



**Board of Education  
 Regular Meeting Agenda  
 February 28, 2022 7:30pm**

**I. CALL TO ORDER**

- A. The regular meeting of the Allamuchy Township Board of Education held on February 28, 2022 is called to order at 7:35p.m. by Lisa Strutin.
  
- B. Statement of Compliance with Open Public Meetings Act - read by Mrs. Strutin
  - 1. The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, The Allamuchy Township Board of Education has caused adequate and electronic notice of this meeting and, to the extent known at the time of advance publication, the agenda items to be considered. Written advance notification of the time, date and location was sent on January 11, 2022 to the New Jersey Herald, Express Times, and Township Clerk. Notices were prominently posted on the bulletin board of the offices of each school, on the district website and on the district marquee. Please be advised that this meeting is being recorded; the recording will be made available on the District website as soon as possible, but no later than one week after the meeting has concluded.

**II. ROLL CALL**

Board Member	Present	Absent
Stephen Bienko		x
Abigail Christmann	x	
Giovanni Cusmano		x
Harriett Gaddy	x	
Craig Green	x (7:40)	
Lisa Moyer	x	
Venita Prudenti	x (8:20)	
Mary Renaud	x	
Lisa Strutin, President	x	

Also Present: Dr. Melissa Sabol, Superintendent of Schools  
 Mr. Jim Minkewicz, School Business Administrator  
 Mr. Ari Schneider, Board Attorney  
 Ms. Kathy Helewa, NJSBA Representative

**III. PLEDGE OF ALLEGIANCE - Led by Mrs. Strutin**

**IV. MISSION AND VISION - Read by Mrs. Strutin**

- A. To Promote the Allamuchy Learner
- B. The vision of the Allamuchy educational program is to develop young people who are curious, well rounded, knowledgeable, caring, respectful and responsible so that they can evolve into self-sufficient and confident citizens and members of a diverse society.

**V. APPROVAL OF MINUTES**

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on January 24, 2022, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on January 24, 2022, be approved. (Appendix 1B)

Motion Made By: Mrs. Moyer

Seconded By: Dr. Gaddy

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy	X		
Mr. Green			
Mrs. Moyer	X		
Mrs. Prudenti			
Ms. Renaud	X		
Mrs. Strutin, President	X		

***MOTION CARRIED***

**VI. CORRESPONDENCE - none**

**VII. STUDENT REPRESENTATIVE REPORT**

Dr. Sabol introduced students to present their reports, including fundraisers, Twosday Tuesday, Pairs for the Needy, Spirit Days, Food Advisory Committee, Read Across America and upcoming events.

**VIII. ACKNOWLEDGEMENTS**

Dr. Sabol announced the Allamuchy Pillars of Character Students and recognized the Staff Members of the Month.

## February

Grade	Name	Pillar of Character
Pre-K	Chloe Walsh	Respect
K	Madeleine Reyes	Responsibility
1	Marlee Hardy	Caring and Kindness
2	Maitland Reedy	Responsibility
3	Conor Jerauld	Responsibility
4	Grayce Bockbrader	Trustworthiness
5	Adeola Adeniranye	Caring
6	Josie Hardy	Caring
7	Leigha Meyer	Respect
8	Adrianna Mela	Respect
Staff Member of the Month: Megan Schmidt		

### **IX. PRESENTATIONS**

- A. Mrs. Strutin introduced Ms. Kathy Helewa from New Jersey School Boards to provide Ethics Training for the Board of Education. Mrs. Helewa also discussed the School Ethics Act and reviewed numerous actual ethics cases.

### **X. PRESIDENT'S REPORT**

Mrs. Strutin discussed Board meeting dates and the meeting schedule going forward.

### **XI. COMMITTEE REPORTS**

- A. Operations - Ms. Renaud informed the Board that after the audit is accepted, it will be available on the web-site. Also, on tonight's agenda is the purchase of a bus from Washington Township schools and the sale of an old bus.
- B. Human Resources - Dr. Gaddy discussed tonight's agenda items.
- C. Education - Mr. Green reviewed tonight's agenda items, the 8th grade trip, climate survey, anti-vaping program, masking and the Pandemic Committee Meeting discussion. The Board members discussed the school calendar.
- D. Governance - Ms. Prudenti discussed tonight's policies and agenda items.

- E. Town Council Liaison - Ms. Christmann reported that there are two new council members for Allamuchy Township, the Town Council passed a resolution opposing masks in school and lastly Ms. Christmann discussed Township recreation activities.
- F. Rutherford Hall Liaison - Ms. Renaud reported that an MOA is being worked on with the Foundation.
- G. Hackettstown Board of Education Representative - Mrs. Moyer reported that Hackettstown High School is going mask-optional on March 7. Mrs. Moyer reported on the HIB Conference, School dances, Career Night and STEAM Night. Lastly, Mrs. Moyer reported that the High School is planning on air-conditioning and paving in the upcoming school year.
- H. PTO Liaison - Mr. Green reported that the PTO met on Thursday night, they are planning events for the remainder of the year. The next meeting is scheduled for 3/24.

The Board discussed resolution D.3. Ms. Christmann made a motion, seconded by Mr. Green to remove resolution D.3.

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy	X		
Mr. Green	X		
Mrs. Moyer		X	
Mrs. Prudenti		X	
Ms. Renaud		X	
Mrs. Strutin, President		X	

***MOTION NOT CARRIED***

## **XII. SUPERINTENDENT’S REPORT**

- A. HIB Report: Dr. Sabol discussed one investigation.
- B. Suspensions: Dr. Sabol reported on suspensions.
- C. Enrollment By Grade

<b>Student Enrolment for Allamuchy Township School District</b>										
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
<b>PK</b>	35	36	37	37	37	37				
<b>K</b>	36	37	37	37	38	38				
<b>1</b>	47	47	47	47	47	46				
<b>2</b>	29	29	28	28	29	29				

3	46	46	45	45	45	45				
4	54	54	55	55	55	55				
5	44	44	43	43	42	42				
6	54	53	53	53	53	54				
7	32	33	34	33	33	33				
8	43	43	44	44	44	44				
<b>Total</b>	<b>420</b>	<b>422</b>	<b>423</b>	<b>422</b>	<b>423</b>	<b>423</b>				
9th	39	40	40	42	42	42				
10th	38	39	39	40	40	40				
11th	42	42	40	41	41	41				
12th	41	42	42	42	42	42				
<b>Total</b>	<b>160</b>	<b>163</b>	<b>161</b>	<b>165</b>	<b>165</b>	<b>165</b>				
<b>GT</b>	<b>580</b>	<b>585</b>	<b>584</b>	<b>587</b>	<b>588</b>	<b>588</b>				

D. Other Items

1. School Climate Survey - Dr. Sabol discussed the results of the Climate Survey and presented the data to the Board.
2. Federal Law requiring masks on buses - Dr. Sabol reported that a letter will be going out to parents explaining the pandemic plans going forward. Starting March 7, masks will be optional in school and on the buses.
3. Dr. Sabol congratulated Ms. Renaud on becoming a Certified Board Member and presented her with a certificate and also presented Dr. Gaddy with her Board Member Election certificate.
4. Mr. Green recognized the school nurses, Ms. DeCostanza and Mr. Brady and thanked them for the hard work and effort.
5. Mrs. Moyer inquired about student quarantines. Dr. Sabol stated that they are over and that policies and procedures will be updated.

**XIII. REVISIONS TO AGENDA ITEMS**

Statement by the Board President: *This is now the time where a motion can be made for revisions, additions, and/or deletions to the agenda. This includes making a motion to table an item in a group of motions, making a motion to add or delete an item from a group of motions and making a motion to bring up a brand new agenda item. If there are no revisions to the agenda, we shall proceed as written.*

Mrs. Strutin amended A.2.a. to remove checks 33179 and 33173 for further clarification.

**XIV. PUBLIC COMMENT ON AGENDA ITEMS ONLY**

*This meeting is being broadcasted and recorded for public access but not intended for public participation. Please be advised that public comment sessions are for those who are attending the meeting in person only.*

*Public comment shall be governed by the Board of Education Bylaw 0167. There are two public comment opportunities. The first public comment is reserved for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to three (3) minutes per person. The second public comment length is determined by the board as per policy.*

*Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.*

*The Board uses the public comment period as an opportunity to listen to citizen concerns. Please understand that public comment portions of our agenda are not structured as question and answer sessions, but rather they are offered as opportunities to share your thoughts with the Board. The Board may or may not respond to public comments. However, all comments are considered and will be investigated and addressed as appropriate. The Board may respond to comments tonight, or at subsequent meetings under "Old Business". Please let the record reflect that the Board of Education does not endorse your comments nor will the Board of Education be held liable for comments you make about a staff member or other person which the staff member or other person may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.*

Mr. Fran Gavin asked about the amended bills list and inquired as to when it was posted. Mr. Minkewicz reported that it was posted on Monday afternoon prior to the meeting.

## **XV. BOARD COMMITTEE ACTION REPORTS**

### **A. Operations**

On Behalf of the Operations Committee, I hereby move resolutions 1-4.

Moved by: Ms. Renaud

Seconded by: Ms. Christmann

1. Budget Adjustments (Appendix 2)  
approve budget adjustments for December 2021 from funds 10 and 20
2. Bills List (Appendix 3)
  - a) approve for payment the general account bills list check from 01/25/22 to 02/28/22 in the amount of \$494,317.09. (Amended, remove checks 33179 and 33173.)
  - b) accepts the payroll registers for the month of January 2022.
3. Monthly Certification of Budget (Appendix 4)
  - a) BE IT RESOLVED, that the Allamuchy Board of Education accepts the Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12(c) 3 that as of December 31, 2021 no line item account has encumbrances and Expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a).
  - b) BE IT RESOLVED, that Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Allamuchy Township School District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports certify that as of December 31, 2021 and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
  - c) BE IT RESOLVED, that the motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month ending December 31, 2021 with a total Governmental Funds Account cash balance of \$885,121.65

d) Student Activity Account (Appendix 5)

approve the Student Activity Account in the amount of \$52,798.16 as of 12/31/21

4. Comprehensive Annual Financial Report and AMR Findings

BE IT RESOLVED, to accept the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report (AMR) for the fiscal year ended June 30, 2021 and approve the Corrective Action Plan (CAP) as follows:

Recommendation Number	Corrective Action Required by The Board	Method of Implementation	Person Responsible for Implementation	Planned Completion Date of Implementation
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Financial Planning, Accounting and Reporting 2021-001	That all purchase orders be maintained on file for audit review and all approval signatures be obtained on purchase orders.	All purchase orders will be maintained on file alphabetically and all approval signatures will be obtained.	Accounts payable supervisor and business administrator	March 1, 2022
2021-002	That payroll bank reconciliations be prepared in a timely manner.	Reconcile payroll bank accounts in a timely manner, no later than sixty days from the statement date.	Accounts payable supervisor, school treasurer and school business administrator	May 1, 2022
2021-003	That all payroll registers be reviewed and all required approval signatures be obtained.	Review monthly payroll registers and obtain approval signatures from the Board President, Superintendent and Business Administrator	Board president, superintendent and school business administrator	March 1, 2022

2021-004	That the district prepare and maintain an analysis of the payroll agency balance.	An analysis of the existing payroll monthly balances and spreadsheets will be completed and reviewed on a monthly basis going forward.	Accounts payable supervisor, school treasurer and school business administrator	May 1, 2022
2021-005	That the district ensures that the employee health benefit contributions are properly calculated.	The District will ensure the employee health benefit contributions are properly calculated by the 3 <sup>rd</sup> party software company that produces the contribution schedules and calculations for each payroll.	Payroll supervisor and school business administrator will review payroll contribution calculations from CDK Systems	March 1, 2022
2021-006	That the district review overtime timesheets and stipends prior to payment.	The district will review all overtime and stipends for approval prior to payment.	Department supervisors, principal, superintendent, school business administrator, payroll supervisor	March 1, 2022
2021-007	That appropriation transfers are made when necessary to ensure that appropriation lines are not over-expended.	The district, on a monthly basis, will ensure that appropriation transfers are made when necessary to prevent appropriation line over-expenditures.	School business administrator, accounts payable supervisor	March 1, 2022

2021-008	That the district obtain the County Superintendent's approval for all transfers in excess of 10% required by NJSA 6A:23A-13.3	The district will obtain the County Superintendent's approval for transfers on a cumulative basis in excess of 10%, required by NJSA 6A:23A-13.3	School business administrator, accounts payable supervisor	March 1, 2022
2021-009	That greater care is taken in monitoring expenditures to ensure cash deficits in the Rutherford Hall enterprise fund do not occur	The district will take greater care in monitoring expenditures to ensure cash deficits in the Rutherford Hall enterprise fund do not occur and a corrective Action Plan will be implemented to address the deficit in net position	Board of Education, superintendent of schools, Rutherford Hall Activities Coordinator, school business administrator	March 1, 2022
School Food Service 2021-010	That greater care be taken when reconciling the food service fund bank account and posting cash transactions into the general ledger.	The district will ensure that greater care is taken when reconciling the food service fund bank account and posting cash transactions into the general ledger.	Accounts payable supervisor, school treasurer, business administrator	March 1, 2022
Student Body Activities 2021-011	That all expenses are charged to the proper line item accounts	Expenses will be charged to proper line item accounts and only student activities related expenses will	School principal, department supervisors, superintendent, school business administrator	March 1, 2022

		be paid out of student activities funds		
Travel Expense and Reimbursement Policy 2021-012	That travel expenditures have prior approval by a majority of the board and the district maintain brief reports required by NJSA 18A:11-12(d) that substantiate the purpose and relevance of non-regular travel.	Travel expenditures will have prior approval by the majority of the full voting membership of the board. The district will maintain brief reports required by NJSA 18A:11-12(d) that substantiate the purpose and relevance of non-regular travel.	School principal, department supervisors, superintendent, assistant to the superintendent, BOE, school business administrator	May 1, 2022
Facilities and Capital Assets 2021-13	That the District have a formal inventory of the district's capital assets conducted by an independent appraisal company to ensure that the district's capital assets records are complete.	The district will have a formal inventory of the district's capital assets conducted by an independent appraisal company to ensure that the district's capital assets records are complete.	School business administrator, supervisor of buildings and grounds	May 1, 2022

5. Special Education Medicaid Initiative (SEMI) Program

approve a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2022-2023 School year as Allamuchy Township Board of Education would have fewer than 30 Medicaid eligible students.

6. Purchase/Selling of Bus

approve the purchase of bus from Washington Twp for \$9,800 and approve the selling of bus 22 for \$13,000.

7. CDK Requisition Software

approve the purchase of CDK Requisition software for \$7,575.

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy	X		
Mr. Green	X		
Mrs. Moyer	X		
Mrs. Prudenti	X		
Ms. Renaud	X		
Mrs. Strutin, President	X		

***MOTION CARRIED***

**B. Human Resources**

Pursuant to the recommendation of the Superintendent of Schools, and on behalf of the of the Human Resources Committee, I hereby move the following resolutions 1a-1l

Moved by: Dr. Gaddy  
 Seconded by: Mr. Green

1. Personnel

approve/accept the following appointments as recommended by the superintendent:

a. AMP Instructors	Vicki Patterson Sam Greco Emily Rist	Additional Sessions (20 each)	\$1,000 each
b. Student Teacher, Grand Canyon University	Monerh Muheisen	Fall Semester No Charge to the district	Placement: TBD
c. Substitute	Molly Gorczyca		Sub Rate
d. Substitute	Tara Olezeski		Sub Rate
e. Substitute	Cynthia Healy		Sub Rate

f. Trep\$ Advisors	Megan Schmidt Brendan Poff		\$1000 Each
g. National Jr. Honor Society Advisor	Megan Schmidt		\$1000
h. Leave Replacement	Theresa Klein	Step 4 MA	\$60,563 pro-rated Start 2/22/22
i. Lateral Guide Movement	Sarah DeMary	Step 2 MA+15	\$58,763 pro-rated
j. Increased Hours	Lauren Mela	Step 1 Para	\$19,364 prorated Start 2/7/22
k. CCM Teacher Observations	Jack Quinoa	Hours to be completed before April 22, 22	\$0
l. Homebound Instruction	Sarah DeMary	Schedule A	

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy	X		
Mr. Green	X		
Mrs. Moyer	X		
Mrs. Prudenti	X		
Ms. Renaud	X		
Mrs. Strutin, President	X		

***MOTION CARRIED***

**C. Education**

On Behalf of The Education Committee I hereby move resolution 1-4

Moved by: Mr. Green  
 Seconded by: Dr. Gaddy

Discussion: Mrs. Moyer noted that she will be voting no on some of the workshops and trips because they have already taken place. Mrs. Moyer suggested a mental health day for kids as well as staff and does not know why Esser funds do not cover a mental health day for students.

1. Workshops  
 approve the attendance at the following workshops

All Staff	Suicide Awareness/ QPR	2/11/2022	\$250	Paid through ESSER Funds
Certificated Staff	Artsituation	12/17/2021	\$350	Paid through ESSER Funds
Joanne Ferguson	A New Place: Civics 2022	3/10/2022	\$0	Virtual
Christine Wendel	Dyslexia Conference	4/6 and 4/7	\$489	32 miles
Teachers	Teq - Smartboard Training	3/11/22	\$0	At ATS

2. Field Trips  
 approve the following requests for field trips

Teacher Requesting	Grade/Class	Destination	Date of Trip	Cost to students
Sarah Price	MD	ShopRite of Mansfield	2/28/22	\$0
Sarah Price	MD	Sonny's Pizza 2	3/14/22	Lunch Money
Robin Samiljan	K-2	Zoo	5/5/22 RD 5/6/22	\$16/student
Lauren Boden	5/6	County Spelling Bee	2/15/2022	\$0
Deb DeAngelis	5	Franklin Mineral Museum	5/5/2022	\$20/Student
Deb DeAngelis	5	Raritan Valley College Planetarium	4/8/2022	\$10/student
Mariah Adams	4-8 Band/Chorus	Dorney Park - High Note Festival	6/10/2022	\$55
Michelle Ricci	8	Fairview Lakes	5/9/2022	\$45

		Camping Day Trip		
Michelle Ricci	8	Great Adventure	6/2/2022	TBD
Michelle Ricci	8	Jenkinson's and	TBD	TBD

3. 2022-2023 School Calendar (Appendix 6)  
approve the proposed district calendar for the 2022-2023 school year
4. English Language Learning 3 Year Plan (Appendix 7)  
approve the proposed English Language Learner Plan

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy	X		
Mr. Green	X		
Mrs. Moyer	1,2,4	Dec. & Feb. dates and #3	
Mrs. Prudenti	1,2,4	Dec. & Feb. dates and #3	
Ms. Renaud	X		
Mrs. Strutin, President	X		

***MOTION CARRIED***

**D. Governance**

On Behalf of The Governance Committee I hereby move resolutions 1-3

Moved by: Ms. Prudenti

Seconded by: Dr. Gaddy

1. Strauss Esmay Policy Alert 225 (Appendix 8)  
approve the following policies for second reading per Strauss Esmay Alert 225

P. 1648.14	SAFETY PLAN FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19
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2. Strauss Esmay Policy Alert 224 (Appendix 9)  
 approve the following policies for first reading per Strauss Esmay Alert 224

P. 2422	Comprehensive Health and Physical Education
P. 2467	Surrogate Parents and Resource Family Parents
P. 5111	Eligibility of Resident/Nonresident Students
P. 5116	Education of Homeless Children
P. 6311	Contracts for Goods or Services Funded by Federal Grants
P. 7432	Eye Protection
R. 7432	Eye Protection
P. 8420	Emergency and Crisis Situations
R. 8420.1	Fire and Fire Drills
P. 8540	School Nutrition Programs
P. 8550	Meal Charges/Outstanding Food Service Bill
P. 8600	Student Transportation

3. Resolution to End Contract Tracing and Quarantine due to Covid-19  
 approve the following resolution to end contract tracing and quarantine due to Covid-19.

**RESOLUTION IN SUPPORT OF ENDING CONTACT TRACING AND QUARANTINE REQUIREMENTS OF NEW JERSEY PUBLIC SCHOOL STUDENTS**

WHEREAS, the Allamuchy Township School District and the Allamuchy Board of Education are committed to protecting the health of all students and staff in the Allamuchy Township School District and to maintaining consistently high standards of student learning and social development;

WHEREAS, the Allamuchy community and parents have entrusted to the Allamuchy Township School District and the Allamuchy Board of Education specifically, the provision of excellent school-based academic and social outcomes for Allamuchy children;

WHEREAS, the data and evidence consistently and strongly support in-person learning as the best method for all students to achieve excellent academic outcomes;

WHEREAS, the data and evidence consistently and strongly demonstrate that students who are engaged in in-person learning have superior social and psychological outcomes over those students who are sporadically, suddenly, and repeatedly excluded from school due to quarantine requirements;

WHEREAS, the data and evidence consistently and strongly demonstrate that students who are sporadically, suddenly, and repeatedly excluded from school due to quarantine requirements have decreased academic performance, increased behavioral issues, and suffer emotional and psychological effects from the isolation and removal from peers;

WHEREAS, the large-scale impact of COVID-19 on millions of New Jerseyans makes contact tracing and quarantine measures unduly burdensome for local public health officials and school staff, significantly detrimental to the school environment, and highly disruptive to New Jersey families, students, schools, and employers;

WHEREAS, the practice of quarantining children and excluding them from in-person student learning imposes substantial costs on employers, special burdens on parents, and is especially detrimental to single parents, legal guardians, and working parents and guardians;

WHEREAS, the practice of quarantining school staff and excluding them from in-person instruction and supervision imposes substantial costs and loss of learning due to diminished pools of available substitute teachers, instructional assistants, and building-level administrators;

WHEREAS, in light of the development and wide-spread availability of other effective measures of disease control for COVID-19, such as vaccinations and other treatments, contact tracing and quarantining have diminished in their utility as a primary and efficient mitigation measure for disease control;

WHEREAS, the presence of COVID-19 in our State and County is likely to persist well into the future without a known or defined end;

WHEREAS, the importance and continuation of isolation protocols for symptomatic individuals and those who test positive for COVID-19 or other communicable diseases are essential for the protection of healthy students, teachers, and staff;

WHEREAS, we support the work and guidance of our County and State Public Health Directors and will continue to partner with local public health officials to ensure appropriate responses if the data regarding

impacts of COVID-19 on students and staff indicates a need for more intense strategic responses; and

WHEREAS, the Allamuchy Township School District and the Allamuchy Board of Education will work together to safely, lawfully, and effectively seek to end quarantining of healthy, asymptomatic students and staff beginning March 7, 2022, to minimize the number of missed instructional days to achieve grade promotion.

NOW, THEREFORE, in consideration of these and other relevant matters, the Allamuchy Township School District and the Allamuchy Board of Education hereby jointly and resolutely call upon the State of New Jersey and the Department of Health to take whatever actions are necessary to end the practice of contact tracing and quarantining of students on or before March 7, 2022.

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy	X		
Mr. Green	X		
Mrs. Moyer	2	1,3	
Mrs. Prudenti	2	1,3	
Ms. Renaud	X		
Mrs. Strutin, President	X		

***MOTION CARRIED***

**E. Rutherford Hall**

On Behalf of The Rutherford Hall Committee I hereby move resolution 1

Moved by: Mrs. Strutin

Seconded by: Ms. Christmann

Discussion: Mrs. Strutin spoke about the contract and wanted to make sure that the contract is clear.

1. Contract with David's (Appendix 10)  
approve the transition to termination contract with David's Country Inn

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy	X		
Mr. Green	X		
Mrs. Moyer	X		
Mrs. Prudenti	X		
Ms. Renaud	X		
Mrs. Strutin, President	X		

***MOTION CARRIED***

**XVI. OLD BUSINESS - none**

**XVII. PUBLIC COMMENTS GENERAL - none**

**XVIII. FOR THE GOOD OF THE ORDER - none**

**XIX. EXECUTIVE SESSION**

A. BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning legal, personnel, and negotiation issues

- Attorney-Client Privilege
- Legal Matters
- HIB

and WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in public meeting; and WHEREAS, the aforesaid subjects to be discussed are within the exemptions pursuant to P.L.1975 Chapter 231, it is; therefore, RESOLVED, that the aforesaid subjects shall be discussed in private session by this board and administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exists.

Moved by: Mr. Green

Seconded by: Ms. Christmann

***MOTION CARRIED by unanimous voice vote***

***Executive Session***

B. BE IT RESOLVED, that the Board of Education has been in executive session for the past 25 minutes. The matters discussed will only be disclosed to the public once the reasons for nondisclosure no longer exist.  
***Action will be taken.***

1. Be it resolved to uphold the findings of the HIB investigation.

Moved by: Ms. Prudenti

Seconded by: Mr. Green

<b>Board Member</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Mr. Bienko			
Mr. Christmann	x		
Dr. Cusmano			
Dr. Gaddy	x		
Mr. Green	x		
Mrs. Moyer	x		
Mrs. Prudenti	x		
Ms. Renaud	x		
Mrs. Strutin, President	x		

***MOTION CARRIED***

## **XX. ADJOURNMENT**

Motion made at 10:00 p.m. to adjourn the meeting by: Ms. Christmann  
Seconded by: Dr. Gaddy

***MOTION CARRIED by unanimous voice vote***

Respectfully submitted,

Jim Minkewicz  
Board Secretary

**Allamuchy Board of Education  
Executive Session Meeting Minutes  
February 28, 2022**

The regular meeting of the Allamuchy Township Board of Education held on February 28, 2022 was called to order at 7:30 p.m. by Lisa Strutin. In accordance with the Open Public Meetings Act, adequate notice of the meeting was provided and, to the extent known at the time of advance publication, the agenda items to be considered. Written advance notification of the time, date and location was sent on January 11, 2022 to the New Jersey Herald and Township Clerk. Notice was posted in the school office.

**ROLL CALL**

Board Member	Present	Absent
Mr. Bienko		x
Ms. Christmann	x	
Dr. Cusmano		x
Dr. Gaddy	x	
Mr. Green	x	
Mrs. Moyer	x	
Mrs. Prudenti	x	
Ms. Renaud	x	
Mrs. Strutin, President	x	

Also Present: Dr. Melissa Sabol, Superintendent of Schools  
James Minkewicz, Board Secretary  
Ari Schneider, Board Attorney

**XIX. EXECUTIVE SESSION**

Enter Executive Session at 9:30 pm:

Moved by Mr. Green and seconded by Ms. Christmann,

BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning legal, personnel, and negotiation issues

- Attorney-Client Privilege
- Legal Matters
- Negotiations
- HIB

and WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in public meeting; and WHEREAS, the aforesaid subjects to be discussed are within the exemptions pursuant to P.L.1975 Chapter 231, it is; therefore, RESOLVED, that the aforesaid subjects shall be discussed in private session by this board and administrative staff and information

pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exists.

MOTION CARRIED by unanimous voice vote.

- Dr. Sabol discussed two HIB incidents, which were determined not to be a HIB.
- Mr. Green left the meeting during discussion of negotiations.
- Mrs. Strutin discussed negotiations.
- Mr. Green returned to the meeting.
- The board and the board attorney discussed legal matters.

Exit Executive Session at 9:55 pm:

Moved by Ms. Christmann and seconded by Mrs. Prudenti,

BE IT RESOLVED, that the Board of Education has been in executive session for the past 25 minutes. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

MOTION CARRIED by unanimous voice vote.

Respectfully submitted,

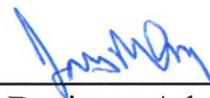
Jim Minkewicz  
Board Secretary

# Allamuchy Board of Education Minimum Expense Transfer Report

Appendix 2

FY2022 Data is Posted to 01/31/22

Line(s)	Budget Category	Account	Orig Budget	Prior Encs.	Revs. Allowed	Basis of 10%	Max X-fers	YTD Xfers to(from)	% X-Fered	Remaining Xfers From	Remaining Xfers To
3200	Regular Programs - Instruction	11-1XX-100-XXX	2,496,962	49,606	0	2,546,568	254,656	13,073	0.5	267,730	
10300, 11160, 12160, 40580, 41080	Sp Ed, BS/Rem, BiLing, Speech/OT/PT & Ext Svcs	11-2XX-100-XXX, 11-000-216,217	726,120	23,815	0	749,935	74,993	82,780	11.0	157,774	
17100, 17600, 19620, 20620, 21620, 22620, 23620, 25100	Co/Extra-Curr. Activities, Athletics, Other Pgms	11-4XX-X00-XXX	153,610	0	0	153,610	15,361	29,053	18.9	44,414	
29180	Tuition	11-000-100-XXX	2,835,019	14,984	0	2,850,003	285,001	(121,416)	-4.3	163,584	
29680, 30620, 41660, 42200, 43620	Attend, Soc Wrk, Heath, Guidance, CST, Library	11-000-211,213,218, 219,222	526,682	15,706	0	542,388	54,238	(52,903)	-9.8	1,336	
43200, 44180	Improve Inst. & Staff Training	11-000-221,223	17,300	0	0	17,300	1,730	3,854	22.3	5,584	
45300	General Administration	11-000-230-XXX	330,550	31,621	0	362,171	36,217	(36,217)	-10.0	0	72,434
46160	School Administration	11-000-240-XXX	269,074	0	0	269,074	26,908	26,907	10.0	53,814	0
47200, 47620	Central Svcs & Admin Info Technology	11-000-25X-XXX	166,641	0	0	166,641	16,665	(16,664)	-10.0	0	33,328
51120	Operation & Maintenance of Plant Services	11-000-26X-XXX	811,931	11,376	0	823,307	82,331	210,982	25.6	293,313	
52480	Student Transportation Services	11-000-270-XXX	891,068	6,814	0	897,882	89,789	(61,592)	-6.9	28,196	
71260	Personal Services - Employee Benefits	11-XXX-XXX-2XX	1,679,509	28,923	0	1,708,432	170,842	(93,258)	-5.5	77,586	
75880	Equipment	12-xxx-xxx-73x	0	0	0	0	0	0	----	0	
76260	Facilities Acquisition & Construction	12-000-4xx-xxx	101,366	61,286	0	162,652	16,266	9,800	6.0	26,065	
83080	Total Special Schools	13-xxx-xxx-xxx	0	0	0	0	0	0	----	0	



School Business Administrator Signature

3-23-22

Date

Note: Underlined Expenditure Accounts are Admin accounts limited to 10% transfers IN as well as OUT.

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
33004	1/15/22	Taliano, Michael	Check voided on 3/4/2022		
		Aid in Lieu - 2 students	(500.00)	P202200209	11-000-270-503-000-000
		Aid in Lieu - 2 students	(500.00)	P202200209	11-000-270-503-000-000
		Total Check Amount:	<u>(1,000.00)</u>		
N1068	3/1/22	DELTA DENTAL			
		Dental Ins	1,309.51	P202200106	11-000-291-270-000-000
		Dental Ins	88.08	P202200106	11-000-291-270-000-000
		Total Check Amount:	<u>1,397.59</u>		
33202	3/2/22	ABA Initiatives, LLC			
		Serv 1-13 to 2-23 BCBA	4,021.25	P202200605	11-000-217-320-000-000
N1066	3/3/22	UNUM LIFE INS CO.			
		Disability short & Long term	2,165.24	P202200081	11-000-291-270-000-000
33203	3/4/22	Taliano, Michael			
		Aid in Lieu - 2 students	500.00	P202200209	11-000-270-503-000-000
		Aid in Lieu - 2 students	500.00	P202200209	11-000-270-503-000-000
		Total Check Amount:	<u>1,000.00</u>		
33204	3/7/22	Shaeffer, Stephanie	**VOIDED**	Check voided on 3/15/2022	
33205	3/7/22	Gelber, Dave	**VOIDED**	Check voided on 3/15/2022	
33206	3/7/22	DuHamel, Tom	**VOIDED**	Check voided on 3/15/2022	
33212	3/7/22	Rist, Emily			
		mileage reimb	93.37	P202200610	60-990-320-339-200-000
N1067	3/7/22	WEX Bank			
		Fuel for buses and trucks	5,560.32	P202200435	11-000-270-600-000-000
N1069	3/8/22	NJ HEALTH BEN FUND			
		Local Retired Employer	363.98	P202200019	11-000-291-270-000-000
33209	3/10/22	NJASBO	**VOIDED**	Check voided on 3/14/2022	
33210	3/10/22	MakerBot	**VOIDED**	Check voided on 3/14/2022	
33211	3/10/22	Plaza Family Care	**VOIDED**	Check voided on 3/14/2022	
33213	3/14/22	Beauty & the Beast LLC			
		Function Supplies - Non-Grant	550.00	P202200619	60-990-320-611-200-000
33217	3/14/22	Essex Fence Company, L.L.C.			
		Grounds Purch Prof Srvcs	11,666.00	P202200626	11-000-263-300-000-000
N1070	3/14/22	Depository Trust Com			
		Bond payment Cert #7	480,000.00	P202200594	40-701-510-910-000-000

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
N1071	3/14/22	Depository Trust Com Bond Interest	145,600.00	P202200417	40-701-510-834-000-000
N1072	3/14/22	Horizon BCBSNJ Comp/Presc Medical and Prescription	159.33 781.74	P202100004 P202200046	11-000-291-270-000-000 11-000-291-270-000-000
Total Check Amount:			<u>941.07</u>		
33214	3/15/22	Price, Sarah Gen'l Supplies	110.89	P202200620	11-190-100-610-000-000
33215	3/15/22	Precision Tree & Landscape LLC Grounds Purch Prof Svcs	4,700.00	P202200623	11-000-263-300-000-000
33216	3/15/22	Steinwand Sound Studio Other Objects	678.00	P202200624	11-190-100-890-000-000
33218	3/15/22	Be Secure School Security Grant	570.00	P202200625	20-256-400-720-000-000
33219	3/15/22	NJASBO Admin Dues/Workshop	275.00	P202200616	11-000-230-890-000-000
33220	3/15/22	MakerBot Title IV Instr Supplies	3,888.68	P202200614	20-280-100-600-000-000
33221	3/15/22	Plaza Family Care Therapy Svcs	92.01	P202200612	11-000-217-320-000-000
33222	3/15/22	ART*stitution Function Supplies - Non-Grant	2,059.44	P202200611	60-990-320-611-200-000
33223	3/15/22	AERO Plumbing & Heating Co., Inc. Purch Prop Svcs Elem Schl	1,300.00	P202200621	11-000-261-420-001-000
33224	3/15/22	3DEZROUTING Inc Trans Commun Services	3,588.00	P202200622	11-000-270-390-000-000
33225	3/15/22	DuHamel, Marie Function Supplies - Non-Grant	380.00	P202200628	60-990-320-611-200-000
33226	3/15/22	RK Occupational & Environmental Cust Clng Rep & Maint Svcs	2,097.65	P202200629	11-000-262-420-000-000
N1073	3/15/22	Jersey Central Power & Light Electric ATS & Bus Yard electric MVS MVS Electric electric RH	5,997.95 64.81 15,698.83 443.84	P202200047 P202200047 P202200632 P202200047	11-000-262-622-000-001 11-000-262-622-000-002 11-000-262-622-000-002 11-000-262-622-000-003
Total Check Amount:			<u>22,205.43</u>		

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
33227	3/16/22	Jewel Construction LLC Purch Prop Srvcs Elem Schl	255.00	P202200631	11-000-261-420-001-000
33228	3/16/22	Shaeffer, Stephanie Speech Lang Auditory Verbal therapy	780.00	P202200607	11-000-216-320-000-000
		Speech Lang Auditory Verbal therapy	780.00	P202200607	11-000-216-320-000-000
		Total Check Amount:	1,560.00		
33229	3/17/22	Rist, Emily Lifeguard training	300.00	P202200641	60-990-320-339-200-000
N1074	3/17/22	DELTA DENTAL Dental Ins	5,211.68	P202200106	11-000-291-270-000-000
		Dental Ins	88.08	P202200106	11-000-291-270-000-000
		Dental Ins	4,645.48	P202200106	11-000-291-270-000-000
		Dental Ins	88.08	P202200106	11-000-291-270-000-000
		Total Check Amount:	10,033.32		
33230	3/18/22	Discovery Education Inc Discovery Education Experience	2,397.60	P202200640	11-190-100-610-000-000
33231	3/18/22	Atlantic, Tomorrows Office copiers and supplies	1,759.32	P202200507	11-190-100-500-000-000
33232	3/21/22	Fuller Paper Company custodial supplies	784.71	P202200102	11-000-262-610-000-000
		custodial supplies	2,251.86	P202200102	11-000-262-610-000-000
		Total Check Amount:	3,036.57		
33233	3/21/22	Fuller Paper Company Custodial Supplies	166.14	P202200643	11-000-262-610-000-000
		Custodial Supplies	395.56	P202200643	11-000-262-610-000-000
		Total Check Amount:	561.70		
33234	3/21/22	Morris County Vocational School Dist Tuition HS Nagle	1,336.40	P202200353	11-000-100-563-000-000
N1075	3/21/22	ALLAMUCHY CAFETERIA ACCT October 2021 Federal	19,856.18	10 - 412	I/G A/P-FEDERAL
		October 2021 State	482.90	10 - 411	I/G A/P - STATE
		November 2021 Federal	18,029.88	10 - 412	I/G A/P-FEDERAL
		November 2021 State	438.48	10 - 411	I/G A/P - STATE
		Total Check Amount:	38,807.44		

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N1076	3/21/22	ALLAMUCHY CAFETERIA ACCT			
		December 2021 Federal	18,042.83	10 - 412	I/G A/P-FEDERAL
		December 2021 State	438.80	10 - 411	I/G A/P - STATE
		January 2022 Federal	21,033.13	10 - 412	I/G A/P-FEDERAL
		January 2022 State	484.05	10 - 411	I/G A/P - STATE
		February 2022 Federal	18,879.63	10 - 412	I/G A/P-FEDERAL
		February 2022 State	434.49	10 - 411	I/G A/P - STATE
		Total Check Amount:	59,312.93		
33235	3/22/22	NJ DEPT OF EDUCATION			
		Title iv esea003070	360.00	P202200617	11-000-291-290-000-000
33236	3/22/22	Hackettstown Board of Education			
		Feb 2022	222,232.60	P202200280	11-000-100-561-000-000
		Feb 2022	9,927.10	P202200280	11-000-100-562-000-000
		Feb 2022	1,848.90	P202200280	20-223-100-500-000-000
		Total Check Amount:	234,008.60		
33237	3/22/22	Allied Oil Company			
		Heating oil ATS	965.32	P202200065	11-000-262-624-000-001
		Heating oil MVS	11,753.00	P202200065	11-000-262-624-000-002
		Total Check Amount:	12,718.32		
N1087	3/22/22	WEX Bank			
		Fuel for buses and trucks	11,400.07	P202200435	11-000-270-600-000-000
33238	3/23/22	Sherwin-Willaims Co.			
		painting & supplies	114.30	P202200268	11-000-262-610-000-000
		painting & supplies	8.98	P202200268	11-000-262-610-000-000
		Total Check Amount:	123.28		
33239	3/23/22	Mayberry Sales & Services, Inc.			
		Toro repairs, oil, filters etc	173.95	P202200503	11-000-263-300-000-000
		Toro repairs, oil, filters etc	5.99	P202200503	11-000-263-300-000-000
		Total Check Amount:	179.94		
33240	3/23/22	Snyder Bus Service, Inc.			
		Repeater Two-Way radio Serv	210.00	P202200465	11-000-270-390-000-000
		Repeater Two-Way radio Serv	210.00	P202200465	11-000-270-390-000-000
		Total Check Amount:	420.00		
33241	3/23/22	Fuller Paper Company			
		Custodial Supplies	823.20	P202200643	11-000-262-610-000-000
33242	3/23/22	WIRE'S ELEC SHOP INC			
		Electrical Repairs	689.87	P202200646	11-000-261-420-001-000
		Electrical Repairs	150.00	P202200646	11-000-261-420-001-000
		Total Check Amount:	839.87		
33243	3/23/22	Allied Oil Company	**VOIDED**	Check voided on 3/23/2022	

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
33244	3/23/22	Allied Oil Company			
		Heating oil ATS	7,313.13	P202200065	11-000-262-624-000-001
		Heating oil ATS	15,250.61	P202200065	11-000-262-624-000-001
		Heating oil MVS	18,103.33	P202200065	11-000-262-624-000-002
		Total Check Amount:	<u>40,667.07</u>		
33245	3/23/22	Yudichak, Kenneth			
		Wastewater Treatment Plant Services	700.00	P202200097	11-000-262-300-000-000
33246	3/23/22	Dr. L. Hanes & Associates			
		Speech Therapy	2,564.45	P202200495	20-483-200-500-000-001
33247	3/24/22	SYNCB/AMAZON	**VOIDED**	Check voided on 3/24/2022	
33248	3/24/22	Amazon Capital Services	**VOIDED**	Check voided on 3/24/2022	
33249	3/24/22	Amazon Capital Services	**VOIDED**	Check voided on 3/24/2022	
33250	3/24/22	ALLAMUCHY CAFETERIA ACCT	**VOIDED**	Check voided on 3/24/2022	
33251	3/24/22	Abcode Security, Inc.	**VOIDED**	Check voided on 3/24/2022	
33252	3/24/22	Advance Auto Parts	**VOIDED**	Check voided on 3/24/2022	
33253	3/24/22	ART*stitution	**VOIDED**	Check voided on 3/24/2022	
33254	3/24/22	AERO Plumbing & Heating Co., Inc.	**VOIDED**	Check voided on 3/24/2022	
33255	3/24/22	Abcode Security, Inc.			
		security	5.00	P202200051	11-000-261-420-001-000
		security	90.00	P202200051	11-000-261-420-001-000
		Total Check Amount:	<u>95.00</u>		
33256	3/24/22	Advance Auto Parts			
		Bus supplies Diesel exahust etc	321.80	P202200595	11-000-270-600-000-000
33257	3/24/22	AERO Plumbing & Heating Co., Inc.			
		2nd floor Boy & Girls rooms - faucets 3 urinals sc	977.92	P202100264	12-000-400-710-000-000
33258	3/24/22	ALLAMUCHY CAFETERIA ACCT			
		negative balances	170.65	P202200636	11-000-251-100-000-000
33259	3/24/22	Amazon Capital Services			
		Supplies for staff, cust etc	56.97	P202200107	11-190-100-610-000-000
		Supplies for staff, cust etc	222.14	P202200107	11-190-100-610-000-000
		Supplies for staff, cust etc	150.00	P202200107	11-190-100-610-000-000
		Supplies for staff, cust etc	(23.99)	P202200107	11-190-100-610-000-000
		classroom supplies	30.83	P202200516	11-190-100-610-000-000
		building's supplies	956.92	P202200516	11-000-261-610-000-000
		Total Check Amount:	<u>1,392.87</u>		

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
33260	3/24/22	Amazon Capital Services			
		classroom supplies	24.02	P202200516	11-190-100-610-000-000
		classroom supplies	223.65	P202200516	11-190-100-610-000-000
		classroom supplies	44.75	P202200516	11-190-100-610-000-000
		classroom supplies	230.69	P202200516	11-190-100-610-000-000
		classroom supplies	326.10	P202200516	11-190-100-610-000-000
		Total Check Amount:	849.21		
33261	3/24/22	ART*stitution			
		Art materials teacher painting 12-17-21	200.00	P202200648	60-990-320-339-200-000
33262	3/24/22	SYNCB/AMAZON			
		general supplies	18.00	P202200647	11-190-100-610-000-000
33263	3/24/22	JDM Group			
		Monthly serv fee	4,590.00	P202200111	11-190-100-340-000-000
		Monthly serv fee	4,590.00	P202200111	11-190-100-340-000-000
		Total Check Amount:	9,180.00		
33264	3/24/22	Broadstep Academy New Jersey, Inc.			
		IDEA	4,978.70	P202200255	20-250-200-300-000-000
		Tuition spec ed	7,936.84	P202200649	20-487-200-500-000-001
		Total Check Amount:	12,915.54		
33265	3/24/22	Integrated Therapeutics Group, LLC			
		Tuition for March	9,900.00	P202200281	11-000-100-569-000-000
33266	3/24/22	Cintas			
		Custodial supplies	35.00	P202200486	11-000-262-610-000-000
		Custodial supplies	35.00	P202200486	11-000-262-610-000-000
		Custodial supplies	35.00	P202200486	11-000-262-610-000-000
		Custodial supplies	35.00	P202200486	11-000-262-610-000-000
		Custodial supplies	35.00	P202200486	11-000-262-610-000-000
		Custodial supplies	35.00	P202200486	11-000-262-610-000-000
		Custodial supplies	35.00	P202200486	11-000-262-610-000-000
		Custodial supplies	35.00	P202200486	11-000-262-610-000-000
		Total Check Amount:	280.00		
33267	3/24/22	Broadstep Academy New Jersey, Inc.			
		Tuition spec ed	7,936.84	P202200649	20-487-200-500-000-001
33268	3/24/22	Calais School	**VOIDED**	Check voided on 3/24/2022	
33269	3/24/22	Fuller Paper Company			
		Custodial Supplies	50.13	P202200643	11-000-262-610-000-000
33270	3/24/22	BER			
		Help your students who struggle w/math 6-12	558.00	P202200528	11-000-223-500-000-000

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
33271	3/24/22	Calais School			
		Dec 2021	6,690.86	P202200650	20-487-200-500-000-001
		Jan 2022	7,478.02	P202200650	20-487-200-500-000-001
		March 2022	9,052.34	P202200650	20-487-200-500-000-001
		Feb 2022	5,903.70	P202200650	20-487-200-500-000-001
		Total Check Amount:	<u>29,124.92</u>		
33272	3/24/22	CAROLINA BIOLOGICAL SUPPL owl pellet and pack of 15	161.64	P202200421	11-190-100-610-000-000
33273	3/24/22	CDW Government Smartboards	47,676.75	P202200238	20-483-200-500-000-001
33274	3/24/22	CDK SYSTEMS CDK Requisition	6,190.00	P202200606	11-000-251-340-000-000
33275	3/24/22	Eurofins			
		Environment testing services	406.35	P202200573	11-000-262-300-000-000
		Environment testing services	151.35	P202200573	11-000-262-300-000-000
		Total Check Amount:	<u>557.70</u>		
33276	3/24/22	Eurofins environment testing	204.43	P202200651	11-000-262-300-000-000
33277	3/24/22	IGS Solar Solar supply charge	3,813.40	P202200095	11-000-262-622-100-001
33278	3/24/22	Eurofins environment testing	432.25	P202200651	11-000-262-300-000-000
33279	3/24/22	Cannata, Michele PsyD	**VOIDED**	Check voided on 3/25/2022	
33280	3/25/22	Hunterdon Preparatory Center	**VOIDED**	Check voided on 3/25/2022	
33281	3/25/22	Haggerty, Wayne	**VOIDED**	Check voided on 3/25/2022	
33282	3/25/22	DuHamel, Tom	**VOIDED**	Check voided on 3/25/2022	
33283	3/25/22	Integrated Therapeutics Group, LLC	**VOIDED**	Check voided on 3/25/2022	
33284	3/25/22	IGS Solar	**VOIDED**	Check voided on 3/25/2022	
33285	3/25/22	JDM Group	**VOIDED**	Check voided on 3/25/2022	
33286	3/25/22	Jersey Mail Systems, LLC	**VOIDED**	Check voided on 3/25/2022	
33287	3/25/22	Cablevision Lightpath Inc.	**VOIDED**	Check voided on 3/25/2022	
33288	3/25/22	Marlin Business Bank	**VOIDED**	Check voided on 3/25/2022	
33289	3/25/22	Morris County Vocational School Dist	**VOIDED**	Check voided on 3/25/2022	

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
33290	3/25/22	Methfessel & Werbel, Esqs.	**VOIDED**		Check voided on 3/25/2022
33291	3/25/22	Northeast Communications	**VOIDED**		Check voided on 3/25/2022
33292	3/25/22	New Jersey Schools Insurance Group	**VOIDED**		Check voided on 3/25/2022
33293	3/25/22	Sonova USA Inc.	**VOIDED**		Check voided on 3/25/2022
33294	3/25/22	NCS Pearson, Inc.	**VOIDED**		Check voided on 3/25/2022
33295	3/25/22	Prevention Specialists, Inc.	**VOIDED**		Check voided on 3/25/2022
33296	3/25/22	GIL-BAR Solutions Compressors and H-VAC	2,944.00	P202200660	20-487-200-500-000-001
33297	3/25/22	Duke's Landscape Management, Inc. Landscape Maintenance	3,000.00	P202200110	11-000-263-300-000-000
33298	3/25/22	Cannata, Michele PsyD Assessment 5th grade	225.00	P202200652	11-000-219-320-000-000
33299	3/25/22	Hunterdon Preparatory Center Tuition 9-21 to 6-22	4,038.75	P202200245	11-000-100-562-000-000
33300	3/25/22	DuHamel, Tom I Heart Blank LLC Events Calendar Pro	790.18 95.00	P202200608 P202200608	60-990-320-339-200-000 60-990-320-339-200-000
Total Check Amount:			<u>885.18</u>		
33301	3/25/22	IGS Solar Solar supply charge	1,577.28	P202200095	11-000-262-622-100-001
33302	3/25/22	Integrated Therapeutics Group, LLC Tuition Sept to June	9,900.00	P202200281	11-000-100-569-000-000
33303	3/25/22	JDM Group Microsoft Surface Pro 7	909.58	P202200455	20-483-200-500-000-001
33304	3/25/22	Jersey Mail Systems, LLC inkjet cartridge	109.00	P202200654	11-000-230-530-000-000
33305	3/25/22	Cablevision Lightpath Inc. voice circuit PRI etc	490.00	P202200447	20-484-200-500-000-000
33306	3/25/22	Marlin Business Bank Postage machine	36.83	P202200066	11-000-230-530-000-000
33307	3/25/22	Morris County Vocational School Dist Tuition HS Nagle	1,336.40	P202200353	11-000-100-563-000-000
33308	3/25/22	Methfessel & Werbel, Esqs. Professional services 90052	1,421.00	P202200655	11-000-230-331-000-000

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
33309	3/25/22	Northeast Communications Install radios in bus	365.00	P202200656	11-000-270-420-000-000
33310	3/25/22	New Jersey Schools Insurance Group Workers comp ins	4,179.52	P202200204	11-000-291-260-000-000
33311	3/25/22	Sonova USA Inc. Roger Touchscreen mic need repair	173.99	P202200642	11-212-100-610-000-000
33312	3/25/22	NCS Pearson, Inc. WISC-V response Booklet & Record Forms	270.30	P202200659	11-000-219-600-000-000
33313	3/25/22	Prevention Specialists, Inc. DOT Testing	195.00	P202200661	11-000-270-390-000-000
33314	3/25/22	JDM Group CRRSA ESSER II Learning Accel	1,934.58	P202200664	20-484-200-500-000-000
33315	3/25/22	Atlantic, Tomorrows Office	**VOIDED**	Check voided on 3/25/2022	
33316	3/25/22	Kucharski, Jerry Custodial Supplies	154.95	P202200662	11-000-262-610-000-000
33317	3/25/22	Surveillance-247, LLC School Security Grant	1,595.00	P202200663	20-256-400-720-000-000
33318	3/25/22	Atlantic, Tomorrows Office copiers and supplies	1,759.32	P202200507	11-190-100-500-000-000
33319	3/25/22	QUILL CORPORATION large envelope	44.86	P202200627	11-190-100-610-000-000
		copy paper	393.90	P202200560	11-190-100-610-000-000
		1099 form CST folders	83.28	P202200490	11-000-230-890-000-000
		CST folders	144.48	P202200499	11-000-230-890-000-000
		1099 form CST folders	42.49	P202200490	11-000-230-890-000-000
		1099 form CST folders	23.79	P202200490	11-000-230-890-000-000
		Total Check Amount:	732.80		
33320	3/25/22	Rymon, Karen OT Therapy Services	3,832.00	P202200574	11-000-217-320-000-000
33321	3/25/22	SUBURBAN PROPANE propane	284.54	P202200049	11-000-262-621-000-001
		propane	118.07	P202200049	11-000-262-621-000-001
		propane	182.31	P202200049	11-000-262-621-000-001
		Total Check Amount:	584.92		
33322	3/25/22	Service Plus Victory model ris-1d-s1-pt	229.95	P202200665	11-000-262-420-000-000
33323	3/25/22	Trep\$ Ed LLC Gen'l Supplies	260.00	P202200666	11-190-100-610-000-000

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
33324	3/25/22	Haggerty, Wayne Trans Misc Expenses	925.00	P202200667	11-000-270-890-000-000
33325	3/25/22	ABA Initiatives, LLC Therapy Srvc	2,111.25	P202200668	11-000-217-320-000-000
33326	3/25/22	Washington Township Board of Education Trans Repair/Maintenance	3,511.30	P202200669	11-000-270-420-000-000
33327	3/25/22	Poff, Brendan Tuition Reimbursement	2,696.50	P202200670	11-000-291-280-000-000
33328	3/25/22	Yudichak, Kenneth Wastewater Treatment Plant Services	700.00	P202200097	11-000-262-300-000-000
33329	3/25/22	Schmidt, Megan Gen'l Supplies	97.46	P202200672	11-190-100-610-000-000
33330	3/25/22	The Spoken Path, LLC. Direct services speech	1,500.00	P202200357	11-000-216-320-000-000
33331	3/25/22	Warren County Technical School Tuition	3,680.00	P202200343	11-000-100-563-000-000
		Tuition	(792.40)	P202200343	11-000-100-563-000-000
		Transportation	800.00	P202200343	11-000-270-518-000-000
Total Check Amount:			<u>3,687.60</u>		

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The Grand Total of all Checks from Fund 10 is:	98,120.37
The Grand Total of all Checks from Fund 11 is:	466,279.99
The Grand Total of all Checks from Fund 12 is:	977.92
The Grand Total of all Checks from Fund 20 is:	114,399.24
The Grand Total of all Checks from Fund 40 is:	625,600.00
The Grand Total of all Checks from Fund 60 is:	4,467.99

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**The Grand total of all checks for this period is:** 1,309,845.51

Interim Balance SheetASSETS AND RESOURCES

## ASSETS

101 Cash in checking account	\$	405,732.03	
102-106 Other cash equivalents	\$	174,622.00	
Total cash			\$ 580,354.03
111 Investments			\$ 0.00
114 Investment interest receivable			\$ 0.00
116 Capital reserve account			\$ 208,532.08
117 Maintenance reserve account			\$ 121,813.05
121 Tax levy receivable			\$ 0.00
Accounts receivable			
132 Interfund	\$	13,624.49	
141 Intergovernmental - state	\$	81,322.40	
142 Intergovernmental - federal	\$	0.00	
143 Intergovernmental - other	\$	213,865.93	
153 Other Accounts Receivable	\$	140,982.61	
			\$ 449,795.43
Loans receivable			
131 Interfund	\$	0.00	
151 Other Loans Receivable	\$	0.00	
			\$ 0.00
181 Prepaid Expenses			\$ 0.00
199 Other current assets			\$ 1,141.00

## RESOURCES

301 Estimated revenues (from adjusted budget)	\$	10,796,737.00	
302 Less: revenues collected or accrued	\$	(6,431,891.07)	
			\$ 4,364,845.93
TOTAL ASSETS AND RESOURCES			\$ 5,726,481.52

LIABILITIES AND FUND EQUITY

## LIABILITIES

401 Interfund loans payable	\$	0.00	
402 Interfund accounts payable	\$	0.00	
411 Intergovernmental accounts payable - state	\$	4,123.58	
412 Intergovernmental accounts payable - federal	\$	86,248.50	
413 Intergovernmental accounts payable - other	\$	0.00	
421 Accounts payable	\$	(12,540.85)	
422 Judgments payable	\$	0.00	
430 Compensated absences payable	\$	0.00	
431 Contracts payable	\$	0.00	
451 Loans payable	\$	0.00	
481 Deferred revenues	\$	0.00	
499 Other current liabilities	\$	5,048.67	
Total liabilities	\$	82,879.90	

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$	4,041,035.97	
754 Reserve for encumbrances - prior year			\$	43,822.22	
761 Reserved fund balance Capital Reserve - July 1, 2021		\$	208,532.08		
604 Add: Increase in capital reserve		\$	0.00		
307 Less: Budgeted withdrawal from capital reserve - eligible costs		\$	0.00		
309 Less: Budgeted withdrawal from capital reserve - excess costs		\$	(100,000.00)		
317 Less: Budgeted withdrawal from capital reserve - transfer to Debt Svc		\$	0.00		
Subtotal - capital reserve				\$	108,532.08
764 Reserved fund balance Maintenance Reserve - July 1, 2021		\$	121,813.05		
606 Add: Increase in maintenance reserve		\$	0.00		
310 Less: Budgeted withdrawal from maintenance reserve		\$	0.00		
Subtotal - maintenance reserve				\$	121,813.05
760 Other reserves				\$	0.00
771 Designated Fund Balance				\$	99,931.00
772 Designated Fund Balance - ARRA/SEMI				\$	0.00
601 Appropriations		\$	11,283,475.38		
602 Less: expenditures	\$	6,190,820.20			
603 Less: encumbrances	\$	4,084,858.19			
Appropriations less expenditures			\$ (10,275,678.39)		\$ 1,007,796.99
					\$ 5,422,931.31
Unappropriated:					
770 Fund Balance, July 1, 2021				\$	354,865.31
303 Less: budgeted fund balance				\$	(134,195.00)
Unappropriated fund balance					\$ 220,670.31
Total fund equity					\$ 5,643,601.62
TOTAL LIABILITIES AND FUND EQUITY					\$ 5,726,481.52

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 11,283,475.38	\$ 10,275,678.39	\$ 1,007,796.99
Less: Revenues	\$ (10,796,737.00)	\$ (6,431,891.07)	\$ (4,364,845.93)
Subtotal	\$ 486,738.38	\$ 3,843,787.32	\$ (3,357,048.94)
Change in capital reserve			
Plus - Increase in reserve	\$ 0.00	\$ 0.00	\$ 0.00
Less - Withdrawal from reserve	\$ (100,000.00)	\$ 0.00	\$ (100,000.00)
Change in maintenance reserve			
Plus - Increase in reserve	\$ 0.00	\$ 0.00	\$ 0.00
Less - Withdrawal from reserve	\$ 0.00	\$ 0.00	\$ 0.00
Less: adjustment to appropriations for Prior Year Encumbrances	\$ (252,543.38)	\$ (252,543.38)	\$ 0.00
Total current year budgeted fund balance	\$ 134,195.00	\$ 3,591,243.94	\$ (3,457,048.94)
Add: Unappropriated fund balance			\$ 220,670.31
Total of budgeted and unappropriated fund balance			\$ (3,236,378.63)

**Revenues/Sources of Funds**

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	134,195.00	252,543.38	386,738.38	3,843,787.32	(3,457,048.94)
307/309/317	Bgtd wdrwl from cap rsv	100,000.00	0.00	100,000.00	0.00	100,000.00
310	Bgtd wdrwl from maint rsv	0.00	0.00	0.00	0.00	0.00
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	9,956,614.00	0.00	9,956,614.00	5,991,794.07	3,964,819.93
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	840,123.00	0.00	840,123.00	440,097.00	400,026.00
4xxx	From Federal Sources	0.00	0.00	0.00	0.00	0.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
<b>Grand Totals</b>		<b>11,030,932.00</b>	<b>252,543.38</b>	<b>11,283,475.38</b>	<b>10,275,678.39</b>	<b>1,007,796.99</b>

**Fund 11 (Current Expense Fund)**

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Regular Programs - Classroom Instruction		2,138,016.00	86,450.11	2,224,466.11	1,170,057.41	908,759.67	145,649.03	0.00
Regular Programs-Home Instruction		5,000.00	4,255.00	9,255.00	5,775.00	0.00	3,480.00	0.00
Regular Programs-Undistrib Instruction		353,946.00	(28,026.26)	325,919.74	250,672.07	48,762.95	26,484.72	2,131.58
Special Education-Multiply Hdcp		76,901.00	108,628.88	185,529.88	92,691.38	920.00	91,918.50	0.00
Special Education-Resource Room		405,605.00	(16,738.19)	388,866.81	213,164.10	167,332.41	8,370.30	0.00
Special Education-Prsc Hdcp/Part Time		51,311.00	(17,835.32)	33,475.68	18,201.80	8,410.53	6,863.35	0.00
Curricular Activities-Instruction		102,080.00	(1,500.00)	100,580.00	40,380.00	32,299.08	27,900.92	0.00
Athletic Programs-Instruction		11,530.00	(1,000.00)	10,530.00	0.00	0.00	10,530.00	0.00
Extended School Year		40,000.00	20,652.00	60,652.00	60,651.50	0.00	0.50	0.00
Undistributed Expense-Instruction		2,835,019.00	(106,432.04)	2,728,586.96	1,095,601.46	1,632,927.18	58.32	7,996.50
Health Services		135,363.00	11,482.00	146,845.00	76,927.56	57,897.75	12,019.69	0.00
Other Support Svc-Related Svcs		108,514.00	(8,255.47)	100,258.53	56,755.92	43,502.03	0.58	0.00
Other Support Svc-Extra. Svcs		83,789.00	40,795.84	124,584.84	67,797.59	0.00	56,787.25	0.00
Other Support Svc-Students-Reg		102,532.00	41,808.20	144,340.20	74,013.45	32,262.11	38,064.64	0.00
Other Support Svc-Students-Spec		206,166.00	(67,386.06)	138,779.94	70,682.18	37,240.50	30,857.26	0.00
Impr of Inst-Other Sup-Instruc		9,800.00	(9,800.00)	0.00	0.00	0.00	0.00	0.00
Library and Educ Media		82,621.00	(23,101.00)	59,520.00	19,583.04	32,975.56	6,961.40	26,195.94
Inst. staff training svcs		7,500.00	7,911.00	15,411.00	12,160.62	2,112.58	1,137.80	0.00
Support svc-general admin		335,864.00	(38,528.80)	297,335.20	162,003.98	79,739.16	55,592.06	4,400.00
Support Svc-School Admin		288,275.00	16,406.00	304,681.00	174,515.03	88,499.36	41,666.61	0.00
Business and Other Support Svcs		187,674.00	(56,314.12)	131,359.88	129,418.62	0.00	1,941.26	0.00
Maintenance of Plant Services		128,849.00	138,724.93	267,573.93	147,898.33	17,089.47	102,586.13	4,671.40
Operation of Plant		610,062.00	76,324.62	686,386.62	448,326.23	178,573.31	59,487.08	0.00
Care & Upkeep of Grounds		73,020.00	7,308.61	80,328.61	50,684.49	27,369.42	2,274.70	0.00
Student Transportation Svcs		891,068.00	(54,778.10)	836,289.90	544,830.74	203,257.24	88,201.92	15,402.87
Employee Benefits		1,633,961.00	36,393.42	1,670,354.42	847,607.62	472,984.98	349,761.82	78,732.62
606	Increase in Maint Rsv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Grand Totals for fund 11:</b>		<b>10,904,466.00</b>	<b>167,445.25</b>	<b>11,071,911.25</b>	<b>5,830,400.12</b>	<b>4,072,915.29</b>	<b>1,168,595.84</b>	<b>139,530.91</b>

**Fund 12 (Capital Outlay Fund)**

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
604	Increase in Cap Rsv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equip		0.00	5,600.00	5,600.00	5,600.00	0.00	0.00	0.00
Fund transfers		126,466.00	71,085.95	197,551.95	354,820.08	3,530.72	(160,798.85)	0.00
<b>Grand Totals for fund 12:</b>		<b>126,466.00</b>	<b>76,685.95</b>	<b>203,151.95</b>	<b>360,420.08</b>	<b>3,530.72</b>	<b>(160,798.85)</b>	<b>0.00</b>

**Fund 13 (Special Schools Fund)**

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
<b>Grand Totals for fund 13:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Fund 18 (Educational Jobs Fund)**

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
<b>Grand Totals for fund 18:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Grand Totals for all Subfunds of Fund 10:** 11,030,932.00 244,131.20 11,275,063.20 6,190,820.20 4,076,446.01 1,007,796.99 139,530.91

**Revenues Summary**

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	134,195.00	252,543.38	386,738.38	3,843,787.32	(3,457,048.94)
307/309/317	Bgtd wdrwl from cap rsv	100,000.00	0.00	100,000.00	0.00	100,000.00
310	Bgtd wdrwl from maint rsv	0.00	0.00	0.00	0.00	0.00
10-1210-000-000	Tax Levy	9,523,405.00	0.00	9,523,405.00	5,555,319.93	3,968,085.07
10-1300-000-000	TUITION	0.00	0.00	0.00	0.00	0.00
10-1310-000-000	Tuition From Individuals	124,000.00	0.00	124,000.00	247,581.00	(123,581.00)
10-1320-000-000	Tuition From LEA's	0.00	0.00	0.00	25,357.50	(25,357.50)
10-1330-000-000	Summer School Tuition	0.00	0.00	0.00	0.00	0.00
10-1420-000-000	Transportation fee other lea	226,709.00	0.00	226,709.00	141,584.00	85,125.00
10-1440-000-000	Trans Fees from Other Sources	0.00	0.00	0.00	556.03	(556.03)
10-1500-000-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
10-1510-000-000	Interest From Investments	0.00	0.00	0.00	7.31	(7.31)
10-1510-100-000	Unemployment Comp Interest Rev	0.00	0.00	0.00	0.00	0.00
10-1515-000-000	Int Earned on Cap & Maint Res	100.00	0.00	100.00	0.00	100.00
10-1730-000-000	Stud. Org. Memb. Dues and Fees	12,500.00	0.00	12,500.00	1,800.00	10,700.00
10-1791-000-000	Other Activities - School	0.00	0.00	0.00	0.00	0.00
10-1910-000-000	Rentals	25,000.00	0.00	25,000.00	1,950.00	23,050.00
10-1920-000-000	Donations	0.00	0.00	0.00	0.00	0.00
10-1930-000-000	Sale of Assets	0.00	0.00	0.00	0.00	0.00
10-1950-000-000	Srvcs Provided to Other LEA's	44,900.00	0.00	44,900.00	0.00	44,900.00
10-1980-000-000	Refunds From Prior Year	0.00	0.00	0.00	0.00	0.00
10-1981-000-000	State Health Benefits Refund	0.00	0.00	0.00	0.00	0.00
10-1990-000-000	Miscell Rev from Local Sources	0.00	0.00	0.00	17,638.30	(17,638.30)
10-3121-000-000	Cat Transp Aid	277,862.00	0.00	277,862.00	138,931.00	138,931.00
10-3131-000-000	Extraordinary Aid	40,000.00	0.00	40,000.00	40,717.00	(717.00)
10-3132-000-000	Cat Spec Ed Aid	484,811.00	0.00	484,811.00	242,405.50	242,405.50
10-3177-000-000	Cat Security Aid	37,450.00	0.00	37,450.00	18,043.50	19,406.50
10-3178-000-000	Adjustment Aid	0.00	0.00	0.00	0.00	0.00
10-3190-000-000	Other State Aid	0.00	0.00	0.00	0.00	0.00
10-3256-000-000	School Security Grant	0.00	0.00	0.00	0.00	0.00
10-4410-000-000	Education Jobs Grant	0.00	0.00	0.00	0.00	0.00
<b>Grand Totals</b>		<b>11,030,932.00</b>	<b>252,543.38</b>	<b>11,283,475.38</b>	<b>10,275,678.39</b>	<b>1,007,796.99</b>

**Minimum Expense General Ledger Report**

**Fund 11 (Current Expense Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-110-100-101	PK/KDGN SAL	329,451.00	(79,542.00)	249,909.00	117,902.98	118,559.55	13,446.47	0.00
11-120-100-101	3-5 TCH SAL	1,210,176.00	152,046.29	1,362,222.29	727,332.41	506,762.22	128,127.66	0.00
11-130-100-101	6-8 TCH SALARY	598,389.00	13,945.82	612,334.82	324,822.02	283,437.90	4,074.90	0.00
<b>Regular Programs - Classroom Instruction</b>		<b>2,138,016.00</b>	<b>86,450.11</b>	<b>2,224,466.11</b>	<b>1,170,057.41</b>	<b>908,759.67</b>	<b>145,649.03</b>	<b>0.00</b>
11-150-100-101	HOME INSTR SAL	2,000.00	7,210.00	9,210.00	5,730.00	0.00	3,480.00	0.00
11-150-100-320	OOD Dist reg ed	3,000.00	(2,955.00)	45.00	45.00	0.00	0.00	0.00
<b>Regular Programs-Home Instruction</b>		<b>5,000.00</b>	<b>4,255.00</b>	<b>9,255.00</b>	<b>5,775.00</b>	<b>0.00</b>	<b>3,480.00</b>	<b>0.00</b>
11-190-100-104	Substitutes Salary	36,000.00	14,680.25	50,680.25	30,284.25	0.00	20,396.00	0.00
11-190-100-320	Pur Prof Educational Serv	42,000.00	(21,000.00)	21,000.00	15,750.00	0.00	5,250.00	0.00
11-190-100-340	PURCHASED TECH SERVICES	85,250.00	(1,376.00)	83,874.00	59,321.71	24,551.99	0.30	0.00
11-190-100-500	Other Purchased Services (400-500 Series)	43,996.00	(31,005.00)	12,991.00	4,652.70	8,338.21	0.09	0.00
11-190-100-610	GEN SUPPLIES	70,600.00	(22,858.51)	47,741.49	37,782.19	9,122.75	836.55	2,131.58
11-190-100-640	TEXTBOOKS	73,000.00	30,698.00	103,698.00	97,197.23	6,500.00	0.77	0.00
11-190-100-890	Other Objects	3,100.00	2,835.00	5,935.00	5,683.99	250.00	1.01	0.00
<b>Regular Programs-Undistrib Instruction</b>		<b>353,946.00</b>	<b>(28,026.26)</b>	<b>325,919.74</b>	<b>250,672.07</b>	<b>48,762.95</b>	<b>26,484.72</b>	<b>2,131.58</b>
11-212-100-101	MD TEACH SAL	52,219.00	129,879.88	182,098.88	92,428.90	200.00	89,469.98	0.00
11-212-100-106	MH Aide Salaries	19,282.00	(18,562.00)	720.00	0.00	720.00	0.00	0.00
11-212-100-300	Multiple Dis Prof Serv	4,400.00	(4,400.00)	0.00	0.00	0.00	0.00	0.00
11-212-100-610	MD GEN SUPPL	1,000.00	1,711.00	2,711.00	262.48	0.00	2,448.52	0.00
<b>Special Education-Multiply Hdcp</b>		<b>76,901.00</b>	<b>108,628.88</b>	<b>185,529.88</b>	<b>92,691.38</b>	<b>920.00</b>	<b>91,918.50</b>	<b>0.00</b>
11-213-100-101	RES CTR SAL	179,770.00	(6,257.44)	173,512.56	94,774.18	76,153.11	2,585.27	0.00
11-213-100-106	RES CTR AIDE SA	223,835.00	(9,597.75)	214,237.25	117,321.65	91,179.30	5,736.30	0.00
11-213-100-610	RES CTR SUPPL	2,000.00	(883.00)	1,117.00	1,068.27	0.00	48.73	0.00
<b>Special Education-Resource Room</b>		<b>405,605.00</b>	<b>(16,738.19)</b>	<b>388,866.81</b>	<b>213,164.10</b>	<b>167,332.41</b>	<b>8,370.30</b>	<b>0.00</b>
11-215-100-101	PSD TEACH SAL	27,414.00	4,777.68	32,191.68	17,800.88	7,527.53	6,863.27	0.00
11-215-100-106	PSD AIDE SAL	23,647.00	(22,764.00)	883.00	0.00	883.00	0.00	0.00
11-215-100-610	PSD GEN SUPPL	250.00	151.00	401.00	400.92	0.00	0.08	0.00
<b>Special Education-Prsc Hdcp/Part Time</b>		<b>51,311.00</b>	<b>(17,835.32)</b>	<b>33,475.68</b>	<b>18,201.80</b>	<b>8,410.53</b>	<b>6,863.35</b>	<b>0.00</b>
11-401-100-100	Salaries	99,980.00	0.00	99,980.00	40,380.00	32,299.08	27,300.92	0.00
11-401-100-600	CO-CURR SUPPLIE	2,000.00	(1,500.00)	500.00	0.00	0.00	500.00	0.00
11-401-100-800	CO-CURR OTHER	100.00	0.00	100.00	0.00	0.00	100.00	0.00
<b>Curricular Activities-Instruction</b>		<b>102,080.00</b>	<b>(1,500.00)</b>	<b>100,580.00</b>	<b>40,380.00</b>	<b>32,299.08</b>	<b>27,900.92</b>	<b>0.00</b>
11-402-100-100	Salaries	10,030.00	0.00	10,030.00	0.00	0.00	10,030.00	0.00
11-402-100-500	Purchased Services (300-500 Series)	1,000.00	(1,000.00)	0.00	0.00	0.00	0.00	0.00
11-402-100-610	General Supplie	500.00	0.00	500.00	0.00	0.00	500.00	0.00
<b>Athletic Programs-Instruction</b>		<b>11,530.00</b>	<b>(1,000.00)</b>	<b>10,530.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,530.00</b>	<b>0.00</b>
11-422-100-100	ESY Salaries	40,000.00	20,652.00	60,652.00	60,651.50	0.00	0.50	0.00
<b>Extended School Year</b>		<b>40,000.00</b>	<b>20,652.00</b>	<b>60,652.00</b>	<b>60,651.50</b>	<b>0.00</b>	<b>0.50</b>	<b>0.00</b>
11-000-100-561	Tuit LEA NJ Reg	2,222,326.00	54,288.00	2,276,614.00	889,499.15	1,387,069.60	45.25	0.00
11-000-100-562	Tuit LEA Sp Ed	117,760.00	115,412.00	233,172.00	89,813.22	143,358.78	0.00	5,814.00
11-000-100-563	Voc. School Dist	47,276.00	11,410.20	58,686.20	21,051.40	37,622.80	12.00	0.00
11-000-100-566	TUIT PRIV NJ	299,541.00	(295,830.24)	3,710.76	3,710.40	0.00	0.36	2,182.50
11-000-100-569	TUITION CHARTER SCHOOLS	148,116.00	8,288.00	156,404.00	91,527.29	64,876.00	0.71	0.00
<b>Undistributed Expense-Instruction</b>		<b>2,835,019.00</b>	<b>(106,432.04)</b>	<b>2,728,586.96</b>	<b>1,095,601.46</b>	<b>1,632,927.18</b>	<b>58.32</b>	<b>7,996.50</b>
11-000-213-100	Salaries	129,278.00	14,877.00	144,155.00	76,607.00	56,796.14	10,751.86	0.00
11-000-213-300	Purchased Prof. & Tech. Svcs	4,000.00	(3,500.00)	500.00	0.00	0.00	500.00	0.00
11-000-213-600	HLTH SUPPLIES	2,000.00	0.00	2,000.00	215.56	1,101.61	682.83	0.00
11-000-213-800	HLTH OTH OBJ	85.00	105.00	190.00	105.00	0.00	85.00	0.00
<b>Health Services</b>		<b>135,363.00</b>	<b>11,482.00</b>	<b>146,845.00</b>	<b>76,927.56</b>	<b>57,897.75</b>	<b>12,019.69</b>	<b>0.00</b>
11-000-216-100	Salaries	96,014.00	(10,078.47)	85,935.53	45,053.50	40,882.03	0.00	0.00
11-000-216-320	Purch Prof Speech Serv	12,000.00	1,510.00	13,510.00	10,890.00	2,620.00	0.00	0.00
11-000-216-600	SPEECH SUPPLIES	500.00	313.00	813.00	812.42	0.00	0.58	0.00
<b>Other Support Svc-Related Svcs</b>		<b>108,514.00</b>	<b>(8,255.47)</b>	<b>100,258.53</b>	<b>56,755.92</b>	<b>43,502.03</b>	<b>0.58</b>	<b>0.00</b>
11-000-217-106	PERSON AID	45,789.00	59,502.84	105,291.84	59,526.34	0.00	45,765.50	0.00
11-000-217-320	THERAPY SVS	38,000.00	(18,707.00)	19,293.00	8,271.25	0.00	11,021.75	0.00
<b>Other Support Svc-Extra. Svcs</b>		<b>83,789.00</b>	<b>40,795.84</b>	<b>124,584.84</b>	<b>67,797.59</b>	<b>0.00</b>	<b>56,787.25</b>	<b>0.00</b>
11-000-218-104	GUID SALARY	101,532.00	41,808.20	143,340.20	74,013.45	32,262.11	37,064.64	0.00
11-000-218-600	Supplies & Materials	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
<b>Other Support Svc-Students-Reg</b>		<b>102,532.00</b>	<b>41,808.20</b>	<b>144,340.20</b>	<b>74,013.45</b>	<b>32,262.11</b>	<b>38,064.64</b>	<b>0.00</b>

Fund 11 (Current Expense Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-000-219-104	CST PROF SALARY	77,266.00	22,795.93	100,061.93	52,400.62	26,679.00	20,982.31	0.00
11-000-219-105	CST SECT SALARY	41,200.00	(22,648.00)	18,552.00	9,270.80	0.00	9,281.20	0.00
11-000-219-320	CST PROF SVS	85,500.00	(68,207.99)	17,292.01	7,291.25	9,757.50	243.26	0.00
11-000-219-600	CST SUPPLIES	2,000.00	674.00	2,674.00	1,569.51	804.00	300.49	0.00
11-000-219-890	Membership Dues Fees	200.00	0.00	200.00	150.00	0.00	50.00	0.00
Other Support Svc-Students-Spec		206,166.00	(67,386.06)	138,779.94	70,682.18	37,240.50	30,857.26	0.00
11-000-221-104	INSTR SUPP SAL	8,500.00	(8,500.00)	0.00	0.00	0.00	0.00	0.00
11-000-221-320	Curriculum Services	1,300.00	(1,300.00)	0.00	0.00	0.00	0.00	0.00
Impr of Inst-Other Sup-Instruc		9,800.00	(9,800.00)	0.00	0.00	0.00	0.00	0.00
11-000-222-100	Salaries	72,821.00	5,944.00	78,765.00	41,428.50	32,677.32	4,659.18	0.00
11-000-222-320	Library Purch Prof & Tech Svcs	9,500.00	(29,045.00)	(19,545.00)	(19,545.46)	0.00	0.46	23,895.94
11-000-222-600	LIB SUP/MAT	300.00	0.00	300.00	(2,300.00)	298.24	2,301.76	2,300.00
Library and Educ Media		82,621.00	(23,101.00)	59,520.00	19,583.04	32,975.56	6,961.40	26,195.94
11-000-223-500	Other Purchased Services (400-500 Series)	7,500.00	7,911.00	15,411.00	12,160.62	2,112.58	1,137.80	0.00
Inst. staff training svcs		7,500.00	7,911.00	15,411.00	12,160.62	2,112.58	1,137.80	0.00
11-000-230-100	Salaries	138,000.00	(37,833.00)	100,167.00	52,666.64	0.00	47,500.36	0.00
11-000-230-270	District Admin Health Benefits	5,314.00	(5,314.00)	0.00	0.00	0.00	0.00	0.00
11-000-230-320	Shared services CSA	0.00	16,723.70	16,723.70	0.00	16,723.70	0.00	0.00
11-000-230-331	ADM LEGAL SV	50,000.00	(12,773.50)	37,226.50	24,477.00	11,220.00	1,529.50	0.00
11-000-230-332	Audit Fees	18,500.00	6,500.00	25,000.00	25,000.00	0.00	0.00	0.00
11-000-230-339	ADM PROF SVS	16,000.00	56,165.00	72,165.00	29,530.66	42,322.34	312.00	0.00
11-000-230-530	Communications/Telephone	57,500.00	(51,692.00)	5,808.00	2,557.32	2,049.84	1,200.84	0.00
11-000-230-590	Other Purchased Services (400-500 Series)	20,550.00	(93.00)	20,457.00	14,206.91	6,250.00	0.09	4,400.00
11-000-230-610	GENERAL OFFICE SUPPLIES	5,000.00	(880.00)	4,120.00	2,897.80	845.24	376.96	0.00
11-000-230-890	ADM DUES,WKSHOP	25,000.00	(9,332.00)	15,668.00	10,667.65	328.04	4,672.31	0.00
Support svc-general admin		335,864.00	(38,528.80)	297,335.20	162,003.98	79,739.16	55,592.06	4,400.00
11-000-240-103	SCHOOL PRIN SAL	164,428.00	21,872.00	186,300.00	108,840.00	52,321.89	25,138.11	0.00
11-000-240-105	SCHOOL SECT SAL	88,546.00	13,735.00	102,281.00	50,850.63	35,848.47	15,581.90	0.00
11-000-240-270	School Admin Health Benefits	19,201.00	(19,201.00)	0.00	0.00	0.00	0.00	0.00
11-000-240-300	Purchased Professional & Tech Services	15,000.00	0.00	15,000.00	14,320.79	0.00	679.21	0.00
11-000-240-600	SCHOOL OFF SUPP	1,000.00	0.00	1,000.00	503.61	329.00	167.39	0.00
11-000-240-800	Other Objects	100.00	0.00	100.00	0.00	0.00	100.00	0.00
Support Svc-School Admin		288,275.00	16,406.00	304,681.00	174,515.03	88,499.36	41,666.61	0.00
11-000-251-100	Salaries	147,486.00	(35,281.12)	112,204.88	112,034.23	0.00	170.65	0.00
11-000-251-270	Business Admin Health Benefits	21,033.00	(21,033.00)	0.00	0.00	0.00	0.00	0.00
11-000-251-340	PURCHASED TECH SERVICES	18,455.00	0.00	18,455.00	17,384.39	0.00	1,070.61	0.00
11-000-251-592	Other Purchased Services (400-500 Series)	500.00	0.00	500.00	0.00	0.00	500.00	0.00
11-000-251-610	SUPPLIES & MATERIALS	200.00	0.00	200.00	0.00	0.00	200.00	0.00
Business and Other Support Svcs		187,674.00	(56,314.12)	131,359.88	129,418.62	0.00	1,941.26	0.00
11-000-261-100	Salaries	43,619.00	43,833.45	87,452.45	51,624.75	0.00	35,827.70	0.00
11-000-261-420	MAINT SVS	70,000.00	88,021.48	158,021.48	80,101.77	15,701.67	62,218.04	4,671.40
11-000-261-610	MAINT SUPPL	14,230.00	5,479.00	19,709.00	15,045.82	1,387.80	3,275.38	0.00
11-000-261-800	Maintenance Prog	1,000.00	1,391.00	2,391.00	1,125.99	0.00	1,265.01	0.00
Maintenance of Plant Services		128,849.00	138,724.93	267,573.93	147,898.33	17,089.47	102,586.13	4,671.40
11-000-262-100	Salaries	239,862.00	(34,071.59)	205,790.41	122,821.61	57,925.28	25,043.52	0.00
11-000-262-300	Purch Prof SVS	20,000.00	(5,000.00)	15,000.00	6,933.90	3,375.00	4,691.10	0.00
11-000-262-420	PLNT CUST SVS	40,000.00	140,592.21	180,592.21	164,136.41	13,398.55	3,057.25	0.00
11-000-262-490	PLT WATER SVS	15,000.00	298.00	15,298.00	8,937.06	6,360.09	0.85	0.00
11-000-262-520	INSURANCES	40,000.00	(5,287.00)	34,713.00	34,712.41	0.00	0.59	0.00
11-000-262-610	PLNT SUPPLIES	60,000.00	(13,000.00)	47,000.00	32,224.91	5,637.32	9,137.77	0.00
11-000-262-621	Energy - Propane - Villa	5,000.00	0.00	5,000.00	1,434.88	3,565.12	0.00	0.00
11-000-262-622	Energy - Electric - Villa	98,000.00	(15,000.00)	83,000.00	41,373.19	41,626.81	0.00	0.00
11-000-262-624	Energy - Htg Fuel - Villa	91,200.00	7,793.00	98,993.00	35,314.86	46,685.14	16,993.00	0.00
11-000-262-800	PLNT OTHER	1,000.00	0.00	1,000.00	437.00	0.00	563.00	0.00
Operation of Plant		610,062.00	76,324.62	686,386.62	448,326.23	178,573.31	59,487.08	0.00
11-000-263-100	Grounds	58,020.00	3,300.61	61,320.61	36,520.15	22,634.91	2,165.55	0.00
11-000-263-300	Purchased Prof Svcs	13,000.00	3,533.00	16,533.00	12,085.56	4,347.44	100.00	0.00
11-000-263-600	Grounds supplies	2,000.00	475.00	2,475.00	2,078.78	387.07	9.15	0.00
Care & Upkeep of Grounds		73,020.00	7,308.61	80,328.61	50,684.49	27,369.42	2,274.70	0.00

Fund 11 (Current Expense Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-000-270-105	Transportation Secretary	52,825.00	(57,943.00)	(5,118.00)	(5,118.03)	0.03	0.00	5,118.03
11-000-270-160	Sal Pupil Trans home to school	251,799.00	6,781.65	258,580.65	139,481.56	119,098.58	0.51	0.00
11-000-270-161	Sal Pupil Tran Spec Ed	75,000.00	(8,135.00)	66,865.00	38,406.97	0.00	28,458.03	0.00
11-000-270-162	Salary - Pupil Transportation	16,000.00	1,775.00	17,775.00	5,752.00	3,070.98	8,952.02	0.00
11-000-270-390	Communication Services	10,000.00	(4,914.00)	5,086.00	1,406.00	2,680.00	1,000.00	0.00
11-000-270-420	TRNS REP/MAINT	100,000.00	39,771.00	139,771.00	99,688.78	9,081.37	31,000.85	0.00
11-000-270-443	Lease Purchase Pymt	85,744.00	0.25	85,744.25	85,744.24	0.00	0.01	0.00
11-000-270-503	AILO for Non-Public Transp	50,000.00	6,934.00	56,934.00	27,534.00	29,400.00	0.00	0.00
11-000-270-511	TRNS CONT REG	9,000.00	(9,000.00)	0.00	0.00	0.00	0.00	0.00
11-000-270-514	Contract (spec ed) Vendors	15,000.00	(15,000.00)	0.00	0.00	0.00	0.00	0.00
11-000-270-515	TRNS SP ED JNT	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
11-000-270-518	Contracted Services Sp Ed ESC/	140,000.00	(23,776.00)	116,224.00	84,501.35	24,023.65	7,699.00	0.00
11-000-270-593	Transp Insurance, Travel Exp.	25,000.00	849.00	25,849.00	23,981.60	1,866.57	0.83	0.00
11-000-270-600	TRNS SUP/MAT	56,500.00	7,879.00	64,379.00	42,580.03	13,948.56	7,850.41	10,284.84
11-000-270-890	Misc Expenses	3,200.00	0.00	3,200.00	872.24	87.50	2,240.26	0.00
Student Transportation Svcs		891,068.00	(54,778.10)	836,289.90	544,830.74	203,257.24	88,201.92	15,402.87
11-000-291-220	PERS FICA	130,000.00	8,353.71	138,353.71	138,353.71	0.00	0.00	0.00
11-000-291-232	TPAF ERIP CONT	10,000.00	(10,000.00)	0.00	0.00	0.00	0.00	0.00
11-000-291-241	PERS CONTR	135,000.00	10,000.00	145,000.00	0.00	0.00	145,000.00	0.00
11-000-291-249	DCRP Employer Contribution	5,000.00	0.00	5,000.00	1,469.13	0.00	3,530.87	0.00
11-000-291-250	Unemployment Comp	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
11-000-291-260	WORKMENS COMPESA	65,000.00	0.00	65,000.00	31,450.87	32,432.84	1,116.29	0.00
11-000-291-270	EMPL HLTH BENEF	1,257,961.00	22,918.69	1,280,879.69	708,320.25	436,429.16	136,130.28	16,477.59
11-000-291-280	TUITION REIMB	20,000.00	3,219.61	23,219.61	3,527.91	3,700.00	15,991.70	216.89
11-000-291-290	Employee Benefits	1,000.00	(16,751.59)	(15,751.59)	(61,166.78)	422.98	44,992.21	62,038.14
11-000-291-299	Unused Sick Pmnt to Ret Staff	10,000.00	15,653.00	25,653.00	25,652.53	0.00	0.47	0.00
Employee Benefits		1,633,961.00	36,393.42	1,670,354.42	847,607.62	472,984.98	349,761.82	78,732.62
606	Increase in Maint Rsv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Totals for fund 11:		10,904,466.00	167,445.25	11,071,911.25	5,830,400.12	4,072,915.29	1,168,595.84	139,530.91

Fund 12 (Capital Outlay Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
604	Increase in Cap Rsv	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
12-000-270-443	L/P School Buses	0.00	5,600.00	5,600.00	5,600.00	0.00	0.00	0.00
Equip		0.00	5,600.00	5,600.00	5,600.00	0.00	0.00	0.00
12-000-400-600	EQUIP TRANSPORTATION	0.00	9,800.00	9,800.00	9,800.00	0.00	0.00	0.00
12-001-604-000	Increase in Capital Reserve	25,100.00	0.00	25,100.00	9,405.53	594.47	15,100.00	0.00
12-000-400-710	FAC/PROP IMP	100,000.00	61,285.95	161,285.95	335,614.55	2,936.25	(177,264.85)	0.00
12-000-400-896	Assess Debt Srvc SDA Funding	1,366.00	0.00	1,366.00	0.00	0.00	1,366.00	0.00
Fund transfers		126,466.00	71,085.95	197,551.95	354,820.08	3,530.72	(160,798.85)	0.00
Grand Totals for fund 12:		126,466.00	76,685.95	203,151.95	360,420.08	3,530.72	(160,798.85)	0.00

Fund 13 (Special Schools Fund)

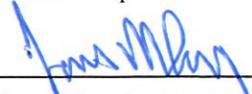
Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Grand Totals for fund 13:		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fund 18 (Educational Jobs Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Grand Totals for fund 18:		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Grand Totals for all Subfunds of Fund 10: 11,030,932.00 244,131.20 11,275,063.20 6,190,820.20 4,076,446.01 1,007,796.99 139,530.91

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).

  
 Jim Minkewicz, Business Administrator

3-23-22  
 Date

**Interim Balance Sheet**

**ASSETS AND RESOURCES**

ASSETS			
101 Cash in checking account		\$ (165,812.27)	
102-106 Other cash equivalents		\$ 0.00	
Total cash			\$ (165,812.27)
111 Investments			\$ 0.00
114 Investment interest receivable			\$ 0.00
121 Tax levy receivable			\$ 0.00
Accounts receivable			
132 Interfund		\$ 0.00	
141 Intergovernmental - state		\$ (24,806.00)	
142 Intergovernmental - federal		\$ 70,348.03	
143 Intergovernmental - other		\$ 0.00	
153 Other Accounts Receivable		\$ 10,855.57	
			\$ 56,397.60
Loans receivable			
131 Interfund		\$ 0.00	
151 Other Loans Receivable		\$ 0.00	
			\$ 0.00
199 Other current assets			\$ 0.00
RESOURCES			
301 Estimated revenues (from adjusted budget)		\$ 843,962.55	
302 Less: revenues collected or accrued		\$ (90,863.00)	
			\$ 753,099.55
TOTAL ASSETS AND RESOURCES			<u>\$ 643,684.88</u>

**LIABILITIES AND FUND EQUITY**

LIABILITIES			
401 Interfund loans payable			\$ 0.00
402 Interfund accounts payable			\$ 306.12
411 Intergovernmental accounts payable - state			\$ 0.00
412 Intergovernmental accounts payable - federal			\$ 38.70
413 Intergovernmental accounts payable - other			\$ 0.00
421 Accounts payable			\$ 0.00
422 Judgments payable			\$ 0.00
430 Compensated absences payable			\$ 0.00
431 Contracts payable			\$ 0.00
451 Loans payable			\$ 0.00
481 Deferred revenues			\$ 0.00
499 Other current liabilities			\$ 28,871.97
Total liabilities			<u>\$ 29,216.79</u>

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$	120,221.86	
754 Reserve for encumbrances - prior year			\$	0.00	
760 Other reserves			\$	0.00	
771 Designated Fund Balance			\$	0.00	
601 Appropriations		\$	802,398.98		
602 Less: expenditures	\$	215,030.42			
603 Less: encumbrances	\$	120,221.86	\$	(335,252.28)	\$
Appropriations less expenditures				<u>467,146.70</u>	\$
					587,368.56

Unappropriated:

770 Fund Balance, July 1, 2021			\$	(17,372.47)	
303 Less: budgeted fund balance			\$	44,472.00	
Unappropriated fund balance					\$
Total fund equity					<u>27,099.53</u>
					<u>614,468.09</u>
TOTAL LIABILITIES AND FUND EQUITY					<u>\$</u>
					643,684.88

**Revenues/Sources of Funds**

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Info Only	Revenue Req'd to Balance	(44,472.00)	2,908.43	(41,563.57)	244,389.28	(285,952.85)
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	5,591.55	0.00	5,591.55	0.00	5,591.55
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	0.00	23,012.00	23,012.00	0.00	23,012.00
4xxx	From Federal Sources	232,972.00	582,387.00	815,359.00	90,863.00	724,496.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
<b>Grand Totals</b>		<b>194,091.55</b>	<b>608,307.43</b>	<b>802,398.98</b>	<b>335,252.28</b>	<b>467,146.70</b>

**Fund 20 (Special Revenue Fund)**

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Ungrouped Accounts		46,591.55	565,510.00	612,101.55	74,989.60	80,221.17	456,890.78	0.00
Local Projects		0.00	0.00	0.00	(5,500.00)	0.00	5,500.00	5,500.00
Title I		30,000.00	(3,911.28)	26,088.72	16,635.80	9,452.92	0.00	0.00
IDEA Part B		100,000.00	(4,083.00)	95,917.00	68,347.00	26,659.09	910.91	0.00
IDEA (Prog. 251)		0.00	5,566.00	5,566.00	5,164.00	0.00	402.00	0.00
Title II Part A		7,500.00	(463.00)	7,037.00	6,997.00	0.00	40.00	0.00
Title IV		10,000.00	216.71	10,216.71	4,845.82	3,888.68	1,482.21	0.00
Title IV		0.00	1,000.00	1,000.00	200.00	0.00	800.00	0.00
R.E.A.P. GRANT		0.00	44,472.00	44,472.00	43,351.20	0.00	1,120.80	0.00
<b>Grand Totals for fund 20:</b>		<b>194,091.55</b>	<b>608,307.43</b>	<b>802,398.98</b>	<b>215,030.42</b>	<b>120,221.86</b>	<b>467,146.70</b>	<b>5,500.00</b>

**Revenues Summary**

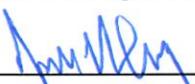
Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Info Only	Revenue Req'd to Balance	(44,472.00)	2,908.43	(41,563.57)	244,389.28	(285,952.85)
20-1920-212-000	Sustainability/Outdoor Ed/HU	0.00	0.00	0.00	0.00	0.00
20-1921-454-000	RH Steiveson Grant	5,591.55	0.00	5,591.55	0.00	5,591.55
20-3256-256-000	School Security Grant	0.00	23,012.00	23,012.00	0.00	23,012.00
20-4409-224-000	ARP IDEA PS	0.00	1,578.00	1,578.00	0.00	1,578.00
20-4411-231-000	Title I	30,000.00	(4,630.00)	25,370.00	0.00	25,370.00
20-4415-260-000	Title VI	0.00	0.00	0.00	0.00	0.00
20-4419-223-000	ARP IDEA BASIC	0.00	18,489.00	18,489.00	0.00	18,489.00
20-4421-250-000	IDEA Basic	100,000.00	(5,016.00)	94,984.00	27,816.00	67,168.00
20-4423-251-000	IDEA-Preschool	0.00	5,566.00	5,566.00	3,120.00	2,446.00
20-4451-270-000	Title II A	7,500.00	(503.00)	6,997.00	0.00	6,997.00
20-4471-280-000	Title IV Part A	10,000.00	0.00	10,000.00	0.00	10,000.00
20-4502-451-000	REAP	44,472.00	44,472.00	88,944.00	0.00	88,944.00
20-4530-477-000	ESSER I CARES	0.00	0.00	0.00	0.00	0.00
20-4531-478-000	CARES Digital Divide Grant	0.00	0.00	0.00	0.00	0.00
20-4533-480-000	Addr Studnt Learning Loss Grnt	0.00	0.00	0.00	0.00	0.00
20-4534-483-000	CRRSA Act - ESSER II	41,000.00	57,056.00	98,056.00	47,677.00	50,379.00
20-4535-484-000	ESSER II Learning Acceleration	0.00	25,000.00	25,000.00	12,250.00	12,750.00
20-4536-485-000	ESSER II Mental Health Grant	0.00	45,000.00	45,000.00	0.00	45,000.00
20-4540-487-000	ARP-ESSER	0.00	395,375.00	395,375.00	0.00	395,375.00
<b>Grand Totals</b>		<b>194,091.55</b>	<b>608,307.43</b>	<b>802,398.98</b>	<b>335,252.28</b>	<b>467,146.70</b>

**Minimum Expense General Ledger Report**

**Fund 20 (Special Revenue Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
20-223-100-500	ARP IDEA BASIC	0.00	18,489.00	18,489.00	7,395.60	11,093.40	0.00	0.00
20-224-200-300	ARP IDEA PS	0.00	1,578.00	1,578.00	0.00	0.00	1,578.00	0.00
20-256-400-720	School Security Grant	0.00	23,012.00	23,012.00	10,220.42	2,024.80	10,766.78	0.00
20-454-100-610	RH Steiveson Grant	5,591.55	0.00	5,591.55	12,213.78	(6,622.23)	0.00	0.00
20-483-200-500	CRRSA ESSER II Grant Program	41,000.00	57,056.00	98,056.00	31,160.80	66,895.20	0.00	0.00
20-484-200-500	CRRSA - Learning Accel. Grant	0.00	25,000.00	25,000.00	12,250.00	6,830.00	5,920.00	0.00
20-485-200-500	CRRSA - Mental Health Grant	0.00	45,000.00	45,000.00	459.00	0.00	44,541.00	0.00
20-487-200-500	ARP-ESSER Grant Program	0.00	395,375.00	395,375.00	1,290.00	0.00	394,085.00	0.00
<b>Ungrouped Accounts</b>		<b>46,591.55</b>	<b>565,510.00</b>	<b>612,101.55</b>	<b>74,989.60</b>	<b>80,221.17</b>	<b>456,890.78</b>	<b>0.00</b>
20-212-100-600	Local projects	0.00	0.00	0.00	(5,500.00)	0.00	5,500.00	5,500.00
<b>Local Projects</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(5,500.00)</b>	<b>0.00</b>	<b>5,500.00</b>	<b>5,500.00</b>
20-231-100-100	Personal Services - Salaries	30,000.00	(4,150.28)	25,849.72	16,396.80	9,452.92	0.00	0.00
20-231-100-600	General Supplies	0.00	239.00	239.00	239.00	0.00	0.00	0.00
<b>Title I</b>		<b>30,000.00</b>	<b>(3,911.28)</b>	<b>26,088.72</b>	<b>16,635.80</b>	<b>9,452.92</b>	<b>0.00</b>	<b>0.00</b>
20-250-100-300	IDEA ED SVS	0.00	47,492.00	47,492.00	46,997.61	494.39	0.00	0.00
20-250-100-600	IDEA SUPPL	0.00	1,030.90	1,030.90	119.99	0.00	910.91	0.00
20-250-200-300	IDEA NON PUBLIC	100,000.00	(52,605.90)	47,394.10	21,229.40	26,164.70	0.00	0.00
<b>IDEA Part B</b>		<b>100,000.00</b>	<b>(4,083.00)</b>	<b>95,917.00</b>	<b>68,347.00</b>	<b>26,659.09</b>	<b>910.91</b>	<b>0.00</b>
20-251-200-300	IDEA PS PROF & TECH SVC	0.00	5,566.00	5,566.00	5,164.00	0.00	402.00	0.00
<b>IDEA (Prog. 251)</b>		<b>0.00</b>	<b>5,566.00</b>	<b>5,566.00</b>	<b>5,164.00</b>	<b>0.00</b>	<b>402.00</b>	<b>0.00</b>
20-270-100-600	General Supplies	0.00	40.00	40.00	0.00	0.00	40.00	0.00
20-270-200-300	Pur Prof Tec Serv	7,500.00	(503.00)	6,997.00	6,997.00	0.00	0.00	0.00
<b>Title II Part A</b>		<b>7,500.00</b>	<b>(463.00)</b>	<b>7,037.00</b>	<b>6,997.00</b>	<b>0.00</b>	<b>40.00</b>	<b>0.00</b>
20-280-100-600	Instructional Supplies	10,000.00	216.71	10,216.71	4,845.82	3,888.68	1,482.21	0.00
<b>Title IV</b>		<b>10,000.00</b>	<b>216.71</b>	<b>10,216.71</b>	<b>4,845.82</b>	<b>3,888.68</b>	<b>1,482.21</b>	<b>0.00</b>
20-280-200-300	Prof Tech Services-Support	0.00	1,000.00	1,000.00	200.00	0.00	800.00	0.00
<b>Title IV</b>		<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>200.00</b>	<b>0.00</b>	<b>800.00</b>	<b>0.00</b>
20-451-100-600	SUPP/MAT	0.00	22,082.40	22,082.40	22,082.40	0.00	0.00	0.00
20-451-200-600	OTHER SUP/MAT	0.00	22,389.60	22,389.60	21,268.80	0.00	1,120.80	0.00
<b>R.E.A.P. GRANT</b>		<b>0.00</b>	<b>44,472.00</b>	<b>44,472.00</b>	<b>43,351.20</b>	<b>0.00</b>	<b>1,120.80</b>	<b>0.00</b>
<b>Grand Totals for fund 20:</b>		<b>194,091.55</b>	<b>608,307.43</b>	<b>802,398.98</b>	<b>215,030.42</b>	<b>120,221.86</b>	<b>467,146.70</b>	<b>5,500.00</b>

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).

  
 \_\_\_\_\_  
 Jim Minkewicz, Business Administrator

  
 \_\_\_\_\_  
 Date

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS			
101 Cash in checking account		\$ 11,911.51	
102-106 Other cash equivalents		\$ 0.00	
Total cash		<u>                    </u>	\$ 11,911.51
111 Investments			\$ 0.00
114 Investment interest receivable			\$ 0.00
121 Tax levy receivable			\$ 0.00
Accounts receivable			
132 Interfund		\$ 0.00	
141 Intergovernmental - state		\$ 0.00	
142 Intergovernmental - federal		\$ 0.00	
143 Intergovernmental - other		\$ 0.00	
153 Other Accounts Receivable		\$ 0.00	
		<u>                    </u>	\$ 0.00
Loans receivable			
131 Interfund		\$ 0.00	
151 Other Loans Receivable		\$ 0.00	
		<u>                    </u>	\$ 0.00
199 Other current assets			\$ 0.00
RESOURCES			
301 Estimated revenues (from adjusted budget)		\$ 771,200.00	
302 Less: revenues collected or accrued		\$ (157,512.00)	
		<u>                    </u>	\$ 613,688.00
TOTAL ASSETS AND RESOURCES			<u>                    </u>
			\$ 625,599.51

LIABILITIES AND FUND EQUITY

LIABILITIES			
401 Interfund loans payable			\$ 0.00
402 Interfund accounts payable			\$ 0.00
411 Intergovernmental accounts payable - state			\$ 0.00
412 Intergovernmental accounts payable - federal			\$ 0.00
413 Intergovernmental accounts payable - other			\$ 0.00
421 Accounts payable			\$ 0.00
422 Judgments payable			\$ 0.00
430 Compensated absences payable			\$ 0.00
431 Contracts payable			\$ 0.00
451 Loans payable			\$ 0.00
481 Deferred revenues			\$ 0.00
499 Other current liabilities			\$ 0.00
Total liabilities		<u>                    </u>	\$ 0.00

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$	145,600.00	
754 Reserve for encumbrances - prior year			\$	0.00	
760 Other reserves			\$	0.00	
771 Designated Fund Balance			\$	0.00	
601 Appropriations		\$	771,200.00		
602 Less: expenditures	\$	145,600.00			
603 Less: encumbrances	\$	145,600.00	\$	(291,200.00)	\$
Appropriations less expenditures				<u>480,000.00</u>	\$
					625,600.00

Unappropriated:

770 Fund Balance, July 1, 2021			\$	(0.49)	
303 Less: budgeted fund balance			\$	0.00	
Unappropriated fund balance					\$
Total fund equity					<u>(0.49)</u>
					<u>\$</u>
					625,599.51

TOTAL LIABILITIES AND FUND EQUITY

\$ 625,599.51

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ <u>771,200.00</u>	\$ <u>291,200.00</u>	\$ <u>480,000.00</u>
Less: Revenues	\$ <u>(771,200.00)</u>	\$ <u>(157,512.00)</u>	\$ <u>(613,688.00)</u>
Subtotal	\$ <u>0.00</u>	\$ <u>133,688.00</u>	\$ <u>(133,688.00)</u>
Less: adjustment to appropriations for Prior Year Encumbrances	\$ <u>0.00</u>	\$ <u>0.00</u>	\$ <u>0.00</u>
Total current year budgeted fund balance	\$ <u>0.00</u>	\$ <u>133,688.00</u>	\$ <u>(133,688.00)</u>
Add: Unappropriated fund balance			\$ <u>(0.49)</u>
Total of budgeted and unappropriated fund balance			\$ <u>(133,688.49)</u>

**Revenues/Sources of Funds**

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	0.00	0.00	133,688.00	(133,688.00)
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	708,106.00	0.00	708,106.00	145,600.00	562,506.00
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	63,094.00	0.00	63,094.00	11,912.00	51,182.00
4xxx	From Federal Sources	0.00	0.00	0.00	0.00	0.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
<b>Grand Totals</b>		<b>771,200.00</b>	<b>0.00</b>	<b>771,200.00</b>	<b>291,200.00</b>	<b>480,000.00</b>

**Fund 40 (Debt Service Fund)**

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Debt service-regular		771,200.00	0.00	771,200.00	145,600.00	145,600.00	480,000.00	0.00
<b>Grand Totals for fund 40:</b>		<b>771,200.00</b>	<b>0.00</b>	<b>771,200.00</b>	<b>145,600.00</b>	<b>145,600.00</b>	<b>480,000.00</b>	<b>0.00</b>

**Revenues Summary**

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	0.00	0.00	133,688.00	(133,688.00)
40-5200-000-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00
40-1210-000-000	TAX LEVY D.S.	708,106.00	0.00	708,106.00	145,600.00	562,506.00
40-3160-000-000	Debt Service Aid II	63,094.00	0.00	63,094.00	11,912.00	51,182.00
<b>Grand Totals</b>		<b>771,200.00</b>	<b>0.00</b>	<b>771,200.00</b>	<b>291,200.00</b>	<b>480,000.00</b>

**Minimum Expense General Ledger Report**

**Fund 40 (Debt Service Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
40-701-510-834	BOND INTEREST	291,200.00	0.00	291,200.00	145,600.00	145,600.00	0.00	0.00
40-701-510-910	BOND PRINC	480,000.00	0.00	480,000.00	0.00	0.00	480,000.00	0.00
Debt service-regular		771,200.00	0.00	771,200.00	145,600.00	145,600.00	480,000.00	0.00
<b>Grand Totals for fund 40:</b>		<b>771,200.00</b>	<b>0.00</b>	<b>771,200.00</b>	<b>145,600.00</b>	<b>145,600.00</b>	<b>480,000.00</b>	<b>0.00</b>

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).

  
 \_\_\_\_\_  
 Jim Minkewicz, Business Administrator

  
 \_\_\_\_\_  
 Date

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS

101 Cash in checking account	\$ (237,960.03)	
102-106 Other cash equivalents	\$ 337.50	
Total cash		\$ (237,622.53)
111 Investments		\$ 0.00
114 Investment interest receivable		\$ 0.00
121 Tax levy receivable		\$ 0.00
Accounts receivable		
132 Interfund	\$ 0.00	
141 Intergovernmental - state	\$ 0.00	
142 Intergovernmental - federal	\$ 0.00	
143 Intergovernmental - other	\$ 25,398.25	
153 Other Accounts Receivable	\$ 2,600.00	
		\$ 27,998.25
Loans receivable		
131 Interfund	\$ 0.00	
151 Other Loans Receivable	\$ 0.00	
		\$ 0.00
199 Other current assets		\$ 0.00

RESOURCES

301 Estimated revenues (from adjusted budget)	\$ 0.00	
302 Less: revenues collected or accrued	\$ (77,828.46)	
		\$ (77,828.46)

TOTAL ASSETS AND RESOURCES

\$ (287,452.74)

LIABILITIES AND FUND EQUITY

LIABILITIES

401 Interfund loans payable		\$ 0.00
402 Interfund accounts payable		\$ 0.00
411 Intergovernmental accounts payable - state		\$ 0.00
412 Intergovernmental accounts payable - federal		\$ 0.00
413 Intergovernmental accounts payable - other		\$ 0.00
421 Accounts payable		\$ 2,225.00
422 Judgments payable		\$ 0.00
430 Compensated absences payable		\$ 0.00
431 Contracts payable		\$ 0.00
451 Loans payable		\$ 0.00
481 Deferred revenues		\$ 8,540.00
499 Other current liabilities		\$ 0.00
Total liabilities		<u>\$ 10,765.00</u>

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$	2,253.47	
754 Reserve for encumbrances - prior year			\$	0.00	
760 Other reserves			\$	0.00	
771 Designated Fund Balance			\$	0.00	
601 Appropriations		\$	186.65		
602 Less: expenditures	\$	74,145.70			
603 Less: encumbrances	\$	2,253.47	\$	(76,399.17)	\$
Appropriations less expenditures				<u>(76,212.52)</u>	<u>(73,959.05)</u>

Unappropriated:

770 Fund Balance, July 1, 2021			\$	(225,758.69)	
303 Less: budgeted fund balance			\$	0.00	
Unappropriated fund balance					\$
Total fund equity					<u>(225,758.69)</u>
TOTAL LIABILITIES AND FUND EQUITY					<u>(299,717.74)</u>
					<u>(288,952.74)</u>

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 186.65	\$ 76,399.17	\$ (76,212.52)
Less: Revenues	\$ 0.00	\$ (77,828.46)	\$ 77,828.46
Subtotal	\$ 186.65	\$ (1,429.29)	\$ 1,615.94
Less: adjustment to appropriations for Prior Year Encumbrances	\$ (186.65)	\$ (186.65)	\$ 0.00
Total current year budgeted fund balance	\$ 0.00	\$ (1,615.94)	\$ 1,615.94
Add: Unappropriated fund balance			\$ (225,758.69)
Total of budgeted and unappropriated fund balance			<u>\$ (224,142.75)</u>

**Revenues/Sources of Funds**

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	186.65	186.65	(1,429.29)	1,615.94
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	0.00	0.00	0.00	77,828.46	(77,828.46)
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	0.00	0.00	0.00	0.00	0.00
4xxx	From Federal Sources	0.00	0.00	0.00	0.00	0.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
<b>Grand Totals</b>		<b>0.00</b>	<b>186.65</b>	<b>186.65</b>	<b>76,399.17</b>	<b>(76,212.52)</b>

**Fund 60 (Rutherford Hall Budget)**

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Salaries		0.00	0.00	0.00	48,483.33	963.83	(49,447.16)	0.00
Administrative Costs		0.00	0.00	0.00	6,997.43	0.00	(6,997.43)	0.00
Purchased Services		0.00	0.00	0.00	575.00	25.00	(600.00)	0.00
Supplies		0.00	0.00	0.00	10,355.39	0.00	(10,355.39)	0.00
Other Expenses		0.00	186.65	186.65	7,734.55	1,264.64	(8,812.54)	0.00
<b>Grand Totals for fund 60:</b>		<b>0.00</b>	<b>186.65</b>	<b>186.65</b>	<b>74,145.70</b>	<b>2,253.47</b>	<b>(76,212.52)</b>	<b>0.00</b>

**Revenues Summary**

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	186.65	186.65	(1,429.29)	1,615.94
60-1500-000-000	Miscellaneous Revenue	0.00	0.00	0.00	1,330.00	(1,330.00)
60-1510-000-000	Rutherford Hall Interest Rev.	0.00	0.00	0.00	0.00	0.00
60-1630-000-000	Grant Food & Beverage Sales	0.00	0.00	0.00	0.00	0.00
60-1631-000-000	School Food & Beverage Sales	0.00	0.00	0.00	0.00	0.00
60-1632-000-000	Gift Shop Sales	0.00	0.00	0.00	0.00	0.00
60-1633-000-000	Sturm Art Sales	0.00	0.00	0.00	0.00	0.00
60-1710-101-000	Admis - Grant Funct. Lectures	0.00	0.00	0.00	0.00	0.00
60-1710-102-000	Admis Grant Fuct.-Museum	0.00	0.00	0.00	1,031.00	(1,031.00)
60-1710-103-000	Admis-Grant Funct.-Concerts	0.00	0.00	0.00	0.00	0.00
60-1710-103-101	Jazz Concert Admissions	0.00	0.00	0.00	0.00	0.00
60-1710-103-102	Comedy Shows	0.00	0.00	0.00	0.00	0.00
60-1710-104-000	Admis-Grant Funct.-Tours	0.00	0.00	0.00	0.00	0.00
60-1710-106-000	Admis-Grant Funds-Theater Grou	0.00	0.00	0.00	0.00	0.00
60-1710-107-000	High Tea	0.00	0.00	0.00	0.00	0.00
60-1710-108-000	Downton Abbey Luncheons	0.00	0.00	0.00	0.00	0.00
60-1710-109-000	YOGA	0.00	0.00	0.00	0.00	0.00
60-1710-110-000	Tap Dancing	0.00	0.00	0.00	0.00	0.00
60-1710-201-000	Summer Art Camp	0.00	0.00	0.00	2,302.00	(2,302.00)
60-1710-202-000	Hunger Games Summer Camp	0.00	0.00	0.00	0.00	0.00
60-1710-202-101	Jedi/Star Wars Summer Camp	0.00	0.00	0.00	0.00	0.00
60-1710-203-000	Harry Potter Summer Camp #1	0.00	0.00	0.00	0.00	0.00
60-1710-203-100	Harry Potter Summer Camp #1	0.00	0.00	0.00	0.00	0.00
60-1710-203-101	Harry Potter Summer Camp #2	0.00	0.00	0.00	0.00	0.00
60-1710-203-102	Camp Half-Blood Themed Camp	0.00	0.00	0.00	0.00	0.00
60-1710-204-000	Rent a Plot at RH	0.00	0.00	0.00	0.00	0.00
60-1710-205-000	French Immersion Camp	0.00	0.00	0.00	0.00	0.00
60-1710-206-000	Spanish Immersion Camp	0.00	0.00	0.00	0.00	0.00
60-1710-207-000	Learning in the Landscape	0.00	0.00	0.00	0.00	0.00
60-1710-208-000	Art Camp: Landscape & Art	0.00	0.00	0.00	0.00	0.00
60-1710-208-100	Art Camp - School Year	0.00	0.00	0.00	0.00	0.00
60-1710-209-000	Sailing Camp	0.00	0.00	0.00	0.00	0.00
60-1710-210-000	Living In the Great Depression	0.00	0.00	0.00	0.00	0.00
60-1710-211-000	Classic Sports & Games	0.00	0.00	0.00	0.00	0.00
60-1710-212-000	Pint Sized & Published	0.00	0.00	0.00	0.00	0.00
60-1710-213-000	Geo Caching Camp	0.00	0.00	0.00	0.00	0.00
60-1710-213-001	Outdoor Camp - Survival	0.00	0.00	0.00	0.00	0.00
60-1710-213-002	Outdoor Camp - Boating	0.00	0.00	0.00	0.00	0.00
60-1710-214-000	Mommy & Me	0.00	0.00	0.00	0.00	0.00
60-1710-215-100	STEAM Camp	0.00	0.00	0.00	0.00	0.00
60-1710-216-000	Preschool Mini Camp	0.00	0.00	0.00	256.00	(256.00)
60-1710-217-000	Giggster	0.00	0.00	0.00	0.00	0.00
60-1710-218-000	Davids	0.00	0.00	0.00	0.00	0.00
60-1711-000-000	Admissions - School Functions	0.00	0.00	0.00	0.00	0.00
60-1715-000-000	Luau Fund Raiser	0.00	0.00	0.00	0.00	0.00
60-1750-100-000	Bridal Show Revenues	0.00	0.00	0.00	0.00	0.00
60-1750-100-100	Bridal Show Revenues	0.00	0.00	0.00	0.00	0.00
60-1780-000-000	Public Programming	0.00	0.00	0.00	0.00	0.00
60-1780-100-000	Girl Scout Programs	0.00	0.00	0.00	0.00	0.00
60-1790-000-000	CHPP 2021 Round 1	0.00	0.00	0.00	1,875.00	(1,875.00)
60-1791-000-000	Other Activities - School	0.00	0.00	0.00	0.00	0.00
60-1910-000-000	Rutherford Hall Rentals	0.00	0.00	0.00	60,947.35	(60,947.35)
60-1910-000-105	Allamuchy Country Fair	0.00	0.00	0.00	0.00	0.00
60-1910-100-000	Warren Cty First Night	0.00	0.00	0.00	0.00	0.00
60-1910-100-100	Warren Cty First Night Parking	0.00	0.00	0.00	0.00	0.00
60-1910-101-000	Ruth Hall Fireworks Rm Rentals	0.00	0.00	0.00	0.00	0.00

60-1911-000-000 School - Mt. Villa Rentals	0.00	0.00	0.00	0.00	0.00
60-1920-000-000 Private Contribs & Donations	0.00	0.00	0.00	0.00	0.00
60-1920-000-100 Adopt a Chair Donations	0.00	0.00	0.00	0.00	0.00
60-1920-100-000 Donations for Fireworks	0.00	0.00	0.00	0.00	0.00
60-1920-102-000 Fireworks Parking Fees	0.00	0.00	0.00	0.00	0.00
60-1920-103-000 Fireworks Vendor Fees	0.00	0.00	0.00	0.00	0.00
60-1920-104-000 Fireworks Bus/Entry Fee	0.00	0.00	0.00	0.00	0.00
60-1921-000-000 Public Contribs & Donations	0.00	0.00	0.00	9,037.11	(9,037.11)
60-1921-100-000 Earmarked Donations	0.00	0.00	0.00	0.00	0.00
60-1921-100-101 Donations E.M Under Priv Camp	0.00	0.00	0.00	0.00	0.00
60-1922-000-000 NJ Historical TRUST Grant	0.00	0.00	0.00	0.00	0.00
60-1922-100-000 NJ Historical COMM Grant	0.00	0.00	0.00	0.00	0.00
60-1922-100-100 NJ Historical COMM Grant	0.00	0.00	0.00	0.00	0.00
60-1980-000-000 Refund of Prior Yr Expenditure	0.00	0.00	0.00	0.00	0.00
60-1990-000-000 Miscellaneous Revenues	0.00	0.00	0.00	1,050.00	(1,050.00)
60-1990-100-000 TIX Service Fees	0.00	0.00	0.00	0.00	0.00
<b>Grand Totals</b>	<b>0.00</b>	<b>186.65</b>	<b>186.65</b>	<b>76,399.17</b>	<b>(76,212.52)</b>

**Minimum Expense General Ledger Report**

Fund 60 (Rutherford Hall Budget)

Expend. Account #	Account Title	Original Bgt	New App/Tnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
60-990-320-181	Salaries - Operations Manager	0.00	0.00	0.00	17,290.22	189.50	(17,479.72)	0.00
60-990-320-182	Salaries - Office & Clerical	0.00	0.00	0.00	17,255.61	261.83	(17,517.44)	0.00
60-990-320-184	Salaries - Summer Camp	0.00	0.00	0.00	13,937.50	512.50	(14,450.00)	0.00
<b>Salaries</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,483.33</b>	<b>963.83</b>	<b>(49,447.16)</b>	<b>0.00</b>
60-990-320-335	Haunted Hall Costs	0.00	0.00	0.00	2,089.00	0.00	(2,089.00)	0.00
60-990-320-339	Other Prof Services	0.00	0.00	0.00	4,678.43	0.00	(4,678.43)	0.00
60-990-320-340	Purchased Technical Services	0.00	0.00	0.00	230.00	0.00	(230.00)	0.00
<b>Administrative Costs</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,997.43</b>	<b>0.00</b>	<b>(6,997.43)</b>	<b>0.00</b>
60-990-320-420	Cleaning & Repair Services	0.00	0.00	0.00	575.00	25.00	(600.00)	0.00
<b>Purchased Services</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>575.00</b>	<b>25.00</b>	<b>(600.00)</b>	<b>0.00</b>
60-990-320-610	General Supplies	0.00	0.00	0.00	408.50	0.00	(408.50)	0.00
60-990-320-611	Function Supplies	0.00	0.00	0.00	9,504.19	0.00	(9,504.19)	0.00
60-990-320-622	RH Electricity	0.00	0.00	0.00	442.70	0.00	(442.70)	0.00
<b>Supplies</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,355.39</b>	<b>0.00</b>	<b>(10,355.39)</b>	<b>0.00</b>
60-990-320-890	Miscellaneous Expense	0.00	186.65	186.65	2,225.47	291.14	(2,329.96)	0.00
60-990-320-891	Transfirst Cr Cd Chgs-Grant	0.00	0.00	0.00	1,500.31	973.50	(2,473.81)	0.00
60-990-320-892	Tix,Inc. Ticket Cgs - Grant	0.00	0.00	0.00	4,008.77	0.00	(4,008.77)	0.00
<b>Other Expenses</b>		<b>0.00</b>	<b>186.65</b>	<b>186.65</b>	<b>7,734.55</b>	<b>1,264.64</b>	<b>(8,812.54)</b>	<b>0.00</b>
<b>Grand Totals for fund 60:</b>		<b>0.00</b>	<b>186.65</b>	<b>186.65</b>	<b>74,145.70</b>	<b>2,253.47</b>	<b>(76,212.52)</b>	<b>0.00</b>

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).

  
Jim Minkewicz, Business Administrator

3-23-22  
Date

**REPORT OF THE TREASURER TO THE BOARD OF EDUCATION**  
**District of Allamuchy**  
**All Governmental Funds**  
**31-Jan-22**

	(1) Beginning Cash Balance	(2) Cash Receipts	(3) Cash Disbursements	(5) Ending Cash Balance
Fund 10 - General Fund	682,876.52	963,914.45	1,241,058.94	405,732.03
Prior Period Void Cks		-	-	
Fund 10 - TOTAL	682,876.52	963,914.45	1,241,058.94	405,732.03
Capital Reserve	208,532.08	-	-	208,532.08
Maintenance Reserve	121,813.05	-	-	121,813.05
Fund 20 - Special Revenue	(140,011.51)	-	25,800.76	(165,812.27)
Fund 30 - Capital Projects Fund	-	-	-	-
Fund 40 - Debt Service Fund	11,911.51	-	-	11,911.51
<b>Total Government Funds</b>	<b>885,121.65</b>	<b>963,914.45</b>	<b>1,266,859.70</b>	<b>582,176.40</b>
Fund 60 - Rutherford Hall	(241,101.75)	9,883.75	6,742.03	(237,960.03)
<b>TOTAL ALL FUNDS</b>	<b>\$ 644,019.90</b>	<b>\$ 973,798.20</b>	<b>\$ 1,273,601.73</b>	<b>\$ 344,216.37</b>

  
 \_\_\_\_\_  
 Business Administrator/Treasurer

1/31/2022

\_\_\_\_\_  
 Date

## STUDENT ACTIVITY ACCOUNT

2021-22 SCHOOL YEAR	OPENING BALANCE	2021 7	2021 8	2021 9	2021 10	2021 11	2021 12	2022 1	2022 2	2022 3	2022 4	2022 5	2022 6
<u>Active Accounts:</u>													
ATS Class of 2023	-	-	-	-	-	985.50	985.50	1,448.95					
ATS Class of 2022	2,152.06	2,152.06	2,152.06	2,152.06	2,152.06	2,934.06	2,934.06	2,669.28					
ATS Class of 2021	2,414.42	2,414.42	2,414.42	2,414.42	2,414.42	2,414.42	2,414.42	2,414.42					
Yearbook	4,402.25	4,402.25	4,402.25	4,402.25	4,402.25	4,402.25	4,402.25	4,402.25					
Music	3,216.17	3,216.17	3,216.17	3,216.17	3,216.17	3,180.22	3,180.22	3,180.22					
Drama	354.40	354.40	354.40	354.40	354.40	354.40	354.40	341.40					
Wolf Pack K-2	1,923.71	1,923.71	1,923.71	1,923.71	1,923.71	1,923.71	2,100.46	2,100.46					
Student Council	787.71	787.71	787.71	787.71	787.71	1,316.46	1,316.46	1,599.96					
Lego	884.50	884.50	884.50	884.50	884.50	884.50	884.50	884.50					
Scholarship	3,577.52	3,577.52	3,577.52	3,577.52	3,577.52	3,577.52	3,577.52	3,577.52					
Field Trips	-	-	-	-	172.00	122.00	122.00	122.00					
Miscellaneous	17,125.84	17,570.63	17,516.67	17,516.71	17,426.93	17,426.97	17,261.34	17,261.39					
	35,931.33	37,283.37	37,229.41	37,229.45	37,311.67	39,522.01	39,533.13	40,002.35					
<u>Other Accounts:</u>													
Surfers way	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00					
Steam	842.05	842.05	842.05	842.05	842.05	1,448.05	1,448.05	1,448.05					
Stop Hungry Now	524.00	524.00	524.00	524.00	524.00	524.00	524.00	524.00					
Grade 3	279.00	279.00	279.00	279.00	279.00	279.00	279.00	279.00					
Wolfpack 3-5	566.01	566.01	566.01	566.01	566.01	566.01	566.01	566.01					
Wolfpack 6-8	51.09	51.09	51.09	51.09	51.09	51.09	51.09	51.09					
Special Ed / Alex's Lemonade	184.87	184.87	184.87	184.87	184.87	184.87	184.87	184.87					
	2,452.02	2,452.02	2,452.02	2,452.02	2,452.02	3,058.02	3,058.02	3,058.02					
<u>Sustainability &amp; Wellness:</u>													
Outdoor Ed	6,189.57	6,322.17	6,322.17	6,322.17	6,322.17	5,791.80	5,791.80	5,791.80					
Healthy U	4,310.21	4,310.21	4,310.21	4,310.21	4,310.21	4,310.21	4,415.21	3,962.70					
	10,499.78	10,632.38	10,632.38	10,632.38	10,632.38	10,102.01	10,207.01	9,754.50					
<b>TOTAL</b>	<b>48,883.13</b>	<b>50,367.77</b>	<b>50,313.81</b>	<b>50,313.85</b>	<b>50,396.07</b>	<b>52,682.04</b>	<b>52,798.16</b>	<b>52,814.87</b>					
Balance per bank	55,291.40	53,011.19	52,568.08	52,568.12	52,509.38	54,550.35	54,616.47	55,350.47					
Less: Outstanding chks	(6,408.27)	(4,085.42)	(2,254.27)	(2,254.27)	(2,113.31)	(1,868.31)	(1,818.31)	(2,535.60)					
Plus: DIT													
Balance per books	48,883.13	50,367.77	50,313.81	50,313.85	50,396.07	52,682.04	52,798.16	52,814.87					

Allamuchy Township School District  
Dr. Melissa Sabol, Superintendent  
20 Johnsonburg Road  
Allamuchy, NJ 07820

March 22, 2022

Dear Dr. Sabol,

Please accept this letter as my resignation from Allamuchy Township School. It has been a pleasure working with you and the staff. My last day will be on or about May 20, 2022. Thank you for the opportunity to work at Allamuchy.

Sincerely,



Jim Minkewicz

Chrissie Aulenbach  
7 Purple Martin Drive  
Hackettstown, NJ 07840

March 24, 2022

Allamuchy Township Board of Education  
1686 County Rd 517  
Allamuchy, NJ 07820

Dear Dr. Sabol,

Please accept this letter of resignation from the Allamuchy Township School District for the purposes of retirement effective July 15, 2022. Beginning at Mountain Villa School in the front office as Administrative Assistant, then becoming Executive Assistant to the Superintendent, moving into the new Business Office, and having the opportunity to fill in as Interim Board Secretary, I have enjoyed this part of my career so much. I was given the opportunity to collaborate with teaching staff, secretaries and administration. This was an extraordinary experience that I will always be so grateful for.

I will continue to cherish the friendships among the many individuals in which I have had the privilege to work. I also appreciate the kindness and understanding afforded to me by the entire school community during my time here. The staff and the Board of Education was very kind and sensitive to the loss of my son just one year prior to my employment.

The Allamuchy Township School District is an outstanding organization and it has been an honor to serve as the Executive Administrative Assistant to the Superintendent. This early retirement is bittersweet, but is in the best interest of my family. Thank you for trusting me to assist the Allamuchy Township School District Administration, Staff, Students, Parents and Board of Education.

Sincerely,

A handwritten signature in cursive script that reads "Aulenbach". The signature is written in black ink and is positioned below the word "Sincerely,".

Chrissie Aulenbach

5541 ANTI-HAZING (M)

[See **POLICY ALERT No. 226**]

**[MANDATED FOR SCHOOL DISTRICTS WITH A MIDDLE SCHOOL AND/OR HIGH SCHOOL AND OPTIONAL FOR SCHOOL DISTRICTS WITH ONLY AN ELEMENTARY SCHOOL(S)]**

**M**

A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to [\_\_\_ high school(s); \_1\_ middle school(s); and/or \_\_1\_ elementary school(s)] in the school district.

“Hazing” in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student.

N.J.S.A. 2C:40-3.a. indicates hazing may also include, but is not limited to, the conduct outlined below:

1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;
2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects

the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;

3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;

4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;

5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or

6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

Board of Education members, school employees, and contracted service providers are required to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding such an incident. Students, parents, volunteers, or visitors are encouraged to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident.

Any report of an alleged incident of hazing shall be immediately investigated by the Principal or designee in accordance with procedures used to investigate alleged violations of the Student Discipline/Code of Conduct and Policy and Regulation 5600. A Principal or designee who receives a report of an alleged incident of hazing and fails to initiate or conduct an investigation and fails to minimize or eliminate the hazing may be subject to disciplinary action.

The Principal or designee may identify behavior when investigating an alleged incident of hazing indicating harassment, intimidation, or bullying (HIB) pursuant to N.J.S.A. 18A:37-14 et seq. – the New Jersey Anti-Bullying Bill of Rights Act (ABR). If the Principal or designee identifies behavior indicating HIB, the Principal or designee shall ensure a separate investigation is conducted in accordance with the ABR and Policy 5512.

The Superintendent or designee shall report to local law enforcement any hazing incident that rises to the level of mandatory reporting under the “Uniform Memorandum of Agreement Between Education Officials and Law Enforcement Officials” or any other agreement between local law enforcement and the school district pursuant to N.J.A.C. 6A:16-5.1(b).

Hazing that involves the participation of a coach, teacher, or other adult may constitute child abuse and shall be addressed in accordance with N.J.S.A. 18A:36-25 and Policy and Regulation 8462.

The Board shall enforce any penalty for violation of this Policy in accordance with the student code of conduct and Policy and Regulation 5600, or any other applicable Board Policy or Regulation. In accordance with N.J.S.A. 18A:37-32.3 appropriate penalties for a violation of this Policy may include, but are not limited to:

1. Withholding of diplomas or transcripts pending compliance with the rules;
2. Rescission of permission for the organization or group whose student member(s) are being penalized under this Policy, to operate on school property or to otherwise operate under the sanction or recognition of the school district; and
3. The imposition of probation, suspension, dismissal, or expulsion of a student member(s).

Any discipline instituted in response to a violation of this Policy may be in addition to discipline for a violation of Policy 5512, Policy and Regulation 5600, and any other applicable Board Policy and Regulation.

The school district shall ensure that students are informed of this Policy, including the rules, penalties, and program of enforcement under this Policy. This Policy shall be posted on the school district's publicly accessible Internet website.

N.J.S.A. 18A:36-25; 18A:37-13.2; 18A:37-14 et seq.;  
18A:37-32.2; 18A:37-32.3

N.J.A.C. 6A:16-5.1

Adopted:

PROGRAM  
2415.05/page 1 of 7  
Student Surveys, Analysis, ~~and/or~~ Evaluations,  
**Examinations, Testing, or Treatment**  
Jan 22  
M

[See **POLICY ALERT Nos. 222 and 226**]

2415.05 STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS, EXAMINATIONS,  
TESTING, OR TREATMENT

The Protection of Pupil Rights Amendment (PPRA) (20 USC §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education (USDOE). The PPRA requires written consent from parents or the emancipated student the opportunity to opt out of participation in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education that concerns one or more of the areas outlined in this Policy.

A. Definitions

“Instructional material” means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments. 20 USC §1232h(c)(6)(A).

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. 20 USC §1232h(c)(6)(B).

“Prior consent” means prior consent of the student, if the student is an adult or emancipated minor or prior written consent of the parent, if the student is an unemancipated minor. 34 CFR §98.4(b).

“Psychiatric or psychological examination or test” means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs, or feelings. 34 CFR §98.4(c)(1).

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Student Surveys, Analysis, ~~and/or~~ Evaluations,  
**Examinations, Testing, or Treatment**

“Psychiatric or psychological treatment” means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group. 34 CFR §98.4(c)(2).

“Research or experimentation program or project” means any program or project in any program that is funded in whole or in part by the Federal Government and is designed to explore or develop new or unproven teaching methods or techniques. 34 CFR §98.3(b).

B. Parents’ or Emancipated Students’ Right to Inspection of Materials - 34 CFR §98.3 and 20 USC §1232(c)

1. All instructional material, including teachers’ manuals, films, tapes, or other supplementary instructional material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program or any research or experimentation program or project shall be available for inspection by the parents of the children engaged in such program or project in accordance with 20 USC §1232h(a) and 34 CFR §98.3(a).

- a. The district shall provide reasonable access to instructional material within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(C)(ii).
2. The parent shall have the right, upon request, to inspect a survey created by a third party before the survey is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(A)(i).
  - a. The district shall provide reasonable access to such survey within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(A)(ii).

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Student Surveys, Analysis, ~~and/or~~ Evaluations,  
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3. The parent shall have the right, upon request, to inspect any instrument used in the collection of personal information from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose), before the instrument is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(F)(i).
  - a. The district shall provide reasonable access to such instrument within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(F)(ii).
- C. Protection of Students' Privacy in Examination, Testing, or Treatment with Prior Consent - 34 CFR §98.4
  1. In accordance with 34 CFR §98.4(a) no student shall be required, as part of any program funded in whole or in part by a program of the USDOE, to submit without prior consent to psychiatric examination, testing, or treatment, or psychological examination, testing, or treatment, in which the primary purpose is to reveal information concerning one or more of the following:
    - a. Political affiliations;

- b. Mental and psychological problems potentially embarrassing to the student or the student's family;
- c. Sex behavior and attitudes;
- d. Illegal, anti-social, self-incriminating, and demeaning behavior;
- e. Critical appraisals of other individuals with whom the student has close family relationships;
- f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; or

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Student Surveys, Analysis, ~~and/or~~ Evaluations,  
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- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program.

D. Protections of Students' Rights for Surveys, Analysis, or Evaluation - 20 USC §1232h

- 1. In accordance with 20 USC §1232h(b) no student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation, without prior consent, that reveals information concerning:
  - a. Political affiliations or beliefs of the student or the student's parent;
  - b. Mental and psychological problems of the student or the student's family;
  - c. Sex behavior or attitudes;
  - d. Illegal, anti-social, self-incriminating, or demeaning behavior;
  - e. Critical appraisals of other individuals with whom the student has close family relationships;

- f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
  - g. Religious practices, affiliations, or beliefs of the student or student's parent; or
  - h. Income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).
2. Parents' or Emancipated Students' Right to Opt Out - 20 USC §1232h(c)(2)

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- a. The district shall provide notice and offer an opportunity for parents to opt their student out or for emancipated students to opt out of participation in the following activities:
  - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
  - (2) The administration of any survey containing one or more of the items listed in D.1. above.
  - (3) Any nonemergency, invasive physical examination or screening that is:
    - (a) Required as a condition of attendance;
    - (b) Administered by the school and scheduled by the school in advance; and
    - (c) Not necessary to protect the immediate health and safety of the student, or of other students.
- b. The district shall directly notify parents at least annually at the beginning of the school year of the specific or approximate dates during the school

year when activities described in D.2.a. above are scheduled or expected to be scheduled in accordance with 20 USC §1232h(c)(2)(B).

3. Exceptions – 20 USC §1232h(c)(4)

- a. The provisions of 20 USC §1232h do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

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Student Surveys, Analysis, ~~and/or~~ Evaluations,  
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- (1) College or other postsecondary education recruitment, or military recruitment in accordance with Policy 9713;
- (2) Book clubs, magazines, and programs providing access to low-cost literary products;
- (3) Curriculum and instructional materials used by schools in the district;
- (4) Tests and assessments used by schools in the district to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- (5) The sale by students of products or services to raise funds for school-related or education-related activities; and
- (6) Student recognition programs.

- b. The provisions of this Policy:

- (1) Shall not be construed to preempt applicable provisions of New Jersey law that require parental notification; and
- (2) Do not apply to any physical examination or screening that is permitted or required by an applicable New Jersey law, including

physical examinations or screenings permitted without parental notification.

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Student Surveys, Analysis, ~~and/or~~ Evaluations,  
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4. Policy Adoption or Revision – 20 USC §1232h(c)(2)(A)(i)

The district shall provide this Policy to parents and students at least annually at the beginning of the school year, and provide notice within a reasonable period of time after any substantive change is made to this Policy.

E. Student Privacy – 20 USC §1232h and 34 CFR §98

The district shall ensure a student's privacy is protected regarding any information collected in accordance with this Policy.

F. Violations of the PPRA – 20 USC §1232h and 34 CFR §98

Parents or students who believe their rights under PPRA may have been violated may file a complaint with the USDOE.

In addition to the provisions of 20 USC §1232h, 34 CFR §98, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of N.J.S.A. 18A:36-34 and Policy 9560 – Administration of School Surveys before students are required to participate in any academic or nonacademic survey, assessment, analysis, or evaluation.

The Protection of Pupil Rights Amendment (PPRA)

20 USC §1232h

34 CFR Part 98

Elementary and Secondary Education Act of 1965 (20 USC 2701 et seq.) as amended by the Every Student Succeeds Act

N.J.S.A 18A:36-34

Adopted:

R 5751 SEXUAL HARASSMENT OF STUDENTS (M)

[See **POLICY ALERT No. 225**]

**M**

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. The school district shall investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c) and Policy and Regulation 5751. In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

A. Definitions

1. For the purpose of Policy and Regulation 5751 and in accordance with 34 CFR §106:
  - a. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
    - (1) An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
    - (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
    - (3) "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).
  - b. "Complainant" (34 CFR §106.30(a)) means a student currently enrolled who is alleged to be the Complainant of conduct that could constitute sexual harassment.

- (1) A parent may act on behalf of the Complainant in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.
  - (2) A parent has a legal right to act on a Complainant's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
- c. "Decision-maker" (34 CFR §106.45(b)(7)) means a staff member(s) who is not the Title IX Coordinator or the school staff member who conducted the investigation, designated by the Superintendent of Schools, to objectively evaluate the relative evidence and reach conclusions about whether the Respondent is responsible for the alleged sexual harassment in accordance with the provisions of 34 CFR. §106.
  - d. "Education program or activity" (34 CFR §106.44(a)) includes locations, events, or circumstances over which the school district exercises substantial control over both the Respondent and the context in which the sexual harassment occurs.
  - e. "Formal complaint" (34 CFR §106.30(a)) means a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the school district investigate the allegation of sexual harassment. As used in this definition paragraph, the phrase "document filed by a Complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the school district) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the formal complaint.
  - f. "Investigator" (34 CFR §106.45(b)(5)) means a staff member or staff members who may be the Title IX Coordinator and who is not a decision-maker, designated by the Superintendent of Schools, to investigate alleged sexual harassment in accordance with 34 CFR §106. The investigator may be the school district's Affirmative Action Officer only if the Affirmative Action Officer is not the decision-maker.
  - g. "Program or activity" and "program" (34 CFR §106.2(h)(2)(ii)) means all of the operations of a local educational agency (as defined in 20 U.S.C. §8801), system of vocational education, or other school system.
  - h. "Respondent" (34 CFR §106.30(a)) means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

- (1) A parent may act on behalf of the Respondent in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.
  - (2) If a parent has a legal right to act on a Respondent's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
- i. "Title IX Coordinator" (34 CFR §106.8(a)) means an individual designated and approved by the Board to coordinate its efforts to comply with its responsibilities under 34 CFR §106 and this Policy. The individual must be referred to as the "Title IX Coordinator" and may also be the investigator but cannot be the decision-maker. **Important to know this!!**

## B. Reporting and Notification Requirements

1. Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.
2. In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
  - a. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.
3. A school district with "actual knowledge" of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not "deliberately indifferent".
  - a. The school district has "actual knowledge" when an employee receives a complaint of sexual harassment or an employee is aware of behavior that could constitute sexual harassment.
    - (1) Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of B.1. above.

- (2) In addition to the district's response in accordance with this Regulation, the district must report any potential child abuse to appropriate law enforcement and child welfare authorities in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.
      - b. A school district is "deliberately indifferent" only if the response to sexual harassment is clearly unreasonable in light of the known circumstances, pursuant to 34 CFR §106.44(a).
  4. The district is required to offer supportive measures to the Complainant even if the Respondent ceased being enrolled or employed by the district prior to the filing of a formal complaint.
    - a. If the Respondent ceases to be enrolled in or employed by the district after a formal complaint is filed, the district may dismiss the complaint, but must still offer supportive measures to the Complainant pursuant to 34 CFR §106.45(b)(3)(ii).
  5. The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a) that the school district does not discriminate on the basis of sex in the education program or activity it operates and it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).
  6. The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district's website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 4 CFR §106.8(a).
    - a. Policy 5751 and this Regulation shall be prominently displayed on the district's website and accessible to anyone.

### C. Supportive Measures

1. "Supportive measures" mean non-disciplinary, non-punitive, individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a formal complaint or where no formal complaint has been filed pursuant to 34 CFR §106.30(a).
2. Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.

3. The Title IX Coordinator shall maintain consistent contact with the parties to ensure that safety, emotional and physical well-being are being addressed.
4. Generally, supportive measures are meant to be short-term in nature and will be re-evaluated on a periodic basis.
  - a. To the extent there is a continuing need for supportive measures after the conclusion of the resolution process, the Title IX Coordinator will work with appropriate school district resources to provide continued assistance to the parties.

#### D. Grievance Process

1. The school district will use the grievance process outlined in 34 CFR §106.45 and this Regulation to address formal complaints of sexual harassment.
2. Parents, students, unions and associations, and staff members shall receive notice of the grievance procedures and the Title IX Coordinator's name or title, office, address, email address, and telephone number in accordance with 34 CFR §106.8(a).
3. The school district's grievance process may, but need not, provide for a hearing pursuant to 34 CFR §106.45(b)(6)(ii).
4. The school district may not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with 34 CFR §106.45(b)(9).
5. The school district may not require the parties to participate in an informal resolution process regarding a Title IX claim and may not offer an informal resolution process unless a formal complaint is filed pursuant to 34 CFR §106.45(b)(9).
6. The Title IX Coordinator must promptly contact the Complainant in accordance with 34 CFR §106.44(a).
7. In response to a formal complaint, the school district will follow a grievance process that complies with 34 CFR §106.45.
  - a. Upon receipt of a formal complaint, the Title IX Coordinator shall provide written notice to the parties who are known in accordance with 34 CFR §106.45(b)(2)(i).
  - b. The Title IX Coordinator shall provide the investigator with a copy of the formal complaint if the Title IX Coordinator is not the investigator.

- c. The investigator shall investigate the allegations contained in a formal complaint pursuant to 34 CFR §106.45(b).
8. The investigator shall create an investigative report in accordance with the provisions of 34 CFR §106.45(b)(5)(vii).
- a. The investigator will attempt to collect all relevant information and evidence.
  - b. While the investigator will have the burden of gathering evidence, it is crucial that the parties present evidence and identify witnesses to the investigator so that they may be considered during the investigation.
  - c. While all evidence gathered during the investigative process and obtained through the exchange of written questions will be considered, the decision-maker may in their discretion grant lesser weight to last minute information or evidence introduced through the exchange of written questions that was not previously presented for investigation by the investigator.
  - d. To the greatest extent possible, and subject to Title IX, the school will make reasonable accommodations in an investigation to avoid potential re-traumatization of a student.
  - e. The investigative report shall be provided to the decision-maker in accordance with the provisions of 34 CFR §106.45(b)(6)(ii).
9. The decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, shall issue a written determination regarding responsibility pursuant to 34 CFR §106.45(b)(7).
- a. To reach this determination, the decision-maker will apply

**[Select One Option Below**

the preponderance of the evidence standard,

clear and convincing evidence standard,]

which shall be the same standard of evidence for formal complaints against students as for formal complaints against employees, including faculty, and apply the same standard of evidence to all formal complaints of sexual harassment pursuant to 34 CFR §106.45(b)(1)(vii).

- b. The decision-maker will facilitate a written question and answer period between the parties.
- (1) Each party may submit their written questions for the other party and witnesses to the decision-maker for review.
  - (2) The questions must be relevant to the case and the decision-maker will determine if the questions submitted are relevant and will then forward the relevant questions to the other party or witnesses for a response.
  - (3) The decision-maker shall then review all the responses, determine what is relevant or not relevant, and issue a decision as to whether the Respondent is responsible for the alleged sexual harassment.
  - (4) The decision-maker will issue a written determination following the review of evidence. The written determination will include:
    - (a) Identification of allegations potentially constituting sexual harassment as defined in Policy and Regulation 5751 and 34 CFR §106.30;
    - (b) A description of the procedural steps taken from the receipt of the complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather evidence;
    - (c) Findings of fact supporting the determination, conclusions regarding the application of this formal grievance process to the facts; and
    - (d) A statement of and rationale for the result as to each allegation, including any determination regarding responsibility, any disciplinary sanctions the decision-maker imposed on the Respondent that directly relate to the Complainant, and whether remedies designed to restore or preserve equal access to the school's education program or activity will be provided to the Complainant; and procedures and permissible bases for the parties to appeal the determination.
  - (5) The written determination will be provided to the parties simultaneously.
  - (6) Notwithstanding a temporary delay of the grievance procedure or the limited extension of the grievance procedure time frames with

good cause, the written determination shall be provided within sixty calendar days from receipt of the Complaint.

(a) The sixty calendar day time frame does not include the appeal process.

(7) Remedies and supportive measures that do not impact the Respondent should not be disclosed in the written determination; rather the determination should simply state that remedies will be provided to the Complainant.

#### E. Appeals

1. The school district will offer both parties an appeal from a determination regarding responsibility, and from the Title IX Coordinator's dismissal of a formal complaint or any allegations therein in accordance with 34 CFR §106.45(b)(8)(i).
2. As to all appeals, the school district will comply with the requirements of 34 CFR §106.45(b)(8).
3. The Superintendent shall designate an appeal officer for each appeal filed.
  - a. The appeal officer shall not be the same person as the decision-maker that reached the determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator in accordance with 34 CFR §106.45(b)(8)(iii)(B).
4. The Complainant and Respondent shall have an equal opportunity to appeal the policy violation determination and any sanctions.
5. The school district shall administer the appeal process, but is not a party and will not advocate for or against any appeal.
6. A party may appeal only on the following grounds and the appeal shall identify the reason(s) why the party is appealing:
  - a. There was a procedural error in the hearing process that materially affected the outcome;
    - (1) Procedural error refers to alleged deviations from school district policy, and not challenges to policies or procedures themselves;
  - b. There is new evidence that was not reasonably available at the time of the hearing and that could have affected the outcome;

- c. The decision-maker had a conflict of interest or bias that affected the outcome;
  - d. The determination regarding the policy violation was unreasonable based on the evidence before the decision-maker;
    - (1) Appealing on this basis is available only to a party who participated in the hearing; and
  - e. The sanctions were disproportionate to the hearing officer's findings.
7. The appeal must be submitted in writing to the Title IX Coordinator within ten calendar days following the issuance of the notice of determination.
  8. The appeal must identify the ground(s) for appeal and contain specific arguments supporting each ground for appeal.
  9. The Title IX Coordinator shall notify the other party of the appeal, and that other party shall have an opportunity to submit a written statement in response to the appeal, within ten calendar days.
  10. The Title IX Coordinator shall inform the parties that they have an opportunity to meet with the appeal officer separately to discuss the proportionality of the sanction.
  11. The appeal officer shall decide the appeal considering the evidence presented at the hearing, the investigation file, and the appeal statements of both parties.
  12. In disproportionate sanction appeals, input the parties provided during the meeting may also be considered.
  13. The appeal officer shall summarize their decision in a written report that will be sent to the Complainant and Respondent within twenty calendar days of receiving the appeal.

#### F. Remedies

1. The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv).
2. Following receipt of the written determination from the decision-maker, the Title IX Coordinator will facilitate the imposition of sanctions, if any, the provision of remedies, if any, and to otherwise complete the formal resolution process.

3. The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine the sanctions imposed and remedies provided, if any.
  - a. The imposition of sanctions or provisions of remedies will be revisited by the Title IX Coordinator following the appeal officer's decision, as appropriate.
4. The Title IX Coordinator must provide written notice to the parties simultaneously.
5. The school district must disclose to the Complainant the sanctions imposed on the Respondent that directly relate to the Complainant when such disclosure is necessary to ensure equal access to the school district's education program or activity.
6. It is important to note that conduct that does not meet the criteria under Title IX may violate other Federal or State laws or school district policies regarding student misconduct or may be inappropriate and require an immediate response in the form of supportive measures and remedies to prevent its recurrence and address its effects.

#### G. Parent Rights

1. Consistent with the laws of New Jersey, a student's parent must be permitted to exercise the rights granted to their child under Policy and Regulation 5751, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.
2. A student's parent must also be permitted to accompany the student to meetings, interviews, and hearings, if applicable, during a grievance process in order to exercise rights on behalf of the student.
3. The student may have an advisor in addition to the parent.

#### H. Training

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officers, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

#### I. Compliance

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to any allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

J. Requirements of New Jersey's Anti-Bullying Bill of Rights Act

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to Policy and Regulation 5751 and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

Adopted:

[See POLICY ALERT No. 226]

R 2460.30 ADDITIONAL/COMPENSATORY SPECIAL EDUCATION  
AND RELATED SERVICES

The Board of Education shall provide additional or compensatory special education and related services to students with disabilities beyond the age of twenty-one pursuant to N.J.S.A. 18A:46-6.3.

As used in N.J.A.C. 18A:46-6.3(h) and this Regulation, “parent” means the natural or adoptive parent, the legal guardian, resource family parent when willing to so serve, a surrogate parent, or a person acting in the place of a parent, such as a grandparent or stepparent with whom the student lives, or a person legally responsible for the student’s welfare. “Parent” shall also include an adult student who has attained the age of eighteen, who is not under legal guardianship, and who is entitled to receive special education and related services.

A. Additional Special Education and Related Services

1. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:
  - a. In the 2021-2022 school year, provide special education and related services contained in an Individualized Education Program (IEP) to a student with disabilities who attains the age of twenty-one during the 2020-2021 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2021-2022 school year.

- (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.a. and A.1. shall not be eligible to receive such education and services beyond June 30, 2022, unless otherwise provided in a student’s IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.
2. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:
  - a. In the 2022-2023 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2021-2022 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2022-2023 school year.
    - (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.b. and A.2. shall not be eligible to receive such education and services beyond June 30, 2023, unless otherwise provided in a student’s IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.
3. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:

PROGRAM  
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Additional/Compensatory Special Education  
and Related Services

- a. In the 2023-2024 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the

age of twenty-one during the 2022-2023 school year, provided that the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2023-2024 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.c. and A.3. shall not be eligible to receive such education and services beyond June 30, 2024, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

B. Rights, Privileges, and Remedies

1. A student receiving special education and related services, including transition services, pursuant to N.J.S.A. 18A:46-6.3 and this Regulation shall be afforded the same rights, privileges, and remedies provided to students with disabilities pursuant to State law, New Jersey State Board of Education regulations concerning special education, and the Federal "Individuals with Disabilities Education Act," (IDEA) 20 USC §1400 et seq.

2. Any disputes that arise with respect to the provision or nature of services provided to a student with disabilities in the additional year as provided in accordance with N.J.S.A. 18A:46-6.3.a., b. and c., and A. above may be addressed as determined by the parent of the student with disabilities, by either:

a. Mediation;

b. A written request for a complaint investigation submitted to the Director of the Office of Special Education Policy and Dispute Resolution in the New Jersey Department of Education; or

c. A special education due process hearing pursuant to IDEA, N.J.S.A. 18A:46, or administrative code.

C. Funding

1. The special education and related services, including transition services, provided to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3

and this Regulation, to the extent permitted by Federal law, be paid for from the monies received by the State or a school district under the Federal “Coronavirus Aid, Relief, and Economic Security (CARES) Act,” Pub.L.116-136, the Federal “Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021,” Pub.L.116-260, the Federal “American Rescue Plan (ARP) Act,” Pub.L.117-2, or any other Federal funding provided to address the impact of the coronavirus pandemic on elementary and secondary schools as it becomes available.

2. To the extent the Federal funds described in N.J.S.A. 18A:46-6.3.e.(1) and C.1. above do not cover the costs borne by the school district to provide the special education and related services, including transition services, to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, the State of New Jersey shall appropriate funds as necessary from the Property Tax Relief Fund to reimburse the school district for these costs.
3. The special education and related services funded pursuant to the provisions of N.J.S.A. 18A:46-6.3.e. may include, but are not limited to, the additional staff, programs, and facilities deemed necessary by the school district to provide the special education and related services, including transition services, required under N.J.S.A. 18A:46-6.

Adopted:

2422 COMPREHENSIVE HEALTH AND PHYSICAL EDUCATION (M)

[See POLICY ALERT Nos. 208, 217, 219 and 224]

*Six new statutes were recently approved and codified at:*

1. *N.J.S.A. 18A:35-4.5a – Sexual Abuse and Assault Awareness and Prevention Education*
2. *N.J.S.A. 18A:35-4.36a – Curriculum to Include Instruction on Diversity and Inclusion*
3. *N.J.S.A. 18A:35-4.38 – Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity*
4. *N.J.S.A. 18A:35-4.39 – Health Curriculum to Include Instruction on Mental Health*
5. *N.J.S.A. 18A:35-4.40 – Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum*
6. *N.J.S.A. 18A:35-4.43 – Infusion of African American Accomplishments into School Curricula*

*These new statutes address issues that must be included in the school district’s curriculum as required by the New Jersey Student Learning Standards (NJSLS). Strauss Esmay’s Policy and Regulation Guides do not typically list specific curriculum or NJSLS requirements, which are mostly included in the administrative code and are incorporated by reference within several Strauss Esmay Policy and Regulation Guides. However, these new statutes are included in the section of the statutes that address curriculum requirements related to the health and well-being of students and are listed in the New Jersey Department of Education’s “2020 New Jersey Student Learning Standards – Comprehensive Health and Physical Education Introduction”. The provisions of these new statutes may eventually be a QSAC or other monitoring requirement as the original provisions listed in Policy Guide 2422 are QSAC monitoring requirements. The title of the revised Policy Guide 2422 has been updated from “Health and Physical Education” to “Comprehensive Health and Physical Education” to reflect the change in the updated statutes. Therefore, Policy Guide 2422 has been revised to include the requirements of these six new statutes. Policy Guide 2422 is mandated.*

***Policy Guide 2422 is MANDATED***

The Board of Education requires all students to participate in a comprehensive, sequential, health and physical education program aligned with the New Jersey Student Learning Standards (NJSLS) that emphasizes the natural interdisciplinary connection between wellness and health and physical education. The primary focus of the NJSLS is the development of knowledge and skills that influence healthy behaviors within the context of self, family, school, and the local and global community.

The curriculum requirements listed below address the need for students to gain knowledge and skill in caring for themselves, interacting effectively with others, and analyzing the impact of choices and consequences. The primary focus of the curriculum listed below is to help students develop concepts and skills that promote and influence healthy behaviors.

The NJSLS incorporate New Jersey statutes related to health and well-being of students in New Jersey schools. The following statutes incorporated into the NJSLS include, but are not limited to, the following requirements:

1. Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.
2. Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven through twelve.
3. Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.
4. Cancer Awareness (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.
5. Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven through twelve.
6. Domestic Violence Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child abuse.
7. Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school students.
8. Health, Safety, and Physical Education (N.J.S.A. 18A:35-5) requires that all students in grades one through twelve participate in at least two and one-half hours of health, safety, and physical education each school week.
9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the

development of curriculum guidelines for each grade Kindergarten through twelve.

10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through 5.3) requires the development of Lyme Disease curriculum guidelines and training to all teaching staff members who instruct students with Lyme Disease.
11. Organ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine through twelve.
12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.
13. Stress Abstinence (N.J.S.A. 18A:35-4.19 through N.J.S.A. 18A:35-4.22), also known as the “AIDS Prevention Act of 1999,” requires sex education programs to stress abstinence.
14. Suicide Prevention (N.J.S.A. 18A:6-111 through 113) requires instruction in suicide prevention in public schools.
15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.
17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.
18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.
19. Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.

20. Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.
21. Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.
22. Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.
23. Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine through twelve.
24. Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.
25. Other Statutory or Administrative Codes. The Board will incorporate into its health and physical education curriculum any other requirements of the NJSLS in Comprehensive Health and Physical Education.

In accordance with the provisions of N.J.S.A. 18A:35-4.7, any student whose parent presents to the Principal a signed statement that any part of the instruction in health, family life education, or sex education is in conflict with his/her conscience or sincerely held moral or religious beliefs shall be excused from that portion of the course where such instruction is being given and no penalties as to credit or graduation shall result.

The Board of Education must provide two and one-half hours of health, safety, and physical education courses in each school week, or proportionately less when holidays fall within the week. Recess period(s) shall not be used to meet the requirements of N.J.S.A. 18A:35-5, 7, and 8.

In accordance with N.J.S.A. 18A:35-4.31, the Board of Education shall provide a daily recess period of at least twenty minutes for students in grades Kindergarten through five. A recess period is not required on a school day in which the day is substantially shortened due to a delayed opening or early dismissal. The recess period shall be outdoors, if feasible. A student shall not be denied recess for any reason, except as a consequence of a violation of the school

district's Code of Student Conduct, including a harassment, intimidation, or bullying (HIB) investigation pursuant to N.J.S.A. 18A:37-13 et seq. Students may not be denied recess more than twice per week for a violation of the Code of Student Conduct or HIB investigation and these students shall be provided restorative justice activities during the recess period.

Restorative justice activities are defined as activities designed to improve the socioemotional and behavioral responses of students through the use of more appropriate and less punitive interventions thereby establishing a more supportive and inclusive school culture. The student's recess period should be scheduled in a manner that does not interfere with the implementation of a student's Individualized Education Program (IEP). School staff may deny recess for a student on the advice of a medical professional, school nurse, or the provisions of a student's IEP and/or 504 Plan.

A copy of the NJSLS for Comprehensive Health and Physical Education and all related curriculum/course guides and instructional material shall be available for public inspection in each school.

Adopted:

## 2467 SURROGATE PARENTS AND RESOURCE FAMILY PARENTS (M)

[See **POLICY ALERT Nos. 170, 185, 211 and 224**]

Minor revisions to reflect current terminology and language changes in the Administrative Code

### **M**

Federal and State laws require the Board to ensure the rights of a student are protected through the provision of an individual to act as surrogate for the parent and assume all parental rights under N.J.A.C. 6A:14 when:

1. The parent cannot be identified;
2. The parent cannot be located after reasonable efforts;
3. An agency of the State of New Jersey has guardianship of the student or the student is determined a ward of the State and, if the student is placed with a resource family parent, the resource family parent declines to serve as the student's parent; or
4. The student is an unaccompanied youth as that term is defined in section 725(6) of the McKinney-Vento Homeless Assistance Act (42 USC §11434.(a)6) and N.J.A.C. 6A:17-1.2.

#### Qualifications and Selection

The district shall make reasonable efforts to appoint a surrogate parent within thirty days of the determination that a surrogate parent is needed for a student. If the district fails to appoint a surrogate parent for a ward of the State, a judge may appoint a surrogate parent if the judge determines a surrogate parent is necessary for such student.

The district shall establish a method for selecting and training surrogate parents.

The person serving as a surrogate parent shall:

1. Have no interest that conflicts with the interest of the student they represent;
2. Possess knowledge and skills that ensure adequate representation of the student;
3. Not be replaced without cause;
4. Be at least eighteen years of age; and

5. Complete a criminal history review pursuant to N.J.S.A. 18A:6-7.1 if the person serving as the surrogate parent is compensated.

The person(s) serving as a surrogate parent may not be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.

~~{Optional – A surrogate parent will be paid solely to act in this capacity.}~~

The Supervisor of Student Support Services shall serve as Surrogate Parent Coordinator and will: determine whether there is a need for a surrogate parent for a student; contact any State agency that is involved with the student to determine whether the State has a surrogate parent appointed for the student; and make reasonable efforts to appoint a surrogate parent for the student within thirty days of determining that there is a need for a surrogate parent for the student.

When a student who is or may be a student with a disability is in the care of a resource family parent, and the resource family parent is not the parent of the student, the district where the resource family parent resides shall contact the student's case manager at the Division of Child Protection and Permanency (DCP&P) in the Department of Children and Families to determine whether the parent retains the right to make educational decisions and determine the whereabouts of the parent.

If the parent retains the right to make educational decisions and the parent's whereabouts are known to the school district, the Superintendent or designee shall obtain all required consent from, and provide written notices to, the parent.

If the district cannot ascertain the whereabouts of the parent, the resource family parent shall serve as the parent unless that person is unwilling to do so. If there is no resource family parent, or if the resource family parent is unwilling to serve as the student's parent, the Surrogate Parent Coordinator shall consult with the student's case manager at DCP&P to assist in identifying an individual to serve as a surrogate parent, appointing a surrogate parent, and obtaining all required consent from, and providing written notices to, the surrogate parent.

### Training

N.J.A.C 6A:14-2.2(d) requires the district to train surrogate parents so they have the knowledge and skills that ensure adequate representation of the student. The Surrogate Parent Coordinator shall coordinate the training for surrogate parents. The training may include, but not be limited to:

1. Providing the surrogate parent a copy of:
  - a. Parental Rights in Special Education booklet;

- b. N.J.A.C. 6A:14;
  - c. The Special Education Process;
  - d. Administrative Code Training Materials from the Department of Education website; and
  - e. Other relevant materials.
2. Providing the surrogate parent an opportunity to meet with the Surrogate Parent Coordinator to discuss the rights of the surrogate parent and the applicable statutes, administrative codes, and Federal laws. The Surrogate Parent Coordinator shall provide the surrogate parent the opportunity to review and to become familiar with the State and Federal requirements for assessment, individualized educational program development, and parental rights with respect to the referral and placement process, including their rights with respect to seeking a due process hearing if they disagree with the local procedure or decisions;
  3. Providing the surrogate parent adequate time to become familiar with the student and the nature of the student's disability through a review of the student's record;
  4. Providing the surrogate parent an opportunity to confer with the student's case manager to discuss the student; and
  5. Other information and resources to provide the surrogate parent the knowledge and skills to ensure adequate representation of the student.

#### Rights of the Surrogate Parent

A surrogate parent appointed in accordance with N.J.A.C. 6A:14-2.2 shall assume all parental rights under N.J.A.C. 6A:14.

N.J.A.C. 6A:14-2.2

Adopted:

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

[See POLICY ALERT Nos. 189, 208, 217, 220 and 224]

***Revised to include N.J.S.A.18A:7B-12***

**M**

The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education.

Eligibility to Attend School

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1.

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.S.A. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education.

In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1.c., any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly persons offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.b. if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian returns from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.d. if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. When required by the Board of Education, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend this school district free of charge:

1. If the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student previously resided in the school district and if the parent or guardian is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3.b. The school district shall not be obligated for transportation costs; and
4. If the student resides on Federal property within the State pursuant to N.J.S.A. 18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school

district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A:7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless shelter, or transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing or his or her compliance with local housing ordinances or terms of lease.

Except as set forth in N.J.A.C. 6A:22-3.3(b)1., immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

#### Proof of Eligibility

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4. The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide a particular form or subset of documents without regard to other evidence presented.

The Board of Education shall not condition enrollment on the receipt of information or documents protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C. 6A:22-3.4(d). The Board of Education may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) or pertinent parts thereof if voluntarily disclosed by the applicant. The Board of Education may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment.

In the case of a dispute between the school district and the parent of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the New Jersey Motor Vehicle Commission (NJMVC) the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1.3. The NJMVC shall disclose to a school district the information requested in accordance with procedures established by the NJMVC. However, the school district shall not condition enrollment in the district on immigration status or on the fact that the NJMVC does not have the name or address of the parent on file.

## Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials.

Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating the student will be attending school in another school district or nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere.

Enrollment or attendance at the school shall not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless

Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district shall not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in N.J.A.C. 8:57-4.

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.

#### Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

#### Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22 et seq. and this Policy shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be

removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

### Appeal to the Commissioner

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:38-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1.b(1), appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.

### Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board of Education may assess tuition, for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

If an appeal to the Commissioner is filed and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a). Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2.

### Nonresident Students

The admission of a nonresident student to school free of charge must be approved by the Board. No student otherwise eligible shall be denied admission on the basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship and discipline.

### Optional

#### [Children Who Anticipate Moving to or from the District

A nonresident student otherwise eligible for attendance whose parent or guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this

school district may be enrolled \_\_\_\_\_ (~~with or~~ without) payment of tuition for a period of time not greater than 4 weeks prior to the anticipated date of residency. If any such student does not become a resident of the school district within 4 weeks after admission to school, tuition will be charged for attendance commencing the beginning of the 5 week and until such time as the student becomes a resident or withdraws from school.

Students whose parent or guardian have moved away from the school district on or after April 15 (date) ~~and twelfth grade students~~ will be permitted to finish the school year in this school district (~~with or~~ without) payment of tuition.]

### **Optional**

[Children of District Employees

Children of Board of Education employees who do not reside in this school district may be admitted to school in this district **With** (with or without) payment of tuition, provided that the educational program of such children can be provided within school district facilities **and within current classroom capacity.**]

### **Optional**

[Other Nonresident Students

Other nonresident students, otherwise eligible for attendance may be admitted to this school district **with** (with or without) payment of tuition and Board approval.]

F-1 Visa Students

### **[Option – Select One Option**

F-1 Visa students will not be admitted to this school district.

The school district is not required to, but may permit the attendance of F-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. A F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a F-1 Visa must be approved by the

Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.]

#### J-1 Visa Students

#### **[Option – Select One Option**

J-1 Visa students will not be admitted to this school district.

The school district is not required to, but may permit the attendance of J-1 Visa students into the school district. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a J-1 Visa must be approved by the Board for attendance in the school district and shall not pay tuition. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.]

N.J.S.A. 18A:38-1; 18A:38-1.1; 18A:38-1.3; 18A:38-3;  
18A:38-3.1; 18A:7B-12  
N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22  
8 CFR 214.3

Adopted:

## 5116 EDUCATION OF HOMELESS CHILDREN

[See POLICY ALERT No. 210, 211 and 224]

***Strongly Recommended to ensure compliance with applicable code and statute. Policy 5116 was recently revised by Strauss Esmay to reflect required language and annual reporting requirements by school districts.***

The Board of Education will admit and enroll homeless children in accordance with Federal and State laws and New Jersey Administrative Code. The Board of Education adopts this Policy to be in compliance with law and administrative code to ensure the enrollment of homeless children in school and to respond to appeals made by parents or other parties related to the enrollment of homeless children.

The Board of Education shall determine that a child is homeless when he or she resides in a publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers. A child is also determined homeless when he or she resides in a public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; temporary shelters provided to migrant workers and their children on farm sites; and the residence of relatives or friends where the homeless child resides out of necessity because his or her family lacks a regular or permanent residence of its own. A child is also determined homeless when he or she resides in substandard housing.

The school district of residence for a homeless child is responsible for the education of the child and shall assume all responsibilities as required in N.J.A.C. 6A:17-2.3. The school district of residence for a homeless child means the school district in which the parent of a homeless child resided prior to becoming homeless.

The school district liaison designated by the Superintendent of Schools for the education of homeless children is The Supervisor of Student Support Services. The liaison will facilitate communication and cooperation between the school district of residence and the school district where the homeless child resides and shall assume all responsibilities as outlined in N.J.A.C. 6A:17-2.4(a).

When a homeless child resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, the Department of Human Services or the Department of Children and Families, a shelter director, an involved agency, or a case manager. Upon notification of the need for enrollment of a homeless child, the liaison in the school district of residence shall coordinate

enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).

The Superintendent of the school district of residence or designee shall decide in which school district the homeless child shall be enrolled in accordance with the provisions of N.J.A.C. 6A:17-2.5.

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 et seq.

When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or the designee(s) of the involved district(s) or the child's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the Department of Education's McKinney-Vento Homeless Education Coordinator or designee, shall immediately decide the child's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, who shall immediately make a determination, if possible, but no later than within forty-eight hours.

If the dispute regarding determination of district of residence does not involve the determination of homelessness and/or district enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and request a determination from the Division of Administration and Finance. If an appeal of a determination of district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

Any dispute or appeal shall not delay the homeless child's immediate enrollment or continued enrollment in the school district. The homeless child shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal. Disputes and appeals involving the services provided to a homeless child with a disability shall be made pursuant to N.J.A.C. 6A:14.

Financial responsibility, including the payment of tuition for the homeless child, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to

N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless.

N.J.S.A. 18A:7B-12; 18A:7B-12.1; 18A:38-1  
N.J.A.C. 6A:17-2.1 et seq.

Adopted:

## 6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS (M)

[See **POLICY ALERT No. 226**]

***Policy 6311 has been updated to refer to the updated CFR (Code of Federal Regulations) section and the new SAM (Federal System for Award Management) technology to replace the Excluded Parties Lists System (EPLS). Policy Guide 6311 is now mandated for districts that receive federal funding.***

### **M**

The Board of Education believes the administration of school surveys may be necessary and valuable to the educational program in the school district. The Board recognizes certain student information is personal and some students or parents may not want this information shared with the school district. Therefore, the Board shall ensure school surveys are administered in accordance with N.J.S.A. 18A:36-34 and 18A:36-34.1 and this Policy.

- A. School Surveys, Certain, Parental Consent Required Before Administration – N.J.S.A. 18A:36-34
  - 1. Unless the school district receives prior written informed consent from a student's parent and provides for a copy of the document to be available for viewing at convenient locations and time periods, the school district shall not administer to a student any academic or nonacademic survey, assessment, analysis, or evaluation which reveals information concerning:
    - a. Political affiliations;
    - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
    - c. Sexual behavior and attitudes;
    - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
    - e. Critical appraisals of other individuals with whom a respondent has a close family relationship;

- f. Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers;
    - g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program; or
    - h. Social security number.
  2. The school district shall request prior written informed consent at least two weeks prior to the administration of the survey, assessment, analysis, or evaluation.
  3. A student shall not participate in any survey, assessment, analysis, or evaluation that concerns the issues listed in A.1. above and N.J.S.A. 18A:36-34.a. unless the school district has obtained prior written informed consent from the student's parent.
- B. Voluntary Survey for Students with Prior Parental Written Notification – N.J.S.A. 18A:36-34.1
  1. In accordance with N.J.S.A. 18A:36-34.1 and notwithstanding, N.J.S.A. 18A:36-34 and A. above, or any other law, rule, or regulation to the contrary, if the school district sends prior written notification to the parent of the student, the school district may administer an anonymous, voluntary survey, assessment, analysis, or evaluation to the student which reveals information concerning any of the following issues:
    - a. Use of alcohol, tobacco, drugs, and vaping;
    - b. Sexual behavior and attitudes;
    - c. Behaviors that may contribute to intentional or unintentional injuries or violence; or
    - d. Physical activity and nutrition-related behaviors.
  2. Written notification provided by the school district to the parent of the student shall be delivered to the parent by regular mail, electronic mail, or a written acknowledgement form to be delivered by the student at least two weeks prior to administration of the survey, assessment, analysis, or evaluation. Written notification shall contain, at minimum, the following information:
    - a. A description of the survey, assessment, analysis, or evaluation;

- b. The purpose for which the survey, assessment, analysis, or evaluation is needed;
  - c. The entities and persons that will have access to the information generated by the survey, assessment, analysis, or evaluation;
  - d. Specific instruction as to when and where the survey, assessment, analysis, or evaluation will be available for parental review prior to its administration;
  - e. The method by which the parent can deny permission to administer the survey, assessment, analysis, or evaluation to the student; a form specifically providing for such denial shall be included with this notice;
  - f. The names and contact information of persons to whom questions can be directed; and
  - g. A statement advising that failure to respond indicates approval of participation in the survey, assessment, analysis, or evaluation.
3. Information obtained through a survey, assessment, analysis, or evaluation administered to a student in accordance with N.J.S.A. 18A:36-34.1 and B. above, shall be submitted to the New Jersey Department of Education and the New Jersey Department of Health. Information may be used to develop public health initiatives and prevention programs. Information shall not be used for marketing or other commercial purposes that are not related to student health.

C. Violations – N.J.S.A. 18A:36-34.d.

A violation by the school district of N.J.S.A. 18A:36-34; 18A:36-34.1, and this Policy shall be subject to such monetary penalties as determined by the New Jersey Commissioner of Education.

D. Compliance with Federal Law

In addition to compliance with the provisions of N.J.S.A. 18A:36-34, 18A:36-34.1, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of Policy 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment before students are required to participate in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or part by a program of the United States Department of Education that concerns one or more of the areas outlined in Policy 2415.05.

Adopted:

7432 EYE PROTECTION (M)

[See **POLICY ALERT Nos. 168 and 224**]

***Revised to include updates to N.J.A.C. 6A:26-12.5***

**M**

The Board of Education requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in educational activities and programs as defined in N.J.A.C. 6A:7-1.3. Appropriate eye protective devices must be worn by anyone engaged in a process or activity where exposure to which might have a tendency to cause damage to the eyes pursuant to N.J.A.C. 6A:26-12.5(a) and N.J.S.A. 18A:40-12.1.

The term “appropriate eye protective device” shall include plain or prescription lenses provided the lenses and other portions of the device meet or exceed the prescribed specifications for the device. Specifications for appropriate eye protection for various activities shall meet or exceed standards described in the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1989; American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986; and eye protective procedures recommended by the manufacturer of the laser device.

The Superintendent or designee shall be responsible for the continual monitoring of the school program, including, but not limited to, all vocational education, industrial arts education, science education, technology education and arts education, for conditions under which students, staff members, or visitors are exposed to a process or activity that might have a tendency to cause damage to the eyes.

The appropriate eye protective device shall be supplied by the Board, except that the student, staff member, or visitor, including individuals present for evening adult-school programs, may wear personal eye wear that is appropriate to the activity and certified, in writing, by a licensed optician or other qualified licensed eye professional to meet or exceed those standards. District-owned appropriate eye protective devices shall be inspected regularly by the appropriate staff member, and defective or poorly fitting devices shall be returned to the Principal for repair or discard. Any shared appropriate eye protective devices shall be disinfected between uses by the method prescribed by the school medical inspector.

Each classroom, shop, laboratory, and other area of the school in which students or staff members are exposed to caustic materials that can cause damage to the eyes shall be equipped with an emergency eye wash fountain in accordance with standards established by the New Jersey Department of Education.

The Building Principal or designee shall ensure that each area in the school identified as housing an activity hazardous to the eyes shall be posted with conspicuous signs that warn participants that an appropriate eye protective device must be worn during the activity. Staff members of such activities are responsible for instructing students in appropriate eye safety practices and for serving as exemplary models in the implementation of such practices.

The Board authorizes each staff member responsible for an activity or process hazardous to the eyes to compile and maintain, for the duration of the course of study, a list of students in the course who wear contact lenses.

The school district shall provide annual training and appropriate supplies and equipment to all school personnel responsible for implementing the eye-safety policies and program. The training shall cover all aspects of eye protection in schools as described in N.J.A.C. 6A:26-12.5(a) through (f).

N.J.S.A. 18A:40-12.1; 18A:40-12.2

N.J.A.C. 6A:7-1.3

N.J.A.C. 6A:26-12.5

Adopted:

R 7432 EYE PROTECTION (M)

[See **POLICY ALERT No. 133 and 224**]

***Mandated Regulation must be Adopted***

**M**

A. Eye Protection - N.J.A.C. 6A:26-12.5(a)

The Board of Education requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in educational activities and programs as defined in N.J.A.C. 6A:7-1.3 in accordance with N.J.S.A. 18A:40-12.1 and N.J.A.C. 6A:26-12.5.

B. Eye Protection Devices - N.J.A.C. 6A:26-12.5(e)

The following types of eye protective devices shall be used to fit the designated activities or processes:

Potential Eye Hazard	Protective Devices
Caustic or explosive	Goggle, flexible fitting materials, hooded ventilation; add plastic window face shield for severe exposure
Dust producing operations	Goggle, flexible fitting, hooded ventilation
Electric arc welding	Welding helmet in combination with spectacles with eye cup or semi- or flat-fold side shields
Oxy-acetylene welding	Welding goggle, eye cup type with tinted lenses; welding goggle, coverspec type with tinted lenses or tinted plate lens

Hot liquids and gases	Goggle, flexible fitting, hood ventilation; add plastic window face shield for severe exposure
Hot solids	Clear or tinted goggles or spectacles with side shields
Molten materials	Clear or tinted goggles and plastic or mesh window face shield
Heat treatment or tempering	Clear or tinted goggles or clear or tinted spectacles with side shields
Glare operations	Tinted goggles; tinted spectacles with side shields or welding goggles, eye cup or coverspec type with tinted lenses or tinted plate lens
Shaping solid materials	Clear goggles, flexible or rigid body; clear spectacles with side shields; add plastic window face shield for severe exposure
Laser device operation or experimentation	Appropriate for specific hazard
Vehicle repair or servicing	Clear goggles, flexible or rigid body; clear spectacles with side shields
Other potentially hazardous processes or activities	Appropriate for specific hazard

C. Eye Protective Policy and Program – N.J.A.C. 6A:26-12.5(f)

1. The Board of Education establishes and implements Policy and Regulation 7432 to assure:
  - a. No staff member, student, or visitor shall be subjected to any hazardous environmental condition without appropriate eye protection;

- b. The detection of eye hazardous conditions shall be continuous;
- c. Eye protection devices shall be inspected regularly and adequately maintained;
- d. Shared eye protective devices shall be disinfected between uses by a method prescribed by the local school medical inspector;
- e. All eye protective devices shall meet or exceed the appropriate specifications for the various types of devices and suppliers of eye protective devices shall certify, in writing, that the devices meet or exceed said specifications;
- f. Specific policy and procedures shall be established to deal with individuals who refuse to abide by established eye-safety practices and procedures;

**[Optional**

- X**  (1) A student who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices shall be dismissed from the day's class by his/her teacher. Any such dismissal from class will be considered to be an absence, in accordance with Board policy on student attendance, and an accumulation of such absences may result in loss of course credit;
  - (2) A staff member who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be disciplined for insubordination for failing to obey the rules established by this Board. The proper implementation of eye protection practices shall be a criterion in the evaluation of every staff member required to observe such practices; and
  - (3) A visitor to the schools who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be requested to leave the school premises;]
- g. The use of contact lenses shall be restricted in learning environments that entail exposure to chemical fumes, vapors, or splashes, intense heat, molten metals, or highly particulate atmospheres. When permitted, contact lenses shall be worn only in conjunction with appropriate eye

protective devices, and the lens wearer shall be identified for appropriate emergency care in eye hazardous learning environments;

**[Optional**

  X  (1) Staff members in these learning environments shall identify the students in his/her class who wear contact lenses. A list of such students shall be kept by the staff member in order that appropriate emergency eye care may be given; the list shall be destroyed at the end of the course of study;]

- h. All spectacle-type eye protective devices shall have side shields of the eye-cup, semi- or flat-fold type; and
- i. Students, staff members, or visitors wearing personal corrective eyewear shall be required to wear cover goggles or similar devices unless a competent authority can certify the personal eyewear meets or exceeds standards identified in N.J.A.C. 6A:26-12.5(b).

D. Eye Wash Fountains – N.J.A.C. 6A:26-12.5(d)

- 1. Emergency eye wash fountains, or similar devices capable of a minimum fifteen minutes continuous flow of eye-wash solution, shall be provided in classrooms, shops, laboratories, or other areas where students or instructors are exposed to caustic materials that can cause damage to the eyes in accordance with N.J.A.C. 6A:26-12.5(d).
- 2. Eye wash fountains shall be routinely checked by the responsible staff member and any fountain that does not operate properly shall be promptly reported to the Principal.

E. Inspection

The Principal or designee shall annually inspect the school premises for the existence of conditions potentially hazardous to the eyes, for the placement of signs requiring appropriate eye protective devices, and for an adequate supply of appropriate eye protective devices in satisfactory condition. Conditions potentially hazardous to the eyes include, in addition to the activities listed in paragraph A.1. above, the likelihood of flying objects and spilled liquids and the presence of protruding and sharp objects.

F. Training and Supplies – N.J.A.C. 6A:26-12.5(g)

The school district shall provide annual training and appropriate supplies and equipment to all school personnel responsible for implementing the eye safety policies and program.

The training shall include all aspects of eye protection as defined in Policy and Regulation 7432 and in accordance with N.J.A.C. 6A:26-12.5(g).

Adopted:

8420 EMERGENCY AND CRISIS SITUATIONS (M)

See **POLICY ALERT Nos. 189, 191, 221 and 224]**

**Revised to align with updated statutes by inserting language provided by N.J.S.A. 18A:41-1 regarding fire and school security drills.**

**M**

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement comprehensive written plans, procedures, and mechanisms to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and support services for staff, students, and their families.

“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and community resources, as appropriate, in the development of the school district’s plans, procedures, and mechanisms for school safety and security. The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education and shall be reviewed annually, and updated as appropriate.

A copy of the school district’s school safety and security plan shall be disseminated to all school district employees. New employees shall receive a copy of the school district’s safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be notified in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the school district’s plans,

procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees shall receive this in-service training, as appropriate, within sixty days of the effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1.

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds in accordance with N.J.A.C. 6A:16-5.1.

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 18A:41-1; 18A:41-2; 18A:41-6; 18A:41-7  
N.J.A.C. 6A:16-5.1; 6A:27-11.2

Adopted

R 8420.1 FIRE AND FIRE DRILLS (M)

[See **POLICY ALERT Nos. 189 and 224**]

**Recommend Allamuchy BOE adopts this Mandated Regulation to directly align with responsibilities regarding fire safety as mandated by law.**

**M**

**A. Fire Drills**

1. The Principal of each school building will conduct at least one fire drill each month within school hours, including any summer months during which the school is open for instructional programs. The Principal shall require all teachers to keep all doors and exits of their respective rooms and buildings unlocked during school hours. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill.

Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should be unannounced to school staff and students. The Principal shall inform local firefighting officials whenever a fire alarm is for drill purposes.

An actual fire that occurs at a school building during the month and includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of this Regulation and N.J.S.A. 18A:41-1.

2. The fire alarm shall be by a building-wide audible signal. Alarm signals should be tested regularly.
3. When the fire alarm rings, each staff member supervising students will:
  - a. Direct students to form into a single file line and proceed along the evacuation route to the nearest exit designated for evacuation;
  - b. Close the windows of the room and turn off all lights and audio-visual equipment;
  - c. Take the class register or roll book;

- d. Ascertain that all students have left the room and that any student who may have left the classroom prior to the fire drill is located and escorted from the building;
  - e. Close all doors to the room when the room is empty and keep all doors and exits of their respective rooms and buildings unlocked;
  - f. Ensure their assigned students have left the school along the route prescribed in the school evacuation plan. In the event a school building has been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill;
  - g. Direct students to a location not less than a distance twice the height of the building walls and keep the students in a single file line facing the building;
  - h. Take attendance to determine all students who reported to class have been evacuated from the building and report immediately to the Principal any student who is unaccounted for; and
  - i. When the recall signal is given, conduct students back to the classroom.
4. Evacuation of the school in a fire drill must be conducted quickly and quietly and in an orderly fashion. Students must be silent, refrain from talking and running, and remain in closed, single file lines. Any student or staff member whose behavior disrupts the conduct of the fire drill shall be reported to the Principal and will be subject to discipline.
  5. All persons in the school must leave the building during a fire drill, including all aides, visitors, volunteer workers, and all office, cafeteria, custodial, and maintenance employees, except those employees who have been assigned specific duties to be performed in the school building during a fire drill.
  6. Physical education classes in progress outside the building should stop the game activity and line up in place or in their regularly assigned drill position.
  7. Students will be instructed not to gather belongings to take outside on the fire drill. In inclement or cold weather, students may pick up their coats and put them on as they exit the building, provided no time is lost in that activity.
  8. The office employee responsible for keeping the central attendance register, or a designated substitute, must carry the register out of the building during the drill.
  9. Each Principal shall report monthly to the Superintendent on the conduct of fire drills. Their report will include the date, weather conditions, and time to evacuate

for each drill conducted, as well as any comments that could assist in improving the conduct of future drills.

10. Every fire drill will be conducted with seriousness and with the assumption that prompt evacuation is actually required for the safety and survival of persons in the school.
11. Principals are encouraged to change the circumstances of fire drills so that staff members and students are subjected to various conditions and learn to respond to them quickly, constructively, and safely. Any such variations should take into account the ages and abilities of children.
  - a. One or more exits may be designated as “blocked” so that students are required to use alternative evacuation routes.
  - b. A fire drill may be designated as a “smoke drill” so that students learn to avoid the hazards of smoke by walking in a low or crouching position (not a crawling position).

## B. Fire

1. A school staff member or any building occupant who detects a fire in a school building or on school grounds shall immediately report the fire by calling 911 and/or by activating a fire alarm pull station in accordance with law.
2. The school staff member or building occupant shall also report the fire to the school Principal, if possible.
3. In the event of a fire in a school building, the school Principal shall immediately sound the fire alarm, in the event the fire alarm had not been previously activated, for the evacuation of all students, staff members, visitors, and volunteers.
4. Evacuation shall be conducted in accordance with the fire drill procedures established in A. above, except that no employee may remain in the building to perform specific duties.
5. As a precaution, the Principal or designee will maintain a record of disabled students who may require special attention in the event of fire or other evacuation. Fire fighters will be promptly informed of the location and special circumstances of each such student.
6. As soon as practicable after the incident, the Principal shall submit a report to the Superintendent on the appropriate form.

7. The school district shall immediately notify the appropriate local fire department of any fire which occurs in a school building or on school property in accordance with N.J.S.A. 18A:41-5.

C. Fire and Smoke Doors

Every Principal and custodian/janitor in each school building in the district which has a furnace room, hallway, or stair-tower fire or smoke doors shall keep them closed during the time the school building is occupied by teachers and students pursuant to N.J.S.A. 18A:41-2.

Adopted:

## 8540 SCHOOL NUTRITION PROGRAMS (M)

***Policy name change, as well as new statute N.J.S.A. 18A:33-11.1 et seq. which requires the “Breakfast After the Bell” program to be implemented.***

[See **POLICY ALERT Nos. 206 and 224**]

### **M**

The Board of Education recognizes the importance of a child receiving a nutritious, well-balanced meal to promote sound eating habits, to foster good health and academic achievement, and to reinforce the nutrition education taught in the classroom. Therefore, the Board of Education may participate in the school nutrition programs of the New Jersey Department of Agriculture in accordance with the eligibility criteria of the program. These programs may include the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year are eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a “Breakfast After the Bell” program for that school in accordance with N.J.S.A. 18A:33-11.1 et seq. The district may request a waiver of the requirements of the “Breakfast After the Bell” program pursuant to N.J.S.A. 18A:33-12.

The Board of Education shall sign an Agreement with the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture for every school nutrition program operated within the school district. Any child nutrition program operated within the school district shall be operated in accordance with the provisions of the Agreement and all the requirements of the program.

Students may be eligible for free or reduced pricing in accordance with the requirements of the program operating in the school district. Prices charged to paying children shall be established by the Board of Education, but must be within the maximum prices established by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Prices charged to adults shall be in accordance with the requirements of the program.

The Superintendent or designee shall annually notify parents of all children in the school district of the availability, eligibility requirements, and application procedures for free or reduced price meals or free milk in accordance with the notification requirements and procedures of the

Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Superintendent will designate in the annual notification to parents, the person who will determine, in accordance with standards issued by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture, a student's eligibility for free or reduced price meals or free milk depending on the programs operated in the school district.

A parent may request a household application and instructions from the Principal of their child's school. A household application must be completed before eligibility is determined. Where necessary, the Principal or designee shall assist the applicant in the preparation of the household application.

Applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of the receipt of the completed application. Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of his/her eligibility and shall continue to receive such meals during the pendency of any inquiry regarding his/her eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year's eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

A denial of eligibility for free or reduced price meals or free milk shall be in writing and shall include the reasons for which eligibility was denied, notice of the parent's right to appeal the denial, the procedures for an appeal, and a statement reminding parents that they may reapply at any time during the school year. Appeal procedures shall include: a hearing, if requested by the parent, held with reasonable promptness and convenience of the parent before a hearing officer other than the school official who denied the application; the parent's opportunity to be represented by counsel; a decision rendered promptly and in writing; and an opportunity to appeal the decision of the hearing officer to the School Business Administrator/Board Secretary. The appeal hearing will be conducted in accordance with the provisions as outlined by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

There shall be no overt identification of any child(ren) who may be eligible to receive free or reduced price school meals or free milk. The identity of students who receive free or reduced price meals will be protected. Eligible students shall not be required to work in consideration for receiving such meals or milk. Eligible children shall not be required to use a separate dining area, go through a separate serving line, enter the dining area through a separate entrance, or consume their meals or milk at a different time. A student's eligibility status will not be disclosed at any point in the process of providing free or reduced price meals or free milk in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the, Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Board of Education will comply with all the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture Local Education Agency (LEA) Agreement and all requirements outlined in the School Nutrition Electronic Application Reimbursement System (SNEARS).

7 C.F.R. 210.1 et seq.

N.J.S.A. 18A:33-5; 18A:33-11.1 et seq.; 18A:58-7.2

N.J.A.C. 2:36

Adopted:

8550 MEAL CHARGES/OUTSTANDING FOOD SERVICE BILL (M)

[See POLICY ALERT No. 206, 208, 212 and 224]

***For the Board:***

***Policy Name Change; as well as N.J.S.A. 18A:33-21 et seq. was recently amended and required several major revisions to this policy. Please find the explanation of the major revisions here:***

***1. The amended statute prohibits a school district from taking certain actions in response to a student's school meal bill being in arrears. These prohibited actions include, but are not limited to: the student not being publicly identified; requiring the student to sit at a separate table, wear a wristband, or do chores or other work to pay for the school meal; requiring a student to discard a meal after it has been served because of the student's inability to pay for the meal if the student's meal bill is in arrears; and serving the student an alternate meal;***

***2. The amended statute requires a school district to take certain actions if a student owes money for the equivalent of five or more school meals. These required actions include but are not limited to: a determination by the school district to assess if the student is eligible for a free or reduced school meal; school district assistance to the parent in completing the school lunch application; and a school district determination if there are household issues causing the situation; and***

***3. The amended statute removed language that indicated the school district would provide a final notice to a parent who has not paid their child's outstanding meal bill, after being provided multiple previous notices, that "school breakfast or lunch shall not be served to the student beginning one week from the date of a second notice." The amended statute replaced the "school breakfast or lunch shall not be served to the student beginning one week from the date of a second notice" with the final notice to inform the parent "of any action to be taken by the school district in response to a student's breakfast or lunch bill being in arrears." In summary, a school district may, but is no longer required to, withhold a child's breakfast or lunch if their school lunch bill is in arrears.***

***The United States Department of Agriculture requires Boards of Education to develop and implement a meal charge program pursuant to NJDOE guidance. Boards have discretion in developing a meal charge program which includes, but is not limited to:***

*a. Permitting students to charge all or a limited number of available reimbursable meals; or*

*b. Not permitting students to charge any meal.*

*This updated Policy Guide 8550 includes an option for a district to permit or prohibit students from charging meals. A district that permits charging of meals must address in its program how it will collect routine payment of meal(s) consistent with the provisions of N.J.S.A. 18A:33-21. Policy Guide 8550 is now aligned with the provisions outlined in N.J.S.A. 18A:33-21, which addresses the statutory requirements for the collection of an outstanding meal bill.*

*Revised Policy Guide 8550 incorporates the new requirements in the revised statute (1. and 2. above) and no longer requires a school district to withhold a breakfast or lunch after the parent receives multiple notes that the student has an arrearage in their school lunch bill (3. above). However, the revised Policy Guide indicates a school district may deny the student a meal. School districts will not typically deny a student a meal if their lunch bill is in arrears, but the revised Policy Guide provides the school district the option should the district determine circumstances require denying a meal to a student. This provision will not impact students eligible for free and reduced meals. The revised statute expressly prohibits serving an alternative meal to a student whose lunch bill is in arrears, which was not expressly prohibited in the past.*

*This updated Policy Guide 8550 shall replace a district's current Policy Guide 8550 as it is mandated for school districts that participate in the National School Lunch Program and the School Breakfast Program. Policy Guide 8550 is mandated.*

*Policy Guide 8550 is MANDATED*

**M**

**[Select One Option Below**

The Board of Education does not permit a student in the school district to charge for breakfast or lunch.

The Board of Education shall establish a meal charge program to permit students in the district to charge for breakfast or lunch. Collection of any payment for a meal charge program account that is in arrears shall be addressed in accordance with provisions of this Policy.]

The Board of Education recognizes a student may forget to bring breakfast or lunch (meal), as applicable, or money to purchase a meal to school on a school day. In this circumstance, the food service program will provide the student a meal and will inform the Principal or designee. The Principal or designee will contact the student's parent to provide notice of an outstanding meal bill and will provide the parent with a period of ten school days to pay the amount due. If the student's parent has not made full payment by the end of the ten school days, the Principal or designee shall again contact the parent with a second notice informing the parent of any action to be taken by the school district in response to a student's school breakfast or school lunch bill being in arrears. Such action may include denying the student school breakfast or lunch. A school district shall report at least biannually to the New Jersey Department of Agriculture the number of students who are denied school breakfast or school lunch in accordance with N.J.S.A. 18A:33-21a. and this Policy.

The school district shall not:

1. Publicly identify or stigmatize a student who cannot pay for a meal or whose school meal bill is in arrears. (For example, by requiring the student to sit at a separate table or wear a wristband, hand stamp, or identifying mark or by serving the student an alternative meal);
2. Require a student who cannot pay for a school meal or whose school meal bill is in arrears to do chores or other work to pay for the school meal; or
3. Require a student to discard a school meal after it has been served because of the student's inability to pay for a school meal or because money is owed for previously provided meals.

If a student owes money for the equivalent of five or more school meals at any time during the school year, the Principal or designee shall:

1. Determine if the student is eligible for a free or reduced-price school meal;
2. Make at least two attempts, not including the application or instructions provided to the parent each school year pursuant to N.J.S.A. 18A:33-21b.; to contact the student's parent and have the parent fill out an application for the school lunch program and school breakfast program; and
3. Contact the student's parent to offer assistance with the application for the school lunch and school breakfast program; determine if there are other issues within the household that have caused the child to have insufficient funds to purchase a school breakfast or school lunch; and offer any other appropriate assistance.

The school district shall direct communications about a student's school meal bill being in arrears to the parent and not the student. The school district's contact with the parent may be via

email or telephone call. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

If the student's meal bill is in arrears, but the student has the money to purchase a meal on a subsequent school day, the student will be provided a meal with payment and the food service program will not use the student's payment to repay previously unpaid charges if the student intended to use the money to purchase that school day's meal.

A parent who has received a second notice their child's meal bill is in arrears and who has not made payment in full within one week from the date of the second notice will be requested to meet with the Principal or designee to discuss and resolve the matter.

A parent's refusal to meet with the Principal or designee or take other steps to resolve the matter may be indicative of more serious issues in the family or household. However, when a parent's routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child abuse or neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such reporting shall not be delayed to accommodate a parent's meeting with the Principal or designee.

Students receiving free meals will not be denied a meal even if they accrued a negative balance from other purchases in the cafeteria.

In accordance with N.J.S.A 18A:33-21b., at the beginning of each school year, and upon initial enrollment in the case of a student enrolling during the school year, the school district shall provide to the parent of each student:

1. Information on the National School Lunch Program and the Federal School Breakfast Program;
2. An application to apply for the school lunch and school breakfast programs and instructions for completing the application; and
3. Information on the rights of students and their families under N.J.S.A. 18A:22-21 et seq.

The school district may provide the application and information electronically through the means by which the school district communicates with parents electronically. The application and information shall be in a language the parent understands.

The school district's liaison for the education of homeless children shall coordinate with school district personnel to ensure that a homeless student receives free school meals and is monitored according to the school district policies pursuant to N.J.S.A. 18A:33-21c.

The school district may post this Policy on the school district's website provided there is a method in place to ensure this Policy reaches all households without access to a computer or the Internet.

N.J.S.A. 18A:33-21; 18A:33-21a.; 18A:33-21b.; 18A:33-21c.

Adopted:

8600 STUDENT TRANSPORTATION (M)

[See **POLICY ALERT 218 and 224**]

**M**

The Board of Education shall transport eligible students to and from school and school related activities in accordance with N.J.S.A. 18A:39-1 et seq., N.J.A.C. 6A:27-1 et seq., and Board policy. Transportation shall be provided only to eligible public and nonpublic school students, authorized school staff members, and adults serving as approved chaperones.

Nonpublic school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-2.1 et seq.

Charter or renaissance school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-3.1 et seq.

~~**{Only Required for School Districts that Provide Courtesy Busing**~~

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~~The Board may provide transportation to and from school for public school students less than remote.}~~

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~~**{Optional for School Districts Limiting Time a Student is Riding on a School Bus**~~

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~~The Board has determined that no public school student in grades \_\_\_\_\_ to \_\_\_\_\_ shall be required to ride a school bus more than \_\_\_\_\_ minutes one way per day.}~~

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~~**{Optional for School Districts Limiting a Student's Walking Distance to Bus Stops**~~

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~~Students in grades K-8 shall not be required to walk more than 2 miles to the bus stop to which they have been assigned.}~~

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~~**{Optional for School Districts that Provide Transportation to a Student with a Temporary Disability**~~

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~~The Board will transport students certified by a physician as temporarily disabled regardless of the distance between their home and school.}~~

Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq., and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1.

The Board will approve all bus routes each school year. Bus routes for all non-remote students who must walk to and from school along hazardous routes will be designated and approved by

the Board. The Board may consider, but shall not be limited to, the criteria outlined in N.J.S.A. 18A:39-1.5 in determining “Hazardous Routes.”

The Board will not be responsible for the transportation of nonresident students to or from school, except that transportation to and from school will be provided for homeless students; students residing in group homes; students residing in resource family homes; and students residing in shared custody homes pursuant to N.J.A.C. 6A:27-6.2, 6.3, 6.4, and 6.5.

**[Only required for any school district located in a county of the third class with a population of not less than 80,000 and not more than 120,000. A third class county is defined as a county that does not border the Atlantic Ocean and has a population between 50,000 and 200,000.]**

**Transportation services will be provided in accordance with N.J.A.C. 6A:27-2.2(c)1, and this Policy to a nonpublic school located outside the State not more than twenty miles from the student’s home.]**

**[Optional for School Districts that Require an Emergency List of Students KEEP**

**The Board may require the compilation of a list of the names of students being transported by a school bus to a school-sponsored activity, including but not limited to, field trips or interscholastic sports programs. The staff member(s) supervising the school-sponsored activity shall create a list of students on each school bus and submit it to the Principal or designee, and the Principal or designee shall maintain the list for use in the case of an emergency in accordance with N.J.A.C. 6A:27-11.5.]**

**When the schools of this district are closed for inclement weather or other conditions, no transportation will be provided for students enrolled in any public, nonpublic, charter school, and/or renaissance school. (This is important for our Allamuchy drivers who drive for other districts )**

The Board shall utilize cooperative/coordinated transportation services in accordance with the provisions of N.J.S.A. 18A:39-11.1 et seq. and N.J.A.C. 6A:27-10.1 et seq. The Board shall utilize one of the agencies prior to determining to pay aid in lieu of transportation if in the prior year payments in lieu of transportation were provided. The Board will provide to the cooperative/coordinated transportation services any unique limitations or restrictions of the required transportation.

Vehicles used to transport students to and from school or school related activities shall meet standards, registration, and inspection requirements of the New Jersey Department of Education (NJDOE), the New Jersey Motor Vehicle Commission (NJMVC), and any applicable Federal regulations. The operation and fiscal management of the district’s transportation system shall be conducted in strict accordance with rules of the New Jersey State Board of Education and the NJDOE.

In addition to the provisions of any State law, rule, or regulation containing more stringent requirements, provided that those requirements are compatible with Federal law, and notwithstanding the provisions of any State law, rule, or regulation to the contrary, school bus operations in the State shall comply with the requirements outlined in N.J.S.A. 39:3B-27.

N.J.S.A. 18A:18A-1 et seq.; 18A:39-1 et seq.; 18A:39-11.1 et seq.

N.J.S.A. 27:15-16

N.J.S.A. 39:3B-1 et seq.; 39:3B-2.1; 39:3B-10; 39:3B-27

N.J.A.C. 6A:27-1.1 et seq.; 6A:27-2.1 et seq.; 6A:27-3.1 et seq.;  
6A:27-4.1 et seq.; 6A:27-5.1; 6A:27-6.2 through 6.5;  
6A:27-7.1 et seq.; 6A:27-9.1 et seq.; 6A:27-10.1 et seq.;  
6A:27-11.1 et seq.; 6A:27-12.1 et seq.

Adopted:

ALLAMUCHY TOWNSHIP BOARD OF EDUCATION  
20 JOHNSONBURG ROAD  
ALLAMUCHY, NJ 07820  
TELEPHONE 908-443-2344

MEMORANDUM OF AGREEMENT  
BETWEEN  
ALLAMUCHY TOWNSHIP BOARD OF EDUCATION  
AND  
RUTHERFURD HALL FOUNDATION

This Memorandum of Agreement is entered into by and between:

1. Township Board of Education (hereinafter referred to as "BOE")
2. The Rutherford Hall Foundation (hereinafter referred to as "RHF")
3. The above entities being signatories to this Memorandum will be jointly referred to as the Parties.

Whereas:

- A. BOE is a public entity that is the sole owner of Rutherford Hall (hereinafter referred to as "RH") and the immediate surrounding property. The purpose of RH is to provide: Educational, Historical and Ancillary Services to the Community of Allamuchy and the surrounding area.
- B. RHF is an established 501(c)(3) non-profit organization whose purpose is to provide support to help protect, preserve, and make improvements to RH through but not limited to the following activities: fundraising, sales, marketing, and the formation of strategic alliances.
- C. BOE and RHF intend to cooperate in assessing the potential for raising funds from both public and private sector sources for purposes of improving and/or restoring the RH building and/or the surrounding property. Additionally, the BOE and the RHF will cooperate in assessing the potential for holding events associated with or at RH.
- D. Now, therefore, the Parties to this Memorandum agree that the provisions hereinafter set forth in this Memorandum will govern the relationship between the Parties.

IN CONSIDERATION OF THE ABOVE, THE PARTIES AGREE AS FOLLOWS:

Exclusivity:

- A. The Parties agree to cooperate with one another on specified events, projects and fund-raising activities with regard to the subject matter of this Memorandum. For the full term of this Agreement, the RHF shall not by itself or with third parties, apply for grants to public entities concerning projects, events or fundraising activities pertaining to the property owned by the BOE known as Rutherford Hall (hereafter referred to herein as 'the Property') without the full knowledge and express written prior approval of the BOE or its designated representatives, RHF shall have the unrestricted right to solicit funds from individuals, corporations and private foundations for projects at RHF which have been approved by the BOE and RHF or for funds at RHF for future projects or for the fulfillment of RHF's general purposes and operations. The RHF recognizes and understands that it is not an agent and/or partner of the Board and is not authorized to take any action, make any representations and/or enter into any contractual agreements on behalf of the Board.
- B. Likewise, the BOE may not enter into or apply for a grant on behalf of the RHF without the express prior written involvement and approval of the RHF.

Each Party shall ensure that this exclusivity obligation is also observed and honored by its Affiliates.

#### Cooperation:

- A. Upon signing this Memorandum, the Parties will jointly define and evaluate projects-events, fundraising and attendant related opportunities for the sole purpose of raising an awareness of Rutherford Hall and contributing financially or otherwise to the building and grounds such that the success of RH can be assured.
- B. RHF and the BOE will work with and through the Superintendent of Schools, to establish operating terms, conditions and parameters for events,-projects, fundraising and attendant activities that are consistent with reasonable and appropriate best practices. The BOE and RH shall define which of the Parties shall manage a specific event, project, fundraising related to the Property and/or attendant activity .
- C. Each party shall bear all its own costs and expenses incurred in connection with sponsored events,-projects, fundraising and/or attendant activities except as otherwise expressly agreed to by the Parties in writing.
- D. Each party understands that all communication will be channeled through the Superintendent of Schools, RHF shall designate two (2) representatives. to serve as liaisons to the BOE who will be charged with communicating directly with the Superintendent together with The Rutherford Hall Committee of the Board of Education (members of the Board who serve on the Rutherford Committee) shall have the authority to provide necessary pre-approval for proposed events and other activities concerning the Property subject to ratification by the BOE in due course.

#### Confidentiality

- A. All correspondence, information, data, in any form or medium, made available or provided by one Party ( hereinafter referred to as the "disclosing Party") to the other Party (hereinafter referred to as the "recipient Party") is for the recipient Party's own use and shall not be disclosed to third Parties unless such disclosures are specifically authorized by the disclosing Party in writing, such information is made public by the disclosing Party or the information in question was already known by the recipient Party at or before the time of receipt.
- B. Upon the cessation of this Memorandum for any reason, the Parties shall, at that time and upon request, return copies of all documentary information and data of the other Party and will continue to maintain confidential all information and data which each Party has received from the other Party under these agreements both written and verbal.

#### Term and Termination of the Memorandum

- A. This Memorandum shall enter into force as of the day and year when both Parties have signed it and shall terminate at such time as the Articles contained herein, and others as deemed appropriate, are no longer valid.

- B. Each Party shall be entitled to terminate this Memorandum if the other Party substantially fails to perform its obligations hereunder within a reasonable period of time not to exceed ninety (90) days, or upon the insolvency, bankruptcy, dissolution or winding up of the RHF.

Financial Obligations attached to this Memorandum

- A. The RHF shall provide the BOE Business Office, the BOE representatives to RH and the Executive Director of RH a detailed anticipated and proposed budget sheet for each event, project and fundraiser related to the Property that it wishes to manage or sponsor at RH. The budget sheet should depict the revenues anticipated and the costs expected to be incurred as well as a cash flow summary. Moreover, the RHF shall provide the BOE with any additional and related information requested. Under no circumstances may the Board utilize taxpayers dollars to fund any project, event, fundraising and attendant related opportunities. Same must be fully funded by the RHF.
  
- B. There will be no commingling of funds and all monies from grants, fundraisers, donors, etc. will be deposited into the appropriate, respective accounts.

Applicable Law

- A. This Memorandum shall be governed and construed in accordance with the laws of the State of New Jersey and of the United States of America.

Resolution of Disputes

- A. If a dispute arises between the Parties in relation to this Memorandum both Parties shall seek to resolve it amicably.

In witness whereof each of the Parties has caused this Memorandum to be executed in two copies, each of which is an original on the    of    , 20

PLEASE CONVEY THIS AGREEMENT TO THE APPROPRIATE PARTY FOR SIGNATURE AND RETURN ONE (1) COPY TO THE ATBOE BUSINESS OFFICE'S ATTENTION.

PLEASE PRINT - AUTHORIZED AGENT

PLEASE PRINT - AUTHORIZED AGENT

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SIGNATURE AND TITLE

SIGNATURE AND TITLE

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DATE

DATE