

DEPARTMENT OF SPECIAL SERVICES
Township of Union Public Schools
M - E - M - O - R - A - N - D - U - M

TO: Gregory Tatum
C: Pat Ditri
Julia Vicidomini
FROM: Sherry Gallanter (SG)
RE: Board Agenda
DATE: 9/18/2014

The committee recommends and I so move that the board approve the following certified teachers employed through Professional Educational Services, Inc., 34 South Delsea Drive, Glassboro, NJ to provide bedside instruction for district students on an "as needed" basis for the school year 2014-2015 in the amount of \$15,000.00 in accordance with the information in the hands of each board member. (7693-11-150-100-320-01-19)

- Doreen Benesy O'Hare
- Michael Castellucci
- Anthony Galioto
- Kevin Hoey
- Alice Holler Dietz
- Pamela Myers

**HOME INSTRUCTION SERVICES AGREEMENT
SCHOOL YEAR 2014 - 2015**

- A. Pursuant to official action taken at the meeting of the Board of Education of the Union Township School District in the County of Union.
1. Said Board of Education agrees that Professional Education Services, Inc. (P.E.S.I.) shall provide home instruction services to students attending or enrolled at the following facilities:

Princeton House Behavioral Health Systems

High Focus Centers

2. The terms of the Agreement shall be in effect from September 1, 2014 through June 30, 2015.

B. **BILLING AND PAYMENT**

1. Said Board of Education agrees to reimburse Professional Education Services, Inc. at the District's current homebound rate of \$38.25 per hour. The number of billable hours per week will be determined by the District.
2. Prior to instructing a student, P.E.S.I. will secure appropriate authorization from the specified District representative.

C. **SERVICES**

Professional Education Services, Inc. will contract appropriately certified teachers to provide homebound services to eligible students legally residing within the District.

1. P.E.S.I. will contact appropriate school personnel to obtain academic materials and subsequently submit them the completed materials with grades upon each student's completion of the program.

Professional Education Services, Inc. will assist the Union Township School District in meeting all State required guidelines, policies, and procedures regarding homebound services.

Authorized Representative(s) of Professional Education Services, Inc.


Professional Education Services, Inc. 9 / 17 / 14
Date

Union Township School District Board of Education

Board of Education / /
Date



Professional Education Services, Inc.

34 S. Delsea Drive
Suite 1
Glassboro, NJ 08028

Phone (856) 863-1100
Fax (856) 863-2800

• NJ STATE DEPARTMENT
OF EDUCATION
APPROVED AGENCY

• TUTORING
All Subjects & Grades

• HOMEBOUND
INSTRUCTION

• STUDY SKILLS

• TEST PREPARATION

• SUMMER CREDIT
COMPLETION

• CHILD STUDY TEAM
EVALUATIONS

• COUNSELING
Personal & Vocational

• TEACHER IN-SERVICE

September 17, 2014

Union Township School District
Ms. Sherry Gallanter
Supervisor of Special Services
2155 Morris Avenue
Union, NJ 07083

Dear Ms. Gallanter:

Professional Education Services, Inc. provides your students with homebound services during their affiliation with one or more of the following treatment facilities:

- Princeton House Behavioral Health Systems, Moorestown, Hamilton, North Brunswick, and Sage Program of NJ
- High Focus Centers, Branchburg/Cranford/Freehold/Paramus/Parsippany, NJ
- C.A.R.E.S. Program, St. Francis Medical Center, Trenton, NJ
- South Jersey Health Care, Bridgeton, NJ

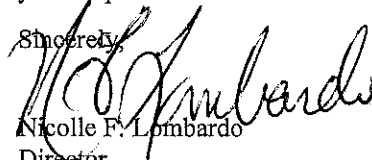
In order to remain in compliance with the most recent Criminal History Approval regulations, it has been suggested by the State Department of Education that P.E.S.I. obtain a year-long contract with your district in order to satisfy the "no break in service" portion of the revised regulation.

I have enclosed two copies of a Home Instruction Services Agreement for the 2014-2015 school year. Once executed, this board resolved, year-long agreement will ensure P.E.S.I.'s contracting certified teachers' criminal history review approvals will remain current as per the State guidelines. P.E.S.I. will continue to notify your district and seek approval for homebound students on an individual basis.

Also as part of the compliance regulations, attached are the approved Criminal History Review letters for the teachers who may come in contact with your students. An "Agreement of Acceptance" form has also been included. If you accept these approval letters for your files, please check the appropriate box and return it to P.E.S.I. Should you require the teachers to be approved through your district, please check the indicated box and return it to P.E.S.I. with the necessary forms for submission.

We are committed to total compliance with the updated directives and greatly appreciate your help with this matter.

Sincerely,


Nicolle F. Lombardo
Director

Attachments: Home Instruction Services Agreement
Agreement of Acceptance
Criminal History Review Letters