

Larkins, Jeannette

From: Taryn Geuther <tgeuther@wallkillvrhs.org>
Sent: Tuesday, May 7, 2024 12:05 PM
To: Price, Janet
Subject: Re: [EXTERNAL] James Andrew Hamill

I received your email thanks! I will let Dave know you need emergency paperwork.

On Tue, May 7, 2024 at 11:32 AM Price, Janet <janet.price@njdoe.org> wrote:

Taryn,

I cannot process this emergency for James until you submit the emergency paperwork to me.

Janet Price

Administrative Assistant to the Executive County Superintendent of Schools

Substitute & Teacher Certification

NJDOE, Sussex County Office

262 White Lake Road

Sparta, NJ 07871

(P)973-579-6996 ext 222

(F)973-579-6476

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Taryn D. Geuther

Director of Curriculum, Instruction, & Student Activities

Supervisor of Fine Arts, Music, & Media Center

Volunteer Assistant Girls Golf Coach

Wallkill Valley Regional High School

973.827.4100 ext.314



Larkins, Jeannette

From: Taryn Geuther <tgeuther@wallkillvrhs.org>
Sent: Tuesday, May 7, 2024 1:17 PM
To: Price, Janet
Subject: Re: [EXTERNAL] James Andrew Hamill

Hi Janet,
Dave asked me to reach out to you for the paperwork. Is there a link where he can get the paperwork? The web site directs us to do everything through njedcert.
Thanks!

On Tue, May 7, 2024 at 11:32 AM Price, Janet <janet.price@njdoe.org> wrote:

Taryn,

I cannot process this emergency for James until you submit the emergency paperwork to me.

Janet Price

Administrative Assistant to the Executive County Superintendent of Schools

Substitute & Teacher Certification

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Wallkill Valley Regional High School

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[@III](#)

Larkins, Jeannette

From: David Carr <dcarr@wallkillvrhs.org>
Sent: Thursday, May 9, 2024 8:30 AM
To: Price, Janet
Subject: Re: [EXTERNAL] James Hamill Emergency

Good morning Janet,

I can get the form to you right away. Some of the supporting documentation (official transcripts) have been requested but may take some time. Can I submit the documentation that we have or do I need to send everything listed on the form?

Thank you,

Dave

On Wed, May 8, 2024 at 2:12 PM Price, Janet <janet.price@njdoe.org> wrote:

Mr. Carr,

Any chance that emergency paperwork will be in my hands by 3pm to get it done? I would like to get that pushed through the system since it is an emergency application

Janet Price

Administrative Assistant to the Executive County Superintendent of Schools

Substitute & Teacher Certification

NJDOE, Sussex County Office

262 White Lake Road

Sparta, NJ 07871

(P)973-579-6996 ext 222

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communication in error, please immediately contact the New Jersey Department of Education at (609) 376-3500 to arrange for the return of this information.

Larkins, Jeannette

From: David Carr <dcarr@wallkillvrhs.org>
Sent: Friday, May 17, 2024 2:46 PM
To: Price, Janet
Subject: Fwd: [EXTERNAL] Message from "RNP5838796D4AB8"
Attachments: 20240517145748998.pdf

Good afternoon,
Please see the attached emergency cert paperwork for James Hamill. Have a great weekend!

Dave

----- Forwarded message -----

From: <[@?](#)>
Date: Fri, May 17, 2024 at 2:44 PM
Subject: [EXTERNAL] Message from "RNP5838796D4AB8"
To: D.Carr <[@?](#)>

This E-mail was sent from "RNP5838796D4AB8" (IM C4500).

Scan Date: 05.17.2024 14:57:48 (-0400)
Queries to: scanner@wallkillvrhs.org

STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION
Office of Licensure and Credentials
PO Box 500
Trenton, NJ 08625-0500

EMERGENCY CERTIFICATION
APPLICATION FOR REVIEW OF INDIVIDUAL CASE

From: Walkkill Valley Regional HS 37-5435-060 5-8-24
(District) (District Code) (Date)
10 GROOM ROAD HARDYSTON, NJ 07419
(Address)

To: Executive County Superintendent of Schools, SUSSEX County,
New Jersey.

Request is made for issuance of an emergency certificate to James Hamill
(Name & Social Security #)

for the position of GUIDANCE COUNSELOR for the school year 24-25

Date of initial employment in this position 9/1/24

Reasons for request: State the circumstances that require the employment of a person with an emergency certificate to fill this position. The district must demonstrate the process used in attempting to secure the services of an individual with standard certification to fill the vacancy. Documentation must include communication notices and recruitment efforts to employ qualified individuals: see attached

Identify below or on a separate sheet all appropriately certified individual(s) who applied for this position. Provide an explanation why an appropriately certified applicant was not hired for this position. see attached

5/17/24
Date

[Signature]
District Superintendent of Schools

FOR COUNTY OFFICE USE ONLY

Applications approved by Executive County Superintendents of Schools must be forwarded to the State Board of Examiners.

To: Secretary, State Board of Examiners

Recommendation is hereby made for issuance of the emergency special education certificate based on documentation of the district's unsuccessful efforts to recruit qualified individuals with appropriate certification to fill the position.

Date

Executive County Superintendent of Schools

County

The guidance department at Wallkill Valley has been understaffed for the past few years due to the devastating loss of funds under the S2 cuts. Our district has historically had 3, full-time counselors. Currently, we have only two counselors. One of our physical education teachers, James Hamill, is enrolled in the Seton Hall Professional Psychology and Family Therapy School Counseling Program. Mr. Hamill is currently working on fulfilling his internship requirement with a member of our guidance department. He will complete all of his necessary classwork by the end of the 2024-25 school year. Based on our projected scheduling needs for next year, Mr. Hamill will be able to spend a majority of his time in the guidance department. Being able to move Mr. Hamill into the guidance department will allow us to better serve our students without incurring the cost of hiring an additional employee.

Larkins, Jeannette

From: Price, Janet <[REDACTED]>
Sent: Monday, July 15, 2024 10:17 AM
To: 'David Carr'
Subject: RE: [EXTERNAL] emergency certification

You're welcome.

Janet Price

Administrative Assistant to the Executive County Superintendent of Schools
Substitute & Teacher Certification
NJDOE, Sussex County Office
262 White Lake Road
Sparta, NJ 07871
(P)973-579-6996 ext 222
(F)973-579-6476

From: David Carr <dcarr@wallkillvrhs.org>
Sent: Monday, July 15, 2024 10:13 AM
To: Price, Janet <Janet.Price@doe.nj.gov>
Subject: Re: [EXTERNAL] emergency certification

Thank you Janet.

On Mon, Jul 15, 2024 at 10:07 AM Price, Janet <xxxxx.xxxxx@xxx.xx.xxx> wrote:

Dave,

It looks like it was marked deficient. He would have received an email from the DOE with the deficiency and he can look it up on NJEdCert as well.

Janet Price

Administrative Assistant to the Executive County Superintendent of Schools
Substitute & Teacher Certification
NJDOE, Sussex County Office
262 White Lake Road
Sparta, NJ 07871
(P)973-579-6996 ext 222
(F)973-579-6476

From: David Carr <dcarr@wallkillvrhs.org>
Sent: Monday, July 15, 2024 10:02 AM
To: Price, Janet <Janet.Price@doe.nj.gov>
Subject: [EXTERNAL] emergency certification

***** CAUTION *****

This message came from an EXTERNAL address (dcarr@wallkillvrhs.org). **DO NOT** click on links or attachments unless you know the sender and the content is safe.

New Jersey State Government Employees Should Forward Messages That May Be Cyber Security Risks To PhishReport@cyber.nj.gov.

Good morning Janet,

I hope you are enjoying your summer and doing well. I have not heard back regarding the emergency certification for James Hamill. Do you know the status or can you refer me to someone that I can check with?

Best regards,

Dave

CONFIDENTIALITY NOTICE: The information contained in this communication from the New Jersey Department of Education is privileged and confidential and is intended for the sole use of the persons or entities who are the addressees. If you are not an intended recipient of this email, the dissemination, distribution, copying or use of the information it contains is strictly prohibited. If you have received this communication in error, please immediately contact the New Jersey Department of Education at (609) 376-3500 to arrange for the return of this information.

Larkins, Jeannette

From: Taryn Geuther <tgeuther@wallkillvrhs.org>
Sent: Wednesday, July 31, 2024 12:25 PM
To: Price, Janet
Cc: David Carr
Subject: Fwd: [EXTERNAL] Fwd: Case Number 00311912
Attachments: RC.pdf

Hi Janet,

Attached is the form for the expedite request for Riley Cavanagh. Her application is now in the "pending review" status in NJedcert. Please let us know if there is anything further you need from us.

Thank you.

----- Forwarded message -----

From: Riley Cavanagh [REDACTED]
Date: Mon, Jul 29, 2024 at 2:31 PM
Subject: [EXTERNAL] Fwd: Case Number 00311912

----- Forwarded message -----

From: General Cert Questions <generalcertquestionsnjxxxxxx@xxx.xx.xxx>
Date: Fri, Jul 26, 2024 at 9:29 AM
Subject: Case Number 00311912
To: [REDACTED] [REDACTED]

Hello!

Once pending review, it will take 10- 14 weeks to be reviewed and hopefully issued, your employer or potential employer will be able to submit an expedite request only if application is pending review. Employer will contact the County and Fill out the expedite form.

Thank you.

JL
Agency Service Representative
Division of Field and Support Services
Office of Recruitment, Preparation and Certification

New Jersey Department of Education.

[200 Riverview Plaza, Trenton, NJ 08625](#)

www.nj.gov/education/certification



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Taryn D. Geuther

Director of Curriculum, Instruction, & Student Activities

Supervisor of Fine Arts, Music, & Media Center

Volunteer Assistant Golf Coach

Wallkill Valley Regional High School

973.827.4100 ext.314





PHILIP D. MURPHY
GOVERNOR

TAHESHA L. WAY
LT. GOVERNOR

State of New Jersey
DEPARTMENT OF EDUCATION
Sussex County Office of Education
262 White Lake Road
Sparta, NJ 07871
Tele: (973) 579-6996
Fax: (973) 579-6476

KEVIN DEHMER
ACTING COMMISSIONER

GAYLE CARRICK, ED.D
EXECUTIVE COUNTY SUPERINTENDENT

EMERGENCY CERTIFICATE PROCEDURE **Educational Services Endorsements**

1. School must complete an 802 form (Application for Review of Individual Case for Emergency Certificate) and submit to County Office
2. An advertisement must be submitted as proof of posting the vacant position to County Office
3. The applicant must apply on NJEdCert for the desired Emergency Certificate and pay the fee of \$95.00 (fee holiday until end of June 2024)
4. Complete the Oath of Allegiance on NJEdCert
5. Official transcripts from college sent to NJEdCert
6. Copy of any prior certificates sent to NJEdCert
7. Letter of experience (if applicable) sent to NJEdCert
8. Nurses need to submit a copy of NJ registered professional nurse license and current CPR/AED certificates sent to NJEdCert
9. Criminal History Form must be checked and signed on NJEdCert

Please send the Application and all supporting documents to the Sussex County Office for review by the Executive County Superintendent.

The certificate is issued for a period of one school year. The certificate expires July 31st. To renew the certificate the applicant must complete a minimum of six credits per year. Renewals must be approved by the Executive County Superintendent.

There is a limit of 2 renewals for Emergency Certificates. The renewal fee is \$70.00 (fee holiday until end of June 2024)

In July, if the applicant qualifies for a permanent certificate, the applicant must complete an online application and pay the \$95 fee. Proof that requirements have been fulfilled (i.e. transcripts of additional courses, copy of Praxis score) must be submitted to the applicant's examiner in Trenton.

STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION
Office of Licensure and Credentials
PO Box 500
Trenton, NJ 08625-0500

EMERGENCY CERTIFICATION
APPLICATION FOR REVIEW OF INDIVIDUAL CASE

From: Wallkill Valley Regional High School

375435060

7/30/24

(District)

(District Code)

(Date)

10 Grumm Road Hardyston NJ 07419

To: Executive County Superintendent of Schools, Sussex County, New Jersey.

Request is made for issuance of an emergency certificate to: Riley Cavanagh, [REDACTED]
(Name & Social Security #)

for the position of Social Studies Teacher for the school year: 2024/25.

Date of initial employment in this position: September 3, 2024.

Reasons for request: State the circumstances that require the employment of a person with an emergency certificate to fill this position: The district must demonstrate the process used in attempting to secure the services of an individual with standard certification to fill the vacancy. Documentation must include communication notices and recruitment efforts to employ qualified individuals: Ms. Cavanagh was hired for the position to fill a vacancy in the history department after a teacher retirement. The school district chose to hire Ms. Cavanagh after an extensive interview process of many candidates. Ms. Cavanagh's CEAS is currently "pending" as of June 6th and is held up. The district is asking for the certificate to be expedited in order to be in compliance with the 60 day requirement for registering Ms. Cavanagh in the NJCert system in order to receive her provisional for the start of the school year.

Identify below or on a separate sheet all appropriately certified individual(s) who applied for this position. Provide an explanation why an appropriately certified applicant was not hired for this position. n/a

Date

District Superintendent of Schools

FOR COUNTY OFFICE USE ONLY

Applications approved by Executive County Superintendents of Schools must be forwarded to the State Board of Examiners.

To: Secretary, State Board of Examiners

Recommendation is hereby made for issuance of the emergency special education certificate based on documentation of the district's unsuccessful efforts to recruit qualified individuals with appropriate certification to fill the position.

Date

Executive County Superintendent of Schools

County