

Volume 12, Issue 6: February 2020 (2019-20 School Year)

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### I. 2020 CTE SLE Required Trainings Schedule and Course Costs

For more information and the full 2020 calendar year schedule, please visit website below. Please make note of training dates and locations and simultaneously plan school district / school approval processes, with purchase orders sent to us as soon as possible or pay by person check. **Course prices and registration are now available.**

<https://sph.rutgers.edu/training/nj-safe-schools/required-courses.html> Email: [cscbre@sph.rutgers.edu](mailto:cscbre@sph.rutgers.edu)

Please **send all checks and purchase orders to our address on the following link:**

<https://sph.rutgers.edu/training/nj-safe-schools/contact-us.html>

Other Notes:

Trainings start at 9:00am in 2019-2020 school year and finish between 3-3:30pm.

"Federal Wage & Hour & Child Labor Laws" course is only offered online; see details below.

#### A. OSHA 10+ (Two day in-person training)

This course has a mandatory online introduction. After you register online, an email will be sent approximately two weeks prior to the start of the course with additional information about the online portion. The online portion is the NJDOE 2-hour Safety and Health overview for 2.0 PDUs. This should be completed the week before the in-person class and no later than the week after the in-person course. Certificates and blue cards will not be mailed until requirements of this course have been completed, and payment is received.

#### B. Designing & Implementing Student Training Plans (Three day in-person training)

This course includes two in-person meeting days with a site visit day in-between. The 1st and 3rd days are at the location you register for and the 2nd day is off-site to allow flexibility in conducting required field visit(s) and preparing for group discussion. For the site visit day, you can contact NJDOE staff by email or phone to arrange a specific time period to talk with their SLE consultants.

#### C. New Jersey Wage & Hour/Child Labor Laws (One day in-person training)

#### D. Federal Wage & Hour and Child Labor Laws

Online course.

For more information, please email [cscbre@sph.rutgers.edu](mailto:cscbre@sph.rutgers.edu)

*Note:* There are no refunds for SLE courses paid by personal check or district/school check in advance; however, you may move to another open training date for the same SLE course in the same calendar year.

*Note:* Remember, as of January 1, 2020, the updated State of NJ minimum wage is now \$11.00 per hour.

### Structured Learning Experience (SLE) Refresher Course

The SLE Refresher is now offered as a free online course on Rutgers Canvas learning management

system. Teachers, supervisors and other staff working in NJ K-12 public and charter plus certain private secondary schools will receive two professional development units upon completing the course. If you are interested in enrolling and completing the SLE Refresher course, please email the New Jersey Safe Schools office at [cscbre@sph.rutgers.edu](mailto:cscbre@sph.rutgers.edu) or call at (732) 235-9095 or -4988. Thank you!

<b>Federal Wage and Hour and Child Labor Laws, Regulations, and Hazardous Orders Course (1 day - 9:00am to 4:00pm - \$143)</b>		
Location & Date	Description & Online Registration	Directions
December 2019-June 2020 as an online course	For description and to register, please <a href="#">click here</a> .	<a href="#">Directions</a>

<b>New Jersey Wage and Hour and Wage Payment and Child Labor Laws, Regulations, and Hazardous Orders Course (1 day - 9:00am to 4:00pm - \$143)</b>		
Location & Date	Description & Online Registration	Directions
Freehold, NJ at Monmouth County Vocational School Winter 2020	<a href="#">March 5, 2020</a>	<a href="#">Directions</a>
Mays Landing, NJ at ACSSSD Spring 2020	<a href="#">March 26, 2020</a>	<a href="#">Directions</a>
Denville, NJ at Morris County Vocational School Spring 2020	<a href="#">April 2, 2020</a>	<a href="#">Directions</a>
Whippany, NJ at Morris County Library Spring 2020	<a href="#">April 30, 2020</a>	<a href="#">Directions</a>
Sicklerville, NJ at CCTS Spring 2020	<a href="#">May 21, 2020</a>	<a href="#">Directions</a>
Trenton, NJ at NJDOE LRC Summer 2020	<a href="#">June 11, 2020</a>	<a href="#">Directions</a>

<b>OSHA 10 Plus (2 days - 9:00am-4:00pm - \$294, includes \$8 OSHA card processing fee)</b>		
Location & Date	Description & Online Registration	Directions
Freehold, NJ at Monmouth County Vocational School Winter 2020	<a href="#">February 27-28, 2020</a>	<a href="#">Directions</a>
Newark, NJ at Essex County Vocational School Winter 2020	<a href="#">March 3-4, 2020</a>	<a href="#">Directions</a>
Somerset, NJ at Rutgers SPH- Office of Public Health Practice Winter 2020	<a href="#">March 18-19, 2020</a>	<a href="#">Directions</a>
Mays Landing, NJ at ACSSSD Spring 2020	<a href="#">May 6-7, 2020</a>	<a href="#">Directions</a>

Denville, NJ at Morris County Vocational School Spring 2020	<a href="#">May 27-28, 2020</a>	<a href="#">Directions</a>
Sicklerville, NJ at CCTS Summer 2020	<a href="#">June 9-10, 2020</a>	<a href="#">Directions</a>
Trenton, NJ at NJDOE LRC Summer 2020	<a href="#">June 24-25, 2020</a>	<a href="#">Directions</a>

<b>Designing &amp; Implementing Student Training Plans (3 days - 9:00am-4:00pm - \$429)</b>		
Location & Date	Description & Online Registration	Directions
Denville, NJ at Morris County Vocational School Winter 2020	<a href="#">February 24-26, 2020</a>	<a href="#">Directions</a>
Freehold, NJ at Monmouth County Vocational School Winter 2020	<a href="#">March 11-13, 2020</a>	<a href="#">Directions</a>
Somerset, NJ at Rutgers SPH- Office of Public Health Practice Spring 2020	<a href="#">April 20-22, 2020</a>	<a href="#">Directions</a>
Mays Landing, NJ at ACSSSD Spring 2020	<a href="#">May 11-13, 2020</a> <a href="#">June 2-4, 2020</a>	<a href="#">Directions</a>
Trenton, NJ at NJDOE LRC Summer 2020	<a href="#">July 13-15, 2020</a>	<a href="#">Directions</a>

## II. New: NJDOE Office of Career Readiness: CTE Month February 2020

Career and Technical Education Month, also known as CTE Month, takes place every February to celebrate the value, achievement and accomplishments of CTE programs across the United States. This February, the NJ Department of Education Office of Career Readiness would like to showcase the value of CTE and know what is going on in New Jersey schools to promote CTE programs through the completion of an online survey.

The survey should take no more than 10 minutes of your time.

The NJ Department of Education hopes to share highlights of various NJ CTE related programs, events, and activities on their website and social media platforms.

If you have any events or activities you would like to share, please complete the survey.  
<https://www.surveymonkey.com/r/CTEMonth2020>

## III. New: The Boggs Center on Developmental Disabilities Community-Based Instruction (CBI) Interest Survey

The Boggs Center on Developmental Disabilities, in partnership with the NJDOE Office of Special Education, has developed an interest survey, "What's Working in CBI," to help identify topics of interest and/or current need. We appreciate if you could please complete the survey online at  
<https://www.surveymonkey.com/r/copinteractive>.

If you have any questions regarding the survey, please reach out to Nikkilee Pedersen at [nikkilee.pedersen@rutgers.edu](mailto:nikkilee.pedersen@rutgers.edu).

#### **IV. New: Additional NJ-specific E-Newsletter and a Resource of Interest**

The Arc of New Jersey is an organization advocating for and serving children and adults with special health care needs and their families. If you are interested in signing up for their monthly e-newsletter and learning more about the work they do, please visit <https://www.arcnj.org/help/ewsssignup.html>.

An additional resource of potential interest is New Jersey Career Assistance Navigator (NJCAN). NJCAN is a free resource available to NJ-based teachers, administrators and job coaches looking to support student occupational, post-secondary school and financial aid related decisions. Resources of interest available via NJCAN include career exploration and career planning.

If you are interested in learning more about the resources NJCAN offers, please visit <https://portal.njcis.intocareers.org/>. If you are interested in having a free account created, please email [NJCAN@doe.nj.gov](mailto:NJCAN@doe.nj.gov).

#### **V. New: The Campaign for Disability Employment's New Public Service Announcements (PSAs)**

The Campaign for Disability Employment produced four different public service announcements (PSAs) related to students and young adults with special health care needs in the workplace. The titles of the four available PSAs are "Because," "Working Works," "Who am I," and "I Can." The PSAs are available online for viewing and downloading for free. The PSAs can be viewed in various length and language versions, with the default being the 60 seconds, open captioned version.

If you are interested in viewing or downloading the PSAs, please visit <https://www.whatcanyoudocampaign.org/psa-campaigns/psa-download-center/>.

#### **VI. Redesigned NJ Safe Schools Web Pages**

The NJ Safe Schools program has recently redesigned its Special Health Care Needs and Websites & Resources web pages. The web pages now display content in a matrix format for better organization and easier navigation purposes.

To access a number of NJ and Federal safety and health, school-to-careers, and school-to work and/or apprenticeships resources, please visit <https://sph.rutgers.edu/training/nj-safe-schools/special-health-care-needs.html> and <https://sph.rutgers.edu/training/nj-safe-schools/websites.html>.

#### **VII. Permanent NJ Safe Schools Resources (available online for free)**

**A. The non-SLE schedule** will be added throughout the year. For more information, see below and visit <https://sph.rutgers.edu/training/nj-safe-schools/non-sle-general.html>.

Please contact us at 732-235-4988 or [cscbre@sph.rutgers.edu](mailto:cscbre@sph.rutgers.edu) for details and how to enroll. Note: There are no new course enrollments July through September of each calendar year.

#### **B. Structured Learning Experience Frequently Asked Questions (NJ Safe Schools website)**

We have a frequently asked question (FAQ) section on the NJ Safe Schools website. There are over 50 FAQs on the list covering a range of topics in four subcategories pertaining to structured learning experiences (SLEs). Questions about SLE supervision eligibility, SLE program set-up, worksite placement considerations, required paperwork and on-site workplace concerns for students in SLEs are included.

The list of FAQs was compiled from actual questions submitted by NJ teachers/supervisors. Each of the responses previously appeared in print or electronic newsletters through the NJ Safe Schools Program or the "SLE info share listserv." Please go to: <https://sph.rutgers.edu/training/nj-safe-schools/faq.html>.

**C. NJ Safe Schools Manual** is annually updated to reflect the latest changes to both federal and/or State of NJ codes pertaining to the National Fire Protection Agency and National Electrical Code, Hazard Communication Standard, etc. The Manual includes a collection of self-inspection checklists covering environmental, health and safety regulations for secondary occupational and career orientation programs in New Jersey public schools and private schools for the disabled. The entire Manual is available to access online and as an app (see below), and meets Accessibility Guidelines.

Please go to the NJ Safe Schools website at <https://sph.rutgers.edu/training/nj-safe-schools/manual.html>.

*Note:* The Manual does not replace responsibility of each school district and school to provide students with a safe and healthful environment, i.e., beyond hazards outlined in Manual.

The Manual is also still available via mobile app for download in Google Play! The app name is "NJ SS Manual" if you want to look it up directly. This app is free to download! When accessed on a mobile device you will be prompted to download this free app.

The app has a home page plus three other sections easily navigated from a home page description-- Checklists, Supporting checklists, Appendices (all as PDF files).

#### **D. Online Incident Reporting Mandated by State of NJ Law**

The New Jersey Safe Schools/NJDOE Incident Reporting Form for Career and Technical Education Programs, Cooperative Education Experiences, and Structured Learning Experiences is online at <https://sph.rutgers.edu/training/nj-safe-schools/incident-reporting.html>.

Schools are now required by code (N.J.A.C. 6A:19-6.5) to submit their incident report online. You can also download a copy of the newly updated "Guidance Manual for Completing the Incident Reporting Form" on this site. Note: The Guidance Manual was updated as of December 2018.