


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

TO: Pat Ditri
FROM: Kim Conti 
RE: Board Agenda
DATE: 3/6/2012

The committee recommends and I so move that the board approve New Jersey Child Assault Prevention 2012-2013 Grant Application Elementary, Teen & Special Needs (CAP) in accordance with the information in the hands of each board member.

FAX

Township of Union Board of Education
Office of the Superintendent

2369 Morris Avenue

Union, NJ 07083

908.851.6407

908.851.6421 Fax

JPonce@twpunionschools.org

Pages: 8

To: Ro

Fax: (856) 582-3588

Date: 2-14-12

Re: CAP Application

From: Kim Conti

Fax: 908.851.6421

Phone: 908.851.4426

Cc:

Comments:

I spoke to Millie Castillo regarding the CAP Application. The application is now pending board approval. Any questions please feel free to contact me.

Thank you,
Kim Conti

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| <input checked="" type="checkbox"/> | For Review |
| <input type="checkbox"/> | Please Comment |
| <input type="checkbox"/> | Please Reply |
| <input type="checkbox"/> | Please Recycle |

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Fax: (877) 227-9524

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NEW JERSEY CHILD ASSAULT PREVENTION
2012/2013 Grant Application
Elementary, Teen & Special Needs

The NJ Child Assault Prevention Project (CAP) is a statewide prevention program whose mission is to provide schools and communities with information and resources to reduce children's vulnerability to assault. NJ CAP, a program of the Educational Information and Resource Center (EIRC) and the NJ Department of Children and Families, has trained over 2.5 million children and 300,000 parents and teachers since its inception in 1985. NJ CAP has 21 county offices with an additional office in the city of Newark and over 200 program facilitators.

The District Superintendent will complete the following application, review and sign implementation timelines and contract criteria, and return it to **CAP State Office**, by **June 29, 2012**.

Schools applying for CAP funding must provide a minimum of **30%** of the total cost of implementation.

Exceptions to this provision must be documented and approved by the State CAP Office/EIRC. If your district is eligible for urban aide funding or can document financial need and other related factors, the provision may be waived. Application will not be accepted without waiver documentation when requesting the 30% exemption.

Depending on availability of funds, the district may be responsible for additional funding.

(Please Print)

COUNTY: Union SCHOOL DISTRICT: Township of Union

SCHOOL NAME Township of Union Public Schools

DISTRICT SUPERINTENDENT NAME: Dr. Patrick Martin

PHONE: 908-851-6418 Email: pmartin@tupunionschools.org FAX: 908-851-6421

ADDRESS: 2369 Morris Ave.
Union NJ 07083

NJ CAP

A project of the Educational Information and Resource Center (EIRC)
 107 Gilbreth Parkway, Suite 200
 Mullica Hill, NJ 08062
 Phone – (856) 582-7000- Fax: 856.582.3588
www.njcap.org

Elementary CAP Program

This application is for Pre-K, Kindergarten, and 1st - 6th Grades. (See page 7 for specific information about each program.)

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in conjunction with the CAP County Coordinator. The CAP program requires a **1½ hour staff in-service** for teachers who have not had CAP training in the last four years. The in-service date should be reserved in advance. A **1½ hour parent workshop** is also required for each school however where low attendance is anticipated schools are encouraged to combine these workshops.

Monies may not be authorized to districts who cannot guarantee in-service dates. Please indicate a tentative in-service date 9-12-12 to begin program

Elementary Program (Pre K through 6th grades)

a) \$181.00 x <u>18</u> # of Pre-K classes in district (AM & PM Classes)	=	\$ <u>3,258.00</u>
b) \$169.00 x <u>25</u> # of Kindergarten classes in district (AM Classes & PM Classes) <i>N/A</i>	=	\$ <u>4,225.00</u>
c) \$130.00 x <u>158</u> # of 1st - 6th classes in district (Includes all classes other than cognitively impaired - see page four for special needs classes)	=	\$ <u>20,540.00</u>
d) \$168.00 x <u>7</u> # of Staff workshops	=	\$ <u>1,176.00</u>
e) \$168.00 x _____ # of Parent workshops	=	\$ <u>1,176.00</u>
Total cost of implementation (a+b+c+d+e)	=	\$ <u>30,375.00</u>
District contribution – 30% minimum	minus	\$ <u>9,112.50</u>
State CAP Funding	=	\$ <u>21,262.50</u>

Partial grants may be awarded.

If the application is not approved for CAP funding, the district may still implement the CAP program using other funding sources. Visit the NJ CAP website at www.njcap.org to download additional applications.

TEEN CAP PROGRAM

This application is for **Teen CAP, 7th-12th Grades**. (See page 7 for specific information about program.)

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in conjunction with the CAP County Coordinator. The CAP program requires a **1½ hour staff in-service** for teachers who have not had CAP training in the last four years. The in-service date should be reserved in advance. A **1½ hour parent workshop** is also required for each school however where low attendance is anticipated schools are encouraged to combine these workshops.

Monies may not be authorized to districts who cannot guarantee in-service dates. Please indicate a tentative in-service date 9-12-12 to begin program

Teen CAP Program (7th through 12th grades)

a) \$191 x <u>170</u> # of <u>7th-12th</u> grade classrooms in district	=	\$ <u>32,470.00</u>
b) \$168 x <u>3</u> # of Staff workshops	=	\$ <u>504.00</u>
c) \$168 x <u>3</u> # of Parent workshops	=	\$ <u>504.00</u>
 Total cost of implementation (a+b+c)	 =	 \$ <u>33,478.00</u>
 District contribution - 30% minimum	 minus	 \$ <u>10,043.40</u>
 State CAP Funding	 =	 \$ <u>23,434.60</u>

Partial grants may be awarded.

If the application is not approved for CAP funding, the district may still implement the CAP program using other funding sources. Visit the NJ CAP website at www.njcap.org to download additional applications.

SPECIAL NEEDS CAP PROGRAM

This application is for the CAP program designed for **cognitively impaired** students. (See page 7 for specific details on program.)

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in conjunction with the CAP County Coordinator. The CAP program requires a **1½ hour staff in-service** for teachers who have not had CAP training in the last four years. The in-service date should be reserved in advance. A **1½ hour parent workshop** is also required for each school however where low attendance is anticipated schools are encouraged to combine these workshops.

Monies may not be authorized to districts who cannot guarantee in-service dates. Please indicate a tentative in-service date 9-12-12 to begin program

Special Needs CAP Program

a) \$307 x <u>4</u> # of cognitively impaired classes in district	=	\$ <u>1,228.00</u>
b) \$168 x <u>1</u> # of Staff workshops	=	\$ <u>168.00</u>
c) \$168 x <u>1</u> # of Parent workshops	=	\$ <u>168.00</u>
Total cost of implementation (a+b+c)	=	\$ <u>1,564.00</u>
District contribution - 30% minimum	minus \$	<u>469.20</u>
State CAP Funding	=	\$ <u>1,094.80</u>

Partial grants may be awarded.

If the application is not approved for CAP funding, the district may still implement the CAP program using other funding sources. Visit the NJ CAP website at www.njcap.org to download additional applications.

PLEASE COMPLETE THE FOLLOWING: *See Attached Sheet*

1. What needs does the CAP program meet in your school and/or community?
2. A statement of broad-based community support in each school.
3. A statement of in-kind contribution which teaching staff will render on behalf of the project (e.g. additional in service time, public relations, community outreach, curriculum additions focusing on prevention issues, bulletin boards, etc.)
4. A statement of the service which parent/home organizations will render on behalf of the project:
5. A statement of future integration of Child Assault Prevention programming in the district. (Will there be plans to continue with a maintenance CAP program?)

Name of School/District: Township of Union

1. What needs does the CAP program meet in your school and/or community?

To promote a positive school culture by increasing the safety and well-being of students, in and outside of school, so they are more available for learning. Our goal is to empower students so they can self-advocate without fear of appraisal to prevent and reduce their susceptibility to being victims. Also, to maintain a safe learning environment, it is important to empower staff and parents so they can talk effectively about preventing abuse and communicate with children who are victims, and how to respond to the situation.

2. A statement of broad-based community support in each school

A committee of staff, representing different areas of expertise within the school, would develop a mission statement and vision at the beginning of the program. The mission and vision would be presented at student, staff, and parent/community meetings and posted throughout the schools. The mission statement would reflect the goal of helping to empower students to self-advocate for themselves and others so they are not victims to allow them to reach their educational potential.

3. A statement of in-kind contribution which teaching staff will render on behalf of the project (e.g. additional in service time, public relations, community outreach, curriculum additions focusing on prevention issues, bulletin boards, etc.)

Additional in-services, such as after-school workshops, will be provided for staff to exchange ideas and how to implement the CAP program, discuss concerns, and/or receive further training. Non-instructional staff would be provided the opportunity to attend. To spread the CAP initiatives to the community and to further obtain their support, we will report our involvement and progress with the CAP program in local newspapers and TV channel, advertise on the marquee in front of the board of education office, and invite local businesses and agencies to parent meetings. We will reach out to the police department to incorporate the mission of the CAP program in the DARE program. The CAP mission and initiatives will be carried out via Physical Education and Health curricula in addition to our Harassment, Intimidation, and Bullying (HIB) program, such as anti-bullying clubs, posters, and counseling groups. We have initiated Positive Behavior Supports in Schools (PBSIS), in two district schools. Therefore, the CAP initiative could be implemented through their incentive program and role-playing DVDs.

4. A statement of the service which parent/home organizations will render on behalf of the project

The building PTAs would be involved to support the CAP mission by helping to promote parent participation and attendance at meetings. Staff would present the program at PTA meetings.

5. A statement of future integration of Child Assault Prevention programming in the district. (Will there be plans to continue with a maintenance CAP program?)

In order to continue the establishment of a safe, positive school culture and prevent students from being victims, it would be integral to integrate the CAP program, each year, across curricula, in HIB and building programs, extra-curricular activities, and by actively seeking the support of local community organizations and agencies, and the PTA.

NEW JERSEY CAP TIME LINES/DEADLINES

By February 2012- CAP State Office will have communicated with all county superintendents, notifying them of the potential Child Assault Prevention monies in their county. This notification will be accompanied by program time lines, program description, and county coordinator roster.

By March 2012 - CAP application will be available on-line at www.nicap.org .

By June 29, 2012 - All District Superintendents interested in applying for CAP monies will complete the application, receive school board approval and return application to the CAP State Office.

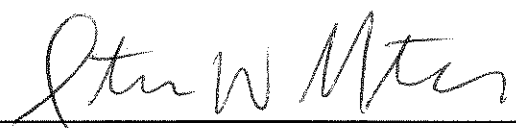
By September 10, 2012- The CAP State Office in conjunction with County Superintendents and CAP County Coordinators will have selected school districts and notified them of this selection.

By January 31, 2013 -All CAP grant workshops will have been scheduled with the CAP County Coordinator.

By May 31, 2013 - All CAP workshops will have been completed. Deadline extensions must be approved by the State CAP Office.

Program evaluation will be completed one month following the finalization of services and will be conducted by CAP county coordinator in conjunction with school administrator.

I have read and agreed to the above deadlines and I understand that they are essential for the efficient implementation of the CAP program within my district. I understand that by signing this document the school district is legally bound to implement the CAP Program as indicated by Timelines/Deadlines and Contract Criteria.



District Superintendent



Date

CONTRACT CRITERIA

A school district which chooses to nominate itself will meet the following criteria:

1. Will agree to have CAP County Coordinator and CAP Facilitators implement the CAP programs according to the design of the International Center for Assault Prevention, including:
 - a. **Teacher-Staff Workshops** - provide *1½ hours* of continuous and uninterrupted time for teacher/staff in service.
 - b. **Support Staff** - (e.g. bus drivers, crossing guards, maintenance, lunch aides and kitchen staff) will be invited to participate in parent or teacher workshops.
 - c. **Parent Workshops** - provide space to conduct a 1½ to 2 hour parent workshop.
 - d. **Pre-K**- provide one hour on three consecutive days for the classroom workshop and for review time. The school will allow the post workshop review to take place in the classroom. Children interested in participating in the review time shall be permitted the time to attend.
 - e. **Kindergarten**- provide one hour on two consecutive days for classroom workshop and for review time. The school will allow the post workshop review to take place in the classroom. Children interested in participating in the review time shall be permitted the time to attend.
 - f. **Elementary CAP Children Workshops** - provide 1½ hours of uninterrupted time for each workshop and for post workshop review. The school will provide space for the post workshop review. Children interested in participating in the review time shall be permitted the time to attend.
 - g. **Teen CAP Student Workshops** - provide additional staff coverage for day two and three. Provide time for each class to attend three student workshops on three sequential days, within a maximum of seven school days. The school will provide the following: space on the first day for one joint workshop which will include both male and female students; space for two separate and simultaneous workshops, one male and one female, the second and third day; space for the post workshop review for individual students to meet with workshop facilitators each day.
 - h. **Special Needs (Cognitively Impaired)** - provide five consecutive days for student workshops (Day 1 and 5 taught by the classroom teacher. Day 2, 3 & 4 are presented by CAP Facilitators. One hour of uninterrupted time for each workshop and for post workshop review.) **(Note: This program is designed for students with moderate to severe cognitive impairment in self-contained special education settings. Students with mild cognitive disability should receive CAP in the regular education classroom with typically developing peers.)**
2. All elementary and/or secondary schools in a district will participate.
3. All districts will have school board approval.
4. All districts will have support of home/school organization.
5. All districts will be available for implementation during the months of September 2012-May 2013.
6. All districts will participate in a CAP evaluation process which will involve evaluations of the classroom workshop by classroom teacher and an exit interview with School Principal or Chief School Administrator.

I have read and agreed to the above terms for application to this grant application.


District Superintendent

2/13/12
Date

New Jersey Child Assault Prevention (CAP) Statewide Network

Atlantic/Cape May

Coordinator: Pam Celenza
CAP Line/Fax: (609) 748-9773 **Cell:** 609-412-9675
Email: atlanticcapecap@yahoo.com

Bergen

Coordinator: Debbie Tedino
CAP Line: (201) 857-3114 **Cell:** 201-873-1708
Email: dtedino@gmail.com

Burlington/Camden

Coordinator: Jerry Hunt
Office: (856) 428-5688 x 161 **Cell:** 609-408-8805
Email: Burlcamcap@aol.com

Cumberland

Coordinator: Suzanne Bacon
CAP Line: (856) 696-0921 **Cell:** 609-805-3253
Email: brucesuebacon@comcast.net

Essex/Newark

Coordinator: Brian Hemphill
Office: (973) 485-9018 **Cell:** 862-849-6453
Email: NewarkCAP@aol.com

Gloucester/Salem

Coordinator: Kim Pinto
Office: (856) 241-4395 **Cell:** 609-636-8670
Email: glosalcap@comcast.net

Hunterdon

Coordinator: Debbie Wilson
Office: (908) 329-2057 **Cell:** 908-310-6583
Email: hunterdoncountycap@yahoo.com

Hudson/Union

Coordinator: Millie Castillo
CAP Line: (201) 217-1597 **Cell:** 973-420-8573
Email: HUDSONCOUNTYCAP@gmail.com
unioncountycap@gmail.com

Mercer

Coordinator: Melody Powell
Office: (609) 695-3739x 10 **Cell:** 609-304-6654
Email: mpowell@peikids.org

Middlesex

Coordinator: Kathi Indiviglio
Office: (732) 583-1120 **Cell:** 732-406-1802
Email: Middlesexcap@aol.com

Monmouth

Coordinator: Margaret Montone
CAP Line: (732) 566-3397 **Cell:** 732-492-1865
Email: CAPofMonmouth@optonline.net

Morris/Passaic

Coordinator: Ellen Gallagher
CAP Line: (973) 827-3082 **Cell:** 973-670-2308
Email: Pc-cap@embarqmail.com

Ocean

Coordinator: Barbara Gitelson
CAP Line: (732) 270-0056 **Cell:** 732-779-1256
Email: oceancountycap@yahoo.com

Somerset

Coordinator: Priscilla Franzysheh
CAP Line: (732) 356-1422 **Cell:** 908-938-7074
Email: somersetcountycap@yahoo.com

Sussex

Coordinator: Dodi Schultz
CAP Line: (973) 702-0602 **Cell:** 973-222-8866
Email: cap.sussexcounty@hotmail.com

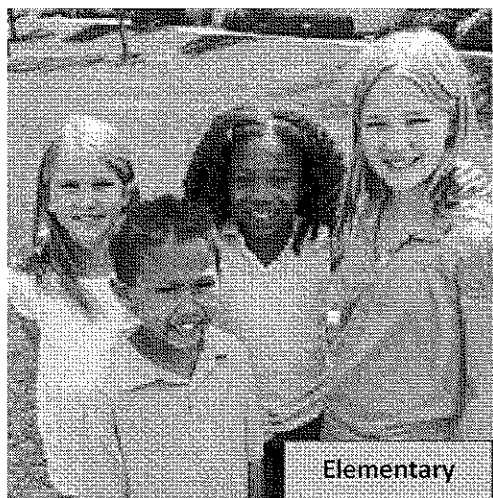
Warren

Coordinator: Carole Ciurczak
Office: (908) 329-2056
Email: warrencountycap@yahoo.com

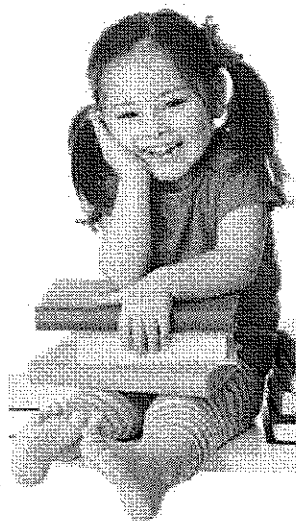
New Jersey Child Assault Prevention

is pleased to announce our

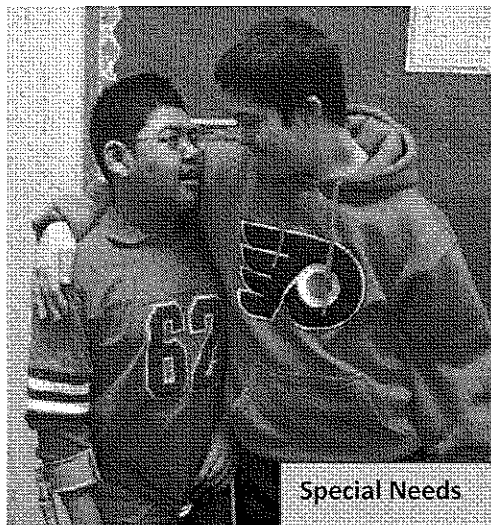
2012/2013 Grant Application(s)!



Elementary



Early Childhood

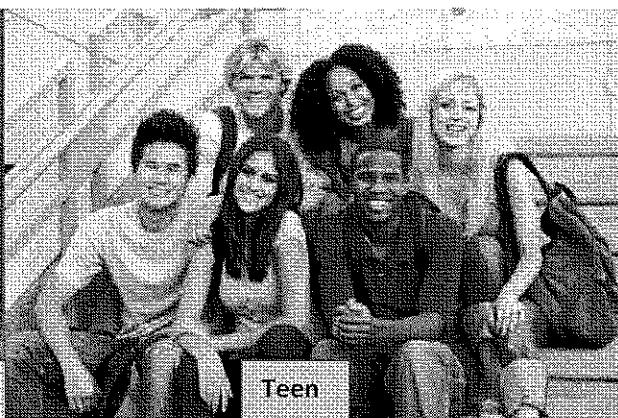


Special Needs

Elementary, Early Childhood, Teen, Special Needs, "No More Bullies, No More Victims" and Cyber Empowerment on-line grant applications are now available.



No More Bullies, No More Victims



Teen



Cyber Empowerment

Visit our website at www.njcap.org

Submit the completed, signed and board approved grant application(s) to NJ CAP by June 29, 2012.

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Email: hudsoncountycap@gmail.com
unioncountycap@gmail.com

Mercer

Coordinator: Melody Powell
Office: (609) 695-3739x 10 **Cell:** 609-304-6654
Email: mpowell@peikids.org

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Email: cap.sussexcounty@hotmail.com

Warren

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Email: warrencountycap@yahoo.com