.1 and 6121 Nondiscrimination/Affirmative Action).

Any student experiencing or observing harassment, intimidation and bullying is encouraged to report the incident to a member of school staff. Any staff member observing or receiving a report of harassment, intimidation or bullying shall report the incident to the principal the same day the incident is observed or the report received according to board policy 5131.1 Harassment, Intimidation and Bullying. All reported incidents of discrimination, harassment, intimidation, and bullying shall be promptly investigated and resolved according to law and board policy.

During a harassment, intimidation, or bullying investigation the district is obligated to implement procedures, pursuant to law (N.J.A.C. 6A:16-7.7(a)2viii) to report, verbally and in writing, an act of harassment, intimidation, and bullying (HIB) committed by an adult or youth against a student. The anti-bullying specialist shall inform the student of the school’s obligation to report the findings of the HIB investigation pursuant to law (N.J.S.A. 18A:37-15(d)) and board policy 5131.1 Harassment, Intimidation and Bullying. In accordance with law and board policy the parents or guardians of the students who are parties to the investigation are permitted to receive information about the investigation limited to the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether disciplinary action was imposed or services provided to address the incident of harassment, intimidation, or bullying.

The anti-bullying specialist shall take into account the circumstances of the incident when providing notification to parents or guardians of all students involved in the reported harassment, intimidation, or bullying incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense, pursuant to law (N.J.A.C. 6A:16-7.7(a)2viii(2)).

Confidentiality and Privacy

School personnel may not disclose information that may reveal a student’s transgender or gender non-conforming status, except as allowed by law. Under the Family Education Rights and Privacy Act (FERPA), only those school employees with a legitimate educational need may have access to a student’s records or the information contained within those records. Disclosing confidential student information to other employees, students, parents, or other third parties may violate privacy laws, including but not limited to FERPA. Transgender students have the ability, as do all students, to discuss and express their gender identity and expression openly and decide when, with whom, and how much of their private information to share with others. The school counselor shall work with the student to create an appropriate confidentiality plan regarding the student’s transgender or transitioning status.

The board shall not be responsible for the disclosure of information that may reveal a student’s transgender or gender

GENDER IDENTITY OR EXPRESSION (continued)

non-conforming status made by community members or any other party that are not under the employment or direction of the board. The board directs the counseling staff to address the limitations of confidentiality with the student as it pertains to community members and other parties that are not under the employment or direction of the board.

Due to a specific and compelling need, such as the health and safety of a student or an incident of bias-related crime, a school district may be obligated to disclose a student's status. The school district should inform the student that the school intends to disclose the student's transgender status for the student's protection and well-being. Prior to disclosure, the student should be given the opportunity to personally disclose that information. School districts should make every effort to ensure that any disclosure is made in a way that reduces or eliminates the risk of re-disclosure and protects the transgender student from further harassment. Those measures may include the facilitation of counseling for the student and the student's family to facilitate the family's acceptance and support of the student's transgender status.

School personnel shall keep confidential a current, new, or prospective student's transgender status. When a student uses a chosen name, the student's birth name shall be kept confidential by school and district staff.

Students who do not want their parents/guardians to know about their transgender status shall be addressed on a case-by-case basis. In some cases, notifying parents/guardians carries risks for the student, such as being kicked out of the home. Prior to notification of any parent or guardian regarding the transition process, school staff should work closely with the student to assess the degree to which, if any, the parents/guardians will be involved in the process and must consider the health, well-being, and safety of the transitioning student. The school counselor shall balance the rights of the student needing support and the requirement that parents/guardians be kept informed about their child. In accordance with law, parents/guardians and/or the appropriate local officials shall be informed when there is any suspicion of injury or harm to the student or other students.

Coordination of School Accommodations

In planning appropriate accommodations for a student who is transitioning, the superintendent, parents/guardians and the student and other qualified staff or consultants as necessary shall meet to discuss actions that the district and school personnel may take to create safe learning environment, including:

A. Names/Pronouns

School staff shall be directed to address the student by the name and pronoun corresponding to their gender identity that is consistently asserted at school. Students are not required to obtain a court ordered name and/or gender change or to change their pupil personnel records as a prerequisite to being addressed by the name and pronoun that corresponds to their gender identity. To the extent possible and consistent with these guidelines, school personnel shall make efforts to maintain the confidentiality of the student's transgender status.

School documentation such as student IDs shall be issued in the name that reflects a student's gender identity that is consistently asserted at school.

B. Sports and Physical Education

Transgender students shall be provided the same opportunities to participate in physical education as are all other students. Generally, students may be permitted to participate in physical education and sports in accordance with the student's gender identity that is consistently asserted at school.

Restroom Accessibility

The district aims to support transgender students while also ensuring the safety and comfort of all students. The superintendent, together with the parents/guardians, student and other qualified staff or consultants shall evaluate options for the use of restrooms by the transgender students and consider the following factors, including, but not limited to:

1. The transgender student's preference;
2. Protecting the student's privacy;
3. Maximizing social integration of the transgender student;
4. Minimizing stigmatization of the student;
5. The student's age; and

GENDER IDENTITY OR EXPRESSION (continued)

6. Protecting the safety of the student involved.

Generally, the student may have access to the restroom that corresponds to the gender identity or expression that he/she consistently asserts at school, and no student shall be forced to accept an accommodation with which he/she disagrees. A transgender or transitioning student who expresses a need or desire for increased privacy may be provided with reasonable alternative arrangements. Reasonable alternative arrangements may include the use of a single stall or gender neutral restroom. Any alternative arrangement shall be provided to the extent possible in a way that protects the student's ability to keep his or her transgender status confidential.

A transgender student should not be required to use a restroom that conflicts with the student's gender identity or expression consistently asserted at school.

C. Gender Segregation in Other Areas

As a general rule, in any other circumstances where students are separated by gender in school activities (i.e. overnight field trips), students may be permitted to participate in accordance with the gender identity or expression consistently asserted at school. Activities that may involve the need for accommodations to address student privacy concerns will be addressed on a case-by-case basis considering the factors set forth above.

D. Dress Code

Students have the right to dress in accordance with their gender identity or expression that is consistently asserted at school, within the constraints of the school policy for student dress (5132 Student Dress). School staff shall not enforce a school's dress code more strictly against transgender and gender nonconforming students than other students.

E. Privacy

The superintendent and/or his or her designees are expected to work closely with the student and his or her parents/guardians in formulating an appropriate plan regarding the confidentiality of the student's transgender or transitioning status that works for both the student and the school. Privacy considerations may also vary with the age of the student.

Where the transgender or transitioning student feels more supported and safe when other students are aware that they are transgender or transitioning, school staff shall be given guidance and training appropriate for facilitating a respectful school climate. School personnel may be directed to work closely with the student, parents/guardians, other family members and other staff members on a plan to inform and educate the student's peers. It may also be appropriate to engage external resources to assist with educational efforts.

Resources for Transgender or Transitioning Students

If a school staff member observes that a gender identity issue is creating challenges for a student at school or if a student indicates an intention to transition, the staff member shall alert the school counselor and encourage the student to meet with the school counselor if appropriate. School staff shall make every effort to support the student and encourage the support and respect of student peers and staff during school.

When a student indicates an intention to transition, the school counselor, as appropriate, shall offer assistance and provide the student, and/or their parents/guardians as appropriate, with information, resources and referral services regarding the issues associated with gender identity and expression and/or formal gender transition. The school counselor shall also provide information regarding gender transition planning at school. The counselor shall coordinate the measures planned and taken at school for supporting the student and creating a sensitive supportive environment at school. These measures may include:

- A. Making resources available to parents/guardians who have additional questions or concerns;
- B. Developing age-appropriate lessons for students about gender diversity and acceptance; and
- C. Staff training surrounding vigilance to prevent possible harassment, intimidation and bullying issues that may arise

GENDER IDENTITY OR EXPRESSION (continued)

for transgender or transitioning students.

Reports of harassment, intimidation and bullying shall be promptly investigated and resolved according to board policy 5131.1 Harassment, Intimidation and Bullying.

Official Records

When a student has expressed a preference to be called by a name other than their birth name, the permanent student records containing the student's birth name shall be kept in a separate, confidential file. This file shall only be shared with appropriate school staff after consultation with a student. A separate file containing records bearing the student's chosen name may also be kept.

If the student has previously been known at school or in school records by a birth name, the principal shall direct school personnel to use the student's chosen name and not the student's birth name. To ensure consistency among teachers, school administrators, substitute teachers and other staff, every effort shall be made to immediately update student education records (for example, attendance records, transcripts, individualized education programs, etc.) with the student's chosen name and gender pronouns, consistent with the student's gender identity and expression, and not circulate records with the student's birth name, unless directed by the student:

- A. The district shall report to the New Jersey Department of Education through NJ SMART a student's name or gender based upon that student's chosen name and corresponding gender identity. Changing the name or gender identity from what was reported in previous years will not affect the reliability of the data reported;
- B. If a district changes a student's name or gender identity, it must also maintain locally a separate record reflecting the student's legal name and sex assigned at birth until receipt of documentation of a legal change of name or gender.

The separate record reflecting the student's legal name and sex assigned at birth may be changed to reflect a change in legal name or gender only upon receipt of documentation that such legal name and/or gender have been changed pursuant to applicable law. The following documentation may be provided:

- A. A court order or birth certificate demonstrating the student's new name;
- B. For a legal change of gender, the student must provide a birth certificate indicating the student's legal gender, or a valid passport indicating the student's legal gender.

Adopted:

Key Words

Gender Identity, Transgender, Gender Expression, Gender Non-conforming

<u>Legal References:</u>	<u>N.J.S.A.</u> 2C:16-1	Bias intimidation
	<u>N.J.S.A.</u> 2C:33-4	Harassment
	<u>N.J.S.A.</u> 10:5-1 <u>et seq.</u>	Law Against Discrimination
	<u>N.J.S.A.</u> 18A:6-5	Inquiry as to religion and religious tests prohibited
	<u>N.J.S.A.</u> 18A:6-6	No sex discrimination
	<u>N.J.S.A.</u> 18A:26-1	Citizenship of teachers, etc.
	<u>N.J.S.A.</u> 18A:26-1.1	Residence requirements prohibited
	<u>N.J.S.A.</u> 18A:29-2	Equality of compensation for male and female teachers
	<u>N.J.S.A.</u> 18A:37-14	Harassment, intimidation, and bullying defined;
	through -19	definitions
	<u>N.J.S.A.</u> 18A:36-20	Discrimination; prohibition
	<u>N.J.S.A.</u> 18A:36-41	Development, distribution of guidelines concerning transgender students
	<u>N.J.A.C.</u> 6A:7-1.1 <u>et seq.</u>	Managing for Equality and Equity in Education
	<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts
	<u>N.J.A.C.</u> 6A:32-12.1	Reporting requirements

GENDER IDENTITY OR EXPRESSION (continued)

N.J.A.C. 6A:32-14.1

Review of mandated programs and services

Executive Order 11246 as amended

29 U.S.C.A. 201 - Equal Pay Act of 1963 as amended20 U.S.C.A. 1681 - Title IX of the Education Amendments of 197242 U.S.C.A. 2000e et seq. - Title VII of the Civil Rights Act of 1964 as amended by the Equal Employment Opportunities Act of 1972

Comprehensive Equity Plan, New Jersey Department of Education

Doe v. Regional School Unit 26, No. 12-582 (Me. Jan. 30, 2014)

New Jersey Department of Education, Transgender Student Guidance for School Districts, September 2018. <https://nj.gov/education/students/safety/sandp/transgender/Guidance.pdf>.
 NJSIAA, Constitution, Bylaws, Rules and Regulations, Transgender Policy (pg. 75),
<http://www.njsiaa.org/resources/njsiaa-handbook>

PossibleCross References:

*2224	Nondiscrimination/affirmative action
*4111	Recruitment, selection and hiring
*4111.1	Nondiscrimination/affirmative action
*4131/4131.1	Staff development; inservice education/visitations/conferences
*4211.1	Nondiscrimination/affirmative action
*4231/4231.1	Staff development; inservice education/visitations/conferences
*5131	Conduct/discipline
*5131.1	Harassment, intimidation and bullying
*5145.4	Equal educational opportunity
*6121	Nondiscrimination/affirmative action
*6145	Extracurricular activities

*Indicates policy is included in the Critical Policy Reference Manual.

The following organizations provide support to transgender individuals:

- GLSEN (The Gay, Lesbian, Straight Education Network) model policy. GLSEN is a prominent organization supporting GLBT youth. They have resources about creating safe and supportive environments for students.
- The Trevor Project is the leading national organization focused on crisis and suicide prevention efforts among lesbian, gay, bisexual, transgender and questioning youth.

Resources For Parents, Educators, And Service Providers:

Founded in 1972 with the simple act of a mother publicly supporting her gay son, PFLAG is the nation's largest family and ally organization.

PFLAG Resources

- Welcoming our Trans Families and Friends

Download this free guide (PDF) to get the basics on what being transgender means, how to talk about it, and how to find the resources that can support you.

- Find a PFLAG Chapter

There are more than 350 chapters of Parents, Families and Friends of Lesbians and Gays (PFLAG) across the U.S. Find one near you right now.

GENDER IDENTITY OR EXPRESSION (continued)**Partner Organizations Resources**

- National Center for Transgender Equality

Knowing and using correct language can be very important to transgender and gender non-conforming people, just like everyone else. Here is a handy terminology guide regarding gender identity.

- American Psychological Association

This downloadable pamphlet from the APA answers questions about transgender people, gender identity and gender expression.

Parent and Educator Resources

- Gender Spectrum

Raising children who don't fit neatly into male or female boxes brings a wealth of questions and uncertainties. Here you will find information and support to assist you in your search for answers.

- Trans Youth Equality Foundation

The Trans Youth Equality Foundation is based in Maine, but offers education, advocacy and support for transgender and gender non-conforming children and youth and their families everywhere by sharing information about the unique needs of this community and partnering with families, educators and service providers to help foster a healthy, caring, and safe environment for all transgender children.

- Families in TRANSition: A Resource Guide for Parents of Trans Youth

Families in TRANSition: A Resource Guide for Parents of Trans Youth is the first comprehensive Canadian publication (created by Central Toronto Youth Services) to address the needs of parents and families supporting their trans children. It summarizes the experiences, strategies, and successes of a working group of community consultants – researchers, counselors, parents, advocates as well as trans youth themselves.

- Matt Kailey, author of My Child is Transgender: 10 Tips for Parents of Adult Trans Children

This gentle and easy-to-use FAQ gives people an accessible set of guidelines that can be used in everyday life.

- Working with Transgender Youth (Lambda Legal & Child Welfare League of America)

Like all young people in care, transgender youth are entitled to bias-free attention to their unique needs and to be safe in their placements and services. This guide, created by Lambda Legal and the Child Welfare League of America, provides child welfare professionals who work with transgender young people with education about transgender issues and tools to help prepare them to work sensitively with these clients.

- Trans Youth Family Allies (TYFA)

TYFA works to empower children and families by partnering with educators, service providers and communities, to develop supportive environments in which gender may be expressed and respected. They envision a society free of suicide and violence in which all children are respected and celebrated.

Policy

EXTRACURRICULAR ACTIVITIES

The board believes that the educational goals and objectives of the district are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular classroom program.

The purpose of extracurricular activities shall be:

- A. To develop useful new capabilities in students that can lead to extension of career opportunities;
- B. To develop student initiative and provide for the exercise of responsibility;
- C. To develop leadership capabilities and good organizational skills;
- D. To aid students in the social skills;
- E. To enable students to explore a wider range of individual interests than might be available in the regular program.

For purposes of this policy, "extracurricular activities" shall be those activities that are sponsored or approved by the board. Such activities shall generally be conducted outside the regular school day, available to students who voluntarily elect to participate, marked by student participation in the processes of initiation, planning, organizing and execution and shall ordinarily include band, clubs, dramatic or musical presentations, and intramural and interscholastic sports.

Equal access to school facilities shall be granted to all activities that meet this definition.

The superintendent shall prepare procedures to implement an extracurricular program which shall:

- A. Assess the needs and interests of the students of this district;
- B. Ensure the provision of competent guidance and supervision by staff;
- C. Guard against the exploitation of students;
- D. Provide for a variety of experiences and a diversity of organizational models;
- E. Provide for the continuing evaluation of the extracurricular program and staff;
- F. Ensure that all extracurricular activities are open to all eligible students and that all students are fully informed of the opportunities open to them.

The guidance goal for each student shall be a balanced program of appropriate academic studies and activities to be determined by the school, the parents/guardians and the student. Guidance is necessary to encourage nonparticipants, and to prevent the overenthusiastic from emphasizing activities at the cost of their academic performance.

Only persons in the employ of a board of education shall be permitted to organize district students during school time or during any recess in the school day for purposes of instruction or coaching or for conducting games, events, or contests in physical education or athletics.

No activity shall be considered to be under the sponsorship of this board unless it has been approved by the board on recommendation of the superintendent. Fundraising activities of extracurricular groups must be approved by the board.

All students in good disciplinary and academic standing shall have equal access to all extracurricular activities regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender

EXTRACURRICULAR ACTIVITIES (continued)

identity and expression, religion, disability, immigration status, English proficiency, housing status or socioeconomic status. The district shall ensure equity in educational programs including extracurricular activities and provide opportunities for students to interact positively with others on a nondiscriminatory basis.

Good Disciplinary Standing

Good disciplinary standing shall mean that a student is not eligible to participate while serving a detention or suspension.

When a student already participating in an extracurricular activity is reported for an infraction of the rules for student conduct, the principal shall consider whether the student shall be removed from any or all extracurricular activities.

Attendance

The district's attendance policy shall also apply.

Implementation

The superintendent shall direct development of detailed regulations to ensure equitable implementation of this policy. Particular care shall be taken to ensure that all extra-curricular programs and their operation comply with district equity requirements. Participation in academically related coaching or tutoring groups may be exempt from the eligibility requirement at the superintendent's discretion.

Adopted:	March 22, 2004
NJSBA Review/Update:	June 2011, March 2017
Readopted:	September 21, 2011
Revised:	May 14, 2014
Revised:	

Key Words

Extracurricular Activities, Cocurricular Activities, Student Activities, Student Activities

<u>Legal References:</u>	<u>N.J.S.A.</u> 10:5-1 et seq.	Law Against Discrimination
	<u>N.J.S.A.</u> 18A:11-3	Voluntary associations regulating conduct of student activities; membership; rules and regulations; appeals
	<u>N.J.S.A.</u> 18A:19-14	Funds derived from student activities
	<u>N.J.S.A.</u> 18A:35-20	Participation in courses in which verbalization unessential to understanding of subject matter; location of and children in bilingual programs
	<u>N.J.S.A.</u> 18A:42-5, -6	Certain student organizations declared harmful ...
	<u>N.J.S.A.</u> 34:13A-1 et seq.	<u>New Jersey Employer-Employee Relations Act</u>
	<u>N.J.A.C.</u> 6A:7-1.1 et seq.	Managing for Equality and Equity in Education
	<u>N.J.A.C.</u> 6A:8-3.2	Career education and counseling
	<u>N.J.A.C.</u> 6A:9B-5.16	Athletics personnel
	<u>N.J.A.C.</u> 6A:16-2.2	Required health services
	<u>N.J.A.C.</u> 6A:30-1.1 et seq.	Evaluation of the Performance of School Districts
	<u>N.J.A.C.</u> 6A:32-9.1 et seq.	Athletics Procedures

20 U.S.C.A. 4071-4074 - Equal Access Act

20 U.S.C.A. 1681 et seq. - Title IX of the Education Amendments of 1972

Krupp v. Bd. of Ed. of Union County Reg. H.S. Dist. #1, 278 N.J. Super. 31 (App. Div.

EXTRACURRICULAR ACTIVITIES (continued)

1994) cert. den. 140 N.J. 277 (1994)

Good News Club v. Milford Central School, 121 U.S. 2093 (2001)

The Comprehensive Equity Plan, New Jersey Department of Education

NJSIAA Constitution, Bylaws, Rules and Regulations

PossibleCross References:

1210	Community organizations
1320	Participation in out of school community activities
*1322	Contests for students
*2224	Nondiscrimination/affirmative action
*3453	School activity funds
4143/4243	Extra pay for extra work
*5113	Absences and excuses
*5126	Awards for achievement
*5131	Conduct/discipline
*5136	Fund-raising activities
5143	Insurance
*5145.4	Equal educational opportunity
*6010	Goals and objectives
*6142	Subject fields
6142.5	Travel and exchange programs
*6142.12	Career and technical education
*6145.1/6145.2	Intramural competition; interscholastic competition
6145.4	Public performances and exhibitions
6145.5	Student organizations
6145.7	Social events/meetings
*6146	Graduation requirements
*6153	Field trips

*Indicates policy is included in the Critical Policy Reference Manual.

CHESTERFIELD TOWNSHIP BOARD OF EDUCATION
Chesterfield, New Jersey

FILE CODE: 6146.2

Policy

<input type="checkbox"/>	Monitored
<input checked="" type="checkbox"/>	Mandated
<input checked="" type="checkbox"/>	Other Reasons

PROMOTION/RETENTION

The Chesterfield Township Board of Education recognizes that personal, social, physical and educational growth of children will vary and that they should be placed in the educational setting most appropriate to their needs at the various stages of their growth.

The superintendent shall direct development of and the board shall adopt detailed regulations to govern progress of students through levels K6. The regulations shall include:

- A. Standards of proficiency based on the district curricula and related to district goals and objectives and student proficiency;
- B. Sufficient academic progress as evidenced by report card grades;
- C. Satisfactory performance on district administered standardized tests;
- D. A satisfactory record of attendance;
- E. Timely efforts to help all students achieve acceptable levels of proficiency;
- F. Immediate consultation with the student's parent or guardian if, in the teacher's judgment, there is any indication that the student's progress may not be sufficient to meet these standards;
- G. Procedures for parents/guardians and adult students to appeal promotion/retention decisions;
- H. Procedures for involving parents/guardians, teachers and students, where appropriate, to participate in the development of the policy.

A student shall be promoted to the next grade level when he/she has demonstrated the degree of academic, social, and emotional growth necessary for a successful learning experience in the next grade.

If a student is having significant chronic academic difficulty to the degree that he/she may not be ready to proceed to the next grade, teachers may recommend retention. Such recommendations shall set forth specific reasons why the student should not progress to the next grade level. All retentions shall be approved by the superintendent.

Any decisions to change a student's grade placement during the school year shall be done with the consultation of the child study team, the student's teacher, and with the involvement of the student's parents/guardians. The decision shall be subject to the approval of the superintendent.

Parents/guardians will be promptly notified whenever a recommendation is made for a student's retention, and exceptions are contemplated in a student's normal progression from level to level. The final decision in all cases will rest with superintendent and/or those members of staff whose input the superintendent requests.

Progress reports for students in in bilingual, ESL, or English language services programs shall be made to parents/guardians on the same schedule as the reports of all students enrolled in the district. Progress reports shall be in writing and in both English and their primary speaking language unless doing so places unreasonable burden on the board.

Parents/guardians will be notified whenever exceptions are contemplated in a student's normal progression from level to level. The final decision in all cases will rest with school authorities.

PROMOTION/RETENTION (continued)

Adopted: October 20, 2003
 NJSBA Review/Update: June 2011, March 2017
 Readopted: September 21, 2011
 Revised:

Key Words

Promotion, Retention, Bilingual

<u>Legal References:</u>	<u>N.J.S.A.</u> 18A:424	Determining efficiency of schools; report to state board
	<u>N.J.S.A.</u> 18A:7C2	Boards of education; establishment of standards
	<u>N.J.S.A.</u> 18A:354.9	Student promotion and remediation; policies and procedures
	<u>N.J.A.C.</u> 6A:84.1	Statewide assessment system
	<u>N.J.A.C.</u> 6A:8-4.2	Documentation of student achievement
	<u>N.J.A.C.</u> 6A:8-5.1	Graduation requirements
	<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts

Wheatley v. Board of Education of City of Burlington, 1974 S.L.D. 851

Every Student Succeeds Act, Pub. L. 114-95, 20 U.S.C.A. 6301 et seq.

Possible

<u>Cross References:</u>	*5113	Attendance, absences and excuses
	*5120	Assessment of individual needs
	*5124	Reporting to parents/guardians
	*6142	Subject fields
	*6142.2	English as a second language; bilingual/bicultural
	*6143	Curriculum guides
	*6145	Extracurricular activities
	*6146	Graduation requirements
	6146.1	Acceleration
	*6147	Standards of proficiency
	*6147.1	Evaluation of individual student performance
	*6171.1	Remedial instruction
	*6171.3	At-risk and Title I

*Indicates policy is included in the Critical Policy Reference Manual.

Policy

STANDARDS OF PROFICIENCY

The superintendent, in consultation with teaching staff, shall develop criteria for evaluation, indicators of achievement of the criteria, and acceptable standards of achievement for all grade levels, courses and programs offered by the district. The criteria, indicators and standards must be related to district goals and objectives. Parents/guardians shall be notified in a timely manner whenever their child appears in danger of failing to meet required proficiency levels. Parents/guardians shall be strongly encouraged to participate in designing remedial plans for their children.

These standards of proficiency shall include but not be limited to those New Jersey Student Learning Standards identified by the State Department of Education and shall form the basis for the district's grading system.

By the date required by law, the superintendent shall annually report to the board and the community at a regularly scheduled meeting an evaluation of student achievement toward meeting district and school goals and objectives.

The superintendent shall consider additional factors contributing to student achievement such as indicators of student and educator engagement, school climate and/or safety. The superintendent may consult with the appropriate staff member in the development and assessment of indicators of engagement, school climate and/or safety, such as teaching staff, the affirmative action officer and the anti-bullying coordinator and/or specialist.

The board shall administer the applicable Statewide assessments, including the elementary assessment component for grades three through five, the middle school assessment component for grade six and the Department of Education approved alternate proficiency assessment for students with severe cognitive disabilities. The Statewide assessments shall be administered according to a schedule prescribed by the Commissioner.

Low student achievement shall be regarded by the board as an indication that revisions are needed in educational programming, general strategy, staff resource use, staff evaluation, and/or other aspects of the learning program.

NJSBA Review/Update: June 2011, March 2017
Adopted: September 21, 2011
Revised:

Key Words

Proficiencies, Standards of Proficiency

<u>Legal References:</u>	<u>N.J.S.A. 18A:7C-1</u> through -5 <u>N.J.S.A. 18A:7F-46</u> <u>N.J.S.A. 18A:354.9</u> <u>N.J.A.C. 6A:8-1.1 et seq.</u> <u>See particularly:</u> <u>N.J.A.C. 6A:8-1.1, -1.3,-2.1,</u> <u>-4.1, -4.4, -5.1</u> <u>N.J.A.C. 6A:14-4.10,11</u> <u>N.J.A.C. 6A:15-1.1 et seq.</u> <u>See particularly:</u> <u>N.J.A.C. 6A:15-1.11</u> <u>N.J.A.C. 6A:23A-9.5</u>	Commissioner of Education to develop a program of standards and guidelines <u>N.J.S.A. 18A:7E-2</u> School report card program Review, update of the Core Curriculum Content Standards; Educational Adequacy Report Student promotion and remediation; policies and procedures Standards and Assessment Statewide assessment Bilingual Education Commissioner to ensure achievement of the Core Curriculum Content Standards
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STANDARDS OF PROFICIENCY (continued)

N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts
N.J.A.C. 6A:32-2.1 Definitions
N.J.A.C. 6A:32-12.1 et seq. Student Behavior

Abbott v. Burke, 149 N.J. 145 (1997) (Abbott IV)

Abbott v. Burke, 153 N.J. 480 (1998) (Abbott V)

Abbott v. Burke, 163 N.J. 95 (2000) (Abbott VI)

Every Student Succeeds Act, Pub. L. 114-95., 20 U.S.C.A. 6301 et seq.

PossibleCross References:

*1120	Board of education meetings
*5113	Attendance, absences and excuses
*5120	Assessment of individual needs
*5124	Reporting to parents/guardians
*5125	Student records
6000	Concepts and roles in instruction
*6010	Goals and objectives
*6140	Curriculum adoption
*6141	Curriculum design/development
*6146	Graduation requirements
*6146.2	Promotion/retention
*6171.1	Remedial instruction
*6171.3	At-risk and Title 1
*6300	Evaluation of the instructional program

*Indicates policy is included in the Critical Policy Reference Manual.

Title: INSTRUCTIONAL COACH

Qualifications:

1. Valid New Jersey Teaching Certificate (K-8).
2. A minimum of five years of successful teaching experience.
3. Possess a minimum of a Bachelor's Degree in Education
4. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

Reports To: Supervisor of Curriculum and Instruction

Job Goal: To train, support, and collaborate with instructional staff while modeling the best practices to increase teacher proficiency and facilitate positive educational outcomes for all students.

Performance Responsibilities:

- Researches and provides content knowledge and resources to staff about learning and teaching core content areas including teaching strategies, formative and summative assessment of student learning, and using assessment classroom differentiation.
- Assists teachers in planning, sequencing, and scaffolding of instruction.
- Disaggregates and analyzes data; assists principal and teachers in its interpretation to measure and improve the instructional program.
- Provides knowledge of appropriate standards, content, materials, and resources.
- Facilitates the use of research-based teaching strategies and best practices to address the needs of teachers and school goals.
- Facilitates the development of a professional learning community.
- Assists with staff development, with an emphasis on on-going, job embedded professional learning.
- Establishes, maintains and enhances effective communication with administrators, teachers, parents and other stakeholders.
- Informally observes (non-evaluative) lessons and provides feedback for a teacher's professional growth and students' success.
- Creates an articulated instructional program in conjunction with building administration.
- Demonstrates appropriate use of instructional technology and other educational tools to enhance and extend instruction.
- Performs other duties related to the improvement of student achievement as determined by Superintendent, Director of Curriculum and Instruction, and the building Principal.

Terms of Employment:

Full-time. Salary to be determined by the Superintendent and Board of Education.

Evaluation:

Performance of this position will be evaluated annually in accordance with board policy on evaluation of certified personnel.

Approved :

BILINGUAL/ESL THREE-YEAR PROGRAM PLAN

SCHOOL YEARS 2017-2020

NEW JERSEY DEPARTMENT OF EDUCATION
Division of Learning Supports and Specialized Services
Office of Supplemental Educational Programs
Bureau of Bilingual/ESL Education
P.O. Box 500
Trenton, NJ 08625-0500

Email completed plan to: ellreports@doe.state.nj.us

Save the plan using the following file name format:
countycode-districtcode-districtname (e.g. 00-0000-sampledistrict.docx)

For a summary of Three Year Plan program review elements, consult:
<http://www.nj.gov/education/bilingual/policy/ImplementingELLPrograms.pdf>

NOTE: Districts that are requesting a waiver from a full-time bilingual education program must submit a bilingual waiver on <http://homeroom.state.nj.us/> under "Bilingual" in addition to completing this plan.

District Information

Burlington / 05
County Name/Code

Chesterfield / 0830
District Name/Code

Jeanine May-Sivieri Supervisor of C&I
Name and Title of Person Completing

Jeanine May-Sivieri Supervisor of C&I
Name and Title of Contact Person

(609)298-6900
Telephone Number of Person Completing Plan

(609)298-6900
Telephone Number of Contact Person

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Email Address

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Email Address

30 Saddle Way
Street Address of District

Chesterfield NJ 08515
City State Zip

Chesterfield / 0830
District Name/Code

Burlington / 05
County Name/Code

BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SECTION I: GENERAL ASSURANCES

A. General Assurances Based on N.J.A.C. 6A:15 [Mark "X" for each if in compliance]

1. ☐ The bilingual and/or ESL program is operated in compliance with New Jersey statutes and regulations.
2. ☒ The ESL curriculum has been developed, aligned to the WIDA English Language Proficiency Standards for English Language Learners, and adopted by the local board of education.
3. ☐ Within 30 days of the beginning of the school year, the parents/guardians of ELLs are notified annually by mail in their dominant language that their child has been identified as eligible for enrollment in an ELL program and of their right to decline program services in accordance with New Jersey regulations. In addition, parents are notified by mail in their dominant language when a determination has been made to exit a student. Parents/guardians also receive individual student progress reports as indicated in N.J.A.C.6A:15-1.13.
4. ☒ A budget for the bilingual and/or ESL program is developed that specifies how state/local funds are directly related to the bilingual/ESL program instructional services and materials.
5. ☒ The district uses a screening process, initiated by a home-language survey, to determine which students must be tested for English proficiency.
6. ☒ All ELLs are identified for services with an approved ELP assessment (list can be found at http://www.nj.gov/education/bilingual/resources/prof_tests.htm). All ELLs in grades K-12 are tested annually with ACCESS for ELLs, the state English language proficiency assessment.
7. ☒ ELLs who are determined to be eligible for special education and related services or eligible for speech-language services continue to receive bilingual/ESL services. These students are exited from ELL status using multiple measures, not through an IEP determination.
8. ☒ Students are monitored for at least two years after they exit ELL status. Former ELLs are evaluated for academic progress to ensure they have not been prematurely exited, gaps in content knowledge due to ELL program services have been addressed, and ELLs are meaningfully participating in the standard instructional program comparable to their English-speaking peers.
9. ☒ When parents/guardians refuse program services, alternative supports are provided for these students (e.g., training the student's classroom teacher in sheltered instruction) and an annual ELP test is administered until the student has been exited from ELL status.
10. ☒ The district uses the following multiple indicators to determine which students are ready to exit a language assistance program:
 - Department-established standard on an English language proficiency test
 - Classroom performance and the student's reading level in English:
 - Judgment of the teaching staff member(s): and
 - Performance on achievement tests in English.

Scott Heino
Chief School Administrator

Signature

Date Signed

Date of Board Approval

**BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SCHOOL YEARS 2017-2020
SECTION II: GENERAL PROGRAM INFORMATION**

A. PROGRAM STAFF

Indicate the number of certified/trained teachers in the chart. Teachers counted in 1 and 2 should not be duplicated in 3.

	TEACHER QUALIFICATIONS	NUMBER OF TEACHERS
1.	Bilingual-certified	
2.	ESL-certified	0 – 1 currently working on certification
3.	Bilingual/ESL (dual certification)	
4.	Sheltered English Instruction trained teachers	

B. PROGRAM TYPE

For each program type, indicate the number of students in bilingual and/or ESL programs, and language(s) used for instruction in bilingual programs (if applicable). If any of the program types are not applicable, leave the section blank. Please refer to N.J.A.C. 6A:15 -1.2 located at: <http://www.state.nj.us/education/code/current/title6a/chap15.pdf> for definitions of program types.

Program Type	Number of Students	Language(s)
Full-Time Bilingual (self-contained or departmentalized) (list by language)		
Alternative programs that use students' native-language for instruction (Bilingual Part-time, Bilingual Tutorial, Bilingual Resource)		
Dual-Language (Two Way Immersion)		
Alternative programs that are English-based (High-Intensity ESL, Sheltered English Instruction)		
ESL-Only Programs	16	
Other (Please specify)		
ELL program parent refusal		

NOTE: ESL-ONLY PROGRAMS SHOULD CONTINUE TO SECTION V ON PAGE 8.

BILINGUAL/ESL THREE-YEAR PROGRAM PLAN SCHOOL YEARS 2017-2020

SECTION III: FULL-TIME BILINGUAL AND ALTERNATIVE PROGRAM DESCRIPTION

A. Full-Time Bilingual and Alternative* Program Information

*Alternative programs are implemented as a result of a district requesting a waiver from the requirement to implement a full-time bilingual education program.

Name of language

Mark "X" in the appropriate box indicating the program(s) implemented in each school. Complete one SECTION III Part A form for each language for which you provide full-time bilingual and/or alternative programs.

[illegible]

B. Full-Time Bilingual and Alternative* Program Assurances

Assurances for all Bilingual and Alternative Programs

[Mark Y (yes), N (no), or N/A (not applicable)]

1. ___ A parent advisory committee has been established in the district consisting primarily of the parents of the ELL students.
2. ___ Teachers receive professional development in strategies to meet the needs of ELLs.
3. ___ Administrators who supervise bilingual/ESL programs and administrators/personnel who observe and evaluate teachers of ELLs receive professional development in strategies to meet the needs of ELLs.
4. ___ All ELLs are provided at least one full period of ESL instruction per day from a certified ESL teacher. A period is the time allocated in the school schedule for instruction in core subjects.
5. ___ Students in High-Intensity ESL programs receive at least 2 periods of ESL per day from a certified ESL teacher.
6. ___ Students enrolled in a bilingual program receive instruction from bilingual teachers who are certified in bilingual education and the applicable content area(s).
7. ___ Teachers in Sheltered English classes are regular classroom teachers who have received training on strategies to make subject-area content comprehensible for ELL students.
8. ___ The maximum number of students for ESL classes fall under the framework below for ESL class size maximums. **If “no”, complete the following justification for exceeding maximums.**

Framework for ESL Class Size Maximums		
	Classes including Proficiency Level 1-2 students	Classes including only Proficiency Level 3 and higher students
K-1	21 Students	25 Students
2-12	15 Students	20 Students

Grades K-1 ESL Class Size Maximum: ___ (number of students)	Grades K-1 Content Class Size Maximum: ___ (number of students)
Grades 2-12 ESL Class Size Maximum: ___ (number of students)	Grades 2-12 Content Class Size Maximum: ___ (number of students)
Justification for exceeding ESL class size maximums (150 words or less) Include what district trends justify the class size (high class sizes for all students, etc.):	

Program Assurances for Full-Time Bilingual Programs Only
[Mark Y (yes) or N (no)]

1. ____ The bilingual curriculum is aligned with state standards, delivers content through the use of native/home language and English, and is adopted by the local board of education.
2. ____ The maximum number of students in bilingual classes fall under the framework below for bilingual class size maximums. **If “no”, complete the following justification for exceeding maximums.**

Framework for Bilingual Class Size Maximums		
	Classes including Proficiency Level 1-2 students	Classes including only Proficiency Level 3 and higher students
K-1	21 Students	25 Students
2-12	18 Students*	25 Students

*These class sizes also reflect maximum size for bilingual classes with students with a limited or interrupted formal education (SLIFEs).

Grades K-1 Bilingual Content Class Size Maximum: ____ (number of students)	Grades K-1 Non-Bilingual Content Class Size Maximum: ____ (number of students)
Grades 2-12 Bilingual Content Class Size Maximum: ____ (number of students)	Grades 2-12 Non-Bilingual Content Class Size Maximum: ____ (number of students)
Justification for exceeding bilingual class size maximums (150 words or less) Include what district trends justify the class size (high class sizes for all students, etc.):	

**BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SCHOOL YEARS 2017-2020
SECTION IV: FULL-TIME BILINGUAL AND ALTERNATIVE PROGRAM PARENT
ADVISORY COMMITTEE**

Pursuant to N.J.A.C. 6A:15-1.15, "each district board of education implementing a bilingual education program shall establish a parent advisory committee on bilingual education on which majority will be parent(s) of students of limited English proficiency."

Note: Districts with an alternative program as the result of a bilingual waiver must also have a bilingual parent advisory committee and complete this section.

A. Please provide tentative meeting dates for the district's bilingual parent advisory committee.

2017- 2020	
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B. Select which of the following groups participate in the bilingual parent advisory committee. [Mark (X) each if applicable]

- | | |
|---|---|
| <p>___ Bilingual/ESL teachers</p> <p>___ Mainstream teachers</p> <p>___ Special education teachers</p> <p>___ Parents</p> <p>___ Paraprofessionals</p> <p>___ Community representatives</p> | <p>___ Other: _____</p> <p>___ Other: _____</p> <p>___ Other: _____</p> |
|---|---|

C. Please succinctly provide examples of parental participation in providing input and feedback regarding the bilingual or alternative program. (150 words or less)

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**BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SCHOOL YEARS 2017-2020
SECTION V: ENGLISH AS A SECOND LANGUAGE PROGRAM
DESCRIPTION**

A. ESL-Only Program Information

Note: High Intensity ESL and Sheltered English Instruction programs must complete all sections above, but leave Section V (this section) blank.

Indicate the name of the school and the grade span in which an ESL-Only program is provided. ESL-Only programs are for students who are not enrolled in a Full-Time Bilingual or Alternative program in a school district with 10 or more ELLs.

SCHOOL NAME	SCHOOL GRADE SPAN	
	FROM - TO (one grade per box)	
Chesterfield Elementary	Pre- K	6 th

B. ESL-Only Program Assurances
[Mark Y (yes) or N (no) for each]

1. X Students are provided at least one full period of ESL instruction per day by a certified ESL teacher. A period is the time allocated in the school schedule for instruction in core subjects.
2. X District wide, there are less than 20 ELL students in any one language classification enrolled in the ESL-Only program.
3. X Teachers receive professional development in strategies to meet the needs of ELL students.
4. X Administrators who supervise bilingual/ESL programs and administrators/personnel who observe and evaluate teachers of ELLs receive professional development in strategies to meet the needs of ELLs.

Chesterfield Township School HEALTH OFFICE REPORT

Date:12/21/2018

Student Visits:	Category	Number
	First Aid	48
	Medications	215
	Medical	225
	Other	65
	Counseling	1
	Health Screenings	0
	Health screenings for I&RS or CST	3
	Head lice checks	0
	DYFS	0
	Staff Visits	12
	Parent Communication	186
	Documentation of records	54

Health Office Visits:	Total: 809	Per Day: 54
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Communicable Diseases:	Disease	Number of cases
	Strep Throat	2
	Conjunctivitis	1
	Lice	0
	Flu	1
	Impetigo	0
	Ringworm	0
	Chicken Pox	0

Accident Reports	3
Students on daily medication / treatment	13
Telephone Calls to parents for illness or injury at school	115
Attendance Meeting as Attendance Officer	0
Special Services – I&RS, IEP, 504 meetings attended by nurse	0
Telephone calls to Poison Control	0
Students Out of District	4
DYFS	1
Home Visits	0
Students on Homebound Instruction	0

Comments:

- End of year paperwork
- Covering open days in Jan. after 2nd nurse leaves on the 11th.
- FVL meeting, paperwork, and spread sheets started.
- Flu shots for Pre-K students
- New student paperwork

School Nurse: Stacey Farreny, BSN,RN,CSN	<i>Stacey L Farreny</i>
School Nurse: Marylyn Campanella, BSN, RN, CSN	<i>Marystyn Campanella</i>

Emergency Drill Log for 2018-2019 School Year

[illegible]

2018/2019: School Disciplinary Incidents

[illegible]

FACILITY REPORT

January 13, 2019

- PARTS STILL ON ORDER FOR ERV'S
- REACHED OUT TO 2 MORE VENDORS FOR QUOTES FOR CONCRETE WORK IN FRONT.
- BACK FLOW PREVENTER HAS BEEN REPAIRED WAITING FOR THE VENDOR TO SEND INSPECTOR OUT TO INSPECT.
- CAFETERIA TABLE CAME IN WAITING FOR THE OK TO ORDER THE REST.
- LED LIGHTS CAME IN AND THE ELECTRICIAN HAS STARTED THE INSTALL.

Robert Carter
Building and Grounds Supervisor

Work Order Summary List

Selected Date Range for Request Dates:12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							

Status: Closed Work Orders

12215	30 Saddle Way			12/1/2018	12/31/2018	0.75	\$23.35
Medium	Pingitor, Larry			12	12/13/2018		
				12/1/2018 4:01:12 AM	12/20/2018		

Monthly - Fire Extinguishers - Refer to PM schedule details. fire extinguisher checked out ok

Robert Carter

12216	30 Saddle Way			12/1/2018		0.25	\$7.78
Medium	Pingitor, Larry			4	12/5/2018		
				12/1/2018 4:01:13 AM	12/5/2018		

Monthly - PM Schedule created on 1/26/2012 - Refer to PM schedule details. fuel for generator 826 gallons

Robert Carter

12217	30 Saddle Way			12/1/2018		0.25	\$7.78
Medium	Pingitor, Larry			2	12/3/2018		
				12/1/2018 4:01:14 AM	12/5/2018		

Monthly - PM Schedule created on 1/30/2012 - Refer to PM schedule details. solar readings for nov. 427655

Robert Carter

12380	30 Saddle Way			12/24/2018	12/27/2018	0.25	\$7.78
Medium	Pingitor, Larry			10	1/3/2019		
				12/24/2018 1:22:04 AM	1/13/2019		

Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details. Playground 1 no new problems at this time

Robert Carter

12381	30 Saddle Way			12/24/2018	12/27/2018	0.25	\$7.78
Medium	Pingitor, Larry			10	1/3/2019		
				12/24/2018 1:22:05 AM	1/13/2019		

Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details. Playground 2 no new problems at this time

Robert Carter

12383	30 Saddle Way			12/24/2018			\$0.00
Medium	Pingitor, Larry			10	1/3/2019		
				12/24/2018 1:22:06 AM	1/13/2019		

Weekly - PM Schedule created on 2/27/2012 - Refer to PM schedule details. Generator no test needed at this time

Robert Carter

1/13/2019 11:47:59 AM

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor	Total
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date	Hours	Costs
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12358	30 Saddle Way			12/14/2018		0.25	\$7.78
High	Pingitor, Larry	Office			12/14/2018		
				12/14/2018 9:43:25 AM	12/20/2018		
main office paper towel dispenser is broken			replaced dispenser				
Heather Merrick							
12360	30 Saddle Way			12/17/2018	12/20/2018	0.25	\$7.78
Medium	Pingitor, Larry			3	12/20/2018		
				12/17/2018 1:35:35 AM	12/20/2018		
Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.			playground1 no new problems at this time				
Robert Carter							
12361	30 Saddle Way			12/17/2018	12/20/2018	0.25	\$7.78
Medium	Pingitor, Larry			3	12/20/2018		
				12/17/2018 1:35:36 AM	12/20/2018		
Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.			playground 2 no new issues found at this time				
Robert Carter							
12362	30 Saddle Way			12/17/2018		0.5	\$15.57
Medium	Pingitor, Larry				12/17/2018		
				12/17/2018 1:35:36 AM	12/19/2018		
Weekly - PM Schedule created on 2/27/2012 - Refer to PM schedule details.			generator test with load. run time 241.1				
Robert Carter							
12387	30 Saddle Way			12/31/2018	1/3/2019	0.25	\$7.78
Medium	Pingitor, Larry			3	1/3/2019		
				12/31/2018 3:02:36 AM	1/13/2019		
Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.			Playground 1 no new issues found at this time trash was ok				
Robert Carter							
12388	30 Saddle Way			12/31/2018	1/3/2019	0.25	\$7.78
Medium	Pingitor, Larry			3	1/3/2019		
				12/31/2018 3:02:37 AM	1/13/2019		
Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.			Playground 2 no new problems at this time				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor	Total
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date	Hours	Costs
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12329	30 Saddle Way			12/1/2018		4	\$124.52
Medium	Pingitor, Larry			33	1/3/2019		
				12/1/2018 4:01:34 AM	1/13/2019		
Monthly - PM Schedule created on 5/22/2018 - Refer to PM schedule details.			Geo vault dan and larry pumped vault. 12-4 12-7 12- 11 12-14				
Robert Carter							
12330	30 Saddle Way			12/3/2018	12/6/2018	0.25	\$7.78
Medium	Pingitor, Larry			2	12/5/2018		
				12/3/2018 3:48:03 AM	12/5/2018		
Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.			playground 1 no new issues found at this time				
Robert Carter							
12331	30 Saddle Way			12/3/2018	12/6/2018	0.25	\$7.78
Medium	Pingitor, Larry			2	12/5/2018		
				12/3/2018 3:48:03 AM	12/5/2018		
Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.			playground 2 no new issues at this time				
Robert Carter							
12332	30 Saddle Way			12/3/2018			\$0.00
Medium	Pingitor, Larry			14	12/17/2018		
				12/3/2018 3:48:04 AM	12/20/2018		
Weekly - PM Schedule created on 2/27/2012 - Refer to PM schedule details.			generator no test needed at this time				
Robert Carter							
12389	30 Saddle Way			12/31/2018			\$0.00
Medium	Pingitor, Larry			2	1/2/2019		
				12/31/2018 3:02:38 AM	1/13/2019		
Weekly - PM Schedule created on 2/27/2012 - Refer to PM schedule details.			Generator no test needed at this time				
Robert Carter							
12345	30 Saddle Way			12/10/2018	12/13/2018	0.25	\$7.78
Medium	Pingitor, Larry			1	12/11/2018		
				12/10/2018 1:39:00 AM	12/20/2018		
Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.			playground 1 trash was ok no new problems at this time				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							

12346	30 Saddle Way			12/10/2018	12/13/2018	0.25	\$7.78
Medium	Pingitor, Larry			1	12/11/2018		
				12/10/2018 1:39:01 AM	12/20/2018		

Weekly - PM Schedule created on 2/16/2011 - Refer to PM schedule details.

playground 2 trash was pulled no problems at this time

Robert Carter

12348	30 Saddle Way			12/10/2018			\$0.00
Medium	Pingitor, Larry			10	12/20/2018		
				12/10/2018 1:39:02 AM	12/20/2018		

Weekly - PM Schedule created on 2/27/2012 - Refer to PM schedule details.

generator test with load 241.5

Robert Carter

12341	30 Saddle Way			12/5/2018		0.25	\$7.78
Medium	Pingitor, Larry	Cafeteria			12/5/2018		
Carpentry				12/5/2018 10:46:53 AM	12/5/2018		

left of stage hand rail loose

re fastened hand rail

Larry Pingitor

12369	30 Saddle Way			12/18/2018		0.5	\$15.57
Medium	Pingitor, Larry	Classroom		1	12/19/2018		
Carpentry		220		12/18/2018 12:38:15	12/19/2018		

Classroom door does not close all the way.

adjusted door

Melissa Hillman

12372	30 Saddle Way			12/19/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom			12/19/2018		
Heating/Ventilation /Air		228		12/19/2018 10:52:23 AM	12/20/2018		

My room doesn't feel like its getting warm on the WARM setting for the past few weeks. It used to get very warm but now it feels like the same cool temperature no matter what setting it is on.

reset temp.

Tara Bobal

12373	30 Saddle Way			12/20/2018		0.25	\$7.78
Medium	Pingitor, Larry				12/20/2018		
Heating/Ventilation /Air				12/20/2018 12:57:33 AM	12/20/2018		

Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.

water room water presser was ok and the heat was running

Robert Carter

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12374	30 Saddle Way			12/20/2018		0.25	\$7.78
Medium	Pingitor, Larry				12/20/2018		
Heating/Ventilation /Air			12/20/2018 12:57:33 AM		12/20/2018		
Weekly - PM Schedule created on 1/9/2012 - Refer to PMschedule details.			fire pump room heatwas on				
Robert Carter							
12315	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air			12/1/2018 4:01:31 AM		12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			hallway by 312 filters changed				
Robert Carter							
12316	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air			12/1/2018 4:01:31 AM		12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			stairway 2 filters changed				
Robert Carter							
12317	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air			12/1/2018 4:01:31 AM		12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			310 filters changed				
Robert Carter							
12318	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air			12/1/2018 4:01:31 AM		12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			307 filters changed				
Robert Carter							
12319	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air			12/1/2018 4:01:31 AM		12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			hallway by 307 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12321	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:32 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			306 filters changed				
Robert Carter							
12322	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:32 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			304 filters changed				
Robert Carter							
12323	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:32 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			303 filters changed				
Robert Carter							
12324	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:32 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			301 filters changed				
Robert Carter							
12325	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:32 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			stairway 1 filters changed				
Robert Carter							
12326	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:33 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			B302 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description	Requester Name						
12342	30 Saddle Way			12/6/2018		0.25	\$7.78
Medium	Pingitor, Larry			2	12/8/2018		
Heating/Ventilation /Air				12/6/2018 1:14:41 AM	12/20/2018		
Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.			water room heat was on pumps running ok				
Robert Carter							
12343	30 Saddle Way			12/6/2018		0.25	\$7.78
Medium	Pingitor, Larry			2	12/8/2018		
Heating/Ventilation /Air				12/6/2018 1:14:42 AM	12/20/2018		
Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.			fire pump room heat was on				
Robert Carter							
12335	30 Saddle Way			12/3/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom		1	12/4/2018		
Heating/Ventilation /Air		222		12/3/2018 3:25:08 PM	12/5/2018		
My room is very warm. Please turn down the temperature in 222.			adjusted temp.				
Carla Rigolizzo							
12385	30 Saddle Way			12/27/2018		0.25	\$7.78
Medium	Pingitor, Larry			6	1/2/2019		
Heating/Ventilation /Air				12/27/2018 1:30:14 AM	1/13/2019		
Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.			Water room heat was on. back flow prev enter was replaced by Benjamin Franklin plumbing.				
Robert Carter							
12386	30 Saddle Way			12/27/2018		0.25	\$7.78
Medium	Pingitor, Larry			6	1/2/2019		
Heating/Ventilation /Air				12/27/2018 1:30:14 AM	1/13/2019		
Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.			Fire pump room heat was on				
Robert Carter							
12355	30 Saddle Way			12/13/2018		0.25	\$7.78
Medium	Pingitor, Larry			4	12/17/2018		
Heating/Ventilation /Air				12/13/2018 1:04:51 AM	12/20/2018		
Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.			water room pumps were ok heat was on				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12356	30 Saddle Way			12/13/2018		0.25	\$7.78
Medium	Pingitor, Larry			4	12/17/2018		
Heating/Ventilation /Air				12/13/2018 1:04:51 AM	12/20/2018		
Weekly - PM Schedule created on 1/9/2012 - Refer to PM schedule details.			fire pump room heat was on no problems at this time				
Robert Carter							
12246	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:19 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			225 filters changed				
Robert Carter							
12247	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:19 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			226 filters changed				
Robert Carter							
12248	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:19 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			227 filters changed				
Robert Carter							
12249	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:19 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			228 filters changed				
Robert Carter							
12250	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:19 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			230 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							

12251	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			13	12/14/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:19 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.

229 filters changed

Robert Carter

12252	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			13	12/14/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:20 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.

233a filters changed

Robert Carter

12253	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			13	12/14/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:20 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.

hallway by 227 filters changed

Robert Carter

12254	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			13	12/14/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:20 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.

234 filters changed

Robert Carter

12255	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			13	12/14/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:20 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.

233b filters changed

Robert Carter

12256	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			13	12/14/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:20 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.

hallway by 236 filters changed

Robert Carter

Work Order Summary List

Selected Date Range for Request Dates:12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12257	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:20 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			236 filters changed				
Robert Carter							
12258	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:21 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			237 filters changed				
Robert Carter							
12259	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:21 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			235 filters changed				
Robert Carter							
12218	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:14 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			240 filters changed				
Robert Carter							
12219	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:14 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			102 filters changed				
Robert Carter							
12220	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:14 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			103 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							

12221	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			9	12/10/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:15 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 103 filters changed				
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Robert Carter

12222	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			12	12/13/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:15 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			104 filters changed				
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Robert Carter

12223	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			12	12/13/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:15 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			109 filters changed				
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Robert Carter

12224	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			12	12/13/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:15 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			108 filters changed				
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Robert Carter

12225	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			12	12/13/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:15 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			110 filters changed				
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Robert Carter

12226	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
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Medium	Pingitor, Larry			12	12/13/2018		
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Heating/Ventilation /Air				12/1/2018 4:01:15 AM	12/20/2018		
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Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			111 filters changed				
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Robert Carter

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12227	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:15 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			112a filters changed				
Robert Carter							
12228	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:16 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			112b filters changed				
Robert Carter							
12229	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:16 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 112a filters changed				
Robert Carter							
12230	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:16 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			116 filters changed				
Robert Carter							
12231	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:16 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			115 filters changed				
Robert Carter							
12232	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:16 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			118 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates:12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12233	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:16 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			117 filters changed				
Robert Carter							
12234	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:17 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 119 filters changed				
Robert Carter							
12235	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:17 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			119 filters changed				
Robert Carter							
12236	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:17 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			122 filters changed				
Robert Carter							
12237	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:17 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			123 filters changed				
Robert Carter							
12238	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:17 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 122 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12239	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:17 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			217 filters changed				
Robert Carter							
12240	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:18 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			220 filters changed				
Robert Carter							
12241	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:18 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			221 filters changed				
Robert Carter							
12242	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:18 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			222 filters changed				
Robert Carter							
12243	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:18 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 221 filters changed				
Robert Carter							
12244	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:18 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			223 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							

12245	30 Saddle Way	12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry	13	12/14/2018		
Heating/Ventilation /Air		12/1/2018 4:01:18 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.		224 filters changed			
Robert Carter					
12260	30 Saddle Way	12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry	13	12/14/2018		
Heating/Ventilation /Air		12/1/2018 4:01:21 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.		242 filters changed			
Robert Carter					
12261	30 Saddle Way	12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry	13	12/14/2018		
Heating/Ventilation /Air		12/1/2018 4:01:21 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.		244 filters changed			
Robert Carter					
12262	30 Saddle Way	12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry	13	12/14/2018		
Heating/Ventilation /Air		12/1/2018 4:01:21 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.		243 filters changed			
Robert Carter					
12263	30 Saddle Way	12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry	13	12/14/2018		
Heating/Ventilation /Air		12/1/2018 4:01:21 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.		245 filters changed			
Robert Carter					
12264	30 Saddle Way	12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry	13	12/14/2018		
Heating/Ventilation /Air		12/1/2018 4:01:22 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.		246 filters changed			
Robert Carter					

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12265	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:22 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 246 filters changed				
Robert Carter							
12266	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:22 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			247 filters changed				
Robert Carter							
12267	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:22 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			249 receiving filters changed				
Robert Carter							
12268	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:23 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			kitchen filters changed				
Robert Carter							
12269	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:23 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			kitchen by office filters changed				
Robert Carter							
12270	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			13	12/14/2018		
Heating/Ventilation /Air				12/1/2018 4:01:23 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			252 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description	Requester Name						
12271	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			16	12/17/2018		
Heating/Ventilation /Air				12/1/2018 4:01:24 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by cafeteria filters changed				
Robert Carter							
12272	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			16	12/17/2018		
Heating/Ventilation /Air				12/1/2018 4:01:24 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			256 filters changed				
Robert Carter							
12275	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			16	12/17/2018		
Heating/Ventilation /Air				12/1/2018 4:01:24 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 260 filters changed				
Robert Carter							
12278	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			33	1/3/2019		
Heating/Ventilation /Air				12/1/2018 4:01:25 AM	1/13/2019		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			202 nurse filters changed				
Robert Carter							
12279	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			33	1/3/2019		
Heating/Ventilation /Air				12/1/2018 4:01:25 AM	1/13/2019		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			201 lobby filters changed				
Robert Carter							
12280	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			33	1/3/2019		
Heating/Ventilation /Air				12/1/2018 4:01:25 AM	1/13/2019		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			main office filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description	Requester Name						
12281	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			33	1/3/2019		
Heating/Ventilation /Air				12/1/2018 4:01:25 AM	1/13/2019		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			vp office filters changed				
Robert Carter							
12282	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			33	1/3/2019		
Heating/Ventilation /Air				12/1/2018 4:01:25 AM	1/13/2019		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			205 lobby filters changed				
Robert Carter							
12283	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			33	1/3/2019		
Heating/Ventilation /Air				12/1/2018 4:01:25 AM	1/13/2019		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			supers office filters changed				
Robert Carter							
12284	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			33	1/3/2019		
Heating/Ventilation /Air				12/1/2018 4:01:25 AM	1/13/2019		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			boe. office filters changed				
Robert Carter							
12287	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			33	1/3/2019		
Heating/Ventilation /Air				12/1/2018 4:01:26 AM	1/13/2019		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			art room filters changed				
Robert Carter							
12288	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			16	12/17/2018		
Heating/Ventilation /Air				12/1/2018 4:01:26 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PMschedule details.			hallway by 207 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12289	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			16	12/17/2018		
Heating/Ventilation /Air				12/1/2018 4:01:26 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 208 filters changed				
Robert Carter							
12290	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:27 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			208c filters changed				
Robert Carter							
12291	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:27 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			210 filters changed				
Robert Carter							
12292	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:27 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			209 filters changed				
Robert Carter							
12293	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:27 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			333 filters changed				
Robert Carter							
12294	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:27 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			332 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12295	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			12	12/13/2018		
Heating/Ventilation /Air				12/1/2018 4:01:27 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			331 filters changed				
Robert Carter							
12296	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:28 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			stairway 4 filters changed				
Robert Carter							
12297	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:28 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			327 filters changed				
Robert Carter							
12298	30 Saddle Way			12/1/2018	12/31/2018		\$0.00
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:28 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			329 filters changed				
Robert Carter							
12299	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:28 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			326 filters changed				
Robert Carter							
12300	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:28 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			328 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12301	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:28 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			325b filters changed				
Robert Carter							
12302	30 Saddle Way			12/1/2018	12/31/2018		\$0.00
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:28 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			hallway by 325 filters changed				
Robert Carter							
12303	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:29 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			325b filters changed				
Robert Carter							
12304	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:29 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			325 filters changed				
Robert Carter							
12305	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:29 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			stairway 3 filters changed				
Robert Carter							
12306	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:29 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			322 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description	Action Taken						
Requester Name							
12307	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:29 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			321 filters changed				
Robert Carter							
12308	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:29 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			320 filters changed				
Robert Carter							
12309	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:30 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			324 filters changed				
Robert Carter							
12310	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:30 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			317 filters changed				
Robert Carter							
12311	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:30 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			315 filters changed				
Robert Carter							
12312	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:30 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			316 filters changed				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12313	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:30 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			313 filters changed				
Robert Carter							
12314	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:30 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			314 filters changed				
Robert Carter							
12320	30 Saddle Way			12/1/2018	12/31/2018	0.5	\$15.57
Medium	Pingitor, Larry			9	12/10/2018		
Heating/Ventilation /Air				12/1/2018 4:01:32 AM	12/20/2018		
Monthly - PM Schedule created on 2/7/2012 - Refer to PM schedule details.			305 filters changed				
Robert Carter							
12353	30 Saddle Way			12/12/2018		2	\$62.26
Scheduled	Pingitor, Larry	Receiving			12/12/2018		
Grounds				12/12/2018 10:38:36 AM	12/20/2018		
service snow blower 4 toro ccr3650			oiled up moving parts replaced belt skid plate and rubber paddles				
Robert Carter							
12352	30 Saddle Way			12/11/2018		0.25	\$7.78
Medium	Pingitor, Larry	Restroom (Staff)			12/11/2018		
Custodial				12/11/2018 7:11:17 AM	12/20/2018		
lower level faculty rest room by jacks closet paper towel dispenser broken			replaced dispenser				
Larry Pingitor							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description	Requester Name		Action Taken				
12364	30 Saddle Way			12/17/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom			12/17/2018		
Custodial		222		12/17/2018 8:05:05 AM	12/19/2018		
My class is making lunches for the homeless today, 12-17 at 2pm. The food we are using is in the walk in in the cafeteria. Robyn has it labeled. I need it brought to my classroom at 2 pm for the activity. Time Available: 2:00			brought cart to classroom				
Carla Rigolizzo							
12365	30 Saddle Way			12/17/2018		0.5	\$15.57
Medium	Pingitor, Larry	Main Entrance		16	1/2/2019		
General Maintenance				12/17/2018 8:08:23 PM	1/13/2019		
alarm keypad low battery beeping			called red hawk security they replaced 3 back up batteries for system.				
Dan Cardona							
12370	30 Saddle Way			12/18/2018		0.5	\$9.14
Medium	Cardona, Dan	Hallway/Corridor			12/18/2018		
General Maintenance				12/18/2018 2:58:52 PM	12/19/2018		
atrium and main side halls need to be scrubbed.			dan scrubbed				
Dan Cardona							
12371	30 Saddle Way			12/18/2018		0.1	\$1.83
Medium	Cardona, Dan	Hallway/Corridor		3	12/21/2018		
General Maintenance				12/18/2018 7:55:04 PM	1/13/2019		
upper level and main back hall need to be scrubbed.			dan scrubbed.				
Dan Cardona							
12375	30 Saddle Way			12/21/2018		0.5	\$9.14
Medium	Cardona, Dan	Atrium			12/21/2018		
General Maintenance				12/21/2018 10:10:25 AM	1/13/2019		
take down giving tree and store.			ms feder took down tree. dan stored it.				
Dan Cardona							
12376	30 Saddle Way			12/21/2018		0.5	\$9.14
Medium	Cardona, Dan	Building Wide			12/21/2018		
General Maintenance				12/21/2018 10:11:36 AM	1/13/2019		
building walk trough.			dan did walk-trough.				
Dan Cardona							

Work Order Summary List

Selected Date Range for Request Dates:12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12377	30 Saddle Way			12/21/2018		0.5	\$9.14
Medium	Cardona, Dan	Atrium			12/21/2018		
General Maintenance			12/21/2018 10:13:20 AM		1/13/2019		
main office needs two tables and two chairs set up in the atrium.			dan set up.				
Dan Cardona							
12367	30 Saddle Way			12/18/2018		0.25	\$7.78
Medium	Pingitor, Larry			1	12/19/2018		
General Maintenance		112A	12/18/2018 10:34:14 AM		12/19/2018		
Please take down the poster and number line that are still hanging in my old room (112A). I am not able to reach them.			removed number line and poster				
Amanda Bulley							
12327	30 Saddle Way			12/1/2018		0.5	\$15.57
Medium	Pingitor, Larry			4	12/5/2018		
Pest Control			12/1/2018 4:01:33 AM		12/5/2018		
Monthly - PM Schedule created on 9/25/2012 - Refer to PM schedule details.			IPM no findings at this time				
Robert Carter							
12379	30 Saddle Way			12/21/2018		0.25	\$7.78
Medium	Pingitor, Larry	Classroom		12	1/2/2019		
Moving		B323	12/21/2018 11:04:59 AM		1/13/2019		
I need an additional desk in my room for a student starting in January			delivered student desk to classroom				
Krista Metz							
12334	30 Saddle Way			12/3/2018			\$0.00
Medium	Pingitor, Larry	Hallway/Corridor		1	12/4/2018		
Flooring		outside B323	12/3/2018 2:44:26 PM		12/5/2018		
Slippery spill down the fifth grade hallway			dan cleaned up area. duplicate order				
Krista Metz							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
12366	30 Saddle Way			12/18/2018		1	\$31.13
Medium	Pingitor, Larry	Classroom		1	12/19/2018		
Lighting		229		12/18/2018 9:09:30 AM	12/19/2018		
I ordered magnetic light covers. I need a ladder to install them, or if someone has a chance to put them on. I put one up but the rest are in a box on my desk. Thanks			installed light covers				
Liz Schauer							
12390	30 Saddle Way			12/31/2018		0.25	\$7.78
Medium	Pingitor, Larry			2	1/2/2019		
Landscaping				12/31/2018 3:02:39 AM	1/13/2019		
Weekly - PM Schedule created on 9/10/2012 - Refer to PM schedule details.			Court yard no issues at this time				
Robert Carter							
12363	30 Saddle Way			12/17/2018		0.25	\$7.78
Medium	Pingitor, Larry				12/17/2018		
Landscaping				12/17/2018 1:35:37 AM	12/19/2018		
Weekly - PM Schedule created on 9/10/2012 - Refer to PM schedule details.			courtyard no problems at this time				
Robert Carter							
12384	30 Saddle Way			12/24/2018		0.25	\$7.78
Medium	Pingitor, Larry			10	1/3/2019		
Landscaping				12/24/2018 1:22:07 AM	1/13/2019		
Weekly - PM Schedule created on 9/10/2012 - Refer to PM schedule details.			Court yard no problems at this time				
Robert Carter							
12333	30 Saddle Way			12/3/2018		0.25	\$7.78
Medium	Pingitor, Larry				12/3/2018		
Landscaping				12/3/2018 3:48:05 AM	12/5/2018		
Weekly - PM Schedule created on 9/10/2012 - Refer to PM schedule details.			courtyard no issues found				
Robert Carter							

Work Order Summary List

Selected Date Range for Request Dates: 12/1/2018 - 12/31/2018 Order By Status, Location

WOID	Location	Building	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	Days Aged	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							

12349	30 Saddle Way			12/10/2018		0.25	\$7.78
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Medium	Pingitor, Larry				12/10/2018		
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Landscaping			12/10/2018 1:39:02 AM		12/20/2018		
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Weekly - PM Schedule created on 9/10/2012 -
Refer to PM schedule details.

courtyard no issues found

Robert Carter

12347	30 Saddle Way			12/10/2018			\$0.00
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Medium	Pingitor, Larry				12/10/2018		
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Equipment Maintenance			12/10/2018 1:39:01 AM		12/20/2018		
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Weekly - PM Schedule created on 1/11/2012 -
Refer to PM schedule details.

steamers are delimed by kitchen staff

Robert Carter

12339	30 Saddle Way			12/5/2018		0.25	\$7.78
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Medium	Pingitor, Larry	Classroom			12/5/2018		
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Equipment Maintenance		B323		12/5/2018 8:51:07 AM	12/5/2018		
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Locker 16 top hooks fell out. Needs screw and
bolts- I have the hooks on my desk.

replaced missing bolts and nuts

Krista Metz

12382	30 Saddle Way			12/24/2018			\$0.00
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Medium	Pingitor, Larry			10	1/3/2019		
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Equipment Maintenance			12/24/2018 1:22:06 AM		1/13/2019		
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Weekly - PM Schedule created on 1/11/2012 -
Refer to PM schedule details.

Steamer steamers were de limed over break. by kitchen staff

Robert Carter

Count: 157 Work Orders	Avg. Age of WO's 10	Total for Closed Work Orders 70.85000	\$2,178.55
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Count: 157 Work Orders	Avg. Age of WO's 10	Grand Total 70.8500000	\$2,178.55
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E+mon D-mon Meter Readings

Month	Total Generation (kWh) month end	Monthly Generation (kWh)	Cumulative from March 2011	SREC's per month	SREC's Cumulative from March 2011	SREC's sold	Rate per SREC	Total Sale Amount	Date of Sale	Remaining SREC's to sell
February, 2011	2770	2770								
March, 2011	8330	5560		5		5	\$620	\$3,100.00	9/8/11	
April, 2011	12790	4460		6		6	\$620	\$3,720.00	9/8/11	
May, 2011	18580	5790		7		7	\$620	\$4,340.00	9/8/11	
June, 2011	27880	9300	25110	7	25	7	\$100	\$700.00	6/1/12	
July, 2011	36008	8128	33238	8	33	8	\$100	\$800.00	6/1/12	
August, 2011	42832	6824	40062	6	39	6	\$100	\$600.00	6/1/12	
September, 2011	44594	1762	41824	1	40	1	\$100	\$100.00	6/1/12	
October, 2011	49840	5246	47070	5	45	5	\$100	\$500.00	6/1/12	
November, 2011	52780	2940	50010	3	48	3	\$100	\$300.00	6/1/12	
December, 2011	55662	2882	52892	3	51	3	\$100	\$300.00	6/1/12	
January, 2012	58390	2728	55620	3	54	3	\$100	\$300.00	6/1/12	
February, 2012	62012	3622	59242	3	57	3	\$100	\$300.00	6/1/12	
March, 2012	67228	5216	64458	5	62	5	\$100	\$500.00	6/1/12	
March, 2012				2	64	2	\$122.50	\$245.00	5/28/13	
April, 2012	73557	6329	70787	6	70	6	\$122.50	\$735.00	5/28/13	
May, 2012	80249	6692	77479	7	77	7	\$122.50	\$857.50	5/28/13	
June, 2012	86301	6052	83531	6	83	6	\$135.50	\$813.00	5/28/13	
July, 2012	92564	6263	89794	6	89	6	\$135.50	\$813.00	5/28/13	
August, 2012	98918	6354	96148	7	96	7	\$135.50	\$948.50	5/28/13	
September, 2012	103665	4747	100895	4	100	4	\$135.50	\$542.00	5/28/13	
October, 2012	106951	3286	104181	4	104	4	\$135.50	\$542.00	5/28/13	
November, 2012	109775	2824	107005	3	107	3	\$135.50	\$406.50	5/28/13	
December, 2012	111679	1904	108909	1	108	1	\$135.50	\$135.50	5/28/13	
January, 2013	114506	2827	111736	3	111	3	\$135.50	\$406.50	5/28/13	
February, 2013	117268	2762	114498	3	114	3	\$135.50	\$406.50	12/4/13	
March, 2013	120850	3582	118080	4	118	4	\$135.50	\$542.00	12/4/13	
April, 2013	127875	7025	125105	7	125	7	\$135.50	\$948.50	12/4/13	
May, 2013	134826	6951	132056	7	132	7	\$135.50	\$948.50	12/4/13	
June, 2013	141813	6987	139043	7	139	7	\$140.00	\$980.00	12/4/13	
July, 2013	146518	4705	143748	4	143	4	\$140.00	\$560.00	12/4/13	
August, 2013	152478	5960	149708	6	149	6	\$140.00	\$840.00	12/4/13	
September, 2013	158850	6372	156080	7	156	7	\$140.00	\$980.00	12/4/13	
October, 2013	161905	3055	159135	3	159	3	\$140.00	\$420.00	12/4/13	
November, 2013	165060	3155	162290	3	162	3	\$175.00	\$525.00	6/16/14	
December, 2013	166379	1319	163609	1	163	1	\$175.00	\$175.00	6/16/14	
January, 2014	168122	1743	165352	2	165	2	\$175.00	\$350.00	6/16/14	
February, 2014	169528	1406	166758	1	166	1	\$175.00	\$175.00	6/16/14	
March, 2014	173999	4471	171229	5	171	5	\$175.00	\$875.00	6/16/14	
April, 2014	179855	5856	177085	6	177	6	\$175.00	\$1,050.00	6/16/14	
May, 2014	186024	6169	183254	6	183	6	\$196.00	\$1,176.00	12/7/14	
June, 2014	193796	7772	191026	8	191	8	\$197.00	\$1,576.00	12/7/14	
July, 2014	200195	6399	197425	6	197	6	\$197.00	\$1,182.00	12/7/14	
August, 2014	205793	5598	203023	6	203	6	\$197.00	\$1,182.00	12/7/14	
September, 2014	210414	4621	207644	4	207	4	\$197.00	\$788.00	12/7/14	
October, 2014	214312	3898	211542	4	211	4	\$197.00	\$788.00	12/7/14	
November, 2014	216878	2566	214108	3	214	3	\$228.50	\$685.50	6/17/15	
December, 2014	218810	1932	216040	2	216	2	\$228.50	\$457.00	6/17/15	
January, 2015	220903	2093	218133	2	218	2	\$228.50	\$457.00	6/17/15	
February, 2015	223106	2203	220336	2	220	2	\$228.50	\$457.00	6/17/15	
March, 2015	226883	3777	224113	4	224	4	\$228.50	\$914.00	6/17/15	
April, 2015	232854	5971	230084	6	230	6	\$228.50	\$1,371.00	6/17/15	

E+mon D-mon Meter Readings

May, 2015	239646	6792	236876	6	236	6	\$258.00	\$1,548.00	12/1/15	
June, 2015	245524	5878	242754	6	242	6	\$258.00	\$1,548.00	12/1/15	
July, 2015	252536	7012	249766	7	249	7	\$258.00	\$1,806.00	12/1/15	
August, 2015	259153	6617	256383	7	256	7	\$258.00	\$1,806.00	12/1/15	
September, 2015	263908	4755	261138	5	261	5	\$258.00	\$1,290.00	12/1/15	
October, 2015	268273	4365	265503	4	265	4	\$258.00	\$1,032.00	12/1/15	
November, 2015	271026	2753	268256	3	268	3	\$193.00	\$579.00	8/15/17	
December, 2015	273242	2216	270472	2	270	2	\$193.00	\$386.00	8/15/17	
January, 2016	275363	2121	272593	2	272	2	\$193.00	\$386.00	8/15/17	
February, 2016	277983	2620	275213	3	275	3	\$193.00	\$579.00	8/15/17	
March, 2016	283738	5755	280968	5	280	5	\$193.00	\$965.00	8/15/17	
April, 2016	289130	5392	286360	6	286	6	\$193.00	\$1,158.00	8/15/17	
May, 2016	294478	5348	291708	5	291	5	\$193.00	\$965.00	8/15/17	
June, 2016	302274	7796	299504	8	299	8	\$195.00	\$1,560.00	8/15/17	
July, 2016	308004	5730	305234	6	305	6	\$195.00	\$1,170.00	8/15/17	
August, 2016	314445	6441	311675	6	311	6	\$195.00	\$1,170.00	8/15/17	
September, 2016	319354	4909	316584	5	316	5	\$195.00	\$975.00	8/15/17	
October, 2016	323364	4010	320594	4	320	4	\$195.00	\$780.00	8/15/17	
November, 2016	326569	3205	323799	3	323	3	\$195.00	\$585.00	8/15/17	
December, 2016	328851	2282	326081	3	326	3	\$195.00	\$585.00	8/15/17	
January, 2017	330377	1526	327607	1	327	1	\$195.00	\$195.00	8/15/17	
February, 2017	333530	3153	330760	3	330	3	\$195.00	\$585.00	8/15/17	
March, 2017	337510	3980	334740	4	334	4	\$195.00	\$780.00	8/15/17	
April, 2017	342349	4839	339579	5	339	5	\$195.00	\$975.00	8/15/17	
May, 2017	348015	5666	345245	6	345	6	\$195.00	\$1,170.00	8/15/17	
June, 2017	354910	6895	352140	7	352	7	\$225.50	\$1,578.50	6/21/18	
July, 2017	360693	5783	357923	5	357	5	\$225.50	\$1,127.50	6/21/18	
August, 2017	367274	6581	364504	7	364	7	\$225.50	\$1,578.50	6/21/18	
September, 2017	371617	4343	368847	4	368	4	\$225.50	\$902.00	6/21/18	
October, 2017	375258	3641	372488	4	372	4	\$225.50	\$902.00	6/21/18	
November, 2017	378337	3079	375567	3	375	3	\$225.50	\$676.50	6/21/18	
December, 2017	380253	1916	377483	2	377	2	\$225.50	\$451.00	6/21/18	
January, 2018	382604	2351	379834	2	379	2	\$225.50	\$451.00	6/21/18	
February, 2018	385186	2582	382416	3	382	3	\$225.50	\$676.50	6/21/18	
March, 2018	389701	4515	386931	4	386	4	\$225.50	\$902.00	6/21/18	
April, 2018	393945	4244	391175	5	391	5	\$225.50	\$1,127.50	6/21/18	
May, 2018	399873	5928	397103	6	397					6
June, 2018	406148	6275	403378	6	403					6
July, 2018	412093	5945	409323	6	409					6
August, 2018	418417	6324	415647	6	415					6
September, 2018	421469	3052	418699	3	418					3
October, 2018	425118	3649	422348	4	422					4
November, 2018	427655	2537	424885	2	424					2
December, 2018	429732	2077	426962		424					
Totals						391		\$77,764.50		33

**8/3/12: updated April and June with figures from CEPS website from 24 to 21 SREC's