

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

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TO: Dr. Gerald Benaquista

C: Marissa McKenzie, Dr. Jose Rodriguez, Yolanda Koon, Kim Conti, Bernadette Watson, Diane Cappiello

FROM: Joseph Seugling



RE: Board Agenda

DATE: 2024-11-19

Approve the school-based application to the Special Olympics Unified Champion Schools 2024-2025 Grant, for the following school as listed below and acceptance of the award:

(a) Battle Hill Elementary School          \$600.00

# 2024-25 SONJ UCS Funding Application

Email \* [sjones@twpunionschools.org](mailto:sjones@twpunionschools.org)

## Application Information

**Name of person completing application \***

Stephanie Jones

**I am completing this application with the knowledge and consent of relevant administrators within my school and/or district. \***

Agreed

**Is your school requesting funding? \***

Yes

No, we are participating as a self-sustaining school this year

## Application Keyword

You can find this in the funding and application guide on the UCS Grant Application Dashboard.

\*

1968

## School Information

**School Name**

(please enter your entire school name, i.e. Ramsey High School, not RHS):

\*

Battle Hill Elementary School

**School District**

(please enter your entire district name, i.e. West Milford Township Public Schools, not WMTPS or West Milford):

\*

Township of Union

**School Mailing Address \***

2600 Killian Place

**School Zip Code: \***

07083

**School Level \***

Pre-School

|

Elementary  
School

Middle  
School

High  
School

Colleg  
e

Other (please  
explain)

**How many students are enrolled in your school? \***

400

**School NCES Number**

You can search here: <https://nces.ed.gov/ccd/schoolsearch/>

\*

341650005748

**How many years has your school received UCS funding? \***

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This is our first  
year

1-3  
years

4-5  
years

6-7  
years

More than 7  
years

I don't know. Less than 5 years, I  
think.

I don't know. 5 years or more, I  
think.

We have been self-funded for some  
time.

## School Contact Information

### Principal Name \*

Mark Hoyt

### Principal Email Address \*

mhoyt@twpunionschools.org

### Superintendent Name \*

Gerald Benaquista

**Superintendent Email Address \***

gbenaquista@twpunionschools.org

**Business Administrator Name \***

Yolanda Koon

**Business Administrator Email Address \***

ykoon@twpunionschools.org

**School Leadership Team**

Each

Unified Champion School is required to have a school leadership team in place. The SLT is, at minimum, composed of two student leaders (one with and one without an intellectual disability), two staff liaisons, and a school administrator, all of whom are dedicated to supporting UCS activities and

creating a culture of inclusion.

**Primary School Liaison Name**

This is the person who will receive the majority of the communication from the UCS team and will be held accountable for completion of monthly reports and other required submissions.

Stephanie Jones

**School Liaison Email**

sjones@twpunionschools.org

**School Liaison's Role within School \***



Teacher

Social Worker/Case Manager

Director of Special Services or  
equivalent

Principal

Athletic  
Director

Other School  
Administrator

Other:

.....  
**School Co-Liaison Name \***

Mark Hoyt

**School Co-Liaison Email \***

mhoyt@twpunionschools.org

**School Co-Liaison's Role within School \***

Teacher

Social Worker/ Case  
Manager

Director of Special Services or  
equivalent



Principal

Athletic  
Director

Other School  
Administrator

Other:

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**School Administrator Name \***

Mark Hoyt

**School Administrator Email \***

mhoyt@twpunionschools.org

**School Administrator Role Within School \***





Principa

I

Director of Special Services (or  
equivalent)

Athletic  
Director

Business  
Administrator

Other School  
Administrator

Superintenden  
t

Other:

.....  
**The UCS Grant requires that at least two student leaders serve on your school's leadership team. \***

I  
understand.

**If there are individuals on your School Leadership Team that are not listed above, please provide their name(s), email address(es), and role(s) within the school here. \***

n/a

## Three Components of UCS

Special

Olympics Unified Champion Schools is a three-component model that combines Unified Sports, Inclusive Youth Leadership, and Whole School Engagement to

create climates of acceptance and inclusion.

**In order to receive financial support from Special Olympics New Jersey, my school commits to participate in at least one activity in each of the three components.**

\*



Agreed

**Does your Unified Sports team and/or Unified Club have their own social media account(s)? If so, please share your platforms and handles. \***

no

**How will your school promote your Unified activities, events, and opportunities to your students, faculty, and community members?**

\*

Unified Sports listed on school website

Unified Club listed on school website

Social media posts about Unified  
Sports

Social media posts about Unified  
Club

Morning announcements will mention  
Unified

Unified will be mentioned in school  
newspaper

Unified will be included in school  
yearbook

Unified will be recognized at school  
rallies



Unified will be included in emails to  
parents/guardians/etc

Bulletin  
Boards



Newsletters

s

Other:

## Unified Sports

Students with and without intellectual disabilities train and play together on the same team or in the same class in approximately equal numbers.

**What Unified Sports opportunities will your students be involved in? Choose all that apply. \***

Interscholastic Sports Team(s) - playing against other schools

Intramural Sports Team(s) - playing recreationally with no competitions

Unified PE - offered during at least 1 grading period

Young Athletes (Grades K-2 only; do not select for grade levels above 2)



Unified Recess



Field Day or Game  
Day

eSports

Fitness activities or  
demonstrations

**If offering interscholastic sports (competing against other schools), what sports does your school plan to offer (Middle and High School only)? \***

Socce  
r

Bowling

Basketbal  
l

Track and  
Field

Kickball

Flag

Football

Tennis



Not offering interscholastic sports

Other:

**For each Unified Sport you plan to offer, please describe your school's Unified Sports plan for implementation.**

**How often will you practice/meet?**

**How many competitions do you plan to have?**

**How will you recruit participants?**

I plan on having unified recess two times per month. During these unified recess, students will first eat lunch together and then practice the different sports that our district uses at our unified field day. These include soccer, bocce ball, volleyball, table tennis, and much more. I plan on sending out a newsletter at the beginning of the year to the parents to get sign ups and then depending on who shows up to the different events will be the students that are used for the end of the year events in our district. I also plan on having whole school engagement events such as the choose to include week where the students learn about inclusion and how important it is especially in our school that has 30% more of students with disabilities in it.

## **Inclusive Youth Leadership**

Young people of all abilities are given training and opportunities to be leaders in their schools and communities.

**What Inclusive Youth Leadership opportunities will your students be involved in? Please choose all that apply. \***



Unified  
Club

Inclusive School Leadership Clubs (Student Council, National Honor Society,  
etc.)

Young Athletes (Grades  
K-2)

Other:

.....  
**Please describe your**

**school's Inclusive Youth Leadership plan.**

**How often will your club meet?**

**What activities will your club do?**

**How will students with and without intellectual disabilities make decisions, advocate for themselves, and provide awareness and advocacy for all students?**

\*

Unified club will meet during recess times which would be twice a month. Students are not able to get bussing after school so we cannot have students stay after school in the elementary grades. The students will have time to talk to students they normally wouldn't and learn how inclusion works. Students will also have different board games and topic starters that they can use to play with one another.

## Whole School Engagement

Activities that foster understanding and respect for all and positively impact school climate by including all students, teachers, staff, and administrators; they are planned and executed by students with and without disabilities.

### What Whole School Engagement opportunities will your students be involved in? \*



Awareness campaigns such as Spread the Word, Choose to Include, World Down Syndrome Day, or Autism Acceptance

Respect  
Campaign/Rally

Fans in the  
Stands

Hosting a Unified Sports competition / game /  
event

Fundraising event or campaign for your Unified  
activities

Fundraising event or campaign for  
SONJ



Unified Sports teams will be introduced and recognized at school assemblies and/or pep rallies

School or district social media features Unified Sports or Unified Clubs

**Please describe your school's Whole School Engagement plan.**

**What will be offered? When? Who will be involved?**

For the Choose to include week, students will take the pledge to include after learning about inclusion throughout the week and sign the unified school banner that special olympics provides. They will also have different dress up days to promote inclusion. For World Down Syndrome day, the students will color socks and line the hallways with them. For autism acceptance, I am still working on what I plan on doing for this.

## Self-Sustainability

UCS grants are intended to be used to get your Unified programs up and running so your school and district can see the many benefits and impacts within the school. The goal is that the school/district will eventually fully fund these

Unified opportunities.

**How will your school or district support Unified programming with funding and/or materials this year?**

*For example - School absorbs cost for coaches, district splits the cost of transportation, and school will establish a Unified booster club to fundraise.*

*Please include specific percentages or dollar amounts.*

The school covers the cost of the transportation for my school to attend the district's unified club day.

### **How will your school/district cost share increase next year?**

\*

It will probably stay the same as this year.

## **Budget**

Please visit our Grant Application Dashboard and review the "For

Review Prior to Applying" section prior to completing your application.

**Each pillar of UCS (Unified Sports, Inclusive Youth Leadership, and Whole School Engagement) has its own section for budgeting.**

## **Unified Sports Expenses**

In each of the categories below, please indicate the total amount of funding requested as well as an itemized budget.

### **Unified Sports Coach Stipends - Itemized Budget**

*For Example:*

*Basketball Coach \$750*

*Track Coach \$750*

*Assistant Track Coach \$500*

\*

0

**Unified Sports Coach Stipends - Total Amount Requested \***

0

**Unified Sports Facility Rental - Itemized Budget**

*For Example:*

*4 practices at Bowlero at \$100each*

\*

0

**Unified Sports Facility Rental - Total Amount Requested**

*Available only to interscholastic teams*

\*

0

**Unified Sports Transportation - Itemized Budget**

*For Example:*

*4 practices at Bowlero \$280*

\*

0

**Unified Sports Transportation - Total Amount Requested**

*(only available for interscholastic Unified teams)*

\*

0

**Unified Sports Officials' Fees - Itemized Budget \***

0

**Unified Sports Officials' Fees - Total Amount Requested**

*(available for up to 3 competitions per interscholastic Unified sports team)*

\*

0

**Unified Sports Supplies - Itemized Budget**

*Please do not include t-shirts in this category*

\*

0

**Unified Sports Supplies - Total Amount Requested**

*Please do not include t-shirts in this category*

\*

0

### **Inclusive Youth Leadership (Club) Expenses**

In each of the categories below, please indicate the total amount of funding requested as well as an itemized budget.

#### **Club Advisor Stipends - Total Amount Requested \***

0

#### **Club Advisor Stipends - Itemized Budget \***

0

#### **Club / IYL Supplies - Total Amount Requested**

*Limits include:*

*Up to \$100 for non-durable goods*

Please do not include t-shirts in this category.

\*

100

#### **Club / IYL Supplies - Itemized Budget**

*Limits include:*

*Up to \$100 for non-durable goods*

Please do not include t-shirts in this category.

\*

100

**Club / IYL T-Shirts - Total Amount Requested**

*Limits include:*

*Up to \$500 for up to 75 t-shirts*

\*

400

**Club / IYL T-Shirts - Itemized Budget**

*Limits include:*

*Up to \$500 for up to 75 t-shirts*

\*

400

## Whole School Engagement Expenses

In each of the categories below, please indicate the total amount of funding requested as well as an itemized budget.

### Whole School Engagement Supplies - Total Amount Requested

\*

100

### Whole School Engagement Supplies - Itemized Budget \*

100

## Total Funding

### Total Funding Requested

*Should match the total of all categories above*

\*

600

2024-2025 Play Unified Budget Justification

LINE ITEM	JUSTIFICATION	Unified Sports	Inclusive Youth Leadership	Whole School Engagement	PROGRAM COST SHARE	TOTAL	Play Unified Awarded
Coach Stipends			\$ -	\$ -	\$ -	\$ -	
Adviser Stipend			\$ -	\$ -	\$ -	\$ -	
Transportation		\$ -	\$ -	\$ -	\$ -	\$ -	
Facility Rental		\$ -	\$ -	\$ -	\$ -	\$ -	
Fees		\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies		\$ -	\$ -	\$ -	\$ -	\$ -	
T-shirts	For new students that join the program	\$ 400.00	\$ -	\$ -	\$ -	\$ 400.00	
Equipment	Each year we practice different sports. This money helps us get equipment to practice those sports. This will be paid for by the district and funded by SONI.	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	
Water/snacks for sports and club meetings				\$ -	\$ -	\$ -	
Whole School Engagement	For crafts/supplies for the whole school for Autism Awareness week, World Down Syndrome Day, etc.	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	
<b>TOTAL</b>		<b>\$ 600.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600.00</b>	

**Play Unified Line Item Definitions 2018-2019**

**Coach Stipends:** We are no longer stipending \$1,500 for coaching stipends. We ask each applicant to work within their school pay structure and rates to determine the appropriate levels between a club/intramural coach and an interscholastic coach for example. When estimating your coaching fees for the grant, please understand we do not have enough funding to support full coaching fees for any one school to conduct more than one sport.

**Adviser Stipend:** \$500 for one adviser per school club for one school year.

**Transportation:** To and from Unified Sports practices and competitions, as well as Special Olympics New Jersey Youth Summits or events. This does not include the transportation to Unified Games Days or non-approved Unified trips.

**Facility Rental:** For developmental, recreational or competitive Unified Sports and youth leadership events.

**Fees:** Costs related to running or participating in Unified Sports, or events directly related to the Play Unified movement.

**Supplies:** Club activity and sports supplies limited at \$400/school.

**T-shirts:** Club shirts for only the members of your Play Unified club. Respect Campaign shirts are provided outside your grant by SONI. Grant can not pay for t-shirts for fundraisers or to be sold.

**Equipment:** Directly related to your Unified Sports and Inclusive Physical Education program. The grant does not pay for capital equipment.

**Water/Snacks:** for Unified sports events and club meetings - All food purchases MUST be pre-approved by Special Olympics New Jersey.

**Uniforms:** For Play Unified school-based sports only, not to be used for Special Olympics LTP programs. We are not able to reimburse any additional apparel.

**Program Cost Share:** Any contribution your school makes to the Play Unified initiatives including space, maintenance, officials, food, uniforms, t-shirts, equipment etc.





### 2024-25 Unified Champion Schools® (UCS) Grant

Congratulations on being selected as a Unified Champion School! By accepting this award, you agree to the terms and conditions of 2024-25 UCS Grant as explained in the funding guidelines and toolkit on the UCS Dashboard. Additional resources, information, and forms are available on the [UCS Dashboard](#).

To comply with grant terms, each school is expected to complete each month's report on time, attend required meetings, and complete supplemental surveys and trackers as requested. Schools not in good standing with grant terms will not receive reimbursement.

Select funding and reimbursement requirements include:

- Please submit all reimbursement requests within 30 days of the event/activity
- Pre-approval is required for single items costing \$500+, apparel, and any items using Special Olympics or UCS logos or branding. Approvals from prior years do not carry over.
- Non-allowable expenses include permanent items, items which will be sold, purchases for events or activities which are not Unified, field trips, food, and one-day events
- Coaches and liaisons must complete and submit assigned trainings in order for their stipends to be eligible for reimbursement.
- Stipends for activities or events taking place during an individual's contracted hours are not eligible for reimbursement.

School Name: Battle Hill Elementary School  
District: Township of Union  
Award Amount: \$1600

School Liaison Name:

Signature:

Date:

Chief School Administrator (or designee) Name:

Title:

Signature:

Date:

Business Administrator Name:

Signature:

Date:

