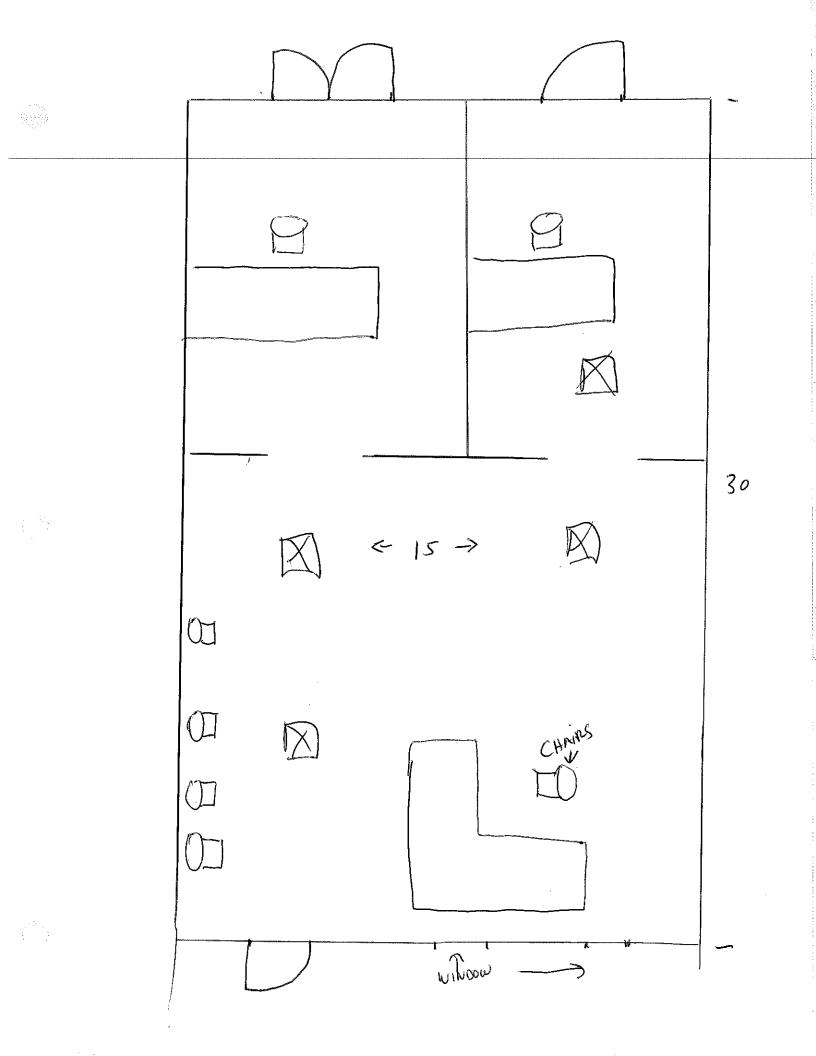
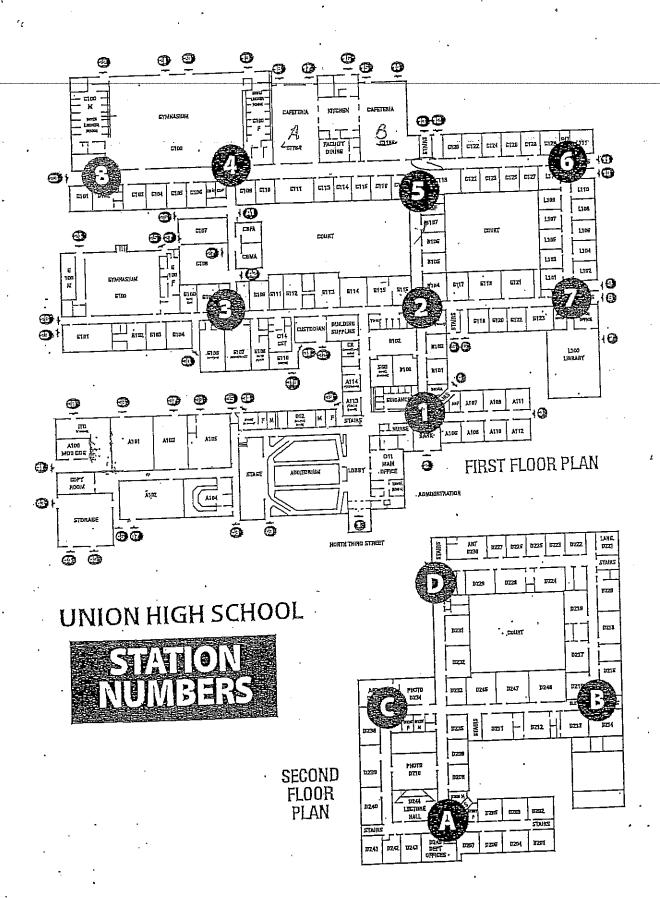
New Jersey Department of Education Union County Office

Application for Change of Use of Educational Space 2016-17 School Year

District: UNION School/Building:		
Address of School: 2350 NTHIRD ST UNION NT	07083	
Original Use: BANK		
Proposed Use: \(\sum \subset \sum \sum \subset	·	· · · · · · · · · · · · · · · · · · ·
Included in the Long-Range Facility Plan: Yes No x		
Submit the following with this application:		
1. A building floor plan showing the location of the space(s) to be changed.		
2. An educational description of the new use.		
3. A description of any work to be done.		
4. A sketch of the room(s) on an 8 ½" X 11" sheet of paper indicating:		
location of air supply and exhaust		
• direction of door swing		
 listing of all fixed/moveable furniture/equipment and amount of floor space 	e each occupies.	
5. Fill in details for each item listed below		
• dimensions (length x width) 30 x 15	2	
• ceiling height 8 ft. 0 in. Total gross area 450	sq. ft	
• type of flooring TARA224		
• foot-candles of light		
 description of door hardware Deal Knoß STYLE number of occupants: students 2 teacher and/or aides 3 		
• number of occupants: students teacher and/or aides	_	•
Office or if formal plans are to be submitted to the Office of School Facilities & Firegistered engineer.		hitect or
The Board of Education approved the Change of Use application for the 2016-17 s	chool year on(Date)
****An Original Extract Must Be Attacl	hed ****	
in Original Entrade Process		
Certified by:		
(Superintendent of Schools)	(Date)	
(C.11D	(Data)	
(School Business Administrator)	(Date)	
	· · · · · · · · · · · · · · · · · · ·	
For County Office Use Only		
Date of Inspection by County Office:Inspected by:		
	the following conditions	s:
		1 1 1 2 101
(Executive County Superintendent)	(Date)	





Responsibilities

- 1. Monitor ISS program
- 2. Teach character education lessons one time per week to students in ISS.
- 3. Office duty
- 4. Handle minor discipline infractions that result in central detention or Saturday detention.
- 5. Investigate incidents that could result in suspensions from administration. Collaborate with administration in regards to investigations.
- 6. Responsible for monitoring attendance issues.
- 7. Assist with scheduling coverage for teachers who are absent and no substitutes are available.
- 8. Responsible for providing coverage and hiring teachers for Central Detention and Saturday Detention.
- 9. Analyze data that pertain to discipline and attendance issues. Formulate plan with administration to remediate issues.
- 10. Work with guidance in terms of forming mentoring groups for students with discipline issues.
- 11. Other duties as assigned by administration

Requirements:

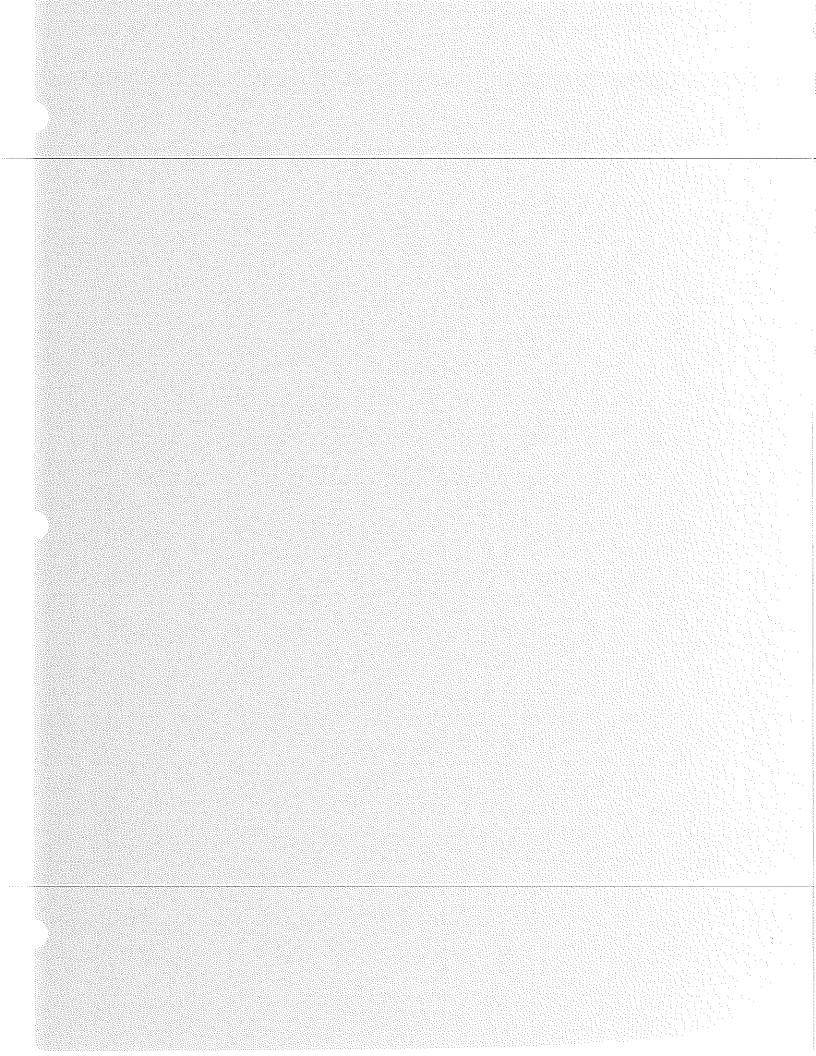
- Certified Teacher
- Masters Degree in Administration and Supervision preferred
- Supervisor certification preferred
- Educator who has documented evidence for demonstrated outstanding classroom management skills
- Educator who has demonstrated high standards for student achievement

Pay:

Teachers salary guide plus 6th period stipend

Office Use:

In School Suspension Office will house 2 ISS teachers and 1 secretary. The office will be used to speak to students and investigate any problems that occur on a daily basis. The office will also be used to conference with parents and other staff members as needed.



New Jersey Department of Education Union County Office

Application for Change of Use of Educational Space 2016-17 School Year

District: UNION School/Buildi	ing: <i>UI+5</i>	٠	·
Address of School: 2350 NONTH THIND STREET			·
Original Use: A112 a Chacs Noon			
Proposed Use: DISTRICT TECHNOLOGY AND	OPERATIONS:	Room	
Included in the Long-Range Facility Plan: Yes X	No		
Submit the following with this application: 1. A building floor plan showing the location of the space(s) to 2. An educational description of the new use. 3. A description of any work to be done. 4. A sketch of the room(s) on an 8 ½" X 11" sheet of paper incomplete to a location of air supply and exhaust • direction of door swing • listing of all fixed/moveable furniture/equipment and and 5. Fill in details for each item listed below • dimensions (length x width) /6 X 24 • ceiling height 8 ft. 2 in. Total gross are type of flooring T 1 LB • foot-candles of light • description of door hardware	be changed. licating:	each occupies.	t
• number of occupants, students teacher and	or ardes		•
Upon receipt of the above information, we will advise you as to Office or if formal plans are to be submitted to the Office of Schregistered engineer.			
The Board of Education approved the Change of Use application	n for the 2016-17 scł	nool vear on	
The Board of Boards of the approximation of the app			(Date)
	•	,	
****An Original Extract N	Aust Be Attach	ed ****	•
Certified by:	•		
(Superintendent of Schools)	_	(Date)	
(School Business Administrator)	.	(Date)	
For County Office	ce Use Only		
Date of Inspection by County Office:	_Inspected by:		······································
Approved as is: Not approved: Ap	oproved subject to th		itions:
		· · · · · · · · · · · · · · · · · · ·	
		•	•
(Executive County Superintendent)		(Date)	