



New Jersey School Boards Association

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INFORMATION ITEM

EXECUTIVE COMMITTEE

For Meeting of April 24, 2018

FOR: **ACTION**

DISCUSSION

FROM: **DR. LAWRENCE S. FEINSOD, EXECUTIVE DIRECTOR**

SUBJECT: **Department Updates**

LSF:dm

Attachment



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DEPARTMENTAL REPORTS TO NJSBA EXECUTIVE COMMITTEE

April 24, 2018

Business Development

I am pleased to announce that Lucia Gershman has joined our Business Development team. She will be coordinating all Workshop program, Program Book and Sponsor fulfillment duties as well as other duties assigned. We are thrilled to have her part of the Business Development team.

Workshop 2018:

- Over 90% of our 2017 sponsors have recommitted to sponsorship at Workshop 2018
- Booth and sponsorship applications are coming in at a good rate comparable to last year.
- We received 192 Workshop program proposals. The selection committee will meet on April 20 to finalize the Workshop 2018 program selection.
- The Workshop website went live on April 2.
- Registration and Housing has also gone live, and we already have 22 district registered.
- A marketing plan to educate members about 21-county onsite badge printing began in March.
- The proposal deadline for student performances and the video competition is at the end of April.
- We are finalizing details for the Workshop mobile App and Sched.

Call Center:

- Work with the General Counsel and the School Ethics Commission to ensure our members stay in compliance with mandated training.
- Continue to work directly with districts to ensure their census data is up to date. All district census information includes the president and vice president. Billie and Taylor are working on obtaining the name of the delegate for each district prior to the DA.
- Updating all member transcripts with their program attendance information. This information is critical for milestone awards.
- Workshop registration and badge inputting has begun. The Call Center is particularly busy answering questions pertaining to Workshop and registration.
- Inputting all April election data into the census.

Policy:

- Policy manual writing and wellness checks
- Answering over 100 member inquiries per month
- Working with the Legal & Labor Relations Services Department on the rewrite of the *Basic School Law*

NJSBA Products and Services/Charter Schools:

Lou Schimenti continues to work on the following projects:

- Charter School Membership includes 70 of 89 charters.
- The rescheduled Charter School conference will be held on May 24 at Mercer County College. It had been was postponed due to weather.
- Board Docs continues to expand and now numbers 66 subscribers
- School districts continue to make purchases through our 21st Century Classroom and Cyber Security Procurement Contracts.
- NJSBA's TEC and NJSBA At Your Service webinar series continue to be held weekly with consistently good participation.
- School Security Conference will be held on June 1 at Mercer County College.

NJSBA Marketing Activities

- **Coordination of Communication Channels Committee**
The committee continued to meet in March and April, and discussed coordinated strategies for promoting the numerous upcoming programs.
- **NJSBA Website**
The website was successfully moved to a new cloud server in March, to fix short-term outages occurring from high traffic following the weekly issuance of *School Board Notes*.
- **Labor Relations Services**
Worked with Labor Relations to discuss ways to increase the number of leads/conversions to fee-based services. After a campaign series, there have been several new contracts for services and a number of leads. We have refined our strategy to convert additional leads to contracts, and hope to have approximately 10 new service contracts before June 30.
- **Policy Service Promotion**
Rolling out part two of a multifaceted campaign on NJSBA policy services. Part one went out in the first quarter, and included a direct mail campaign to all board presidents, superintendents, and business administrators, a series of email marketing campaigns, and an article in *School Leader* magazine. The campaign resulted in several new policy manuals. Also working with BoardDocs to ramp up promotion of their services.
- **NJSBA Promotions**
The Marketing Unit made developed and implemented promotional plans for the several programs and events: Workshop Film Festival: Sonic Highways Hometown Documentaries; Workshop Student Performance Submissions; Webinars; Opioid Conference; School Funding 101; I-STEAM NASA Field Trip; Leadership Weekend; Student Achievement Conference; Are You Future Ready? Working Session; Gov I – One Day Orientation; Special Education Symposium; Legislative Day; Delegate Assembly; Intermediate School Law; School Foundation Training; Charter School Conference; School Security Conference; Spring School Law Conference (coming soon)
- **Workshop 2018 Registration Launch**
The Unit launched a multifaceted campaign to inform the membership about the opening of Workshop registration. It included email, video, direct mail, social media, *School Board Notes*, print fliers, *School Leader* magazine advertising.

Communications

Media Relations

Press contacts since March 1 have addressed the following topics, among others: NJSBA's 2014 school security task force report (*NJ Spotlight, Star-Ledger*); employment of School Resource Officers (*Star-Ledger*); employment of retired police officers (*Star-Ledger*); Jersey City teachers' strike (*NJ Spotlight*); March 14 student walk-out (*Politico-NJ, Wall Street Journal, Philadelphia Inquirer, NJ 101.5, Star-Ledger, Coast Star*); payment for unused sick leave (*NJ Spotlight*); "Passing the trash" bill (*Star-Ledger*); underfunded school districts (*Philadelphia Inquirer, Politico-NJ*).

Also, Steven Van Zandt's "Rock and Roll Forever" Foundation (*Asbury Park Press*); school attorney hiring process (*Record*); Unsung Hero Awards in Essex County (*Star-Ledger*); use of high school for Senate candidate's campaign event (*Record*); elimination of class rank (NJ 101.5); elimination of valedictorian/salutatorian titles (*South Jersey Times*); 180-instructional-day requirement (*Star-Ledger, NJ 101.5, WCBS News Radio*); student possession of firearms off campus (*Star-Ledger*); March special school election (KYW News Radio, *Record, Star-Ledger, Philadelphia Inquirer*); April school election (*Star-Ledger*).

We issued news releases and conducted press outreach on the following topics, which resulted in media coverage: NJSBA's guidance document on the March 14 student walk-outs; NJSBA's guidance document on the 180-instructional-day requirement; the April Opioid Conference; the Jersey City teachers' strike; and the Workshop 2018 student film festival.

Publications

The May-June issue of *School Leader* will include articles on the following topics: the U.S. Supreme Court's upcoming decision in the *Janus* litigation, addressing "agency shop" for public employee unions; Montgomery Township's experience in the New Jersey Labor-Management Collaborative (a project spearheaded by NJSBA); and the successful South Hunterdon regionalization effort. The issue will include a special section on school security.

Special Projects

- The **Special Education Week** celebration will take place on Monday, May 21. Co-sponsored with ASAH, the association for private schools for the disabled, the event honors the recipients of the Innovations in Special Education Program. This year, the program attracted 50 entries, five of which were selected for recognition by a panel that included representatives of NJSBA, the New Jersey Department of Education and the private schools association.
- We developed and distributed the guidance document for school districts use in addressing the **March 14 student walk-outs**. The document referenced NJSBA policy, relevant statute and code, and information from organizations, ranging from the National School Boards Association to the Council of Chief State School Officers.

Graphics/Editorial/Website Support

- The Graphics Unit designed certificates for the NJSBA Board Member Academy and the Milestone Awards and the 2018 Special Education Week poster. The unit began updates to the *Legislative Directory*, and designed various fliers and Workshop promotional items for the Marketing Unit.
- The staff provided design services for the Workshop website and assisted in development of the housing and registration links.
- We are providing editorial review for the upcoming revision of *Basic School Law*.

County Activities and Member Engagement

County Activities

In March, most of the county meetings were student-centered: 8th Grade Dialogues and Unsung Heroes awards. These programs received press coverage in certain counties.

In Morris County, legislators attend a meeting on school security and listened to a local chief of police and school superintendent talk about their partnership. After hearing the discussion, Assemblywoman Mila Jasey invited the speakers to testify before the Education Committee.

BlogTalkRadio/Education Matters

Upcoming BlogTalkRadio programs will address the following topics: “Mindfulness in the schools,” and school security. The latter will feature the president of the New Jersey Association of Chiefs of Police, Garry Gubbei of Maple Shade, along with the Maple Shade superintendent.

We are in the process of interviewing educators and law enforcement officials about school security. The series will be called “Conversations on School Security.”

In addition, we are developing a video on school funding for presentation at the Funding 101 programs and other events.

Field Services

By the time the executive committee meets, we will have completed the new, resurrected Leadership Program, and I will verbally report on that. All are excited about bringing back training for board leaders. The program sold out within two days of going live for registration. Clearly, there is a need and we hope to fill that need going forward.

Five FSRs attended and presented at National School Boards Association earlier this month and are grateful for the opportunity to do so. Next year, the conference will be in Philadelphia.

Early returns on the new CSA Evaluation tool have been positive, with many boards using the new tool rather than waiting until next year. (This year, they could choose to use either the new or the previous version.) We are conducting joint training on the new tool and pairing with the NJASA members who had participated on the development committee.

Finance

• Year-To-Date Financial Results

- The Association’s financial performance is favorable *versus* budget through the end of March.
 - Key areas contributing to this performance are: Workshop registrations, Wages (vacancies), and health care expenses.

• **Information Technology/Future Ready Plan**

- Further progress has been made toward making NJSBA a Future Ready association.
 - New desktop and laptop computers are being installed during the next few weeks. All staff must participate in training to be able to effectively use the new computers and software.
 - Cisco has installed the videoconferencing equipment. Videoconferencing capabilities will be demonstrated during May's Board meeting.
 - For the upgrading of our Customer Relationship Management System, representatives from Personify and the Nebraska School Boards-led consortium are scheduled to be on site for separate visits during the first two weeks of May to further evaluate our needs and to demonstrate their systems.

General Council

DELEGATE ASSEMBLY

Resolutions received: **Chesterfield** concerning School Funding Reform Act, run the formula and fund districts under adequacy. **NJSBA BOD** calls for uniform and meaningful school safety laws.

Haledon and Manchester Regional Gun Control calling for ban on assault rifles and limit ammunition, and background checks.

Highland Park prohibits Charter School expansion outside of resident districts.

Oxford calls for sending district advisory seat on receiving board.

South Orange-Maplewood calls for health benefits reform for SEHBP, consistent with SHBP.

South Plainfield seeks clarifying definitions of harassment, intimidation and bullying.

MANDATED TRAINING

Continue to work with NJSEC to ensure that all members complete mandated training for the 2017 cycle. On March 5th, reported 31 members who didn't complete training by Dec 31st or February 28th to the NJSEC.

AMICUS

NJSBA will file amicus brief in the *Ridgewood Park* matter concerning Chapter 78 employee contributions.

Human Resources

Human Resources

- Ongoing participation on the technology upgrade committee
- Identify Eduscape as Windows 10/Microsoft Office 2016 training
- Roll out and schedule all staff for Windows 10/Microsoft Office 2016 training
- Collaborate with staff on Board Member Academy materials
- Solicit professional learning proposals for all staff (Windows 10 and Microsoft)

- Participate in Cisco Webex training
- Personnel: Marcia Lavigne appointed acting manager of member training for six months; part-time call center representative transitioned to full-time effective May 1, 2018; Lisa Deon, administrative assistant/business development, resigned effective April 6, 2018; Lucia Gershman, part-time ELFNJ administrative assistant, hired as full-time administrative assistant/business development

Mailroom

- CSA Evaluation Process copies for FSR
- Opioid Conference material
- Special Ed Poster Mailing - 3000 posters
- Leadership Weekend Book and materials – 100
- Resolution material for Delegate Assembly
- Superintendent Search mailings
- NASA Field Trip materials
- Evaluation process packets for FSR's
- Non-Profit Prospectus for Workshop
- County materials and New Board Member Certifications
- STEAM Materials

Facilities

- Honeywell awarded the contract for HVAC maintenance services
- Honeywell proposal for control upgrade was approved
- Review of proposal for security recorder/software upgrade
- Repair basement wall (chiller installation)
- Outside spring clean-up scheduled

Information Technology

- All new computers received – 75 desktops and 39 laptops. Working with Mercadien to roll out the computer deployment plan for staff. Four training sessions are being held in April. The installation of new computers takes place the next working day after staff members receive training.
- New CSA Evaluation online tool was successfully launched on March 5th. Continue to assist FSRs and support superintendents and board members with the new tool if there are any questions. Currently 4 out of 5 districts opt to use new CSA Evaluation tool.
- Continue to work with consultant Michael Esolda to evaluate association's future AMS (Association Management System) solution from current solution provider, Personify and potential solution provider, Nebraska School Boards Association. Both vendors plan to come on site to obtain a better understanding of our business operations and needs so they can provide more accurate quotes and service plans.
- Continue to work with SHI and Cisco for the installation of the new video conference equipment in the three conference rooms and the training room.
- 2018 Workshop Online Registration is set up. Both district registration and exhibitor badges registration opened on April 3rd.

Governmental Relations

Current Legislative Activity:

Main focus remains on school funding. Governor has proposed a four-year ramp-up to full funding but hasn't modified key formula provisions that limit aid to underfunded districts. The Legislature is unhappy about allocation of aid, but has not yet released alternative scenario for FY 2019 aid to districts.

The Senate and Assembly Education Committees are holding hearings on school security to gather input from key stakeholder groups in light of national attention after Parkland shootings. NJSBA provided testimony including copies of our 2014 report.

Governor Murphy signed 'pass the trash' legislation (A-3381/S-414) that requires school districts, charter schools, nonpublic schools, and contracted service providers to review employment history of prospective employees who will have regular contact with students to ascertain allegations of child abuse or sexual misconduct. NJSBA supported the bill after working with sponsors on amendments.

The "Workplace Democracy Enhancement Act," (A-3686 Coughlin/S-2137 Sweeney) passed both houses and awaits the Governor's approval. It is designed to ensure that organizations that are the exclusive representatives of public employees in collective negotiations are able to carry out their statutory duties by having access to, and being able to communicate with, the employees they represent. The bill requires public employers to provide exclusive representative employee organizations with access to members of the negotiations units.

Additionally, the bill contains the following provisions:

- A public employer is required, within 10 calendar days of hiring, to provide the organization the following information about a new employee: name, job title, worksite location, home address, work telephone number, date of hire, work email address, and any personal email address and home and personal cellular telephone numbers on file with the public employer. Public employers are required to provide updates to the employee organizations of that information every 120 calendar days. The bill specifies that home addresses, phone numbers, email addresses, birth dates, employee negotiation units and groupings, and communications between employee organizations and their members, are not government records and are exempt from the disclosure requirements of P.L.1963, c.73 (C.47:1A-1 et seq.).
- The bill grants employee organizations the right to use the public employer email systems to communicate with their members and government buildings to meet with their members regarding negotiations and administration of collective negotiations agreements, grievances and other workplace-related complaints and issues, and internal organization matters. The meetings may not be for the purposes of supporting or opposing candidates for partisan political office or distributing literature regarding partisan elections.
- A public employer is required to negotiate, upon employee organization request, contractual provisions to memorialize the parties' agreement to implement the provisions

of the bill listed above. The bill sets forth procedures and time line regarding the resolution of any disagreement in the negotiations.

Budget hearings for Department of Education were scheduled for April 17th and 23rd in the Senate and Assembly, respectively. The main topic is expected to be school funding.

The Treasury's revenue hearings were held on April 10th & 11th. The state treasurer indicated that without legislative action to increase the millionaires' tax, the state faces a \$161 million shortfall at the beginning of FY19, which means that no school aid increases of any sort would be possible.

NJSBA will hold training sessions relative to the SFRA formula on April 28th in Mountain Lakes and Sewell NJ.

NJSBA's joint legislative conference with NJ PTA is scheduled for May 17th at the War Memorial in Trenton.

Training & Professional Development/Educator-in-Residence

Maurice Elias-STAT Advisory Committee

I am representing NJSBA on the STAT Advisory Committee along with NJPSA, NJEA and NJASA. STAT is "Students Taking Action Together". STAT is "specifically tailored to help middle school students engaged in feasible and personally meaningful social action planning and, where appropriate, social action within the existing social studies/history/civics/current events curriculum." In May, we will begin reviewing the instructional frameworks of the middle school level social studies units that incorporate social emotional learning within the content. The potential impact of this project is truly exciting. It is designed to meet SEL needs among the most vulnerable students group, early adolescents.

NJ Public School Labor-Management Collaborative

As has been previously reported, the March 6th event at Rutgers was a success. Governor Murphy addressed the audience of over 250 board members and educators. While the news that the project was not awarded a Gates grant was disappointing, the rationale behind the project was not! We believe, and the research is demonstrating it, that the Board of Education must be included in these formalized collaboration efforts. In NJ, we are institutionalizing collaboration through numerous means including the steering committee that is comprised of the major statewide education organizations. Gates is only funding efforts that take place in schools, rather than projects like ours. Anecdotally, in the six states where this project has been adopted, only NJ includes the board of education. And New Jersey is experiencing the best engagement thus far!

While additional districts continue to join the project, we have a focus on districts with challenging academic profiles. In February, the staffs of six New Brunswick schools began their training. Another milestone for the project is the participation of Trenton. On April 20th, we are meeting with the Trenton district leadership to begin planning their professional development for the project.

DEA

The NJSBA collaboration with the DEA to implement prevention strategies continues. The DEA will present its 360 Prevention program at the April 13 Opioid Conference. I am presenting on

Saturday, April 28th in Wildwood at the Family Prevention Day. My topic will be helping parents build bridges of communication with their children. We have also facilitated the publicity for this event by initiating conversation between the DEA and the NJDOE, specifically the Executive County Superintendents, to inform parents of students in grades 3-8.

In Wildwood on April 28th, the DEA is sponsoring a day for parents and kids in grades 4-8 to provide families with the tools to discuss substance abuse with their children and programs to motivate kids and teach them refusal skills. I am presenting to parents on that day, plus I am collaborating with the NJ DEA Deputy Agent in Charge develop the program. Additionally, we are collaborating to inform districts of the DEA prevention program developed in collaboration with the Discovery Channel.

Association of Student Assistance Professionals (ASAP)

I continue to represent NJSBA on NJ's *Youth Rite of Passage - Impact of Marijuana Legalization Advisory Committee*. ASAP will also be presenting at the Opioid Conference.

NJ Commission on Juvenile Justice

The NJSBA collaboration with the Commission continues. At Workshop and the Opioid Conference, they will be presenting a program that uses social services in lieu of police complaints as way to break the school-to-prison pipeline challenge.

Non-College Bound TF

The next meeting of the full task force is April 12. Subcommittees have been meeting. However, the combination of weather and calendars have impact the work of a few of the committees. The April 12 meeting will get the sub-committees back on track to meet the May 31 deadline for draft reports to be submitted to the consultant/writer.

Equity Council

Dr. Feinsod and I have met to identify the goal of the council and begin to identify resources from higher education, districts, etc. to serve on this important initiative. An initial meeting in June is anticipated.

Princeton University

On April 27th, Princeton University is sponsoring a symposium on the effectiveness of the educational reforms that have been instituted over the past decade. This PD event will inform our training programs and help us to be a resource for boards as they review their initiatives.

ARTS ED Steering Committee

As the NJSBA rep to the Arts Ed Steering Committee, I learned about a Monmouth/Ocean County pilot program that infuses the arts and uses the arts for academic instruction. The pilot is funded by the Grunin Foundation, which focuses on serving those two counties, through the Count Basie Theater. I attended a MIND ALIGNED professional development session for a group of elementary teachers in a high poverty elementary school in Ocean County. In this session, teachers were being taught on the use of tableaux (freeze frames) to discuss their interpretations of literature. Another example of this program is to teach fractions by having students do things like cook from a recipe or learn fractions. They will be presenting at Workshop.

Governance I – Saturday, May 12

50 new board members have already registered for this event at Lawrence High School.

Opioid Conference – April 13

The 2nd Annual Opioid Conference theme is Prevention, Intervention, and Treatment. It is a paperless conference; **Conference materials:** www.njsba.org/opioid18

The comprehensive agenda is below:

- Mindfulness & Yoga: Empowering Students to Make Healthy Behavior Choices
Alisha DeLorenzo – Student Assistance Coordinator, Asbury Park HS
- NJ Recovery High Schools- Supporting Treatment & Recovery - Pam Capaci, Director
- Social Services Before Complaints: Breaking the School to Prison Pipeline
 - **MARK BIEDRON**-Immediate Past President, New Jersey State Board of Education, The Willow School, Co-Founder
 - **ERICA HEIN, M.A.**, JDAI Research & Reform Specialist, NJ Juvenile Justice Commission
 - **NANCY CURRY, NJDOE**, Director, Office of Student Support Services
 - **KELLY ALLEN, NJDOE**, Manager, Office of Student Support Services
 - **CHIEF W. HARRY EARLE**, Chief of Police -Gloucester Township Police Department
 - **CHRISTOPHER L. C. KUBERIET**, First Assistant Prosecutor, Middlesex County Prosecutor
- 360 Prevention Program – US Drug Enforcement Agency (DEA)
Nicholas Kolen, Assistant Special Agent in Charge of NJ
- Hope 1 – Chris Goeke, Executive Director, Morris County Prevention is Key
- The Pros and Cons of Decriminalization and/or Legalization of Marijuana
 - Jim Foley, Treasurer, Association of Student Assistance Professionals (ASAP-NJ)
 - Liz Gordon, President, ASAP – Union County
 - Kelley Crosson, Marijuana Policy Project <http://www.mpp.org>

3rd Annual Student Achievement Conference- May 4th

The NJSBA student achievement conference is designed to address the more global challenges districts and educators must confront to prepare students for their futures.

The keynote speaker will be former Commissioner Kim Harrington.

Throughout the nation, districts are reviewing their curricula as well as their course sequencing. From the highest performing districts, most affluent district to urban districts like Camden who have many challenges, moving the study of physics to grade 9 and have it linked to algebra has been extraordinary. Camden will present their experiences with physics as a freshman program and its positive impacts.

The National Institute for Early Education Research is the national resource for pre K education and is located on the campus of Rutgers. Director Steven Barnett will discuss the value of preK which is a topic that is on Governor Murphy's educational agenda.

Vernon High School has expanded its CTE program (Career and Technical Education) with the implementation of six new certificate programs to address the needs of students who were not able to go to the Sussex Vo-Tech due to lack of seats.

Arts Ed NJ will discuss the impact of the arts on academics and climate.

Metuchen will discuss their implementation of the NJ Public School Labor Management Collaborative practices, including the alignment of district committees to board of education committees. Additionally, Professor Rubenstein will present the latest research.

Special Education Conference - May 14

Marcia Lavigne, John Burns and I have been planning the Special Education Conference that will be held in Howell on May 14th. The agenda is below.

Keynote Session, [John K. Worthington, Director, N.J. Department of Education, Office of Special Education Policy and Procedure](#), will deliver the opening general session, and will discuss important updates and initiatives from his office

General Session, *Special Education from Different Perspectives*, Philip E. Stern, Esq., of DiFrancesco Bateman Kunzman Davis Lehrer & Flaum, P.C., and Staci Greenwald, Esq., of Sussan, Greenwald and Wesler, will discuss ways that districts and parents can work together to provide the most appropriate educational plan for students with special needs.

Three breakout sessions will follow the opening general session. Breakout session topics include:

- ***Special Education Case Law Review***, Cherie Adams from Adams, Guiterrez, & Lattiboudere, LLC, will discuss the recent legal changes in Special Education Law;
- ***Bringing Students Back into District***, North Brunswick Superintendent, Brian Zychowski and his team will discuss establishing an in-district special education program that saves money (in North Brunswick, 100 special education students were brought back into the home district)
- ***What Board Members Need to Know About Special Education***, John Burns, Counsel for NJSBA, and Irene Lefebvre, Chair, NJSBA Special Education Committee, will discuss the basics every school board member should know about special education.

Colorado SBA

I've had several discussions with, Leslie Bogar, Director of Professional Learning, Colorado Association of School Boards regarding several of our projects including our collaboration with the DEA, Rutgers, Collaboration, etc. She is new to her position and was seeking guidance based on our experiences in NJ.

STEAM Tank

409 teams participated in the regional competitions; that is double of those who did last year! We are working with the Workshop team to re-configure the area to double the number of teams who will compete in the finals.

Legal and Labor Relations

- **Direct/Onsite Dues-Based Services**
 - Salary Guides – L/R staff completed eighteen dues-based reviews of district salary guides for local districts.
 - Contract Analysis – L/R staff consulted with eleven local districts in regard to collective negotiations agreements and provided insight into improving those agreements from a management perspective. Staff members also assisted in two initial district mediation sessions, two initial negotiation sessions, and participated in

- the negotiation of a superintendent contract, all as the department's ongoing dues based services.
- Consultation Services - Legal and L/R staff responded to 35 requests for comparative data, and ninety-nine telephone and email requests for legal information. Staff members were able to provide information pertinent to the resolution of legal, policy, and labor relations matters. While staff members do not provide legal advice, they do provide valuable and clarifying information to board members, administrators and attorneys.
 - **Fee-Based Services**
 - Negotiations – L/R staff are currently assisting three districts with direct and ongoing collective negotiations services.
 - Salary Guides - In addition to the dues-based salary guides noted above, L/R staff provided fee-based billable services to several districts.
 - **Training and Programming**
 - Legal and L/R staff participated in ten training program throughout the state. Five of those programs involved governance training while the balance included discretionary training offered to supplement the knowledge of board members, administrators and attorneys.
 - **Internal Services**
 - Publications - Departmental services to the Association during this period include the publication of several resource documents such as the 2018 Election Calendar and 2018 Election FAQ and articles for *School Board Notes* and *School Leader*.
 - Delegate Assembly - Members of the Legal Department have been involved in drafting Association responses to resolutions filed by various districts. These services include background research and formal recommendations to the Resolutions Subcommittee for consideration at the Fall Delegate's Assembly.
 - Non-College Bound Task Force – Staff members have provided assistance to this ad hoc committee by providing insight and legal background information in response to a demand for a critical review of non-college educational opportunities within the state.
 - Basic School Law - Staff members have begun the challenging task of completely re-writing the premiere legal volume in New Jersey school law, "Basic School Law". This volume was last updated in 2007 and is considered to be the premiere resource by school law practitioners, administrators, board members, and New Jersey Department of education officials.
 - *Amicus Curiae* – Staff members are currently advocating on behalf of local boards by filing an *amicus curiae* brief in the *Ridgefield Park Bd. of Educ. v. Ridgefield Park Ed. Assn.* The central issue in this litigation involves the question of whether at the conclusion of the full phase in of employee Chapter 78 contributions, the parties may negotiate away from the mandated tier iv contribution levels during the agreement or whether they must wait until a successor agreement to negotiate employee contribution levels. Clearly, this is an important issue for board of education across the state as funding levels remain restricted.