



Board of Education
Regular Meeting Minutes
January 24, 2022

I. CALL TO ORDER

- A. The regular meeting of the Allamuchy Township Board of Education held on January 24, 2022 is called to order at 7:32 p.m. by Lisa Strutin..

- B. Statement of Compliance with Open Public Meetings Act
 - 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	
Lisa Moyer	x	
Venita Prudenti		x
Mary Renaud	x	
Lisa Strutin, President	x	

Also Present: Dr. Melissa Sabol, Superintendent of Schools
Mr. Jim Minkewicz, School Business Administrator
Ms. Alyssa Weinstein, School Attorney

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 December 6, 2021, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on December 6, 2021, be approved. (Appendix 1B)
- C. BE IT RESOLVED, that the minutes of the reorganization meeting held on January 4, 2022, be approved. (Appendix 1C)
- D. BE IT RESOLVED, that the minutes of the regular board meeting held on January 4, 2022, be approved. (Appendix 1D)
- E. BE IT RESOLVED, that the minutes of the executive session held on January 4, 2022, be approved. (Appendix 1E)

Motion Made By: Ms. Renaud to approve the minutes as amended.

Seconded By: Mr. Green

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

MOTION CARRIED

VI. CORRESPONDENCE - Mrs. Strutin discussed comments regarding an anonymous email and masks in schools. The Governor’s executive orders remain to mandate mask-wearing while in school.

VII. STUDENT REPRESENTATIVE REPORT - Student council members reported on the pajama and book drive, spirit days for February, Tuesday-is-tuesday, donations and upcoming events.

VIII. ACKNOWLEDGEMENTS - Dr. Sabol announced the Allamuchy Pillars of Character Students and recognized Staff Members for the Months of December and January.

December

Grade	Name	Pillar of Character
Pre-K	Colton Stang	Fairness
K	Anna Acevedo	Kindness
1	Victoria Rosselot	Caring
2	Sean Walsh	Citizenship
3	Lucas Killian	Responsibility
4	Ayden Mendez	Respect
5	Patrick Jerauld	Caring
6	Jason Steeples	Responsibility
7	Isabella Todd	Trust
8	Matthew McGovern	Caring
Staff Member of the Month: Cathy Cefaloni		

January

Grade	Name	Pillar of Character
Pre-K	Aria Hollien	Respect
K	Adelaida Mantorska	Caring
1	Leo Marinelli	Responsibility
2	Jeremy Ma	Perseverance
3	Elena Thomas	Respect
4	Nicholas Morgen	Respect
5	Emma Parr	Responsibility
6	Ariel Romano	Caring
7	Cayden Beachem	Fairness

8	Addison Fezenko	Respect
Staff Member of the Month: Lauren Boden		

IX. PRESENTATIONS

- Start Strong Assessment - Dr. Sabol discussed the Start Strong Assessment Fall 2021.
- Rutherford Hall Foundation - Spring Arts Festival - Mrs. Brelbi spoke about the Rutherford Hall Spring Arts Festival, which will run from 5/12/22 to 5/22/22.

X. PRESIDENT’S REPORT - Mrs. Strutin thanked the students and staff for their hard work and dedication during this time and Mrs. Strutin thanked Dr. Sabol for donating a big-screen television to the school.

XI. COMMITTEE REPORTS

- A. Operations - Ms. Renaud discussed the sale of one of our old school buses for approximately \$7,000 (we are cleaning up the bus yard). Mrs. Strutin discussed item XV.6. on the agenda. We are going to try a new student club, National Jr. Honor Society. The funds will come from not running the Drama program this year.
- B. Human Resources - Mrs. Moyer discussed the human resources motions on the agenda.
- C. Education - Mr. Green reported that, while there are no meeting reports for Education and Governance, discussions were held via email.
- D. Governance
- E. Town Council Liaison - no report
- F. Rutherford Hall Liaison - Ms. Renaud reported that the committee met with the Foundation last week and discussed the Spring Arts Festival and discussed items for the new MOU.
- G. Hackettstown Board of Education Representative - Mrs. Moyer reported that Hackettstown had two meetings this month and briefly discussed the meeting agendas.
- H. PTO Liaison - Mr. Green discussed PTO events including the book-sale fundraiser and that the deadline is January 24th.

XII. SUPERINTENDENT’S REPORT

- A. HIB Report: Dr. Sabol reported that there was one investigation and none confirmed.
- B. Suspensions: 0 in-school, 0 out of school
- C. Enrollment By Grade:

Student Enrolment for Allamuchy Township School District										
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
PK	35	36	37	37	38					
K	36	37	37	37	38					
1	47	47	47	47	47					

2	29	29	28	28	29					
3	46	46	45	45	45					
4	54	54	55	55	55					
5	44	44	43	43	42					
6	54	53	53	53	53					
7	32	33	34	33	33					
8	43	43	44	44	44					
Total	420	422	423	422	424					
9th	39	40	40	42	42					
10th	38	39	39	40	40					
11th	42	42	40	41	41					
12th	41	42	42	42	42					
Total	160	163	161	165	165					
GT	580	585	584	587	589					

D. Other Items:

1. HIB Grade - Dr. Sabol discussed HIB self assessment scoring, training, grading and criteria.
2. Facility Usage - Dr. Sabol discussed facility usage and activities and adherence to protocols from the Health Department.
3. Dr. Sabol spoke about the Spelling Bee that was held last Friday.
4. Dr. Sabol reported that eighth-grade HHS scheduling will begin this Friday.

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.* Mr. Minkewicz reported that there is a slight adjustment to the bills list, from \$690,878.91 to \$688,251.43, to reflect two checks that were voided subsequent to the original upload of the list.

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. Francis Gavin: Discussed agenda item XV.A.5., Essential School Solutions, and asked about the details of the contract.

Dr. Sabol discussed Appendix 7 and spoke about the Behavioral Disabilities Program and least-restrictive-environment.

XV. BOARD COMMITTEE ACTION REPORTS

A. Operations

On Behalf of the Operations Committee, I hereby move resolutions 1-7:

Moved by: Ms. Renaud

Seconded by: Ms. Christmann

1. Budget Adjustments (Appendix 2)
approve budget adjustments for November 2021 from funds 10 and 20
2. Bills List (Appendix 3)
 - a) approve for payment the general account bills list check from 01/05/22 to 01/24/22 in the amount of \$688,251.43 .
 - b) accepts the payroll registers for the month of December 2021.
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 November 30, 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 November 30,2021 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 November 30, 2021 with a total Governmental Funds Account cash balance of \$913,372.85
 - d) Student Activity Account (Appendix 5)
approve the Student Activity Account in the amount of \$52,684.04 at Investor’s Bank as of 11/30/21

4. Bus Inventory (Appendix 6)
accept the sale of bus 9 in the amount of \$7,600
5. Essential School Solutions (Appendix 7)
approve contract with Essential School Solutions to provide professional development and training to our staff to support mental health and behavioral disabilities. The cost for the remainder of 21-22: \$28,200. Cost for 22-23: \$56,400.
6. Addition of after-school programs
approve Trep\$ and National Jr. Honor Society for this school year. To be funded through the current schedule A account and re-evaluated over the summer to determine if adequate funding is available for the 22-23 school year.
7. Donation
accept the donation of a large flat-screen TV from the Sabol family to be installed in the ATS cafeteria for announcements and to be utilized to display information for students

Board Member	Yes	No	Abstain
Mr. Bienko			
Ms. Christmann	x		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	x		Ck #32983
Mrs. Moyer	x		
Mrs. Prudenti			
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-1d:

Motion Made by: Mrs. Moyer
Seconded by: Ms. Renaud

1. Personnel
approve/accept the following appointments as recommended by the superintendent:

A. BD Class Teacher	Amanda Shahin	CBA	\$53,603, prorated, start date 1/24/22
B. BCBA	Mandy Davis	Contract - update from up to 5 hours/week to up to 6 hours/week	\$100/hour for direct \$85/hour for indirect
C. Girls Volleyball Co-Coaches	Sydney Watkins Shaye Clark	Schedule A	\$605 Each
D. Full-Time Bus Driver (Number of hours worked equates to full time)	Bill Camel	CBA	\$21.40/hour

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

MOTION CARRIED

C. Education

On Behalf of The Education Committee I hereby move resolution 1-2:

Motion Made by: Mr. Green

Seconded by: Ms. Christmann

1. Workshops

approve the attendance at the following workshops

CPI	2/2/22 2/16/22	Sarah Price Melissa Stavros Sarah Lamonaco Amanda Shahin Mandy Davis Julie Profito	Cost of course is \$25.99 each	o	Total:\$ 311.88
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		Rob White Marilou Tshudy Donna Stassi Allison Motzer Jenn Gallegly Megan Schmidt		
Lifeguard Certification	2/27/22	Emily Rist	Lifeguards are essential to our boating program	\$300
504 Workshop	2/2/22	Megan Schmidt		\$150

2. Field Trips

approve the following requests for field trips

Kate Stiner	4/26/22	7th Grade Students	Fairview Lake Camp	32 Students	Team Building	Cost - parents and school -parents \$ 45 and school \$35
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Board Member	Yes	No	Abstain
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	X		
Mrs. Moyer	X		
Mrs. Prudenti			
Ms. Renaud	X		
Mrs. Strutin, President	X		

MOTION CARRIED

D. Governance

On Behalf of The Governance Committee I hereby move resolutions 1-5:

Motion Made by: Mr. Green

Seconded by: Ms. Renaud

1. Anti-bullying Bill of Rights Act (Appendix 8a/b)
approve the anti-bullying bill of rights self assessment to determine grade for Allamuchy Township School and Mountain Villa School
2. Strauss Esmay Policy Alert 225 (Appendix 9)

approve the following policies for first reading per Strauss Esmay Alert 225

P. 1648.14	SAFETY PLAN FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19
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3. Strauss Esmay Policy Alert 223 (Appendix 10)

approve the following policies for second reading, per Strauss Esmay Alert 223:

P. 0131	BYLAWS, POLICIES, AND REGULATIONS
P. 3134	ASSIGNMENT OF ADDITIONAL DUTIES
P. & R. 3142	NONRENEWAL OF NONTENURED TEACHING STAFF MEMBER
P. & R. 3221	EVALUATION OF TEACHERS (M)
P. & R.. 3222	EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING TEACHERS AND ADMINISTRATORS (M)
P. & R. 3224	EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS (M)
P. & R. 4146	NONRENEWAL OF NONTENURED SUPPORT STAFF MEMBER

4. New and Mandated Policies for Second Reading (Appendix 11)

approve new and mandated policies for second reading, per Strauss Esmay Alert 225:

P. 2425	EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM (M)
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5. Appendices for Policy 1648.11 (Appendix 12)

approve the appendices for P1648.11, The Road Forward Covid-19 Health and Safety, whereas Policy 1648.11 was approved 10/25/2021.

Board Member	Yes	No	Abstain
Mr. Bienko			
Ms. Christmann	x		
Dr. Cusmano			
Dr. Gaddy			

Mr. Green	x		
Mrs. Moyer	1,3,4	2,5	
Mrs. Prudenti			
Ms. Renaud	x		
Mrs. Strutin, President	x		

MOTION CARRIED

E. Rutherford Hall

On Behalf of The Rutherford Hall Committee I hereby move resolutions 1-3:

Motion Made by: Mr. Green

Seconded by: Ms. Renaud

1. Rutherford Hall Foundation

- a. approve Eclectic Architecture to provide preliminary review and options for the AC project. Fees to be funded by the Foundation
- b. Spring Arts Festival - agree to allow the Foundation to conduct the Spring 2022 Arts Festival at Rutherford Hall at no cost to the Board.

2. Rutherford Hall Personnel

a. Joan Silvas	Adjust hours to indicate, "up to 15 hours per week"
b. Janet Cunningham	Adjust hours to indicate, "up to 5 hours per week on non-event related tasks"

3. Grant Pre-approval

Approve Rutherford Hall Foundation to apply for the \$2500 CHPP Mini-Grant to address two initiatives: *increasing accessibility of historical resources to diverse communities; *increasing the body and quality of information on New Jersey available to the public. Proposal includes using grant funds to purchase software and a computer to digitize our collection. In addition, create/furnish a research/reading room in the mansion.

Board Member	Yes	No	Abstain
Mr. Bienko			
Ms. Christmann	x		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	x		

Mrs. Moyer	X		
Mrs. Prudenti			
Ms. Renaud	X		
Mrs. Strutin, President	X		

MOTION CARRIED

XVI. OLD BUSINESS - none

XVII. PUBLIC COMMENTS GENERAL

Mr. Francis Gavin: Commented on the Behavioral Disabilities Program and stated that it sounds like a great program and suggested that Dr. Sabol tell the public about it.

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: Ms. Renaud

Seconded by: Mr. Green

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 27 minutes. The matters discussed will only be disclosed to the public once the reasons for nondisclosure no longer exist.

C. Action Item(s) from Executive Session Discussion:

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

Moved by: Ms. Christmann

Seconded by: Mr. Green

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

MOTION CARRIED

XX. ADJOURNMENT

Motion made at 9:14 p.m. by: Ms. Christmann
 Seconded by: Mr. Green

MOTION CARRIED by unanimous voice vote

Respectfully submitted,

Jim Minkewicz
 Board Secretary

**Allamuchy Board of Education
Executive Session Meeting Minutes
January 24, 2022**

The regular meeting of the Allamuchy Township Board of Education held on January 24, 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, Express Times and Township Clerk. Notice was posted in the school office of each school, on the district website and on the district marquee.

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
Alyssa Weinstein, School Attorney

XIX. EXECUTIVE SESSION

Enter Executive Session at 8:45 pm:

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

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

- Attorney-Client Privilege
- Legal Matters and Update
- 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 updated the board members on this month's HIB regarding two students.
- Dr. Sabol followed up on last month's HIB and recommended confirming the investigation.
- Mrs. Moyer asked about the details of the first case. Dr. Sabol discussed the details.
- Board members asked questions regarding the investigation.
- Dr. Sabol discussed the HIB law.
- Ms. Weinstein discussed the HIB item from the prior meeting.
- At 9:04, Mrs. Moyer temporarily left the meeting for discussion of an item. Mrs. Moyer returned to the meeting at 9:10.
- The board discussed an outstanding legal matter.

Exit Executive Session at 9:12 pm:

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

BE IT RESOLVED, that the Board of Education has been in executive session for the past 27 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

FY2022 Data is Posted to 2/25/2022 2:27:30 PM

Line(s)	Budget Category	Account	Orig Budget	Prior Encls.	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	58,018	0	2,554,980	255,497	(49,008)	-1.9	206,490	
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	(9,198)	-1.2	65,796	
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	20,652	13.4	36,013	
29180	Tuition	11-000-100-XXX	2,835,019	14,984	0	2,850,003	285,001	(119,278)	-4.2	165,722	
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	(48,885)	-9.0	5,354	
43200, 44180	Improve Inst. & Staff Training	11-000-221,223	17,300	0	0	17,300	1,730	7,911	45.7	9,641	
45300	General Administration	11-000-230-XXX	330,550	31,621	0	362,171	36,217	26,992	7.5	63,209	9,225
46160	School Administration	11-000-240-XXX	269,074	0	0	269,074	26,908	0	0.0	26,907	26,907
47200, 47620	Central Svcs & Admin Info Technology	11-000-25X-XXX	166,641	0	0	166,641	16,665	0	0.0	16,664	16,664
51120	Operation & Maintenance of Plant Services	11-000-26X-XXX	811,931	11,376	0	823,307	82,331	200,596	24.4	282,927	
52480	Student Transportation Services	11-000-270-XXX	891,068	6,814	0	897,882	89,789	(22,074)	-2.5	67,714	
71260	Personal Services - Employee Benefits	11-XXX-XXX-2XX	1,679,509	28,923	0	1,708,432	170,842	(23,108)	-1.4	147,735	
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

2-25-22

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>
32984	1/15/22	Ruscino, Vilmany Aid in Lieu	Check voided on 1/30/2022 (500.00)	P202200174	11-000-270-503-000-000
33065	1/20/22	CPI Virtual Renewal NCI	Check voided on 2/23/2022 (1,199.00)	P202200497	11-000-223-500-000-000
33086	1/21/22	Duke's Landscape Management, Inc. Landscape Maintenance	Check voided on 2/23/2022 (333.00)	P202200110	11-000-263-300-000-000
33100	1/25/22	Washington Township Board of Education 2012 International 54 passenger	9,800.00	P202200504	12-000-400-600-000-000
N1053	1/25/22	WEX Bank Fuel for buses and trucks	3,772.16	P202200435	11-000-270-600-000-000
33101	1/28/22	ABA Initiatives, LLC BCBA Consultation, Observations etc	3,291.25	P202200537	11-000-217-320-000-000
33102	1/28/22	Advance Auto Parts DEF for buses	244.40	P202200543	11-000-270-600-000-000
N1064	2/10/22	Verizon Verizon wireless	242.69	P202200559	11-000-230-530-000-000
33103	2/14/22	DeAngelis, Debra reimb mileage 12-21 Nature/Needs Indv w/ disabilities	44.80 2,000.00	P202200562 P202100359	11-000-100-561-000-000 11-000-291-280-000-000
		Total Check Amount:	2,044.80		
33104	2/14/22	Psychiatric Associates of Hunterdon Evaluation by Access Center & Psychiatric Eval	1,400.00	P202200563	11-000-219-104-000-000
33105	2/14/22	Metro Fire & Safety Equipment Co., Inc. Install new backflow on old boiler	2,130.00	P202200555	11-000-262-420-000-000
33106	2/14/22	Serraino, Nicholas RH supplies and catering events etc RH supplies and catering events etc RH supplies and catering events etc RH supplies and catering events etc	2,185.69 906.18 525.00 95.00	P202200565 P202200565 P202200565 P202200565	60-990-320-611-200-000 60-990-320-611-200-000 60-990-320-611-200-000 60-990-320-611-200-000
		Total Check Amount:	3,711.87		
33107	2/14/22	DeMary, Peter Combating Mold in Buildings	285.00	P202200566	11-000-223-500-000-000
33108	2/14/22	PATTERSON, VICTORIA mileage reimb 11-2021	42.12	P202200567	11-000-291-280-000-000
33109	2/15/22	New Jersey Schools Insurance Group Workers comp ins	4,179.52	P202200204	11-000-291-260-000-000

<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>
N1065	2/15/22	NJ HEALTH BEN FUND Local Retired Employer	363.98	P202200019	11-000-291-270-000-000
33110	2/16/22	Tamis Corp. Folding Gates	1,012.40	P202200554	20-256-400-720-000-000
33111	2/16/22	United Site Services Port a johns ATS & Bus yard Port a john MVS	140.05 284.95	P202200067 P202200067	11-000-261-420-001-000 11-000-261-420-002-000
		Total Check Amount:	425.00		
33112	2/16/22	Abcode Security, Inc. security	85.00	P202200051	11-000-261-420-001-000
33113	2/16/22	Atlantic, Tomorrows Office staples for copiers	250.03	P202200339	11-190-100-890-000-000
33114	2/16/22	Eurofins Environment testing services	151.35	P202200573	11-000-262-300-000-000
33115	2/16/22	Fuller Paper Company custodial supplies custodial supplies	391.35 1,225.30	P202200102 P202200102	11-000-262-610-000-000 11-000-262-610-000-000
		Total Check Amount:	1,616.65		
33116	2/16/22	Rymon, Karen OT Therapy Services IDEA	160.00 2,486.00	P202200574 P202200258	11-000-217-320-000-000 20-250-200-300-000-000
		Total Check Amount:	2,646.00		
33117	2/16/22	Integrated Therapeutics Group, LLC Tuition Sept to June	9,900.00	P202200281	11-000-100-569-000-000
33118	2/17/22	Treasurer State of NJ - NJ Dept of Comm Affairs Re-Inspection Fee	203.00	P202200575	11-000-262-300-000-000
33119	2/17/22	NJ Division of Fire Safety Fire Code Enforcement	512.00	P202200576	11-000-261-800-000-000
33120	2/17/22	Smith, Michael & Megan reimb Jan tuition Reimb deposit	285.00 285.00	10 - 499 10 - 499	OTHER CURR LIAB OTHER CURR LIAB
		Total Check Amount:	570.00		
33121	2/17/22	FedEx mailing services mailing services	62.25 82.40	P202200577 P202200577	11-000-230-530-000-000 11-000-230-530-000-000
		Total Check Amount:	144.65		

<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>
33122	2/17/22	Allied 100 LLC Heartsine PAD AED Adult & Pediatric	257.22	P202200363	11-000-213-600-000-000
33123	2/22/22	Zonar Systems Home base service	550.00	P202200089	11-000-270-600-000-000
33124	2/23/22	Hibrett Puratex Methonal 55 Gallon Drum	2,275.00	P202200570	11-000-261-610-000-000
33125	2/23/22	In Earth Excavating & Contracting, Inc. Waste Treatment plant	31,707.54	P202200549	11-000-261-420-002-000
33126	2/24/22	Prevention Specialists, Inc. DOT Random Drug Testing	285.00	P202200509	11-000-270-390-000-000
33127	2/24/22	SUBURBAN PROPANE propane propane propane	525.66 382.72 125.89	P202200049 P202200049 P202200049	11-000-262-621-000-001 11-000-262-621-000-001 11-000-262-621-000-001
		Total Check Amount:	1,034.27		
33128	2/24/22	Times Herald Record ad for board budget etc.	66.00	P202200068	11-000-230-530-000-000
33129	2/24/22	Foundation for Education Administration, Inc. Legal One Section 504 2-2-22	150.00	P202200580	11-000-223-500-000-000
33130	2/24/22	United Site Services Port a johns ATS & Bus yard Port a johns ATS & Bus yard Port a john MVS	254.42 156.50 142.48	P202200067 P202200067 P202200067	11-000-261-420-001-000 11-000-261-420-001-000 11-000-261-420-002-000
		Total Check Amount:	553.40		
33131	2/24/22	R&L DataCenters, Inc. Payroll services Payroll services	1,132.50 2,747.40	P202200092 P202200092	11-000-230-339-000-000 11-000-230-339-000-000
		Total Check Amount:	3,879.90		
33132	2/24/22	Northeast Communications Van radio install & supplies	411.00	P202200581	11-000-270-420-000-000
33133	2/24/22	ReadyRefresh by Nestle Water & papercups	52.87	P202200582	60-990-320-890-200-000
33134	2/24/22	Haggerty, Wayne Clean buses - plow - salt	1,020.00	P202200583	11-000-270-420-000-000
33135	2/24/22	Washington Township Board of Education Rental of Buses	2,375.00	P202200163	11-000-270-420-000-000

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33136	2/24/22	Hunterdon Preparatory Center Tuition 9-21 to 6-22	5,385.00	P202200245	11-000-100-562-000-000
33137	2/24/22	VIKING TERMITE & PEST Pest controls	117.74	P202200085	11-000-262-420-000-000
		Pest controls	286.05	P202200085	11-000-262-420-000-000
		Pest controls	522.58	P202200085	11-000-262-420-000-000
		Total Check Amount:	926.37		
33138	2/24/22	Super Heat Inc. Heating Boilers etc	317.32	P202200482	11-000-262-420-000-000
33139	2/24/22	Let's Think Wireless, LLC Services computers etc	350.00	P202200584	11-000-261-420-001-000
		Services computers etc	195.00	P202200584	11-000-261-420-001-000
		Services computers etc	87.50	P202200584	11-000-261-420-001-000
		Total Check Amount:	632.50		
33140	2/24/22	Hackettstown Board of Education High School Tuition	222,232.60	P202200280	11-000-100-561-000-000
		High School Resource & in Class serv	9,927.10	P202200280	11-000-100-562-000-000
		ARP IDEA	1,848.00	P202200280	20-223-100-500-000-000
		Total Check Amount:	234,007.70		
33141	2/24/22	Haggerty, Wayne 1-17-22 Plow Clean Buses - salt	1,590.00	P202200586	11-000-270-420-000-000
33142	2/24/22	AERO Plumbing & Heating Co., Inc. toilet supplies & repairs	2,134.00	P202200551	11-000-261-420-001-000
33143	2/24/22	MakerBot MakerBot Sketch Kit Single Printer etc	3,888.68	P202200498	20-280-100-600-000-000
33144	2/24/22	Warren County Technical School Tuition Jan	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:	3,687.60		
33145	2/24/22	Yudichak, Kenneth Wastewater Treatment Plant Services	700.00	P202200097	11-000-262-300-000-000
33146	2/24/22	Prevention Specialists, Inc. DOT Random Drug Testing	295.00	P202200509	11-000-270-390-000-000
33147	2/24/22	Eden Autism Services Prof Training in ABA Teaching Strategies	250.00	P202200587	11-000-223-500-000-000
33148	2/24/22	DeMary, Sarah Curric Develop Early Childhood Ed	825.00	P202200589	11-000-291-280-000-000

<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>
33149	2/24/22	Washington Township Board of Education Vehicle Maintenance	2,875.00	P202200370	11-000-270-420-000-000
33150	2/24/22	Bigham, Steven physical & archive app	129.75	P202200578	11-000-270-890-000-000
33151	2/24/22	RMR Elevator Company, Inc. Elevator repairs	26,376.00	P202200579	11-000-261-420-001-000
33152	2/24/22	NewBridge Services, Inc. QPR Suicide Prevention Prog	250.00	P202200557	11-000-223-500-000-000
33153	2/24/22	Super Heat Inc. Heating Boilers etc	266.32	P202200482	11-000-262-420-000-000
		Heating Boilers etc	113.32	P202200482	11-000-262-420-000-000
		Total Check Amount:	379.64		
33154	2/24/22	The Spoken Path, LLC. Direct services speech	1,440.00	P202200357	11-000-216-320-000-000
33155	2/24/22	Prevention Specialists, Inc. DOT Random Drug Testing	195.00	P202200509	11-000-270-390-000-000
33156	2/24/22	WARREN CO SPEC SVCS SC D Special Service Transportation	16,222.47	P202200090	11-000-270-518-000-000
33157	2/24/22	NJ Advance Media Legal Advertising	19.67	P202200469	11-000-230-530-000-000
33158	2/24/22	Times Herald Record ad for board budget etc.	47.40	P202200068	11-000-230-530-000-000
33159	2/24/22	New Jersey Schools Insurance Group Workers comp ins	4,179.52	P202200204	11-000-291-260-000-000
33160	2/24/22	Allied Oil Company Heating oil ATS	3,189.88	P202200065	11-000-262-624-000-001
		Heating oil ATS	2,933.24	P202200065	11-000-262-624-000-001
		Total Check Amount:	6,123.12		
33161	2/24/22	BER math	279.00	P202200438	11-000-223-500-000-000
33162	2/24/22	Allied Oil Company Heating oil ATS	5,588.66	P202200065	11-000-262-624-000-001
		Heating oil MVS	6,678.88	P202200065	11-000-262-624-000-002
		Total Check Amount:	12,267.54		

<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>
33163	2/24/22	Broadstep Academy New Jersey, Inc. Special ed Tuition IDEA	8,280.19 1,700.00	P202200255 P202200255	20-250-100-300-000-000 20-250-200-300-000-000
		Total Check Amount:	9,980.19		
33164	2/24/22	Zonar Systems Bus zonar Bus zonar	231.00 231.00	P202200591 P202200591	11-000-270-420-000-000 11-000-270-420-000-000
		Total Check Amount:	462.00		
33165	2/24/22	Marlin Business Bank Postage machine	36.83	P202200066	11-000-230-530-000-000
33166	2/24/22	SSP Architectural Group Structural repairs	500.00	P202200088	12-000-400-710-000-000
33167	2/24/22	Cablevision Lightpath Inc. Internet provider Internet provider	3,900.14 3,900.14	P202200078 P202200078	11-000-230-339-000-000 11-000-230-339-000-000
		Total Check Amount:	7,800.28		
33168	2/24/22	Morris County Vocational School Dist Tuition HS Nagle	1,336.40	P202200353	11-000-100-563-000-000
33169	2/26/22	Adobe Inc. order #260268304	2,050.00	P202200446	11-190-100-500-000-000
33170	2/26/22	CAROLINA BIOLOGICAL SUPPL owl pellet and pack of 15	26.50	P202200421	11-190-100-610-000-000
33171	2/26/22	Critical Response Group	**VOIDED**	Check voided on 2/28/2022	
33172	2/26/22	CDK SYSTEMS 1095-C forms	175.00	P202200585	11-000-251-340-000-000
33173	2/26/22	SSP Architectural Group RH Structural Repairs INV#3	4,200.00	P202200593	12-000-400-710-000-000
33174	2/26/22	CPI NCI Workbook-2nd addition	311.88	P202200497	11-000-223-500-000-000
33175	2/26/22	Direct Waste Services, Inc. ATS & MVS waste pickup ATS & MVS waste pickup	737.72 737.72	P202200086 P202200086	11-000-261-420-001-000 11-000-261-420-001-000
		Total Check Amount:	1,475.44		
33176	2/26/22	Advance Auto Parts Bus supplies Diesel exahust etc	597.12	P202200595	11-000-270-600-000-000

<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>
33177	2/26/22	WageWorks, Inc.			
		FSA Health Care	91.20	P202200275	11-000-291-270-000-000
		FSA Health Care	91.20	P202200275	11-000-291-270-000-000
		Total Check Amount:	182.40		
33178	2/26/22	QUILL CORPORATION			
		copy paper paper cutter 3-hole punch	465.28	P202200536	11-190-100-610-000-000
		copy paper	359.90	P202200539	11-190-100-610-000-000
		Total Check Amount:	825.18		
33179	2/26/22	Allied Oil Company			
		Heating oil ATS	2,775.10	P202200065	11-000-262-624-000-001
33180	2/26/22	Washington Township Board of Education			
		Maintenance Bus 10, 15,23,13,1,17,22	19,263.86	P202200571	11-000-270-420-000-000
33181	2/26/22	Washington Township Board of Education			
		Bus rental Nov 21	4,900.00	P202200598	11-000-270-420-000-000
33182	2/26/22	Calico Country Flowers			
		carinations 250 mix	375.00	P202200599	11-000-230-610-000-000
33183	2/26/22	CDW Government			
		Phillips 65BFL2114B 65" - Intergrated Pro	1,057.18	P202200558	20-451-200-600-000-000
33184	2/26/22	Yudichak, Kenneth			
		Wastewater Treatment Plant Services	254.50	P202200097	11-000-262-300-000-000
33185	2/26/22	NASSP			
		NJHS New Chapter	385.00	P202200569	11-000-218-104-000-000
33186	2/26/22	NJASA			
		Legal Defense Fund - Admin	1,940.00	P202200505	11-000-230-331-000-000
33187	2/26/22	NJASBO			
		School Law & Legislation	100.00	P202200561	11-000-230-890-000-000
		Purchasing	100.00	P202200561	11-000-230-890-000-000
		Total Check Amount:	200.00		
33188	2/26/22	NJMVC			
		Admin Fee	150.00	P202200600	11-000-270-890-000-000
33189	2/26/22	NJ DEPT OF EDUCATION			
		Title IV ESEA Fed CFDA84424	5,371.00	P202200553	11-000-291-290-000-000
33190	2/26/22	Sonova USA Inc.			
		Roger Touchscreen	815.99	P202200597	11-212-100-610-000-000
33191	2/26/22	Peterson, Suzanne			
		Black Seal License - reimb courses	750.00	P202200548	11-000-261-800-000-000

<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>
33192	2/26/22	Precision Tree & Landscape LLC MVS Tree	2,750.00	P202200540	11-000-263-300-000-000
33193	2/26/22	Speech Buddies Professional Set	304.00	P202200439	11-000-219-600-000-000
33194	2/26/22	Trep\$ Ed LLC Trep\$ Start up Kit	729.00	P202200568	11-000-218-600-000-000
33195	2/26/22	Tamis Corp.	**VOIDED**	Check voided on 2/28/2022	
33196	2/26/22	Cablevision Lightpath Inc. voice circuit PRI etc	980.00	P202200447	20-484-200-500-000-000
33197	2/26/22	Learning Ally National Headquarters on-line books	1,599.00	P202200572	11-000-222-600-000-000
33198	2/26/22	Kurtz Bros. pens & pencils Spanish supplies class supplies supplies Koerner expo dry erase markers Library supplies office supplies	86.20 141.39 24.36 121.97 24.08 298.24 293.18	P202200317 P202200318 P202200364 P202200458 P202200306 P202200308 P202200307	11-190-100-610-000-000 11-190-100-610-000-000 11-190-100-610-000-000 11-190-100-610-000-000 11-213-100-101-000-001 11-000-222-600-000-000 11-000-230-610-000-000
Total Check Amount:			989.42		
33199	2/26/22	Flanagan Barone & OBrien LLC Bill # 70569 Bill # 70963	907.59 377.00	P202200547 P202200547	11-000-230-331-000-000 11-000-230-331-000-000
Total Check Amount:			1,284.59		
33200	2/26/22	CPI NCI Workbooks	311.88	P202200497	11-000-223-500-000-000
33201	2/26/22	Calico Country Flowers 4 Cut plants	140.00	P202200542	11-000-230-610-000-000
The Grand Total of all Checks from Fund 10 is:			570.00		
The Grand Total of all Checks from Fund 11 is:			454,229.90		
The Grand Total of all Checks from Fund 12 is:			14,500.00		
The Grand Total of all Checks from Fund 20 is:			21,252.45		
The Grand Total of all Checks from Fund 60 is:			3,764.74		
The Grand total of all checks for this period is:			494,317.09		

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS			
101 Cash in checking account		\$ 682,876.52	
102-106 Other cash equivalents		\$ 165,651.00	
Total cash			\$ 848,527.52
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	\$ 81,954.75		
142 Intergovernmental - federal	\$ 0.00		
143 Intergovernmental - other	\$ 219,954.90		
153 Other Accounts Receivable	\$ 140,982.61		
			\$ 456,516.75
Loans receivable			
131 Interfund	\$ 0.00		
151 Other Loans Receivable	\$ 0.00		
			\$ 0.00
181 Prepaid Expenses			\$ 0.00
199 Other current assets			\$ 2,461.00
RESOURCES			
301 Estimated revenues (from adjusted budget)		\$ 10,796,737.00	
302 Less: revenues collected or accrued		\$ (5,533,570.59)	
			\$ 5,263,166.41
TOTAL ASSETS AND RESOURCES			<u>\$ 6,901,016.81</u>

LIABILITIES AND FUND EQUITY

LIABILITIES			
401 Interfund loans payable			\$ 0.00
402 Interfund accounts payable			\$ 0.00
411 Intergovernmental accounts payable - state			\$ 3,684.78
412 Intergovernmental accounts payable - federal			\$ 68,205.67
413 Intergovernmental accounts payable - other			\$ 0.00
421 Accounts payable			\$ 9,317.35
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			<u>\$ 86,256.47</u>

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$	5,240,870.08		
754 Reserve for encumbrances - prior year			\$	29,490.94		
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	\$	5,019,661.48				
603 Less: encumbrances	\$	5,270,361.02	\$	(10,290,022.50)	\$	993,452.88
Appropriations less expenditures					\$	6,594,090.03
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					\$	6,814,760.34
TOTAL LIABILITIES AND FUND EQUITY					\$	6,901,016.81

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 11,283,475.38	\$ 10,290,022.50	\$ 993,452.88
Less: Revenues	\$ (10,796,737.00)	\$ (5,533,570.59)	\$ (5,263,166.41)
Subtotal	\$ 486,738.38	\$ 4,756,451.91	\$ (4,269,713.53)
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	\$ 4,503,908.53	\$ (4,369,713.53)
Add: Unappropriated fund balance			\$ 220,670.31
Total of budgeted and unappropriated fund balance			\$ (4,149,043.22)

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	4,756,451.91	(4,369,713.53)
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	5,173,349.59	4,783,264.41
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	360,221.00	479,902.00
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
Grand Totals		11,030,932.00	252,543.38	11,283,475.38	10,290,022.50	993,452.88

Fund 11 (Current Expense Fund)

Account Group	Group Title	Original Bgt	New App/Tnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Regular Programs - Classroom Instruction		2,138,016.00	31,280.60	2,169,296.60	980,068.44	1,173,599.55	15,628.61	0.00
Regular Programs-Home Instruction		5,000.00	2,170.00	7,170.00	4,215.00	0.00	2,955.00	0.00
Regular Programs-Undistrib Instruction		353,946.00	(24,440.51)	329,505.49	212,335.14	62,277.67	54,892.68	2,131.58
Special Education-Multiply Hdec		76,901.00	5,018.51	81,919.51	75,760.48	720.00	5,439.03	0.00
Special Education-Resource Room		405,605.00	13,217.53	418,822.53	178,033.58	231,381.23	9,407.72	0.00
Special Education-Prsc Hdec/Part Time		51,311.00	1,809.22	53,120.22	15,323.64	29,301.89	8,494.69	0.00
Curricular Activities-Instruction		102,080.00	0.00	102,080.00	40,380.00	32,299.08	29,400.92	0.00
Athletic Programs-Instruction		11,530.00	0.00	11,530.00	0.00	0.00	11,530.00	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	(104,294.04)	2,730,724.96	792,524.10	1,856,014.54	82,186.32	7,996.50
Health Services		135,363.00	4,231.00	139,594.00	63,202.40	70,712.74	5,678.86	0.00
Other Support Svc-Related Svcs		108,514.00	4,074.53	112,588.53	46,059.62	64,330.72	2,198.19	0.00
Other Support Svc-Extra. Svcs		83,789.00	(9,502.50)	74,286.50	55,353.24	332.35	18,600.91	0.00
Other Support Svc-Students-Reg		102,532.00	4,744.20	107,276.20	60,148.15	46,127.41	1,000.64	0.00
Other Support Svc-Students-Spec		206,166.00	(44,213.06)	161,952.94	59,896.72	44,696.80	57,359.42	0.00
Impr of Inst-Other Sup-Instruc		9,800.00	0.00	9,800.00	0.00	0.00	9,800.00	0.00
Library and Educ Media		82,621.00	2,059.00	84,680.00	12,240.74	40,442.86	31,996.40	26,070.94
Inst. staff training svcs		7,500.00	7,911.00	15,411.00	7,315.44	1,027.00	7,068.56	0.00
Support svc-general admin		335,864.00	76,613.20	412,477.20	144,578.23	83,754.87	184,144.10	4,400.00
Support Svc-School Admin		288,275.00	0.00	288,275.00	153,752.55	109,261.84	25,260.61	0.00
Business and Other Support Svcs		187,674.00	0.00	187,674.00	112,962.28	51,464.39	23,247.33	0.00
Maintenance of Plant Services		128,849.00	70,277.93	199,126.93	101,543.79	30,499.54	67,083.60	4,671.40
Operation of Plant		610,062.00	136,227.62	746,289.62	368,738.13	264,020.34	113,531.15	0.00
Care & Upkeep of Grounds		73,020.00	5,466.61	78,486.61	44,192.29	29,506.70	4,787.62	0.00
Student Transportation Svcs		891,068.00	(5,460.10)	885,607.90	446,500.40	352,071.50	87,036.00	7,802.87
Employee Benefits		1,633,961.00	(12,185.31)	1,621,775.69	757,091.97	579,160.85	285,522.87	60,619.95
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	185,657.43	11,090,123.43	4,792,867.83	5,153,003.87	1,144,251.73	113,693.24

Fund 12 (Capital Outlay Fund)

Account Group	Group Title	Original Bgt	New App/Tnsf	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	61,285.95	187,751.95	221,193.65	117,357.15	(150,798.85)	0.00
Grand Totals for fund 12:		126,466.00	66,885.95	193,351.95	226,793.65	117,357.15	(150,798.85)	0.00

Fund 13 (Special Schools Fund)

Account Group	Group Title	Original Bgt	New App/Tnsf	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)

Account Group	Group Title	Original Bgt	New App/Tnsf	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: 11,030,932.00 252,543.38 11,283,475.38 5,019,661.48 5,270,361.02 993,452.88 113,693.24

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	4,756,451.91	(4,369,713.53)
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	4,748,038.53	4,775,366.47
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	237,035.00	(113,035.00)
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	141,504.00	85,205.00
10-1440-000-000	Trans Fees from Other Sources	0.00	0.00	0.00	0.00	0.00
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	6.26	(6.26)
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	1,625.00	10,875.00
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	17,833.30	(17,833.30)
10-3121-000-000	Cat Transp Aid	277,862.00	0.00	277,862.00	111,144.80	166,717.20
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	193,924.40	290,886.60
10-3177-000-000	Cat Security Aid	37,450.00	0.00	37,450.00	14,434.80	23,015.20
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
Grand Totals		11,030,932.00	252,543.38	11,283,475.38	10,290,022.50	993,452.88

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	(39,488.82)	289,962.18	116,168.56	173,209.17	584.45	0.00
11-120-100-101	3-5 TCH SAL	1,210,176.00	53,443.95	1,263,619.95	596,580.38	655,430.20	11,609.37	0.00
11-130-100-101	6-8 TCH SALARY	598,389.00	17,325.47	615,714.47	267,319.50	344,960.18	3,434.79	0.00
Regular Programs - Classroom Instruction		2,138,016.00	31,280.60	2,169,296.60	980,068.44	1,173,599.55	15,628.61	0.00
11-150-100-101	HOME INSTR SAL	2,000.00	2,170.00	4,170.00	4,170.00	0.00	0.00	0.00
11-150-100-320	OOD Dist reg ed	3,000.00	0.00	3,000.00	45.00	0.00	2,955.00	0.00
Regular Programs-Home Instruction		5,000.00	2,170.00	7,170.00	4,215.00	0.00	2,955.00	0.00
11-190-100-104	Substitutes Salary	36,000.00	(6,830.00)	29,170.00	21,680.25	1,800.00	5,689.75	0.00
11-190-100-320	Pur Prof Educational Serv	42,000.00	(21,000.00)	21,000.00	10,500.00	0.00	10,500.00	0.00
11-190-100-340	PURCHASED TECH SERVICES	85,250.00	0.00	85,250.00	44,653.71	39,219.99	1,376.30	0.00
11-190-100-500	Other Purchased Services (400-500 Series)	43,996.00	(27,904.00)	16,092.00	940.91	2,050.00	13,101.09	0.00
11-190-100-610	GEN SUPPLIES	70,600.00	(3,858.51)	66,741.49	31,679.05	12,457.68	22,604.76	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	4,454.00	7,554.00	5,683.99	250.00	1,620.01	0.00
Regular Programs-Undistrib Instruction		353,946.00	(24,440.51)	329,505.49	212,335.14	62,277.67	54,892.68	2,131.58
11-212-100-101	MD TEACH SAL	52,219.00	23,580.51	75,799.51	75,598.00	0.00	201.51	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	0.00	4,400.00	0.00	0.00	4,400.00	0.00
11-212-100-610	MD GEN SUPPL	1,000.00	0.00	1,000.00	162.48	0.00	837.52	0.00
Special Education-Multiply Hdep		76,901.00	5,018.51	81,919.51	75,760.48	720.00	5,439.03	0.00
11-213-100-101	RES CTR SAL	179,770.00	5,085.54	184,855.54	79,026.66	104,112.78	1,716.10	0.00
11-213-100-106	RES CTR AIDE SA	223,835.00	8,131.99	231,966.99	97,938.65	127,268.45	6,759.89	0.00
11-213-100-610	RES CTR SUPPL	2,000.00	0.00	2,000.00	1,068.27	0.00	931.73	0.00
Special Education-Resource Room		405,605.00	13,217.53	418,822.53	178,033.58	231,381.23	9,407.72	0.00
11-215-100-101	PSD TEACH SAL	27,414.00	775.22	28,189.22	14,922.72	10,405.69	2,860.81	0.00
11-215-100-106	PSD AIDE SAL	23,647.00	883.00	24,530.00	0.00	18,896.20	5,633.80	0.00
11-215-100-610	PSD GEN SUPPL	250.00	151.00	401.00	400.92	0.00	0.08	0.00
Special Education-Prsc Hdcp/Part Time		51,311.00	1,809.22	53,120.22	15,323.64	29,301.89	8,494.69	0.00
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	0.00	2,000.00	0.00	0.00	2,000.00	0.00
11-401-100-800	CO-CURR OTHER	100.00	0.00	100.00	0.00	0.00	100.00	0.00
Curricular Activities-Instruction		102,080.00	0.00	102,080.00	40,380.00	32,299.08	29,400.92	0.00
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	0.00	1,000.00	0.00	0.00	1,000.00	0.00
11-402-100-610	General Supplie	500.00	0.00	500.00	0.00	0.00	500.00	0.00
Athletic Programs-Instruction		11,530.00	0.00	11,530.00	0.00	0.00	11,530.00	0.00
11-422-100-100	ESY Salaries	40,000.00	20,652.00	60,652.00	60,651.50	0.00	0.50	0.00
Extended School Year		40,000.00	20,652.00	60,652.00	60,651.50	0.00	0.50	0.00
11-000-100-561	Tuit LEA NJ Reg	2,222,326.00	54,243.00	2,276,569.00	667,266.55	1,609,302.20	0.25	0.00
11-000-100-562	Tuit LEA Sp Ed	117,760.00	115,412.00	233,172.00	50,036.05	103,145.95	79,990.00	5,814.00
11-000-100-563	Voc. School Dist	47,276.00	11,410.20	58,686.20	18,378.60	40,295.60	12.00	0.00
11-000-100-566	TUIT PRIV NJ	299,541.00	(293,647.24)	5,893.76	3,710.40	0.00	2,183.36	2,182.50
11-000-100-569	TUITION CHARTER SCHOOLS	148,116.00	8,288.00	156,404.00	53,132.50	103,270.79	0.71	0.00
Undistributed Expense-Instruction		2,835,019.00	(104,294.04)	2,730,724.96	792,524.10	1,856,014.54	82,186.32	7,996.50
11-000-213-100	Salaries	129,278.00	4,126.00	133,404.00	63,097.40	70,305.74	0.86	0.00
11-000-213-300	Purchased Prof. & Tech. Svcs	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00	0.00
11-000-213-600	HLTH SUPPLIES	2,000.00	0.00	2,000.00	0.00	407.00	1,593.00	0.00
11-000-213-800	HLTH OTH OBJ	85.00	105.00	190.00	105.00	0.00	85.00	0.00
Health Services		135,363.00	4,231.00	139,594.00	63,202.40	70,712.74	5,678.86	0.00
11-000-216-100	Salaries	96,014.00	2,251.53	98,265.53	36,877.20	59,190.72	2,197.61	0.00
11-000-216-320	Purch Prof Speech Serv	12,000.00	1,510.00	13,510.00	8,370.00	5,140.00	0.00	0.00
11-000-216-600	SPEECH SUPPLIES	500.00	313.00	813.00	812.42	0.00	0.58	0.00
Other Support Svc-Related Svcs		108,514.00	4,074.53	112,588.53	46,059.62	64,330.72	2,198.19	0.00
11-000-217-106	PERSON AID	45,789.00	4,917.50	50,706.50	50,373.24	332.35	0.91	0.00
11-000-217-320	THERAPY SVS	38,000.00	(14,420.00)	23,580.00	4,980.00	0.00	18,600.00	0.00
Other Support Svc-Extra. Svcs		83,789.00	(9,502.50)	74,286.50	55,353.24	332.35	18,600.91	0.00
11-000-218-104	GUID SALARY	101,532.00	4,744.20	106,276.20	60,148.15	46,127.41	0.64	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
Other Support Svc-Students-Reg		102,532.00	4,744.20	107,276.20	60,148.15	46,127.41	1,000.64	0.00

Fund 11 (Current Expense Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-000-219-104	CST PROF SALARY	77,266.00	2,184.93	79,450.93	44,444.32	34,635.30	371.31	0.00
11-000-219-105	CST SECT SALARY	41,200.00	(24,000.00)	17,200.00	7,416.64	0.00	9,783.36	0.00
11-000-219-320	CST PROF SVS	85,500.00	(23,071.99)	62,428.01	6,316.25	9,757.50	46,354.26	0.00
11-000-219-600	CST SUPPLIES	2,000.00	674.00	2,674.00	1,569.51	304.00	800.49	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	(44,213.06)	161,952.94	59,896.72	44,696.80	57,359.42	0.00
11-000-221-104	INSTR SUPP SAL	8,500.00	0.00	8,500.00	0.00	0.00	8,500.00	0.00
11-000-221-320	Curriculum Services	1,300.00	0.00	1,300.00	0.00	0.00	1,300.00	0.00
Impr of Inst-Other Sup-Instruc		9,800.00	0.00	9,800.00	0.00	0.00	9,800.00	0.00
11-000-222-100	Salaries	72,821.00	2,059.00	74,880.00	33,961.20	40,144.62	774.18	0.00
11-000-222-320	Library Purch Prof & Tech Svcs	9,500.00	0.00	9,500.00	(19,545.46)	0.00	29,045.46	23,895.94
11-000-222-600	LIB SUP/MAT	300.00	0.00	300.00	(2,175.00)	298.24	2,176.76	2,175.00
Library and Educ Media		82,621.00	2,059.00	84,680.00	12,240.74	40,442.86	31,996.40	26,070.94
11-000-223-500	Other Purchased Services (400-500 Series)	7,500.00	7,911.00	15,411.00	7,315.44	1,027.00	7,068.56	0.00
Inst. staff training svcs		7,500.00	7,911.00	15,411.00	7,315.44	1,027.00	7,068.56	0.00
11-000-230-100	Salaries	138,000.00	12,000.00	150,000.00	43,166.64	0.00	106,833.36	0.00
11-000-230-270	District Admin Health Benefits	5,314.00	18,000.00	23,314.00	0.00	0.00	23,314.00	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	23,056.00	10,698.50	3,472.00	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	55,863.00	71,863.00	23,988.26	46,974.74	900.00	0.00
11-000-230-530	Communications/Telephone	57,500.00	(25,000.00)	32,500.00	2,204.47	2,402.69	27,892.84	0.00
11-000-230-590	Other Purchased Services (400-500 Series)	20,550.00	6,250.00	26,800.00	14,206.91	6,250.00	6,343.09	4,400.00
11-000-230-610	GENERAL OFFICE SUPPLIES	5,000.00	(1,000.00)	4,000.00	2,288.30	705.24	1,006.46	0.00
11-000-230-890	ADM DUES,WKSHOP	25,000.00	50.00	25,050.00	10,667.65	0.00	14,382.35	0.00
Support svc-general admin		335,864.00	76,613.20	412,477.20	144,578.23	83,754.87	184,144.10	4,400.00
11-000-240-103	SCHOOL PRIN SAL	164,428.00	0.00	164,428.00	93,348.34	67,813.55	3,266.11	0.00
11-000-240-105	SCHOOL SECT SAL	88,546.00	0.00	88,546.00	45,579.81	41,119.29	1,846.90	0.00
11-000-240-270	School Admin Health Benefits	19,201.00	0.00	19,201.00	0.00	0.00	19,201.00	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	0.00	288,275.00	153,752.55	109,261.84	25,260.61	0.00
11-000-251-100	Salaries	147,486.00	0.00	147,486.00	95,577.89	51,464.39	443.72	0.00
11-000-251-270	Business Admin Health Benefits	21,033.00	0.00	21,033.00	0.00	0.00	21,033.00	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	0.00	187,674.00	112,962.28	51,464.39	23,247.33	0.00
11-000-261-100	Salaries	43,619.00	2,120.45	45,739.45	40,940.41	4,798.31	0.73	0.00
11-000-261-420	MAINT SVS	70,000.00	65,006.48	135,006.48	51,182.77	20,562.23	63,261.48	4,671.40
11-000-261-610	MAINT SUPPL	14,230.00	2,225.00	16,455.00	8,294.62	5,139.00	3,021.38	0.00
11-000-261-800	Maintenance Prog	1,000.00	926.00	1,926.00	1,125.99	0.00	800.01	0.00
Maintenance of Plant Services		128,849.00	70,277.93	199,126.93	101,543.79	30,499.54	67,083.60	4,671.40
11-000-262-100	Salaries	239,862.00	4,337.41	244,199.41	108,736.39	105,017.50	30,445.52	0.00
11-000-262-300	Purch Prof SVS	20,000.00	(5,000.00)	15,000.00	6,113.90	4,152.75	4,733.35	0.00
11-000-262-420	PLNT CUST SVS	40,000.00	140,592.21	180,592.21	135,006.94	22,219.35	23,365.92	0.00
11-000-262-490	PLT WATER SVS	15,000.00	298.00	15,298.00	5,713.58	4,286.42	5,298.00	0.00
11-000-262-520	INSURANCES	40,000.00	0.00	40,000.00	34,712.41	0.00	5,287.59	0.00
11-000-262-610	PLNT SUPPLIES	60,000.00	(13,000.00)	47,000.00	24,208.84	12,153.39	10,637.77	0.00
11-000-262-621	Energy - Propane - Villa	5,000.00	0.00	5,000.00	1,000.50	3,999.50	0.00	0.00
11-000-262-622	Energy - Electric - Villa	98,000.00	(15,000.00)	83,000.00	32,503.50	50,496.50	0.00	0.00
11-000-262-624	Energy - Htg Fuel - Villa	91,200.00	24,000.00	115,200.00	20,305.07	61,694.93	33,200.00	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	136,227.62	746,289.62	368,738.13	264,020.34	113,531.15	0.00
11-000-263-100	Grounds	58,020.00	1,458.61	59,478.61	31,560.15	27,594.91	323.55	0.00
11-000-263-300	Purchased Prof Svcs	13,000.00	3,533.00	16,533.00	10,771.21	1,911.79	3,850.00	0.00
11-000-263-600	Grounds supplies	2,000.00	475.00	2,475.00	1,860.93	0.00	614.07	0.00
Care & Upkeep of Grounds		73,020.00	5,466.61	78,486.61	44,192.29	29,506.70	4,787.62	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	0.00	52,825.00	(5,118.03)	51,811.72	6,131.31	5,118.03
11-000-270-160	Sal Pupil Trans home to school	251,799.00	6,781.65	258,580.65	117,562.56	141,017.58	0.51	0.00
11-000-270-161	Sal Pupil Tran Spec Ed	75,000.00	0.00	75,000.00	33,434.47	0.00	41,565.53	0.00
11-000-270-162	Salary - Pupil Transportation	16,000.00	0.00	16,000.00	4,659.00	4,163.98	7,177.02	0.00
11-000-270-390	Communication Services	10,000.00	0.00	10,000.00	1,406.00	1,680.00	6,914.00	0.00
11-000-270-420	TRNS REP/MAINT	100,000.00	8,771.00	108,771.00	97,781.38	9,683.77	1,305.85	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	334.00	55,600.00	1,000.00	0.00
11-000-270-511	TRNS CONT REG	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00	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	(31,475.00)	108,525.00	48,393.03	60,131.97	0.00	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	17,679.00	74,179.00	37,649.91	26,028.41	10,500.68	2,684.84
11-000-270-890	Misc Expenses	3,200.00	0.00	3,200.00	672.24	87.50	2,440.26	0.00
Student Transportation Svcs		891,068.00	(5,460.10)	885,607.90	446,500.40	352,071.50	87,036.00	7,802.87
11-000-291-220	PERS FICA	130,000.00	0.00	130,000.00	125,891.81	500.00	3,608.19	0.00
11-000-291-232	TPAF ERIP CONT	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00	0.00
11-000-291-241	PERS CONTR	135,000.00	0.00	135,000.00	0.00	0.00	135,000.00	0.00
11-000-291-249	DCRP Employer Contribution	5,000.00	0.00	5,000.00	1,026.53	0.00	3,973.47	0.00
11-000-291-250	Unemployment Comp	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
11-000-291-260	WORKMENS COMPESA	65,000.00	0.00	65,000.00	27,271.35	36,612.36	1,116.29	0.00
11-000-291-270	EMPL HLTH BENEF	1,257,961.00	(49,838.31)	1,208,122.69	620,220.73	537,770.64	50,131.32	14,057.48
11-000-291-280	TUITION REIMB	20,000.00	12,000.00	32,000.00	2,658.11	3,700.00	25,641.89	216.89
11-000-291-290	Employee Benefits	1,000.00	0.00	1,000.00	(45,629.09)	577.85	46,051.24	46,345.58
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	(12,185.31)	1,621,775.69	757,091.97	579,160.85	285,522.87	60,619.95
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	185,657.43	11,090,123.43	4,792,867.83	5,153,003.87	1,144,251.73	113,693.24

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
12-001-604-000	Increase in Capital Reserve	25,100.00	0.00	25,100.00	0.00	0.00	25,100.00	0.00
12-000-400-710	FAC/PROP IMP	100,000.00	61,285.95	161,285.95	221,193.65	117,357.15	(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	61,285.95	187,751.95	221,193.65	117,357.15	(150,798.85)	0.00
Grand Totals for fund 12:		126,466.00	66,885.95	193,351.95	226,793.65	117,357.15	(150,798.85)	0.00

Fund 13 (Special Schools Fund)

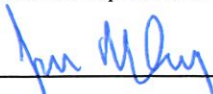
Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Grand Totals for fund 13:		0.00	0.00	0.00	0.00	0.00	0.00	0.00

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: 11,030,932.00 252,543.38 11,283,475.38 5,019,661.48 5,270,361.02 993,452.88 113,693.24

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

2-28-22
 Date

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS			
101 Cash in checking account		\$ (140,011.51)	
102-106 Other cash equivalents		\$ 0.00	
Total cash			\$ (140,011.51)
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	\$ (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			\$ 669,485.64

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			\$ 29,216.79

FUND EQUITY				
Appropriated:				
753 Reserve for encumbrances - current year			\$	119,557.39
754 Reserve for encumbrances - prior year			\$	40.00
760 Other reserves			\$	0.00
771 Designated Fund Balance			\$	0.00
601 Appropriations		\$	802,398.98	
602 Less: expenditures	\$	189,229.66		
603 Less: encumbrances	\$	119,597.39	\$	(308,827.05)
Appropriations less expenditures			\$	493,571.93
				\$ 613,169.32
Unappropriated:				
770 Fund Balance, July 1, 2021			\$	(17,372.47)
303 Less: budgeted fund balance			\$	44,472.00
Unappropriated fund balance				\$ 27,099.53
Total fund equity				\$ 640,268.85
TOTAL LIABILITIES AND FUND EQUITY				\$ 669,485.64

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)	217,964.05	(259,527.62)
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
Grand Totals		194,091.55	608,307.43	802,398.98	308,827.05	493,571.93

Fund 20 (Special Revenue Fund)

Account Group	Group Title	Original Bgt	New App/Tnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Ungrouped Accounts		46,591.55	565,510.00	612,101.55	66,021.40	61,736.40	484,343.75	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	13,880.64	13,419.17	(1,211.09)	0.00
IDEA Part B		100,000.00	(4,083.00)	95,917.00	54,269.60	40,736.49	910.91	0.00
IDEA (Prog. 251)		0.00	5,566.00	5,566.00	5,164.00	402.00	0.00	0.00
Title II Part A		7,500.00	(463.00)	7,037.00	6,997.00	40.00	0.00	0.00
Title IV		10,000.00	216.71	10,216.71	4,845.82	0.00	5,370.89	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	3,263.33	(2,142.53)	0.00
Grand Totals for fund 20:		194,091.55	608,307.43	802,398.98	189,229.66	119,597.39	493,571.93	5,500.00

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)	217,964.05	(259,527.62)
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
Grand Totals		194,091.55	608,307.43	802,398.98	308,827.05	493,571.93

Minimum Expense General Ledger Report

Fund 20 (Special Revenue Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
20-223-100-500	ARP IDEA BASIC	0.00	18,489.00	18,489.00	5,546.70	12,942.30	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	0.00	12,791.58	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	24,041.50	49,536.33	24,478.17	0.00
20-484-200-500	CRRSA - Learning Accel. Grant	0.00	25,000.00	25,000.00	12,250.00	5,880.00	6,870.00	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
Ungrouped Accounts		46,591.55	565,510.00	612,101.55	66,021.40	61,736.40	484,343.75	0.00
20-212-100-600	Local projects	0.00	0.00	0.00	(5,500.00)	0.00	5,500.00	5,500.00
Local Projects		0.00	0.00	0.00	(5,500.00)	0.00	5,500.00	5,500.00
20-231-100-100	Personal Services - Salaries	30,000.00	(4,150.28)	25,849.72	13,641.64	13,419.17	(1,211.09)	0.00
20-231-100-600	General Supplies	0.00	239.00	239.00	239.00	0.00	0.00	0.00
Title I		30,000.00	(3,911.28)	26,088.72	13,880.64	13,419.17	(1,211.09)	0.00
20-250-100-300	IDEA ED SVS	0.00	47,492.00	47,492.00	35,256.21	12,235.79	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	18,893.40	28,500.70	0.00	0.00
IDEA Part B		100,000.00	(4,083.00)	95,917.00	54,269.60	40,736.49	910.91	0.00
20-251-200-300	IDEA PS PROF & TECH SVC	0.00	5,566.00	5,566.00	5,164.00	402.00	0.00	0.00
IDEA (Prog. 251)		0.00	5,566.00	5,566.00	5,164.00	402.00	0.00	0.00
20-270-100-600	General Supplies	0.00	40.00	40.00	0.00	40.00	0.00	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
Title II Part A		7,500.00	(463.00)	7,037.00	6,997.00	40.00	0.00	0.00
20-280-100-600	Instructional Supplies	10,000.00	216.71	10,216.71	4,845.82	0.00	5,370.89	0.00
Title IV		10,000.00	216.71	10,216.71	4,845.82	0.00	5,370.89	0.00
20-280-200-300	Prof Tech Services-Support	0.00	1,000.00	1,000.00	200.00	0.00	800.00	0.00
Title IV		0.00	1,000.00	1,000.00	200.00	0.00	800.00	0.00
20-451-100-600	SUPP/MAT	0.00	44,472.00	44,472.00	22,082.40	0.00	22,389.60	0.00
20-451-200-600	OTHER SUP/MAT	0.00	0.00	0.00	21,268.80	3,263.33	(24,532.13)	0.00
R.E.A.P. GRANT		0.00	44,472.00	44,472.00	43,351.20	3,263.33	(2,142.53)	0.00
Grand Totals for fund 20:		194,091.55	608,307.43	802,398.98	189,229.66	119,597.39	493,571.93	5,500.00

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			\$ 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		
			\$ 0.00
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)	\$ 771,200.00		
302 Less: revenues collected or accrued	\$ (157,512.00)		
			\$ 613,688.00
TOTAL ASSETS AND RESOURCES			\$ 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			\$ 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			\$	<u>0.00</u>	
Unappropriated fund balance					\$
Total fund equity					<u>(0.49)</u>
					<u>\$ 625,599.51</u>

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
Grand Totals		771,200.00	0.00	771,200.00	291,200.00	480,000.00

Fund 40 (Debt Service Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	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
Grand Totals for fund 40:		771,200.00	0.00	771,200.00	145,600.00	145,600.00	480,000.00	0.00

Revenues Summary

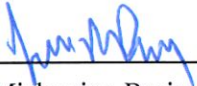
Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	0.00	0.00	133,688.00	(133,688.00)
40-5200-000-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00
40-1210-000-000	TAX LEVY D.S.	708,106.00	0.00	708,106.00	145,600.00	562,506.00
40-3160-000-000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

Minimum Expense General Ledger Report


Fund 40 (Debt Service Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	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
Grand Totals for fund 40:		771,200.00	0.00	771,200.00	145,600.00	145,600.00	480,000.00	0.00

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		\$ (241,101.75)	
102-106 Other cash equivalents		\$ 337.50	
Total cash		<u> </u>	\$ (240,764.25)
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		<u>\$ 2,600.00</u>	
			\$ 27,998.25
Loans receivable			
131 Interfund		\$ 0.00	
151 Other Loans Receivable		<u>\$ 0.00</u>	
			\$ 0.00
199 Other current assets			\$ 0.00
RESOURCES			
301 Estimated revenues (from adjusted budget)		\$ 0.00	
302 Less: revenues collected or accrued		<u>\$ (67,944.71)</u>	
			<u>\$ (67,944.71)</u>
TOTAL ASSETS AND RESOURCES			<u>\$ (280,710.71)</u>

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			\$	1,674.27		
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	\$	67,403.67				
603 Less: encumbrances	\$	1,674.27	\$	(69,077.94)	\$	(68,891.29)
Appropriations less expenditures					\$	(67,217.02)

Unappropriated:

770 Fund Balance, July 1, 2021			\$	(225,758.69)		
303 Less: budgeted fund balance			\$	0.00		
Unappropriated fund balance					\$	(225,758.69)
Total fund equity					\$	(292,975.71)

TOTAL LIABILITIES AND FUND EQUITY

\$ (282,210.71)

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 186.65	\$ 69,077.94	\$ (68,891.29)
Less: Revenues	\$ 0.00	\$ (67,944.71)	\$ 67,944.71
Subtotal	\$ 186.65	\$ 1,133.23	\$ (946.58)
Less: adjustment to appropriations for Prior Year Encumbrances	\$ (186.65)	\$ (186.65)	\$ 0.00
Total current year budgeted fund balance	\$ 0.00	\$ 946.58	\$ (946.58)
Add: Unappropriated fund balance			\$ (225,758.69)
Total of budgeted and unappropriated fund balance			\$ (226,705.27)

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	1,133.23	(946.58)
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	0.00	0.00	0.00	67,944.71	(67,944.71)
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
Grand Totals		0.00	186.65	186.65	69,077.94	(68,891.29)

Fund 60 (Rutherford Hall Budget)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Salaries		0.00	0.00	0.00	43,513.66	189.50	(43,703.16)	0.00
Administrative Costs		0.00	0.00	0.00	6,332.43	0.00	(6,332.43)	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	9,744.39	0.00	(9,744.39)	0.00
Other Expenses		0.00	186.65	186.65	7,238.19	1,459.77	(8,511.31)	0.00
Grand Totals for fund 60:		0.00	186.65	186.65	67,403.67	1,674.27	(68,891.29)	0.00

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	1,133.23	(946.58)
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 Funct.-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	Dauids	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	51,063.60	(51,063.60)
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
Grand Totals	0.00	186.65	186.65	69,077.94	(68,891.29)

Minimum Expense General Ledger Report

Fund 60 (Rutherford Hall Budget)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
60-990-320-181	Salaries - Operations Manager	0.00	0.00	0.00	13,979.22	189.50	(14,168.72)	0.00
60-990-320-182	Salaries - Office & Clerical	0.00	0.00	0.00	16,296.94	0.00	(16,296.94)	0.00
60-990-320-184	Salaries - Summer Camp	0.00	0.00	0.00	13,237.50	0.00	(13,237.50)	0.00
Salaries		0.00	0.00	0.00	43,513.66	189.50	(43,703.16)	0.00
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	4,013.43	0.00	(4,013.43)	0.00
60-990-320-340	Purchased Technical Services	0.00	0.00	0.00	230.00	0.00	(230.00)	0.00
Administrative Costs		0.00	0.00	0.00	6,332.43	0.00	(6,332.43)	0.00
60-990-320-420	Cleaning & Repair Services	0.00	0.00	0.00	575.00	25.00	(600.00)	0.00
Purchased Services		0.00	0.00	0.00	575.00	25.00	(600.00)	0.00
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	8,893.19	0.00	(8,893.19)	0.00
60-990-320-622	RH Electricity	0.00	0.00	0.00	442.70	0.00	(442.70)	0.00
Supplies		0.00	0.00	0.00	9,744.39	0.00	(9,744.39)	0.00
60-990-320-890	Miscellaneous Expense	0.00	186.65	186.65	2,178.59	338.02	(2,329.96)	0.00
60-990-320-891	Transfirst Cr Cd Chgs-Grant	0.00	0.00	0.00	1,317.08	1,121.75	(2,438.83)	0.00
60-990-320-892	Tix,Inc. Ticket Cgs - Grant	0.00	0.00	0.00	3,742.52	0.00	(3,742.52)	0.00
Other Expenses		0.00	186.65	186.65	7,238.19	1,459.77	(8,511.31)	0.00
Grand Totals for fund 60:		0.00	186.65	186.65	67,403.67	1,674.27	(68,891.29)	0.00

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

2-28-22

Date

REPORT OF THE TREASURER TO THE BOARD OF EDUCATION
District of Allamuchy
All Governmental Funds
31-Dec-21

	(1) Beginning Cash Balance	(2) Cash Receipts	(3) Cash Disbursements	(5) Ending Cash Balance
Fund 10 - General Fund	681,465.46	1,030,793.71	1,029,382.65	682,876.52
Prior Period Void Cks		-	-	
Fund 10 - TOTAL	681,465.46	1,030,793.71	1,029,382.65	682,876.52
Capital Reserve	208,532.08	-	-	208,532.08
Maintenance Reserve	121,813.05	-	-	121,813.05
Fund 20 - Special Revenue	(106,452.58)	-	33,558.93	(140,011.51)
Fund 30 - Capital Projects Fund	-	-	-	-
Fund 40 - Debt Service Fund	11,911.51	-	-	11,911.51
Total Government Funds	917,269.52	1,030,793.71	1,062,941.58	885,121.65
Fund 60 - Rutherford Hall	(233,420.46)	9,395.00	17,076.29	(241,101.75)
TOTAL ALL FUNDS	\$ 683,849.06	\$ 1,040,188.71	\$ 1,080,017.87	\$ 644,019.90



 Business Administrator/Treasurer

12/31/2021

 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						
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						
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						
Yearbook	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						
Drama	354.40	354.40	354.40	354.40	354.40	354.40	354.40						
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						
Student Council	787.71	787.71	787.71	787.71	787.71	1,316.46	1,316.46						
Lego	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						
Field Trips	-	-	-	-	172.00	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						
	35,931.33	37,283.37	37,229.41	37,229.45	37,311.67	39,522.01	39,533.13						
<u>Other Accounts:</u>													
Surfers way	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						
Stop Hungry Now	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						
Wolfpack 3-5	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						
Special Ed / Alex's Lemonade	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						
<u>Sustainability & 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						
Healthy U	4,310.21	4,310.21	4,310.21	4,310.21	4,310.21	4,310.21	4,415.21						
	10,499.78	10,632.38	10,632.38	10,632.38	10,632.38	10,102.01	10,207.01						
TOTAL	48,883.13	50,367.77	50,313.81	50,313.85	50,396.07	52,682.04	52,798.16						
Balance per bank	55,291.40	53,011.19	52,568.08	52,568.12	52,509.38	54,550.35	54,616.47						
Less: Outstanding chks	(6,408.27)	(4,085.42)	(2,254.27)	(2,254.27)	(2,113.31)	(1,868.31)	(1,818.31)						
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						

Allamuchy Township School District: 2022-2023 Calendar

30 & 31 - Staff Report/Staff PD

AUGUST 2022						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Student Days - 0
Staff Days - 2

FEBRUARY 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

10 - Early Dismissal/Staff PD
17 & 20 - President's Day Weekend/No School

Student Days - 18
Staff Days - 18

1 & 2 - Students Report; Early Dismissal
Staff PD
5 - Labor Day/No School
6 - First Full Day

SEPTEMBER 2022						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Student Days - 21
Staff Days - 21

MARCH 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

10 - Early Dismissal/Staff PD

Student Days - 23
Staff Days - 23

10 - Columbus Day/Staff PD/No School
for Students

OCTOBER 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Student Days - 20
Staff Days - 21

APRIL 2023						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

6 - Early Dismissal
7 - 14 - Spring Break/No School

Student Days - 14
Staff Days - 14

7, 8, & 9 - Early Dismissal/Parent-Teacher Conferences
10 & 11 - NJEA Convention/No School
23 - Early Dismissal
24 - Thanksgiving Day/No School
25 - No School

NOVEMBER 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Student Days - 18
Staff Days - 18

MAY 2023						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 - Early Dismissal/Staff PD
29 - Memorial Day/No School

Student Days - 22
Staff Days - 22

9 - Early Dismissal/ Staff PD
22 - Early Dismissal
23 - 30 - Winter Break/No School

DECEMBER 2022						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Student Days - 16
Staff Days - 16

JUNE 2023						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

15, 16 & 19 - Early Dismissal
19 - Last Day Students
20 - Last Day Staff

Student Days - 13
Staff Days - 14

2 - School Reopens
16 - M.L. King Day/No School

JANUARY 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Student Days - 21
Staff Days - 21

Teacher Professional Development

Full Day:
8/30, 8/31, 10/10, 6/20

Half Day:
9/1, 9/2, 12/9, 2/10, 3/10, 5/12

Six inclement weather days are built into this calendar, and if not used, will be given back on days to be determined (End of the school year). If more than 6 inclement days are necessary, they will be made up during the Spring Break in April Starting with April 14, April 13...
The district will be utilizing a 2 hour delay schedule when needed.

Jan. 6

Draft for this year

BILINGUAL/ESL THREE-YEAR PROGRAM PLAN

SCHOOL YEARS 2017-2020

NEW JERSEY DEPARTMENT OF EDUCATION
Division of Learning Supports and Specialized Services
Office of Supplemental Educational Programs
Bureau of Bilingual/ESL Education
P.O. Box 500
Trenton, NJ 08625-0500

Email completed plan to: ellreports@doe.state.nj.us

Save the plan using the following file name format:
countycode-districtcode-districtname (e.g. 00-0000-sampledistrict.docx)

For a summary of Three Year Plan program review elements, consult:
<http://www.nj.gov/education/bilingual/policy/ImplementingELLPrograms.pdf>

NOTE: Districts that are requesting a waiver from a full-time bilingual education program must submit a bilingual waiver on <http://homerom.state.nj.us/> under "Bilingual" in addition to completing this plan.

District Information

Warren 141
County Name/Code

1
District Name/Code

Sabol/Tshudy
Name and Title of Person Completing

Name and Title of Contact Person

(908) 850-1894
Telephone Number of Person Completing Plan

()
Telephone Number of Contact Person

msabol@aes.k12.nj.us
Email Address

Email Address

11086 RT 517, Hackettstown
Street Address of District

City State Zip

Allamuchy Twp 10030
District Name/Code

County Name/Code

BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SECTION I: GENERAL ASSURANCES

A. General Assurances Based on N.J.A.C. 6A:15 [Mark "X" for each if in compliance]

1. The bilingual and/or ESL program is operated in compliance with New Jersey statutes and regulations.
2. The ESL curriculum has been developed, aligned to the WIDA English Language Proficiency Standards for English Language Learners, and adopted by the local board of education.
3. Within 30 days of the beginning of the school year, the parents/guardians of ELLs are notified annually by mail in their dominant language that their child has been identified as eligible for enrollment in an ELL program and of their right to decline program services in accordance with New Jersey regulations. In addition, parents are notified by mail in their dominant language when a determination has been made to exit a student. Parents/guardians also receive individual student progress reports as indicated in N.J.A.C.6A:15-1.13.
4. A budget for the bilingual and/or ESL program is developed that specifies how state/local funds are directly related to the bilingual/ESL program instructional services and materials.
5. The district uses a screening process, initiated by a home-language survey, to determine which students must be tested for English proficiency.
6. All ELLs are identified for services with an approved ELP assessment (list can be found at http://www.nj.gov/education/bilingual/resources/prof_tests.htm). All ELLs in grades K-12 are tested annually with ACCESS for ELLs, the state English language proficiency assessment.
7. ELLs who are determined to be eligible for special education and related services or eligible for speech-language services continue to receive bilingual/ESL services. These students are exited from ELL status using multiple measures, not through an IEP determination.
8. Students are monitored for at least two years after they exit ELL status. Former ELLs are evaluated for academic progress to ensure they have not been prematurely exited, gaps in content knowledge due to ELL program services have been addressed, and ELLs are meaningfully participating in the standard instructional program comparable to their English-speaking peers.
9. When parents/guardians refuse program services, alternative supports are provided for these students (e.g., training the student's classroom teacher in sheltered instruction) and an annual ELP test is administered until the student has been exited from ELL status. *Parents have never refused services*
10. The district uses the following multiple indicators to determine which students are ready to exit a language assistance program:
 - Department-established standard on an English language proficiency test
 - Classroom performance and the student's reading level in English:
 - Judgment of the teaching staff member(s): and
 - Performance on achievement tests in English.

Melissa Sabol
Chief School Administrator

Melissa Sabol
Signature

2/20/2022
Date Signed

2/28/2022
Date of Board Approval

**BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SCHOOL YEARS 2017-2020
SECTION II: GENERAL PROGRAM INFORMATION**

A. PROGRAM STAFF

Indicate the number of certified/trained teachers in the chart. Teachers counted in 1 and 2 should not be duplicated in 3.

	TEACHER QUALIFICATIONS	NUMBER OF TEACHERS
1.	Bilingual-certified	
2.	ESL-certified	/
3.	Bilingual/ESL (dual certification)	
4.	Sheltered English Instruction trained teachers	

B. PROGRAM TYPE

For each program type, indicate the number of students in bilingual and/or ESL programs, and language(s) used for instruction in bilingual programs (if applicable). If any of the program types are not applicable, leave the section blank. Please refer to N.J.A.C. 6A:15 -1.2 located at: <http://www.state.nj.us/education/code/current/title6a/chap15.pdf> for definitions of program types.

Program Type	Number of Students	Language(s)
Full-Time Bilingual (self-contained or departmentalized) (list by language)	0	
Alternative programs that use students' native-language for instruction (Bilingual Part-time, Bilingual Tutorial, Bilingual Resource)	0	
Dual-Language (Two Way Immersion)	0	
Alternative programs that are English-based (High-Intensity ESL, Sheltered English Instruction)		
ESL-Only Programs	8	
Other (Please specify)	0	
ELL program parent refusal	0 10	

NOTE: ESL-ONLY PROGRAMS SHOULD CONTINUE TO SECTION V ON PAGE 8.

B. Full-Time Bilingual and Alternative* Program Assurances

N/A

Assurances for all Bilingual and Alternative Programs

[Mark Y (yes), N (no), or N/A (not applicable)]

1. ___ A parent advisory committee has been established in the district consisting primarily of the parents of the ELL students.
2. ___ Teachers receive professional development in strategies to meet the needs of ELLs.
3. ___ Administrators who supervise bilingual/ESL programs and administrators/personnel who observe and evaluate teachers of ELLs receive professional development in strategies to meet the needs of ELLs.
4. ___ All ELLs are provided at least one full period of ESL instruction per day from a certified ESL teacher. A period is the time allocated in the school schedule for instruction in core subjects.
5. ___ Students in High-Intensity ESL programs receive at least 2 periods of ESL per day from a certified ESL teacher.
6. ___ Students enrolled in a bilingual program receive instruction from bilingual teachers who are certified in bilingual education and the applicable content area(s).
7. ___ Teachers in Sheltered English classes are regular classroom teachers who have received training on strategies to make subject-area content comprehensible for ELL students.
8. ___ The maximum number of students for ESL classes fall under the framework below for ESL class size maximums. **If “no”, complete the following justification for exceeding maximums.**

Framework for ESL Class Size Maximums		
	Classes including Proficiency Level 1-2 students	Classes including only Proficiency Level 3 and higher students
K-1	21 Students	25 Students
2-12	15 Students	20 Students

Grades K-1 ESL Class Size Maximum: ___ (number of students)	Grades K-1 Content Class Size Maximum: ___ (number of students)
Grades 2-12 ESL Class Size Maximum: ___ (number of students)	Grades 2-12 Content Class Size Maximum: ___ (number of students)

Justification for exceeding ESL class size maximums (150 words or less)
 Include what district trends justify the class size (high class sizes for all students, etc.):

Program Assurances for Full-Time Bilingual Programs Only
[Mark Y (yes) or N (no)]

N/A

1. ___ The bilingual curriculum is aligned with state standards, delivers content through the use of native/home language and English, and is adopted by the local board of education.
2. ___ The maximum number of students in bilingual classes fall under the framework below for bilingual class size maximums. **If “no”, complete the following justification for exceeding maximums.**

Framework for Bilingual Class Size Maximums		
	Classes including Proficiency Level 1-2 students	Classes including only Proficiency Level 3 and higher students
K-1	21 Students	25 Students
2-12	18 Students*	25 Students

*These class sizes also reflect maximum size for bilingual classes with students with a limited or interrupted formal education (SLIFE).

Grades K-1 Bilingual Content Class Size Maximum: ___ (number of students)	Grades K-1 Non-Bilingual Content Class Size Maximum: ___ (number of students)
Grades 2-12 Bilingual Content Class Size Maximum: ___ (number of students)	Grades 2-12 Non-Bilingual Content Class Size Maximum: ___ (number of students)
<p>Justification for exceeding bilingual class size maximums (150 words or less) Include what district trends justify the class size (high class sizes for all students, etc.):</p>	

District Name/Code _____ / _____

County Name/Code _____ / _____

N/A

**BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SCHOOL YEARS 2017-2020**

**SECTION IV: FULL-TIME BILINGUAL AND ALTERNATIVE PROGRAM PARENT
ADVISORY COMMITTEE**

Pursuant to N.J.A.C. 6A:15-1.15, "each district board of education implementing a bilingual education program shall establish a parent advisory committee on bilingual education on which majority will be parent(s) of students of limited English proficiency."

Note: Districts with an alternative program as the result of a bilingual waiver must also have a bilingual parent advisory committee and complete this section.

A. Please provide tentative meeting dates for the district's bilingual parent advisory committee.

2017-2020	
-----------	--

B. Select which of the following groups participate in the bilingual parent advisory committee. [Mark (X) each if applicable]

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Bilingual/ESL teachers | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Mainstream teachers | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Special education teachers | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Parents | |
| <input type="checkbox"/> Paraprofessionals | |
| <input type="checkbox"/> Community representatives | |

C. Please succinctly provide examples of parental participation in providing input and feedback regarding the bilingual or alternative program. (150 words or less)

District Name/Code _____ / _____

County Name/Code _____ / _____

B. ESL-Only Program Assurances

[Mark Y (yes) or N (no) for each]

1. ~~Yes~~ ^{NO} Students are provided at least one full period of ESL instruction per day by a certified ESL teacher. A period is the time allocated in the school schedule for instruction in core subjects.
2. Yes District wide, there are less than 20 ELL students in any one language classification enrolled in the ESL-Only program.
3. NO Teachers receive professional development in strategies to meet the needs of ELL students.
4. yes Administrators who supervise bilingual/ESL programs and administrators/personnel who observe and evaluate teachers of ELLs receive professional development in strategies to meet the needs of ELLs.

POLICY GUIDE

ADMINISTRATION

1648.14/page 1 of 10

Safety Plan For Healthcare Settings In
School Buildings – COVID-19

Oct 21

M

1648.14 SAFETY PLAN FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19

A. Purpose and Scope

The Board of Education is committed to providing a safe and healthy workplace for all employees and has adopted this Policy that shall be the school district's COVID-19 Plan (Plan) that includes procedures to minimize the risk of transmission of COVID-19, in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021. The ETS, 29 CFR §1910 - Subpart U, applies to all settings where any school district employee or contracted service provider provides healthcare services or health care support services. Public Employees' Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey, has adopted the ETS in full. However, its applicability for school districts is primarily restricted to the nurse's office and any adjoining clinical areas and not the entire school building.

The Board, administration, and the COVID-19 Safety Coordinator(s) will work collaboratively with all employees in the development, implementation, monitoring, and updating of this Plan.

1. Definitions

- a. "Employee" means any district employee or contracted service provider working in a healthcare setting where people with suspected or confirmed COVID-19 are reasonably expected to be present.

- (1) Therefore, the provisions of the ETS and this Policy only apply to employees or contracted service providers working in a nurse's office or any adjoining clinical areas.



POLICY GUIDE

b. “Healthcare setting” means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services.

(1) Where a healthcare setting is embedded within a non-healthcare setting (i.e. school nurse’s office and any adjoining clinical areas in a school building), the ETS and this Policy only apply to the embedded healthcare setting and not to the remainder of a school building in accordance with 29 CFR §1910.502(a)(3)(i).

c. For the purpose of this Policy, additional definitions shall be those definitions listed in 29 CFR §1910.502(b).

2. The school district has multiple healthcare settings that are substantially similar; therefore, has developed and adopted this single Plan for these substantially similar healthcare settings, with site-specific considerations included in this Plan. The healthcare settings in the school district are listed in Appendix 1.

a. Any school district health care settings that are not substantially similar, the school district shall develop and adopt separate COVID-19 Plans for each healthcare setting and list them in Appendix 1.

B. Roles and Responsibilities for School District Employees

1. The school district’s goal in adopting this Policy is to prevent the transmission of COVID-19 in the school district’s healthcare settings. All staff members are responsible for supporting, complying with, and providing recommendations to further improve this Plan.

2. The Superintendent will designate a COVID-19 Safety Coordinator(s) who shall implement and monitor this Plan. The COVID-19 Safety Coordinator(s) shall have the school district’s full support in implementing and monitoring this Plan, and has authority to ensure compliance with all aspects of this Plan.



POLICY GUIDE

C. Hazard Assessment and Worker Protections

1. The Superintendent of Schools or designee will conduct a specific hazard assessment of its healthcare settings to determine potential hazards related to COVID-19.
 - a. A hazard assessment will be conducted initially and whenever changes in a healthcare setting in the school district create a new potential risk of employee exposure to COVID-19 (e.g., new work activities in the healthcare setting).
2. The Superintendent has developed and the Board has adopted this Plan that includes the procedures the school district will use to determine an employee's vaccination status as outlined in Appendix 2.
 - a. In the event the Superintendent or designee cannot or does not determine or confirm the vaccination status of an employee, the employee shall be presumed to be unvaccinated.
3. All completed hazard assessment forms and results will be attached to this Plan in Appendix 3 and will be accessible to all employees at each school district facility.
4. The school district will address the hazards identified by the assessment, and have included in this Plan the procedures to minimize the risk of transmission of COVID-19 for each employee. These procedures are included in the following Appendices:
 - a. Patient Screening and Management
 - (1) In healthcare settings in the school district where direct patient care is provided, the school district will include protocols addressing patient screening and management in Appendix 4.



POLICY GUIDE

b. Standard and Transmission-Based Precautions

- (1) The school district will develop and implement procedures to adhere to Standard and Transmission-Based Precautions in accordance with CDC’s “Guidelines for Isolation Precautions” which are included in Appendix 5.

5. Personal Protective Equipment (PPE)

- a. The school district will provide and ensure that employees wear approved face masks or a higher level of respiratory protection. **Changes to be made as NJDOH guidance is updated or altered.**
- b. The school district will include protocols to address PPE for healthcare settings in Appendix 6.

6. Physical Distancing

- a. The school district will ensure that each employee is separated from all other people in the healthcare setting by at least six feet when indoors, unless it can be demonstrated that such physical distance is not feasible for a specific activity.
- (1) Where maintaining six feet of physical distance is not feasible, the school district will ensure employees are as far apart from other people as possible.
- b. Physical distancing will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.
- c. The school district will include protocols to address physical distancing for healthcare settings in Appendix 7.

7. Physical Barriers



POLICY GUIDE

- a. The school district will install physical barriers at each fixed work location outside of direct patient care areas where each employee is not separated from all other people by at least six feet of distance and spacing cannot be increased, unless it can be demonstrated that it is not feasible to install such physical barriers.
 - b. Physical barriers will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.
 - c. The school district will include protocols to address physical barriers for healthcare settings in Appendix 8.
8. Cleaning and Disinfecting in the Healthcare Setting
- a. The school district will implement policies and procedures for cleaning, disinfecting, and hand hygiene, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.
 - b. The school district will include protocols to address cleaning and disinfecting for healthcare settings in Appendix 9.
9. Ventilation
- a. The school district will implement procedures for each facility's heating, ventilation, and air conditioning (HVAC) system and include protocols addressing ventilation for healthcare settings in Appendix 10.
 - b. Ventilation policies and procedures will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach.
 - c. The Superintendent or designee will identify the building manager, HVAC professional, or maintenance employee who can certify that the HVAC system(s) are operating in



POLICY GUIDE

accordance with the ventilation provisions of the ETS and list the individual(s) in Appendix 10.

D. Health Screening and Medical Management

1. Health Screening

- a. “Screening” means, for the purpose of this Policy, asking questions to determine whether a person is COVID-19 positive or has symptoms of COVID-19.
- b. The school district will include protocols to address health screening for employees in Appendix 11.

2. Employee Notification to Employer of COVID-19 Illness or Symptoms

- a. The school district will include protocols to address employee notification to employer of COVID-19 illness or symptoms for employees in Appendix 11.

3. Employer Notification to Employees of COVID-19 Exposure in the Healthcare Setting

- a. The school district will include protocols to address employer notification of COVID-19 exposure to employees in Appendix 11.

4. Medical Removal from the Healthcare Setting

- a. The school district will include protocols to address medical removal from the healthcare setting for employees in Appendix 11.

5. Return to Work Criteria

- a. The school district will include protocols to address return to work criteria for employees in Appendix 11.

6. Medical Removal Protection Benefits



POLICY GUIDE

- a. The school district will continue to pay employees who have been removed from the healthcare setting under the medical removal provisions of the ETS. When an employee has been removed from the healthcare setting and is not working remotely or in isolation, the school district shall pay and provide benefits in accordance with the Plan addressed in Appendix 12.

E. Vaccinations

1. The school district encourages employees to receive the COVID-19 vaccination as a part of a multi-layered infection control approach. The school district will support COVID-19 vaccination for each employee by providing reasonable time and paid leave to each employee for vaccination and any side effects experienced following vaccination.
2. The school district will include protocols to address vaccination for employees in Appendix 13.

F. Training

1. The school district will implement policies and procedures for employee training, along with the other provisions required by the ETS, as part of a multi-layered infection control approach.
2. The school district will include protocols to address training for employees in Appendix 14.

G. Anti-Retaliation

1. The school district will inform each employee that employees have a right to the protections required by the ETS, and that employers are prohibited from discharging or in any manner discriminating against any employee for exercising their right to protections required by the ETS, or for engaging in actions that are required by the ETS.
2. The school district will not discharge or in any manner discriminate against any employee for exercising their right to the



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protections required by the ETS, or for engaging in actions that are required by the ETS.

H. Requirements Implemented at No Cost to Employees

1. The school district will comply with the provisions of ETS at no cost to its employees, with the exception of any employee self-monitoring conducted under D. above.

I. Recordkeeping

1. The school district will retain all versions of this Policy to comply with the ETS while the ETS remains in effect.
2. The school district will establish and maintain a COVID-19 log to record each instance in which an employee is COVID-19 positive, regardless of whether the instance is connected to exposure to COVID-19 at work.
 - a. The COVID-19 log will contain, for each instance, the employee's name, one form of contact information, occupation, location where the employee worked, the date of the employee's last day in the healthcare setting, the date of the positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced.
3. The school district will record the information on the COVID-19 log within twenty-four hours of learning that the employee is COVID-19 positive.
 - a. The school district will maintain the COVID-19 log as a confidential medical record and will not disclose it except as required by the ETS or other Federal law.
 - b. The school district will maintain and preserve the COVID-19 log while the ETS remains in effect.
4. By the end of the next business day after a request, the school district will provide, for examination and copying:



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- a. All versions of this Policy which is the written Plan for all employees;
- b. The individual COVID-19 log entry for a particular employee to that employee and to anyone having written authorized consent of that employee; and
- c. A version of the COVID-19 log that removes the names of employees, contact information, and occupation, and only includes, for each employee in the COVID-19 log, the location where the employee worked, the last day that the employee was in the healthcare setting before removal, the date of that employee's positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced, to all employees.

J. Reporting

1. The school district will report to PEOSH:
 - a. Each work-related COVID-19 fatality within eight hours of the school district learning about the fatality;
 - b. Each work-related COVID-19 in-patient hospitalization within twenty-four hours of the school district learning about the in-patient hospitalization.

K. Monitoring Effectiveness

1. The school district and the COVID-19 Safety Coordinator(s) will work collaboratively with employees to monitor the effectiveness of this Plan so as to ensure ongoing progress and efficacy.
2. The school district will update this Policy as needed to address changes in specific COVID-19 hazards and exposures in the healthcare setting.

This Policy and its Appendices will be made available upon request.



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29 CFR §1910.502
Occupational Safety and Health Administration Fact Sheet Subpart U COVID-19
Healthcare Emergency Temporary Standard
Occupational Safety and Health Administration Model Plan

Appendix 1 – Identifying the Healthcare Settings in the School District:

Location of healthcare setting in the school district buildings listed below:

Facility Location	Worksite-Specific COVID-19 Considerations
Allamuchy Township School – R134	Three-room suite with clear view into isolation area. Restroom access. Waiting room.
Mountain Villa School - R108	Two-room suite with obstructed view into isolation area. Restroom access.

Appendix 2 – Vaccination Status Plan:

[Include and describe the procedures that will be used to determine employees' vaccination status.]

Employee health and emergency information will continue to be submitted by the employee to the school nurse at the start of each school year or at the commencement of employment. Staff will indicate Covid-19 vaccination status and provide up-to-date documentation through an online form. Documentation will be uploaded to this form.

Appendix 3 – Completed Hazard Forms and Results:



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Please see the attached Hazard Assessment Forms and Results below:

Settings in School Buildings

- HVAC system is checked, inspected, cleaned, and maintained on a regularly scheduled basis
- HVAC air filters that are installed are rated at least Minimum Efficiency Reporting Value (MERV) 13, or the highest level compatible with the system
- Air filters are maintained and changed as necessary in accordance with the manufacturer's instructions for proper HVAC system function
- A filter log book is present and up to date for inspection
- Windows and doors are opened when ambient air quality and temperature allow, and if doing so would not pose other health or safety risks
- High touch areas are met with a sanitizing station containing sanitizer with at least 60% alcohol
- Bathrooms are cleaned once per 8 hour shift
- Adequate cleaning are products being used to sanitize and disinfect areas
- Cleaning products from the EPA's N List
- Touchless dispensers are present where possible
- There is an isolation room to safely quarantine those potentially infected

Notes:

FILTERS ARE MERV 11 & CHANGED ONCE PER MONTH. They are then dated & recorded in the log book.

BATHROOMS/ROOMS ARE CLEANED WITH SANI-SPRITZ & then HIT WITH A DUTRION CHLORINE TABLET IN AN ELECTROSTATIC SPRAYER. A 3RD PRODUCT CALLED BIG PROTECT IS APPLIED EVERY 3 MONTHS AS AN EXTRA LAYER.



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MVS custodial staff have been instructed to use a hydrogen based product called Concentrate 118 (EPA # 69268-2) that is applied to surfaces via a microfiber rag. One rag is used per room and then discarded for washing. Once surfaces have been wiped a hydrostatic sprayer filled with a certified N list product called Dutrion chlorine (EPA # 89492-2) is sprayed over the areas and left to dry. In addition to this, a product called Bio Protect 500 is also applied once every three months as an extra layer of protection.

ATS custodial staff uses a product called Sani-Spritz (EPA # 6836-152-8370) which is applied to surfaces via a microfiber rag. One rag is used per room and then discarded for washing. Once surfaces have been wiped a hydrostatic sprayer filled with a Dutrion chlorine tablet is sprayed over the areas and left to dry. In addition to this a product called Bio Protect 500 (EPA # 87583-2) is also applied once every three months as an extra layer of protection.

Bathrooms are cleaned via paper towels and either sani-spritz or concentrate 118. Bathrooms are cleaned one during the day and once in the evening. Conversations with the school nurse help dictate if bathroom-cleaning needs to be more frequent or stay at once per day shift. Touch less soap dispensers have been installed in all bathrooms.

Touch less hand sanitizing units have been installed in high traffic areas such as entry ways and gymnasiums that contain at least 60% alcohol.

Appendix 4 – Patient Screening and Management:

[List the procedures for limiting and monitoring points of entry to the setting, screening and triaging for symptoms of COVID-19, and restricting facility access to reduce crowding (e.g., limiting visitors to only those essential for the patient’s physical or emotional well-being and care, restricting visitors to the patient’s room or other designated areas, asking patients to remain outside (if possible) until they are called into the facility for their appointment, etc.).]

Before entering the building, an at-home screening will be conducted

Screening Process Guidelines:

- Allamuchy Township School District has adopted a screening process policy for students and staff upon their arrival to school each day. Parents will check students for symptoms before school begins each day



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If a student needs to be seen by the nurse, the teacher or other staff member will alert the nurse. Students who need to visit the school nurse will be permitted in the nurse's office.

If a student needs to go into isolation, he/she will utilize the room connected to the nurse's office while waiting for transportation home. Once a parent/guardian arrives, they will check in at the main office and the student will be brought to the main entrance for dismissal.

Appendix 5 – Standard and Transmission-Based Precautions:

[List the standard and transmission-based infection control precautions.]

Promote behaviors that reduce spread by:

- o Requesting staff and students stay home when ill
- o Maintain and provide proper hand hygiene and respiratory care
- o Require both students, staff and visitors to wear face coverings at all times except in times of excessive heat, rigorous activity, eating/drinking, during planned mask breaks, or when outside.

Appendix 6 – Personal Protective Equipment (PPE):

Proper PPE will be provided to staff members as necessary. PPE equipment such as gloves and face coverings have been ordered in abundance for distribution to faculty, staff, and students.

Appendix 7 – Physical Distancing:

1. Describe how healthcare setting flows, such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel, will be adjusted to ensure physical distancing.

Due to health office furniture arrangement, this is not necessary



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2. Describe physical healthcare setting changes, such as increased distance between workstations, check-in and checkout stations, etc., that will be implemented to ensure physical distancing. N/A

3. Describe how people in the healthcare setting will be prevented from gathering in groups in common areas and “bottlenecks,” including corridors, meeting rooms, stairways, breakrooms, entrances, exits, and elevators.

We have one nurse per location/building, therefore, this is not applicable.

4. Describe how aisles, tables, counters, check-in and checkout stations, etc. will be arranged and how the flow will be directed to allow for physical distancing between people.

One student at a time will be permitted in the nurse’s office exam area.

5. Identify protocols such as telehealth, telework, flexible work hours, staggered shifts, or additional shifts that can be used to reduce the number of employees in the healthcare setting at one time. N/A

Appendix 8 – Physical Barriers:

[Describe where and how physical barriers will be installed when physical distancing cannot be consistently maintained and spacing cannot be increased.]

Physical barriers will not be utilized in the nurses’ offices. Each isolation area is a separate room from the nurse’s exam area.

Appendix 9 – Cleaning and Disinfecting:

1. Describe the schedule for cleaning and disinfecting, the persons responsible for conducting cleaning and disinfecting, the products that are used to clean and disinfect the healthcare setting, how the school district will clean patient care areas, resident rooms, and medical devices and equipment, and how the school district will clean and disinfect the healthcare setting if a COVID-19 positive person has been in the healthcare setting within the last twenty-four hours. A copy of cleaning logs to be used shall be attached.



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The district has developed a schedule for increased, routine cleaning and disinfection as outlined in the district's policy.

- Cleaning products will be utilized in accordance with the directions on the label.
- Frequently touched surfaces will be routinely cleaned and disinfected. o Examples of frequently touched areas in schools:
 - Classroom desks and chairs
 - Lunchroom tables and chairs
 - Door handles and push plates
 - Handrails
 - Kitchens and bathrooms
 - Light switches
 - Handles on equipment (e.g. athletic equipment)
 - Buttons on vending machines and elevators
 - Shared telephones ▪ Shared desktops ▪ Shared computer keyboards and mice
- Bathrooms will be sanitized daily or between use as much as possible, using protocols outlined by the Environmental Protection Agency (EPA).
- The district will have all communal bathroom doors propped open to limit contact.
- Hand sanitizer will be made available at the entrance to each building as in each classroom, bathroom and office. There will also be hand sanitizers found throughout the hallways.
- Desks will be sanitized between uses.
- Cleaning supply buckets will be available to all staff to clean commonly used surfaces.
- The district will ensure adequate supplies to support cleaning and disinfection practices.

2. Describe how necessary hand washing and/or sanitizer facilities will be provided, supplied, and maintained; and how employees will be allowed to perform hand hygiene to meet this requirement. Describe how hand washing and/or sanitizer facilities will be provided for use by other persons entering the healthcare setting.

Each nurse's office has a sink, soap, and paper towels for hand washing purposes.

Appendix 10 - Ventilation:



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The following individual(s) is responsible for maintaining the HVAC system(s) and can certify that it is operating in accordance with the ventilation provisions of OSHA’s COVID-19 ETS.

(e.g., Maintenance employee, HVAC service contractor(s))

<p><u>Name/Contact Information:</u></p> <p>Peter DeMary</p>	<p><u>Location:</u></p> <p>Mountain Villa School</p>
<p><u>Name/Contact Information:</u></p> <p>Super Heat</p>	<p><u>Location:</u></p> <p>Pennsylvania Office</p>

[Describe additional measures to improve building ventilation in accordance with “CDC’s Ventilation Guidance”.]

All filters have been upgraded to filter more incoming air into the building and classrooms. In addition, filter log books have been generated for both locations containing check sheets for filter changes each month. Rooms have windows in which additional fresh air can be let in. In the event that a unit mechanically fails, fans are available to use to move air throughout any given room.

Appendix 11 – Health Screening and Medical Management for Employees:

1. Describe how employees will be screened asking employees to self-monitor for COVID-19 symptoms before reporting to work). OSHA’s *Sample Employee COVID-19 Health Screening Questionnaire* may be useful. If the school district chooses to require COVID-19 testing, it must be done at no cost to employees.
2. Describe how employees will communicate with the school district if they are sick or experiencing symptoms while at home or at work.
3. Describe any leave policies (e.g., sick leave, Family Medical Leave Act, or other policies) the school district will implement to promote employees staying at home when they are sick, when household members are sick, or



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when required by a healthcare provider to isolate or quarantine themselves or a member of their household.

4. Describe how you will notify employees of COVID-19 exposure.
5. Describe district procedures for removing employees from the healthcare setting.
6. Describe district procedures for employees returning to work following removal from the healthcare setting.
 - a. The school district will only allow employees who have been removed from the healthcare setting to return to work in accordance with guidance from a licensed healthcare provider or in accordance with the CDC’s “Isolation Guidance” and “Return to Work Healthcare Guidance.”

Appendix 12 – Medical Removal Protection Benefits:

1. Describe district policy for pay and benefits to employees removed from the healthcare setting and not working remotely. Note the following requirements under OSHA’s COVID-19 ETS:
 - Employers must continue to provide the benefits to which the employee is normally entitled and pay the employee the same regular pay the employee would have received had the employee not been absent from work, up to \$1,400 per week per employee. For employers with fewer than 500 employees, the employer must pay the employee up to the \$1,400 per week cap but, beginning in the third week of an employee’s removal, the amount is reduced to only two-thirds of the same regular pay the employee would have received had the employee not been absent from work, up to \$200 per day (\$1000 per week in most cases).
 - The ETS also provides that the employer’s payment obligation is reduced by the amount of compensation the employee receives from any other source, such as a publicly or employer-funded compensation program (e.g., paid sick leave, administrative leave), for earnings lost during the period of removal or any additional



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source of income the employee receives that is made possible by virtue of the employee's removal.

Appendix 13 – Vaccinations:

[Describe district procedures for providing reasonable time and paid leave for vaccinations and side effects.]

- Employees are permitted to use sick or personal time for vaccinations.

Appendix 14 – Training:

[Describe how training will be conducted (e.g., online education, department meetings and tool talks, discussion with supervisors, and/or other specific methods).

Describe any other healthcare setting-specific training topics.

1. The school district will ensure that each employee receives training, in a language and at a literacy level the employee understands, on the following topics:
 - a. COVID-19, including:
 - (1) How COVID-19 is transmitted (including pre-symptomatic and asymptomatic transmission);
 - (2) The importance of hand hygiene to reduce the risk of spreading COVID-19 infections;
 - (3) Ways to reduce the risk of spreading COVID-19 through proper covering of the nose and mouth;
 - (4) The signs and symptoms of COVID-19;
 - (5) Risk factors for severe illness; and
 - (6) When to seek medical attention.



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- b. The school district's procedures on patient screening and management;
- c. Tasks and situations in the healthcare setting that could result in COVID-19 infection;
- d. Healthcare setting-specific procedures to prevent the spread of COVID-19 that are applicable to the employee's duties (e.g., policies on Standard and Transmission-Based Precautions, physical distancing, physical barriers, ventilation, aerosol-generating procedures);
- e. Employer-specific multi-employer healthcare setting agreements related to infection control policies and procedures, the use of common areas, and the use of shared equipment that affect employees at the healthcare setting;
- f. The school district's procedures for PPE worn to comply with the ETS, including:
 - (1) When PPE is required for protection against COVID-19;
 - (2) Limitations of PPE for protection against COVID-19;
 - (3) How to properly put on, wear, and take off PPE;
 - (4) How to properly care for, store, clean, maintain, and dispose of PPE; and
 - (5) Any modifications to donning, doffing, cleaning, storage, maintenance, and disposal procedures needed to address COVID-19 when PPE is worn to address healthcare setting hazards other than COVID-19.
- g. Healthcare setting-specific procedures for cleaning and disinfection;



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- h. The school district's procedures on health screening and medical management;
 - i. Available sick leave policies, any COVID-19-related benefits to which the employee may be entitled under applicable Federal, State, or local laws, and other supportive policies and practices (e.g., telework, flexible hours, etc.);
 - j. The identity of school district's Safety Coordinator(s) specified in this Plan; and
 - k. The ETS.
 - (1) How the employee can obtain copies of the ETS and any employer-specific policies and procedures developed under the ETS, including this Policy, which is the school district's written Plan.
2. The school district will ensure that the training is overseen or conducted by a person knowledgeable in the covered subject matter as it relates to the employee's job duties, and that the training provides an opportunity for interactive questions and answers with a person knowledgeable in the covered subject matter as it relates to the employee's job duties.
3. The school district will provide additional training whenever changes occur that affect the employee's risk of contracting COVID-19 at work (e.g., new job tasks), policies or procedures are changed, or there is an indication that the employee has not retained the necessary understanding or skill.



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 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.

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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**~~

-

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

-

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

-

~~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.}~~

-

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

-

~~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.}~~

-

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

-

~~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:

MEMORANDUM OF AGREEMENT
Transition to Exit Agreement
BETWEEN ALLAMUCHY TOWNSHIP BOARD OF EDUCATION
AND DAVID'S COUNTRY INN

THIS TRANSITIONAL AGREEMENT made this ____ day of January 2022 by and between DAVID'S COUNTRY INN, a large event planner and service provider having its place of business at 314 Main Street, Hackettstown, NJ 07840, referred to as the "DAVID'S", and Allamuchy Township School District, a public school in New Jersey, having its place of business at 20 Johnsonburg, PO Box J, Allamuchy, NJ 07820, hereinafter referred to as the "AGENCY".

Now, therefore, in consideration of the mutual covenants and promises set forth, the Parties hereto hereby agree as follows:

Engagement of Services:

1. David's will assume full responsibility for planning and execution of its designated and specified events held at Rutherford Hall.
2. David's will provide supervision of its staff while their events are taking place at Rutherford Hall. All staff and supervisors provided for such events shall be employees of David's, unless otherwise specified.
3. David's will continue to have responsibility for the planning and coordination of all visits to the Agency of potential clients for **their** events. David's will notify the Agency in advance of all requested visits and such visits may only occur with the express consent of the Agency.
4. David's will provide orientation and training for its staff assigned to Rutherford Hall.
5. David's will provide the Agency with proof of insurance of Workman's Comp and Liability Insurance, with the Agency being named as additionally insured.

Compensation:

1. David's will keep all **records and reports related to rentals**, and will advance such information to the Agency in a timely manner.
2. David's will provide payment to the Agency as follows:

Weddings

- a. Use of facility for ceremony only \$700
- b. 0-60 attendees - \$700.00
- c. 61 - 75 attendees - \$1,200.00
- d. 76 - 100 attendees - \$1,500.00
- e. 101 - 140 attendees - \$2,000.00
- f. 141 - 200 attendees - \$2,500.00
- g. In excess of 200 attendees- \$3,200.00

Events other than Weddings - Davids will no longer be utilizing the facility for events other than weddings for the remainder of the contract.

* A Reunion on 10/8/22

3. Overtime fees and changing room Fees -

\$150.00 per hour for overtime

- a. Use of bridal suite and grooms room - \$75.00 per hour. This fee will be split with David's, if David's is staffing the pre-event usage. Should the Agency be staffing the pre-event usage then they will assume the entire fee.

4. Rules and Regulations

David's shall direct staff and supervisors to comply with the rules and regulations of the Agency which have been provided to David's in writing, Moreover, David's shall comply with all pertinent federal, state and local statutes, codes and regulations

5. Invoices and Payment:

1. David's shall forward final payment to the Agency within fifteen (15) days of the event taking place.
2. David's shall forward to the Agency twenty five (25) percent of the aforementioned **compensation** upon the booking of an event.
3. In the event of cancellation one (1) year in advance of a confirmed booking, a cancellation fee of 25% of the aforementioned compensation shall be rendered within 15 days of the cancellation.

4. In the event of cancellation from between six (6) months to one (1) year in advance of a confirmed booking, a cancellation fee of 50% of the **forementioned** compensation shall be rendered within 15 days of the cancellation.
5. In the event of cancellation six (6) months or less prior to a confirmed event date, a cancellation fee of 75% of the **forementioned compensation** shall be rendered within 15 days of the cancellation.

Exclusive Engagement -

David's is in agreement to waive the prior agreement of the first right of refusal during the transition to contract termination.

Performance of Services:

1. David's shall be responsible for all aspects of the booking of the event to include but not limited to; visits to the facility by potential clients, coordinating of client based services, coordination with Agency staff, staff and supervision of the event the day of event, provide setup and breakdown of the event and complete a general cleanup of the facility prior to leaving the event.
2. The Agency will provide access to an Agency staff member during the event and provide a more detailed cleaning of the facility after the event.
3. David's will provide all supporting material for the events under its auspices inclusive of but not limited to: tables, chairs, silverware, plates, outside bathroom facilities, cooking facilities not available at Rutherford Hall, lighting and other such material
4. Should David's be required to secure equipment or materials that are temporary to the property such as tents or portable bathrooms, they must be placed in accordance to the Agency's requirements. In addition, set up of said equipment or materials will be 48 hours prior to the event and removed within 48 hours of the event's conclusion
5. In addition, David's will have access to all equipment and materials owned by the Agency to include use of indoor bathroom facilities.
6. David's will provide the required insurance documents and such licenses as may be required for its events.
7. David's will provide supervision/security for all events prior to, during and after all events until all customers have left the property, ensuring customers remain in the designated areas of the event.
8. David's will ensure that all customers utilize designated parking stalls during the event, in accordance with all policies and procedures set forth by the Agency, to include but not limited to those of the Agency, The NJ State Parks, and the

Township of Allamuchy. Should David's require parking outside the designated parking stalls, this will be permitted only after mutually agreed by the Agency and David's, utilizing policies and procedures as outlined by the Agency. Any damage to the property will be the responsibility of David's to repair to their original state.

9. David's shall procure from the State of New Jersey any and all such permits as may be required.
10. Further, that each of the Parties to this Agreement will act in the best interests of the other at all times, including but not limited to fiscal matters, hiring and terminating of staff, ideas, processes

Site Use Agreement for improvements, designs and techniques made, conceived, written or first introduced to practice in the performance of services rendered under this Agreement.

Term and Termination:

1. This transition agreement will be in place until it's termination on December 31, 2022.

Arbitration:

1. If a dispute arises between the Parties in relation to this Memorandum, both Parties shall seek to resolve it amicably and in a timely manner.
2. If the dispute has not been resolved within 90 days either Party may serve notice on the other Party of this failure and, thereupon, may commence arbitration pursuant to Article 3 of Arbitration.
3. All disputes arising out of this Memorandum, shall be conducted by a mutually agreed arbitrator. The decision of the arbitrators shall be final and binding for the Parties.

Authority:

David's and the Agency agree that each party represents and warrants to the other party that they are able to enter into this Agreement

Limitation of Liability

1. It is agreed by David's and the Agency that "In no event shall either Party to this Agreement be liable for any special, indirect, exemplary, punitive, incidental or consequential damages, including, without limitation, loss of profits or loss use damages incurred by the other Party". In no event shall either Party's liability pursuant to this Agreement exceed the amounts actually received for the specific services giving rise to liability.

Site Use Agreement

Assignment:

1. David's and the Agency agree that no transfer of rights or obligations hereunder may be assigned or otherwise transferred by either Party without the written consent of the other Party; provided, however, that either Party may assign this Agreement and its rights and obligations hereunder without the consent of the other Party

(a) in the event of a merger or reorganization of such Party with or into another Party, or

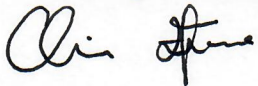
(b) to an affiliate. Notwithstanding the foregoing, any such assignment to an affiliate shall not relieve the assigning Party of its responsibilities of performance and the rights and obligations of the Parties under this Agreement shall be binding upon and inure to the benefit of the successors and permitted assignments of the Parties.

Force Majeure:

1. It is agreed by David's and the Agency that neither Party shall be liable for any failure to comply with respect to any of the obligations hereunder when such failure or delay is directly or indirectly caused by or in any manner arising from events outside of their control such as floods, fire, accident, strikes or shortages of labor, delay in delivery of material by suppliers, acts of government or other such difficulties.

**DAVID'S Country Inn
ALLAMUCHY TOWNSHIP SCHOOL DISTRICT**

Christopher Falzarano Owner/General Manger



Date

1/31/22

Dr. Melissa Sabol Superintendent of Schools

Date

Lisa Strutin Board President

Date