



**Board of Education  
Regular Meeting Agenda  
August 23, 2021 7:30pm**

**I. CALL TO ORDER**

- A. The regular meeting of the Allamuchy Township Board of Education held on August 23, 2021 is called to order at 7:30 p.m. by Lisa Stutin.
- 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 February 1, 2021 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 |
|-------------------------|------------|--------|
| Mr. Bienko              | X (remote) |        |
| Ms. Christmann          | X          |        |
| Dr. Cusmano             | X          |        |
| Dr. Gaddy               | X          |        |
| Mr. Green               | X          |        |
| Mrs. Moyer              | X (remote) |        |
| Mrs. Prudenti           | X          |        |
| Ms. Renaud              | X          |        |
| Mrs. Strutin, President | X          |        |

Also Present: Dr. Melissa Sabol, Superintendent of Schools  
Chrissie Aulenbach, Interim Board Secretary

### III. PLEDGE OF ALLEGIANCE

### IV. EXECUTIVE SESSION

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

- Negotiations
- Attorney-Client Privilege
- Legal Matters

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, 9-YES 0-NO**

### *Executive Session*

- B. BE IT RESOLVED, that the Board of Education has been in executive session for the past 31 minutes. The matters discussed will only be disclosed to the public once the reasons for nondisclosure no longer exist. **Action may be taken.**

**No Action Was Taken**

### V. MISSION AND VISION

- 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.

### VI. APPROVAL OF MINUTES

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on July 26, 2021, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on July 26, 2021, be approved. (Appendix 1B **confidential**)

| Board Member   | Yes | No | Abstain |
|----------------|-----|----|---------|
| 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 |  |  |

## VII. CORRESPONDENCE

none

## VIII. STUDENT REPRESENTATIVE REPORT

N/A

## IX. ACKNOWLEDGEMENTS

| Kindergarten Countdown Allamuchy All Stars: |                |
|---|----------------|
| Daphne Leahey                               | Caring         |
| Gavin Rosa                                  | Kindness       |
| Levi Freeborn                               | Responsibility |
| Henry Lestrangle                            | Citizenship    |
| Staff Member of the Month: Robin Samilijan  |                |

Student Henry Lestrangle was in attendance to accept his award. All other students and teacher were recognized at the meeting.

## X. PRESIDENT'S REPORT

Thank you for making the bathrooms happen at Rutherford Hall.

## XI. COMMITTEE REPORTS

A. Operations (M. Renaud)

B. Human Resources (L. Moyer, Chair)

C. Education (C. Green, Chair)

Tuition discussed, mentoring program discussed as well as PD and what are other districts doing; reading lists and workshops reviewed.

D. Governance (G. Cusmano, Chair)

Did not meet, just moving forward the second reading policies

E. Town Council Liaison (M. Renaud, A.Christmann)

Nothing to report

F. Rutherford Hall Liaison (M. Renaud, A. Christmann)

Billy Joel Tribute Band; Ribbon Cutting Ceremony by invitation only on Sept 15

G. Hackettstown Board of Education Representative (L. Moyer)

Outlined plans for the SY; air conditioning in HS, added 15 min to school day

## XII. SUPERINTENDENT'S REPORT

A. HIB Report - N/A

B. Enrollment By Grade - N/A

C. Other Items -

- Centenary Students joined us for Kindergarten Countdown.
- Mask Mandate - while in school buildings we do need to be wearing masks - exceptions are only with a dr. note and a 504 or IEP or during extreme conditions. During activity they may remove their masks and when outside they can remove masks as of right now. We are well equipped and flexible with our staff and students.
- Travel Quarantine for unvaccinated individuals including children who are not yet of age to be vaccinated. We rely on our county health dept. to guide us.
- Updates on vaccines for staff - cannot elaborate just yet as it was just released today.
- Forum was hosted regarding how we satisfy the two state laws on how we teach inclusion and include it in our curriculum. Very well attended and questions answered.

### **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.*

Operations #10 - remove

Operations #8 - remove

### **XIV. PUBLIC COMMENT ON AGENDA ITEMS 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 five (5) minutes per person. The second public comment length is determined by the board as per policy.*

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

*The Board uses the public comment period as an opportunity to listen to citizen concerns. Please understand that public comment portions of our agenda are not structured as question and answer sessions, but rather they are offered as opportunities to share your thoughts with the Board. The Board may or may not respond to public comments. However, all comments are considered and will be investigated and addressed as appropriate. The Board may respond to comments tonight, or at subsequent meetings under "Old Business".*

*Please let the record reflect that the Board of Education does not endorse your comments nor will the Board of Education be held liable for comments you make about a staff member or*

*other person which the staff member or other person may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.*

Mr. Fran Gavin: 1 - Superintendent's Report by Grade - inquiry  
2 - confidential documents Appendices docs -  
3 - Building and Grounds description - confidential  
4 - Substitute wage - \$80 a day, less than minimum wage; disrespectful; ask to reconsider

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

### **A. Operations**

On Behalf of the Operations Committee, I hereby move resolutions 1-9

Moved by: Mary Reneaud

Seconded by: Venita Prudenti

| <b>Board Member</b>     | <b>Yes</b>                                  | <b>No</b>         | <b>Abstain</b> |
|-------------------------|---|-------------------|----------------|
| Mr. Bienko              | x   |                   |                |
| Ms. Christmann          | x   |                   |                |
| Dr. Cusmano             | x   | to check<br>32590 |                |
| Dr. Gaddy               | x   |                   |                |
| Mr. Green               | x   |                   |                |
| Mrs. Moyer              | x   |                   |                |
| Mrs. Prudenti           | 1,2(pending<br>verification), 3,<br>5,6,7,9 | 4                 |                |
| Ms. Renaud              | x   |                   |                |
| Mrs. Strutin, President | X (pending<br>verification on<br>bills)     |                   |                |

1. Budget Adjustments (Appendix 2)  
approve budget adjustments made from 6/1/21-6/30/21 from funds 10 and 20
2. Bills List (Appendix 3)  
approve for payment the general account bills list check #32478 through #32628, to include electronically-transferred funds ("N-checks") and voids of previously approved items, for a total amount of \$341,660.76

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 6/30/2021 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 6/30/2021 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 June 30, 2021 with a total Governmental Funds Account cash balance of \$499,618.65

4. WCSSSD Coordinated Transportation Agreement (*Appendix 5 confidential*)  
to approve the Coordinated Transportation agreement with WCSSSD

5. Joint Transportation Agreements (*Appendix 6 confidential*)  
to approve the transportation agreements with Frelinghuysen, Hackettstown, and Knowlton whereas the Allamuchy Township School District will provide host services.

6. Rutherford Hall Rental Fee Sheet

Approve the following rental fees for Rutherford Hall

|                                   |   |  |
|-----------------------------------|---|--|
| Party Rental -<br>Boating Package | Access to all Boats (17)<br>Total 2 hours<br>10 Minute Lesson/Orientation<br>1 Hour, 10 minutes of Boating<br>Instructor-directed games<br>1 Instructor and 1 lifeguard<br>Remainder of time for<br>parent-provided celebration<br>Event Staff (to be provided by<br>lifeguard or instructor) | Up to 8 Boats<br>Total 2 hours<br>10 Minute<br>Lesson/Orientation<br>1 Hour, 10 minutes of<br>Boating<br>Instructor-directed games<br>1 Instructor and 1 lifeguard<br>Remainder of time for<br>parent-provided celebration |
|-----------------------------------|---|--|

|                                  |       |  |
|----------------------------------|-------|--|
|                                  | \$500 | Event Staff (to be provided by lifeguard or instructor)<br><br>\$300 |
| Property Rental                  | \$50  |  |
| Meetings - up to 4 hours         | \$200 |  |
| Meetings - full day w/ one meal  | \$400 |  |
| Meetings - full day w/ two meals | \$500 |  |

7. 403(b) Contract Exchanges (*Appendix 7 confidential*)  
approve the Information-Sharing Agreement for 403(b) Contract Exchanges with Primerica.
- ~~8. Proposal for Preservation Consulting Service (*Appendix 8*)  
approve the proposal for professional preservation consulting services with Eclectic Architecture in the amount of \$4,000 to determine options for air conditioning to be funded by the capital campaign.~~

9. Selling of Buses  
approve the offloading of the following buses

|        |  |
|--------|--|
| Bus 3  | Sell to Roxbury RawInc for \$1500 - need to pay for towing |
| Bus 4  | Sell to Roxbury RawInc for \$1500 - need to pay for towing |
| Bus 21 | Sell through govdeals.com \$2000                           |

~~10. Rent to buy Bus~~

~~approve the rental of 54 passenger bus from the Washington Township Board of Education at a rate of \$85/day up to \$5,600 to purchase pending written contract~~

## 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 1-3:

Motion Made by: Lisa Moyer  
 Seconded by: Abby Christman

| <b>Board Member</b>     | <b>Yes</b> | <b>No</b> | <b>Abstain</b>           |
|-------------------------|------------|-----------|--------------------------|
| Mr. Bienko              | x          |           |                          |
| Ms. Christmann          | x          |           |                          |
| Dr. Cusmano             | x          | Letter 2v |                          |
| Dr. Gaddy               | x          | Letter 2v |                          |
| Mr. Green               | x          | Letter 1i |                          |
| Mrs. Moyer              | x          |           | Letter i,<br>substitutes |
| Mrs. Prudenti           | x          |           | Letter i                 |
| Ms. Renaud              | x          | Letter 1i | 3                        |
| Mrs. Strutin, President | x          |           | Gavin,<br>Gavin          |

**Motion Carried, exception letter 1i Gavin**

1. Personnel

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

| <b>Position</b>   | <b>Name</b>             | <b>Payment</b>  | <b>Amount</b>  |
|---|-------------------------|-----------------|--|
| A. Part time custodian  | Trevor Marcher          | Hourly          | \$17   |
| B. Part time Behaviorist  | Kristen Benson          | Hourly          | \$48   |
| C. MD Maternity Leave Replacement   | Amanda Christian Shahin | Step 1 Contract | \$47,921 prorated  |
| D. Additional Responsibilities to the Buildings and Grounds Supervisor<br><i>(Appendices 9 and 10 confidential)</i> | Pete DeMary             |                 | \$2500, with an additional \$500 to be paid out in June after evaluation |
| E. Administrative Assistant/Treasurer of Monies   | Divya Bahl              | Contract        | \$44,500   |
| F. Teacher Mentors  | Kaitlyn Phlegar for     | Contract        | Prorated \$237   |



|                         |  |        |  |
|-------------------------|--|--------|--|
|                         | Amanda Christian<br>Shahin<br>Andrea Aussems for<br>Shaye Clark  |        | \$790                                      |
| G. Part-time bus driver | William Camel  | Hourly | \$22                                       |
| H. Principal Internship | Cristen Tierney  | N/A    | N/A  |
| I. Substitutes          | Monerh Muheisen<br>Diane DeGhetto<br>Jimmy Battell<br>Lauren Mela<br>Lillian Corman<br>Kate Mull<br>Mia Melo<br>Beth Gavin<br>Guy Gorman<br>Jackie Mickelburgh<br>Jessica Ervy | Daily  | \$80/day<br><br>After 10 days,<br>\$90/day |

**Motion Carried**

2. Schedule A. Positions

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

|                                       |  |                   |
|---------------------------------------|--|-------------------|
| <b>A. 7th Grade Advisor</b>           | Vicki Patterson  | \$2940            |
| <b>B. 8th Grade Advisor</b>           | Michelle Ricci   | \$2940            |
| <b>C. Band Advisor</b>                | Mariah Adams   | \$2230            |
| <b>D. Battle of the Books Advisor</b> | (3-4- Alyson Chudley, 5-6- Clare Saalfield, 7-8- Marsha Koerner?-waiting on reply) | \$50/hour<br>Each |
| <b>E. Chorus Advisor</b>              | Mariah Adams   | \$2230            |
| <b>F. Cross Country Coach</b>         | 1- Andrea Aussems, (1- Nick Serraino- pending based upon # of students)            | \$1575 Each       |
| <b>G. CST Coordinator</b>             | Marilou Tshudy   | \$4000            |

|   |  |  |
|---|--|--|
| <b>H. Curriculum Advisor</b>                        | Joanne Ferguson  | \$2780   |
| <b>I. Dean of Students</b>                          | Rob White  | \$1000   |
| <b>J. Detention</b>                                 | <p><b>(After School- Rotating Pool)-</b> Mariah Adams, Marsah Koerner, Christine Rodriguez, Sam Greco, Rob White, Deb DeAngelis, Emily Delaney, Kaitlyn Phelgar</p> <p><b>(Friday/Saturday- Rotating Pool)-</b> Mariah Adams, Marsah Koerner, Christine Rodriguez, Sam Greco, Rob White, Deb DeAngelis, Emily Delaney, Kaitlyn Phelgar</p> | <p>\$50 per session</p> <p>\$150 per session</p> |
| <b>K. G&amp;T <u>(K-8)</u></b>                      | K- Cefaloni, 1-Samiljan, 2- Arrambide, 3- Greco, 4- Baglio, 5- Greco, 6- Thomas, 7- Thomas, 8- Ricci   | \$1050 Each                                      |
| <b>L. G&amp;T Coordinator</b>                       | Nancy Baglio   | \$3000   |
| <b>M. Homework Club Supervisor</b>                  | Kate Stiner and Clare Saalfeld   | \$2230 <b>Each</b>                               |
| <b>N. Jumpstart Advisors</b>                        | Andrea Aussems<br>Robin Samiljan   | \$50/hour<br>Each                                |
| <b>O. AMP Advisors</b>                              | Vicki Patterson<br>Emily Delaney   | \$50/hour<br>Each                                |
| <b>P. Math Advisor</b>                              | Sam Greco  | \$2780   |
| <b>Q. Professional Development / Mentor Advisor</b> | Joanne Ferguson  | \$2230   |
| <b>R. Safety Patrol Advisor</b>                     | Michelle Ricci   | \$2230   |
| <b>S. School Safety Team Member</b>                 | Anna Thomas, Jenn Sauter, Megan Schmidt, Rob White   | \$1575 Each                                      |
| <b>T. Student Council</b>                           | Emily Delany   | \$2230   |
| <b>U. Sustainability Coordinator</b>                | Nick Serraino  | \$6000   |

|  |   |             |
|--|---|-------------|
| <b>V. Assistant Sustainability Coordinator</b> | Christine Rodriguez   | \$3100      |
| <b>W. Technology Liaisons</b>                  | Vicki Patterson and Brendan Poff  | \$2000 Each |
| <b>X. Track &amp; Field Coach</b>              | 1 -Christine Rodriguez (2 - Nick Serraino pending based on # of students) | \$2230 Each |
| <b>Y. Volleyball Coach</b>                     | Girls - Michelle Cleere; Boys - Christine Rodriguez                       | \$1210 Each |
| <b>Z. Yearbook Advisor</b>                     | Cathy Cefaloni  | \$2230      |

**Motion Carried**

3. Rutherford Hall Positions

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

| Title   | Name   |   |
|---|--|---|
| RH Before Care Fitness Program Director/Head Instructor | Nick Serraino  | \$50/hour to be filled based on enrollment  |
| RH Before Care Fitness Program Supervisor of Students   | Sarah Mikaliunas<br>Karen Rizzolo                                  | \$25/hour based on enrollment   |
| RH Before Care Fitness Program Substitutes              | Beth Gavin<br>Andrea Aussems<br>Kim Bolling<br>Christine Rodriguez | To be paid at the hourly rate for position covered<br><b>\$50 for lead</b><br><b>\$25 for assistant</b><br><b>(amended)</b> |
| RH Program Director                                     | Nick Serraino  | \$21/hour   |
| RH Historian  | Joan Salvas  | \$17/hour, approximately 3 hours per week, not to exceed 5 hours per week   |

**Motion Carried**

**C. Education**

On Behalf of The Education Committee I hereby move resolution 1-3  
Motion Made by: Lisa Moyer

Seconded by: Steven Bienko

| Board Member            | Yes | No | Abstain |
|-------------------------|-----|----|---------|
| Mr. Bienko              | X   |    |         |
| Ms. Christmann          | X   |    |         |
| Dr. Cusmano             | X   |    |         |
| Dr. Gaddy               | X   |    |         |
| Mr. Green               | X   |    |         |
| Mrs. Moyer              | X   | 2  |         |
| Mrs. Prudenti           | X   | 2  |         |
| Ms. Renaud              | X   |    |         |
| Mrs. Strutin, President | X   |    |         |

**Motion Carried**

1. Attendance at Professional Conferences

approve the following requests for attendance at professional conferences/certifications with mileage reimbursed at the current rate:

| Staff Member                                    | Date                         | Workshop Name  | Costs                                     |       |   |
|---|------------------------------|--|---|-------|---|
|   |                              |  | Fee                                       | Miles | Total                                     |
| Bolling<br>Mikaliunas                           | 8/24/21<br>10/13-14          | Lively Letters   | \$65<br>\$65                              | 0     | \$65<br>\$65                              |
| Wendel<br>Koerner<br>Watkins<br>Poff<br>Hanisak | Online/<br>flexible<br>dates | Fountas and Pinnell LLI  | \$125<br>\$125<br>\$125<br>\$125<br>\$125 | 0     | \$125<br>\$125<br>\$125<br>\$125<br>\$125 |
| Wendel<br>Clark<br>Potente                      | Online/<br>flexible<br>dates | Orton Gillingham   | \$595<br>\$595<br>\$595                   | 0     | \$595<br>\$595<br>\$595                   |
| Wendel  | Online                       | The Fountas and Pinnell<br>Literacy Continuum: A Tool<br>for Assessment, Planning, and<br>Teaching | \$160                                     | 0     | \$160                                     |
| Koerner<br>Aussems                              | <del>9/7</del><br>9/9        | Fountas and Pinnell  | No<br>fee                                 |       | No fee                                    |

|   |                |  |             |   |        |
|---|----------------|--|-------------|---|--------|
| Potente<br>Clark<br>Tierney<br>Saalfeld<br>Arrambide<br>Cleere<br>Muhlenbruch<br>Sauter<br>Davey<br>Samiljan<br><del>Cefaloni</del><br>Rissolo<br>Watkins<br>Poff |                |  |             |   |        |
| Serraino<br>Delaney<br>Cefaloni<br>Sauter<br>Mikalunas<br>Baglio  | 10/2 -<br>10/3 | ACA Level 1 Kayak<br>Instructor Course | Flat<br>fee | 0 | \$1000 |

### **Motion Carried**

2. 5th Grade Reading List

to approve the addition of the following titles to the 5th grade reading list:  
*Because of Mr. Terupt* and *A Long Walk to Water*

3. Tuition Student

to approve tuition student 1908 for the 21-22 school year according to the agreed upon amount of \$7000.

### **D. Governance**

On Behalf of The Governance Committee I hereby move resolutions 1&2.

Motion Made by: Dr. Cusmano

Seconded by: Craig Green

| <b>Board Member</b> | <b>Yes</b> | <b>No</b> | <b>Abstain</b> |
|---------------------|------------|-----------|----------------|
| 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 |  |  |

**Motion Carried**

1. Policy and Regulation Update (Appendix 11)  
approve the following Policies for **Second Reading** at the recommendation of the Governance Committee:

|            |                                       |
|------------|---------------------------------------|
| P. 7461    | Environmentally Preferable Purchasing |
| P. 7461.01 | Green Initiatives                     |
| P. 7461.02 | District Sustainability               |
| P. 7511    | Rutherford Hall                       |

**Motion Carried**

2. Board Goals (Appendix 12)  
to adopt the Allamuchy Township School District Board Goals
  - A. Complete the Board Self Evaluation by August 1, 2021 for discussion at the September 2021 ABOE meeting.
  - B. Work towards achieving Board Certification.

**Motion Carried**

## **XVI. OLD BUSINESS**

Venita Prudenti opened discussion regarding Critical Race Theory.

### **PUBLIC COMMENTS GENERAL**

Frances Muhlenbruch - 1) Homework Club 2) Sustainability 3) Diversity

Francis Gavin - Superintendent's role, the Allamuchy Learner and implementation of mandates.

### **FOR THE GOOD OF THE ORDER**

Mr. Green - thanked BOE for time put in, thanked the parents for continued support, thanked teachers for continued flexibility. Wishes everyone a phenomenal year.

## **XVII. ADJOURNMENT**

Motion made by: Craig Green

Seconded by: Cusmano

**Comprehensive Equity Plan Statement of Assurance 2021-2022**

*School District, Charter School or Renaissance School Project Information School Year 2021-2022:*

Name of County: Warren

Name of School District/Charter School/Renaissance School Project: Allamuchy Township School District

Address: 1686 County Rt. 517 Allamuchy, NJ 07820

Affirmative Action Office (AAO): Melissa Sabol Telephone #: 908-852-1894 x302

AAO Email: msabol@aes.k12.nj.us

Alternate Contact Person: Donna Trainello Telephone #: 908-852-1894 x301

Title: Administrative Assistant to the Business Administrator

Email: donnat@aes.k12.nj.us

- 
- 
1. The school district, charter school or renaissance school project has reviewed its implementation strategies for school year 2020-2021 and provides assurance that the implementation timeline has been met at each school within the district, charter school or renaissance school project, if applicable. The areas of noncompliance as indicated in the CEP have met specific indicators of achievement at each site, if applicable, during this previous school year.
  2. The school district, charter school or renaissance school project will continue to fully implement the NJDOE approved Comprehensive Equity Plan.
  3. The district, charter school or renaissance school project will achieve and maintain compliance with all applicable laws, codes, and regulations governing equity in education including, but not limited to: N.J.S.A.18A:36-20; N.J.S.A.10:5; N.J.A.C. 6A:7; Titles VI and VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; The Americans with Disabilities Act of 1990; Individuals with Disabilities Education Act (I.D.E.A.) of 1997.

***Certification:***

By signing below, the Chief School Administrator or Charter or Renaissance School Project Lead Person certifies that all statements above are true and correct:

Name and Title: Dr. Melissa Sabol, Superintendent of Schools

Signature: 

Date: 9/16/2021

### Appendix 3

Allamuchy Board of Education Budget Adjustments printed on 9/26/2021  
Report Includes Effective Dates from Jul 01, 2021 to Jul 31, 2021

| <u>Date</u> | <u>Source Account/Title</u>                             | <u>Target Account/Title</u>                              | <u>Comments</u>                            | <u>Amount</u> |
|-------------|---|--|--|---------------|
| 07/01/21    | 111-000-230-530-000-000<br>Admin Commun/Telephone       | 11-000-230-100-000-000<br>Admin Salaries                 | Restore amts to intended budget submission | 12,000.00     |
| 07/01/21    | 111-000-230-530-000-000<br>Admin Commun/Telephone       | 11-000-230-339-000-000<br>Admin Other Prof Svcs          | Restore amts to intended budget submission | 4,000.00      |
| 07/01/21    | 111-000-230-530-000-000<br>Admin Commun/Telephone       | 11-000-291-270-000-000<br>Employee Health Benefits       | Restore amts to intended budget submission | 9,000.00      |
| 07/01/21    | 111-000-270-518-000-000<br>Trans Cont Svcs Sp Ed ESC/   | 11-000-291-270-000-000<br>Employee Health Benefits       | Restore amts to intended budget submission | 40,000.00     |
| 07/01/21    | 111-000-230-610-000-000<br>Admin Office Supplies        | 11-000-291-270-000-000<br>Employee Health Benefits       | Restore amts to intended budget submission | 1,000.00      |
| 07/01/21    | 111-000-270-514-000-000<br>Trans Cont (Spec Ed) Vendors | 11-000-291-280-000-000<br>Tuition Reimbursement          | Restore amts to intended budget submission | 10,000.00     |
| 07/01/21    | 111-000-270-514-000-000<br>Trans Cont (Spec Ed) Vendors | 11-190-100-890-000-000<br>Other Objects                  | Restore amts to intended budget submission | 500.00        |
| 07/01/21    | 111-000-270-514-000-000<br>Trans Cont (Spec Ed) Vendors | 11-000-291-250-000-000<br>Unemployment Comp              | Restore amts to intended budget submission | 4,500.00      |
| 07/01/21    | 111-190-100-640-000-000<br>Textbooks                    | 11-000-291-250-000-000<br>Unemployment Comp              | Restore amts to intended budget submission | 5,500.00      |
| 07/01/21    | 111-190-100-640-000-000<br>Textbooks                    | 11-000-230-270-000-000<br>District Admin Health Benefits | Restore amts to intended budget submission | 18,000.00     |
| 07/02/21    | 111-000-100-566-000-000<br>Tuition Priv Schls NJ        | 11-190-100-610-000-000<br>Gen'l Supplies                 |  | 18,000.00     |
| 07/02/21    | 111-000-100-566-000-000<br>Tuition Priv Schls NJ        | 11-190-100-640-000-000<br>Textbooks                      |  | 47,698.00     |
| 07/02/21    | 111-000-100-566-000-000<br>Tuition Priv Schls NJ        | 11-190-100-890-000-000<br>Other Objects                  |  | 3,123.00      |
| 07/02/21    | 111-000-100-566-000-000<br>Tuition Priv Schls NJ        | 11-000-100-561-000-000<br>Tuition LEA NJ Regular         |  | 53,674.00     |
| 07/02/21    | 111-000-100-566-000-000<br>Tuition Priv Schls NJ        | 11-000-100-562-000-000<br>Tuition LEA Sp Ed              |  | 156,543.00    |
| 07/02/21    | 111-000-100-566-000-000<br>Tuition Priv Schls NJ        | 11-000-216-600-000-000<br>Speech Supplies                |  | 313.00        |
| 07/02/21    | 111-000-100-566-000-000<br>Tuition Priv Schls NJ        | 11-000-230-339-000-000<br>Admin Other Prof Svcs          |  | 19,649.00     |
| 07/02/21    | 111-000-230-331-000-000<br>Admin Legal Svcs             | 11-000-230-339-000-000<br>Admin Other Prof Svcs          |  | 20,000.00     |
| 07/02/21    | 111-000-261-420-002-000<br>Purch Prop Srv Primary Schl  | 11-000-230-339-000-000<br>Admin Other Prof Svcs          |  | 761.00        |
| 07/02/21    | 111-000-262-622-000-001<br>Energy - Electric - ATS      | 11-000-230-339-000-000<br>Admin Other Prof Svcs          |  | 7,932.00      |
| 07/02/21    | 111-000-262-622-000-001<br>Energy - Electric - ATS      | 11-000-261-420-004-000<br>Purch Prof Svcs R.H.           |  | 761.00        |



Allamuchy Board of Education Budget Adjustments printed on 9/26/2021

Report Includes Effective Dates from Jul 01, 2021 to Jul 31, 2021

|                                |                                |           |
|--------------------------------|--------------------------------|-----------|
| 07/02/2111-000-262-622-000-001 | 11-000-262-420-000-000         | 74,307.00 |
| Energy - Electric - ATS        | Cust Cng Rep & Maint Svcs      |           |
| 07/02/2111-000-291-270-000-000 | 11-000-262-420-000-000         | 8,412.00  |
| Employee Health Benefits       | Cust Cng Rep & Maint Svcs      |           |
| 07/02/2111-000-291-270-000-000 | 11-000-262-622-000-002         | 15,000.00 |
| Employee Health Benefits       | Energy - Electric - Villa      |           |
| 07/02/2111-000-291-270-000-000 | 11-000-262-622-000-003         | 5,000.00  |
| Employee Health Benefits       | Energy - Electric - Rutherford |           |
| 07/02/2111-000-291-270-000-000 | 11-000-262-622-100-001         | 48,000.00 |
| Employee Health Benefits       | E.S. Solar Supply Charges      |           |
| 07/02/2111-000-291-270-000-000 | 11-000-262-624-000-002         | 42,000.00 |
| Employee Health Benefits       | Energy - Htg Fuel - Villa      |           |
| 07/02/2111-000-291-270-000-000 | 11-000-270-443-000-000         | 0.25      |
| Employee Health Benefits       | Trans Lease Purchase Pmnt      |           |
| 07/02/2111-000-291-270-000-000 | 11-000-270-593-000-000         | 849.00    |
| Employee Health Benefits       | Insurance, travel expense, lea |           |

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The total of all Budget Adjustments for fund 10 is: 626,522.25

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# Allamuchy Board of Education Minimum Expense Transfer Report

FY2022 Data is Posted to 07/31/21

| Line(s)   | Budget Category                                     | Account                           | Orig Budget | Prior Encls. | Revs. Allowed | Basis of 10% | Max X-fers | YTD Xfers<br>to/from | % X-Fered | Remaining<br>Xfers From | Remaining<br>Xfers To |
|---|---|-----------------------------------|-------------|--------------|---------------|--------------|------------|----------------------|-----------|-------------------------|-----------------------|
| 3200  | Regular Programs - Instruction                      | 11-1XX-100-XXX                    | 2,496,962   | 58,018       | 0             | 2,554,980    | 255,497    | 45,821               | 1.8       | 301,319                 |                       |
| 10300, 11160,<br>12160, 40580,<br>41080                         | Sp Ed, BS/Rem, BiLing,<br>Speech/OT/PT & Ext Svcs   | 11-2XX-100-XXX,<br>11-000-216,217 | 726,120     | 23,815       | 0             | 749,935      | 74,993     | 313                  | 0.0       | 75,307                  |                       |
| 17100, 17600,<br>19620, 20620,<br>21620, 22620,<br>23620, 25100 | Co/Extra-Curr. Activities, Athletics,<br>Other Pgms | 11-4XX-X00-XXX                    | 153,610     | 0            | 0             | 153,610      | 15,361     | 0                    | 0.0       | 15,361                  |                       |
| 29180   | Tuition   | 11-000-100-XXX                    | 2,835,019   | 14,984       | 0             | 2,850,003    | 285,001    | (88,783)             | -3.1      | 196,217                 |                       |
| 29680, 30620,<br>41660, 42200,<br>43620                         | Attend, Soc Wrk, Heath, Guidance,<br>CST, Library   | 11-000-211,213,218,2<br>19,222    | 526,682     | 15,706       | 0             | 542,388      | 54,238     | 0                    | 0.0       | 54,239                  |                       |
| 43200, 44180  | Improve Inst. & Staff Training                      | 11-000-221,223                    | 17,300      | 0            | 0             | 17,300       | 1,730      | 0                    | 0.0       | 1,730                   |                       |
| 45300   | General Administration                              | 11-000-230-XXX                    | 330,550     | 31,621       | 0             | 362,171      | 36,217     | 18,342               | 5.1       | 54,559                  | 17,875                |
| 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<br>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<br>Services        | 11-000-26X-XXX                    | 811,931     | 11,376       | 0             | 823,307      | 82,331     | 109,719              | 13.3      | 192,050                 |                       |
| 52480   | Student Transportation Services                     | 11-000-270-XXX                    | 891,068     | 6,814        | 0             | 897,882      | 89,789     | (54,151)             | -6.0      | 35,637                  |                       |
| 71260   | Personal Services - Employee Benefits               | 11-XXX-XXX-2XX                    | 1,679,509   | 28,923       | 0             | 1,708,432    | 170,842    | (31,261)             | -1.8      | 139,582                 |                       |
| 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     | 0                    | 0.0       | 16,265                  |                       |
| 83080   | Total Special Schools                               | 13-xxx-xxx-xxx                    | 0           | 0            | 0             | 0            | 0          | 0                    | ----      | 0                       |                       |

  
School Business Administrator Signature

  
Date

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

**Appendix 4**

Allamuchy Board of Education Check Register from Check '32629' to Check '99999'

Page 1

| <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> |
|---------------------|-------------|--|---------------|---------------------------|--|
| 32629               | 8/19/21     | New Penn Motor Express, LLC  | **VOIDED**    | Check voided on 8/23/2021 |  |
| 32630               | 8/19/21     | LearnWell  | **VOIDED**    | Check voided on 8/23/2021 |  |
| 32631               | 8/20/21     | Precision Tree & Landscape LLC   | **VOIDED**    | Check voided on 8/23/2021 |  |
| 32632               | 8/23/21     | Eurofins<br>Environmental Testing  | 151.35        | P202200161                | 11-000-262-300-000-000                   |
| 32633               | 8/23/21     | Duke's Landscape Management, Inc.<br>Landscape Maintenance                           | 333.00        | P202200110                | 11-000-263-300-000-000                   |
| 32634               | 8/23/21     | Perfection Learning Corp.<br>Reading novels  | 155.69        | P202200125                | 11-190-100-610-000-000                   |
| 32635               | 8/23/21     | Marlin Business Bank<br>Postage machine  | 36.83         | P202200066                | 11-000-230-530-000-000                   |
| 32636               | 8/23/21     | United Site Services<br>Port a johns ATS & Bus yard                                  | 537.20        | P202200067                | 11-000-261-420-001-000                   |
|                     |             | Port a john MVS  | 251.06        | P202200067                | 11-000-261-420-002-000                   |
| Total Check Amount: |             |  | 788.26        |                           |  |
| 32637               | 8/23/21     | Zaner-Bloser, Inc.<br>Student books  | 646.15        | P202200124                | 11-190-100-610-000-000                   |
| 32638               | 8/23/21     | Integrated Therapeutics Group, LLC<br>reissue check due to loss of check             | 14,940.00     | 10 - 499                  | OTHER CURR LIAB                          |
| 32639               | 8/23/21     | Washington Township Board of Education<br>Vehicle Maintenance for Buses              | 6,276.42      | P202200163                | 11-000-270-420-000-000                   |
| 32640               | 8/23/21     | New Penn Motor Express, LLC<br>Oven, stove to salvage yard                           | 760.13        | P202200164                | 11-000-261-420-004-000                   |
| 32641               | 8/23/21     | LearnWell<br>Tutoring  | 45.00         | P202200165                | 11-150-100-320-000-000                   |
| 32642               | 8/23/21     | Precision Tree & Landscape LLC<br>Tree removal, clean culvert of branches, roots, et | 2,350.00      | P202200130                | 11-000-263-300-000-000                   |
| 32643               | 8/27/21     | ACA<br>Canoe training & manual   | 255.00        | P202200205                | 11-000-223-500-000-000                   |
| 32646               | 9/11/21     | Raab, Chris  | **VOIDED**    | Check voided on 9/11/2021 |  |
| 32647               | 9/11/21     | Raab, Chris<br>Canoe & Kayak Instructor  | 1,000.00      | P202200240                | 60-990-320-339-200-000                   |
| 32648               | 9/13/21     | HMJ Autocare, Inc.<br>Undercoating Mason   | 1,000.00      | P202200128                | 11-000-270-420-000-000                   |

| <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> |
|---------------|-------------|--|---------------|----------------------|--|
| 32649         | 9/14/21     | Wage Works, Inc.                                 |               |                      |  |
|               |             | Cobra  | 57.00         | P202100097           | 11-000-291-270-000-000                   |
|               |             | Cobra  | 57.00         | P202100097           | 11-000-291-270-000-000                   |
|               |             | Cobra  | 57.00         | P202100097           | 11-000-291-270-000-000                   |
|               |             | Total Check Amount:                              | 171.00        |                      |  |
| 32650         | 9/21/21     | Zonar Systems                                    |               |                      |  |
|               |             | Home base service                                | 550.00        | P202200089           | 11-000-270-600-000-000                   |
| 32651         | 9/21/21     | Heinemann  |               |                      |  |
|               |             | Fountas & Pinnell Literacy a tool for assessment | 160.00        | P202200218           | 11-000-223-500-000-000                   |
| 32652         | 9/21/21     | Duke's Landscape Management, Inc.                |               |                      |  |
|               |             | Landscape Maintenance                            | 333.00        | P202200110           | 11-000-263-300-000-000                   |
|               |             | Landscape Maintenance                            | 333.00        | P202200110           | 11-000-263-300-000-000                   |
|               |             | Total Check Amount:                              | 666.00        |                      |  |
| 32653         | 9/21/21     | Hibrett Puratex                                  |               |                      |  |
|               |             | Methanol   | 625.00        | P202100527           | 11-000-261-610-000-000                   |
| 32654         | 9/21/21     | Hibrett Puratex                                  |               |                      |  |
|               |             | methanol & delivery                              | 200.00        | P202200264           | 11-000-261-610-000-000                   |
| 32655         | 9/21/21     | Eurofins   |               |                      |  |
|               |             | Environmental Testing                            | 151.35        | P202200161           | 11-000-262-300-000-000                   |
| 32656         | 9/21/21     | JDM Group  |               |                      |  |
|               |             | Monthly serv fee                                 | 4,216.67      | P202200111           | 11-190-100-340-000-000                   |
| 32657         | 9/22/21     | GoGuardian                                       |               |                      |  |
|               |             | GG-TCR1Y-000001 GoGuardian Teacher               | 1,967.50      | P202200228           | 11-190-100-610-000-000                   |
| 32658         | 9/22/21     | Yudichak, Kenneth                                |               |                      |  |
|               |             | Physical Connection Permit Renewal               | 254.50        | P202200097           | 11-000-262-300-000-000                   |
|               |             | Wastewater Treatment Plant Services              | 700.00        | P202200097           | 11-000-262-300-000-000                   |
|               |             | Total Check Amount:                              | 954.50        |                      |  |
| 32659         | 9/22/21     | Super Heat Inc.                                  |               |                      |  |
|               |             | RTU - new drive, blower motor and exhaust        | 1,035.37      | P202100559           | 11-000-262-420-000-000                   |
|               |             | Old School House Boiler ATS Boilers and MVS I    | 521.32        | P202200159           | 11-000-262-420-000-000                   |
|               |             | Old School House Boiler ATS Boilers and MVS I    | 215.32        | P202200159           | 11-000-262-420-000-000                   |
|               |             | Old School House Boiler ATS Boilers and MVS I    | 511.11        | P202200159           | 11-000-262-420-000-000                   |
|               |             | Total Check Amount:                              | 2,283.12      |                      |  |

| <u>Check#</u> | <u>Date</u> | <u>Vendor (Payee)/Check Line Comments</u> | <u>Amount</u> | <u>PO or Bal Sh</u> | <u>Exp. Acct. or Balance Sheet Title</u> |
|---------------|-------------|---|---------------|---------------------|--|
| 32660         | 9/22/21     | Super Heat Inc.                           |               |                     |  |
|               |             | maintenance boilers                       | 4,922.21      | P202200269          | 11-000-262-420-000-000                   |
|               |             | maintenance boilers                       | 3,969.58      | P202200269          | 11-000-262-420-000-000                   |
|               |             | maintenance boilers                       | 1,164.61      | P202200269          | 11-000-262-420-000-000                   |
|               |             | maintenance boilers                       | 1,834.46      | P202200269          | 11-000-262-420-000-000                   |
|               |             | maintenance boilers                       | 1,388.32      | P202200269          | 11-000-262-420-000-000                   |
|               |             | maintenance boilers                       | 2,448.00      | P202200269          | 11-000-262-420-000-000                   |
|               |             | maintenance boilers                       | 3,425.76      | P202200269          | 11-000-262-420-000-000                   |
|               |             | maintenance boilers                       | 2,532.21      | P202200269          | 11-000-262-420-000-000                   |
|               |             | Total Check Amount:                       | 21,685.15     |                     |  |
| 32661         | 9/22/21     | Super Heat Inc.                           |               |                     |  |
|               |             | maintenance boilers                       | 2,229.50      | P202200269          | 11-000-262-420-000-000                   |
| 32662         | 9/22/21     | Amazon Capital Services                   |               |                     |  |
|               |             | Supplies for staff, cust etc              | 328.61        | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 96.61         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 484.00        | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 1,325.60      | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 27.97         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 133.44        | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 10.52         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 243.72        | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 37.96         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 15.37         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 36.53         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 47.49         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 849.00        | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 294.00        | P202200107          | 11-190-100-610-000-000                   |
|               |             | Desk Shields                              | 686.72        | P202200135          | 11-190-100-890-000-000                   |
|               |             | Total Check Amount:                       | 4,617.54      |                     |  |
| 32663         | 9/22/21     | Amazon Capital Services                   |               |                     |  |
|               |             | Supplies for staff, cust etc              | 55.63         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 46.73         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 31.98         | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 335.57        | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | 1,021.48      | P202200107          | 11-190-100-610-000-000                   |
|               |             | Supplies for staff, cust etc              | (9.18)        | P202200107          | 11-190-100-610-000-000                   |
|               |             | Total Check Amount:                       | 1,482.21      |                     |  |
| 32664         | 9/23/21     | Cro-International, Inc.                   |               |                     |  |
|               |             | RH Gutter & Downspout Restoration         | 55,300.95     | P202200157          | 12-000-400-710-000-000                   |
| 32665         | 9/23/21     | NJASBO                                    |               |                     |  |
|               |             | Budgeting Workshop                        | 50.00         | P202100396          | 11-000-230-890-000-000                   |
| 32666         | 9/23/21     | Municipal Capital Corp.                   |               |                     |  |
|               |             | Copiers at ATS & MVS                      | 1,372.00      | P202200025          | 11-190-100-340-000-000                   |
| 32667         | 9/23/21     | Broadstep Academy New Jersey, Inc.        |               |                     |  |
|               |             | Special ed Tuition                        | 9,363.92      | P202200255          | 20-250-100-300-000-000                   |

| <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> |
|---------------|-------------|---|---------------|----------------------|--|
| 32668         | 9/23/21     | NJPSA<br>membership renewal - Gallegly and Profito              | 1,690.00      | P202200247           | 11-000-230-890-000-000                   |
| 32669         | 9/23/21     | WARREN CO SPEC SVCS SC D<br>LDTC and BEH Services               | 4,582.50      | P202200225           | 11-000-217-320-000-000                   |
| 32670         | 9/23/21     | Municipal Capital Corp.<br>Copiers at ATS & MVS                 | 1,372.00      | P202200025           | 11-190-100-340-000-000                   |
| 32671         | 9/23/21     | Roto-Rooter Plumbing & Drain Service<br>clogged sewer           | 549.00        | P202200267           | 11-000-261-420-001-000                   |
| 32672         | 9/23/21     | Rymon, Karen<br>OT Services                                     | 3,120.00      | P202200258           | 20-251-100-300-000-000                   |
| 32673         | 9/23/21     | Heinemann<br>training on Fountas & Pinnell Classroom            | 3,600.00      | P202200156           | 11-000-223-500-000-000                   |
| 32674         | 9/23/21     | ART*stitution<br>Kids Canvas Painting 7-31-21                   | 180.00        | P202200272           | 60-990-320-339-200-000                   |
|               |             | Adult paint night 7-21-21                                       | 1,140.00      | P202200272           | 60-990-320-339-200-000                   |
|               |             | Total Check Amount:   | 1,320.00      |                      |  |
| 32675         | 9/23/21     | Perfection Learning Corp.<br>Reading novels                     | 124.42        | P202200125           | 11-190-100-610-000-000                   |
|               |             | Reading novels  | 73.50         | P202200125           | 11-190-100-610-000-000                   |
|               |             | Total Check Amount:   | 197.92        |                      |  |
| 32676         | 9/23/21     | Fibar Systems<br>mulch for playground                           | 2,827.00      | P202200104           | 11-000-262-610-000-000                   |
| 32677         | 9/23/21     | Arthur J. Gallagher Risk Management Services, Inc.<br>Bond      | 418.00        | P202200246           | 11-000-230-590-000-000                   |
| 32678         | 9/23/21     | ServPro<br>water damage, new tiles, drywall                     | 3,600.00      | P202200220           | 11-000-261-420-001-000                   |
| 32679         | 9/23/21     | Kurtz Bros.<br>classroom supplies                               | 10.96         | P202200061           | 11-190-100-610-000-000                   |
|               |             | class supplies reading specialist                               | 0.76          | P202200150           | 11-190-100-610-000-000                   |
|               |             | class supplies  | 158.72        | P202200113           | 11-190-100-610-000-000                   |
|               |             | Total Check Amount:   | 170.44        |                      |  |
| 32680         | 9/23/21     | Direct Waste Services, Inc.<br>ATS & MVS waste pickup           | 783.01        | P202200086           | 11-000-261-420-001-000                   |
| 32681         | 9/23/21     | Blackboard Inc.<br>MyWay Ultra Temp Library, Website & software | 3,630.75      | P202200227           | 11-190-100-340-000-000                   |
| 32682         | 9/23/21     | Atlantic Health System<br>2 students evaluations                | 1,350.00      | P202200233           | 11-000-219-320-000-000                   |

| <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> |
|---------------------|-------------|---|---------------|----------------------|--|
| 32683               | 9/23/21     | Stefankiewicz, Gretchen<br>Counseling etc                         | 1,700.00      | P202200232           | 11-000-219-320-000-000                   |
| 32684               | 9/23/21     | Sabol, Melissa<br>reimb for Apple gift cards for spec ed prog     | 300.00        | P202200230           | 11-000-219-600-000-000                   |
| 32685               | 9/23/21     | Centenary University<br>Clinical Teacher Residency Scholarships 2 | 10,500.00     | P202200273           | 11-190-100-320-000-000                   |
| 32686               | 9/23/21     | Sherwin-Williams Co.<br>painting & supplies                       | 147.92        | P202200268           | 11-000-262-610-000-000                   |
| 32687               | 9/23/21     | KS State Bank<br>2021 54 passenger bus                            | 20,968.43     | P202200229           | 11-000-270-443-000-000                   |
| 32688               | 9/23/21     | WageWorks, Inc.<br>Cobra  | 171.00        | P202200274           | 11-000-291-270-000-000                   |
| 32689               | 9/23/21     | WageWorks, Inc.<br>FSA Health Care                                | 273.60        | P202200275           | 11-000-291-270-000-000                   |
| 32690               | 9/23/21     | Accurate Tank Testing LLC<br>labor, materials, ins etc            | 866.20        | P202200260           | 11-000-261-420-002-000                   |
| 32691               | 9/23/21     | Arc of Essex County Camp Hope<br>2021 Week 3 and Week 4 camp      | 560.00        | P202200251           | 11-000-100-562-000-000                   |
| 32692               | 9/23/21     | AssetGenie, Inc.<br>HP 11 G6-EE etc                               | 2,273.75      | P202200242           | 11-000-251-340-000-000                   |
| 32693               | 9/23/21     | WIRE'S ELEC SHOP INC<br>Electrical repairs                        | 2,530.00      | P202200121           | 11-000-261-420-001-000                   |
|                     |             | Electrical repairs  | 308.62        | P202200121           | 11-000-261-420-001-000                   |
|                     |             | Electrical repairs  | 176.58        | P202200121           | 11-000-261-420-001-000                   |
| Total Check Amount: |             |   | 3,015.20      |                      |  |
| 32694               | 9/23/21     | VIKING TERMITE & PEST<br>Pest controls                            | 54.51         | P202200085           | 11-000-262-420-000-000                   |
|                     |             | Pest controls   | 286.05        | P202200085           | 11-000-262-420-000-000                   |
|                     |             | Pest controls   | 261.29        | P202200085           | 11-000-262-420-000-000                   |
| Total Check Amount: |             |   | 601.85        |                      |  |
| 32695               | 9/23/21     | United Site Services<br>Port a johns ATS & Bus yard               | 251.06        | P202200067           | 11-000-261-420-001-000                   |
|                     |             | Port a john MVS   | 537.20        | P202200067           | 11-000-261-420-002-000                   |
| Total Check Amount: |             |   | 788.26        |                      |  |
| 32696               | 9/23/21     | Marlin Business Bank<br>Postage machine                           | 36.83         | P202200066           | 11-000-230-530-000-000                   |

| <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> |
|---------------|-------------|---|---------------|----------------------|--|
| 32697         | 9/23/21     | Kurtz Bros.                                       |               |                      |  |
|               |             | classroom supplies                                | 8.73          | P202200058           | 11-190-100-610-000-000                   |
|               |             | Stack chairs                                      | 522.00        | P202200122           | 11-000-219-600-000-000                   |
|               |             | Total Check Amount:                               | 530.73        |                      |  |
| 32698         | 9/23/21     | NJ Advance Media                                  |               |                      |  |
|               |             | ads   | 140.80        | P202200277           | 11-000-230-530-000-000                   |
| 32699         | 9/23/21     | WARREN CO SPEC SVCS SC D                          |               |                      |  |
|               |             | Special Service Transportation                    | 8,844.76      | P202200090           | 11-000-270-518-000-000                   |
| 32700         | 9/23/21     | WARREN CO SPEC SVCS SC D                          |               |                      |  |
|               |             | LDTTC Services                                    | 292.50        | P202200138           | 11-000-219-320-000-000                   |
| 32701         | 9/23/21     | SSP Architectural Group                           |               |                      |  |
|               |             | RH Toilet Rooms                                   | 1,065.00      | P202200088           | 12-000-400-710-000-000                   |
|               |             | ATS HC Lift                                       | 90.00         | P202200144           | 12-000-400-710-000-000                   |
|               |             | Total Check Amount:                               | 1,155.00      |                      |  |
| 32702         | 9/23/21     | Warren County Association of School Administrat   |               |                      |  |
|               |             | 21-22 dues  | 200.00        | P202200278           | 11-000-230-890-000-000                   |
| 32703         | 9/23/21     | Reading with TLC                                  |               |                      |  |
|               |             | New Geneation Class Inclusion Bundle PK           | 1,072.47      | P202200276           | 11-190-100-610-000-000                   |
| 32704         | 9/23/21     | Able Security Locksmiths, Inc.                    |               |                      |  |
|               |             | Restricted keys, standard, rekey & master         | 261.25        | P202200259           | 11-000-261-420-001-000                   |
| 32705         | 9/23/21     | AERO Plumbing & Heating Co., Inc.                 |               |                      |  |
|               |             | Plumbing & Heating Services                       | 1,345.00      | P202200103           | 11-000-261-420-001-000                   |
| 32706         | 9/23/21     | HWASBO  |               |                      |  |
|               |             | Membership Enrollment                             | 195.00        | P202200224           | 11-000-230-890-000-000                   |
| 32707         | 9/23/21     | RPS Bollinger                                     |               |                      |  |
|               |             | Student Accident Ins                              | 1,050.00      | P202200217           | 11-000-230-590-000-000                   |
|               |             | Student Accident Ins- spec events, campers, volur | 3,770.00      | P202200217           | 11-000-230-590-000-000                   |
|               |             | Total Check Amount:                               | 4,820.00      |                      |  |
| 32708         | 9/23/21     | Busch Law Group, LLC                              |               |                      |  |
|               |             | Legal services                                    | 6,640.00      | P202200261           | 11-000-230-331-000-000                   |
| 32709         | 9/23/21     | Brown, Michael                                    |               |                      |  |
|               |             | molding, propane, lift items                      | 151.50        | P202200158           | 11-000-261-610-000-000                   |
| 32710         | 9/23/21     | Advance Auto Parts                                |               |                      |  |
|               |             | prime guard etc                                   | 88.80         | P202200279           | 11-000-270-600-000-000                   |
| 32711         | 9/23/21     | Raab, Chris                                       |               |                      |  |
|               |             | Canoe & Kayak Instructor                          | 1,000.00      | P202200240           | 60-990-320-339-200-000                   |
| 32713         | 9/24/21     | Heinemann Professional Development                |               |                      |  |
|               |             | On Demand Course - Literacy Intervention          | 625.00        | P202200243           | 11-213-100-101-000-002                   |



| <u>Check#</u> | <u>Date</u> | <u>Vendor (Payee)/Check Line Comments</u>                  | <u>Amount</u> | <u>PO or Bal Sh</u> | <u>Exp. Acct. or Balance Sheet Title</u> |
|---------------|-------------|--|---------------|---------------------|--|
| 32714         | 9/24/21     | Hunterdon County ESC<br>Fuel bids                          | 50.00         | P202200244          | 11-000-261-420-001-000                   |
| 32715         | 9/24/21     | Linkit!  | 7,287.00      | P202200241          | 20-270-200-300-000-000                   |
|               |             | Advance Assessment Sys                                     | 5,860.00      | P202200241          | 20-451-100-600-000-000                   |
|               |             | Total Check Amount:  | 13,147.00     |                     |  |
| 32716         | 9/24/21     | School Mate<br>class folders                               | 924.00        | P202200132          | 11-190-100-610-000-000                   |
| 32717         | 9/24/21     | New Jersey Schools Insurance Group<br>Renewal E&O          | 13,368.91     | P202200286          | 11-000-230-590-000-000                   |
|               |             | Insurances   | 34,712.41     | P202200286          | 11-000-262-520-000-000                   |
|               |             | Insurance, Travel, expenses                                | 23,981.60     | P202200286          | 11-000-270-593-000-000                   |
|               |             | WC Supl  | 2,194.23      | P202200286          | 11-000-291-260-000-000                   |
|               |             | Workers comp ins   | 8,359.04      | P202200204          | 11-000-291-260-000-000                   |
|               |             | Total Check Amount:  | 82,616.19     |                     |  |
| 32718         | 9/24/21     | Trainello, Donna<br>Postage                                | 15.34         | P202200226          | 11-000-230-530-000-000                   |
|               |             | 4 Boxes of paper   | 139.96        | P202200226          | 11-000-261-610-000-000                   |
|               |             | Constant Contact for RH                                    | 546.00        | P202200226          | 60-990-320-339-100-000                   |
|               |             | Total Check Amount:  | 701.30        |                     |  |
| 32719         | 9/24/21     | Longyhore, Ann<br>Bosch SDS Bulldog Hammer Bit             | 28.99         | P202200257          | 11-000-270-890-000-000                   |
|               |             | Refrigerator   | 71.00         | P202200257          | 11-000-270-890-000-000                   |
|               |             | physical   | 130.00        | P202200257          | 11-000-270-890-000-000                   |
|               |             | Total Check Amount:  | 229.99        |                     |  |
| 32720         | 9/24/21     | Ervey, Donna<br>Physical                                   | 100.00        | P202200254          | 11-000-270-890-000-000                   |
| 32721         | 9/24/21     | Fuller Paper Company<br>custodial supplies                 | 1,344.52      | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 221.21        | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 1,197.78      | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 297.00        | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 3,240.00      | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 81.90         | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 167.75        | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 167.70        | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 51.94         | P202200102          | 11-000-262-610-000-000                   |
|               |             | custodial supplies   | 1,312.00      | P202200102          | 11-000-262-610-000-000                   |
|               |             | Total Check Amount:  | 8,081.80      |                     |  |
| 32722         | 9/24/21     | Duke's Landscape Management, Inc.<br>Landscape Maintenance | 1,053.60      | P202200110          | 11-000-263-300-000-000                   |
| 32723         | 9/24/21     | Green, Lisa<br>physical reimb                              | 100.00        | P202200248          | 11-000-270-890-000-000                   |

| <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> |
|--|-------------|--|-------------------|----------------------|--|
| 32724  | 9/24/21     | Hibrett Puratex<br>methanol & delivery                     | 825.00            | P202200264           | 11-000-261-610-000-000                   |
| 32725  | 9/24/21     | Hunterdon Preparatory Center<br>Tuition 9-21 to 6-22       | 5,654.25          | P202200245           | 11-000-100-562-000-000                   |
| 32726  | 9/24/21     | IGS Solar<br>Solar supply charge                           | 3,460.61          | P202200095           | 11-000-262-622-100-001                   |
| 32727  | 9/24/21     | Integrated Therapeutics Group, LLC<br>Tuition Sept to June | 9,900.00          | P202200281           | 11-000-100-562-000-000                   |
| 32728  | 9/24/21     | JDM Group<br>Monthly serv fee                              | 4,216.67          | P202200111           | 11-190-100-340-000-000                   |
| The Grand Total of all Checks from Fund 10 is:           |             |  | 14,940.00         |                      |  |
| The Grand Total of all Checks from Fund 11 is:           |             |  | 265,728.25        |                      |  |
| The Grand Total of all Checks from Fund 12 is:           |             |  | 56,455.95         |                      |  |
| The Grand Total of all Checks from Fund 20 is:           |             |  | 25,630.92         |                      |  |
| The Grand Total of all Checks from Fund 60 is:           |             |  | 3,866.00          |                      |  |
| <b>The Grand total of all checks for this period is:</b> |             |  | <b>366,621.12</b> |                      |  |

## Appendix 5

Report of the Secretary to the Allamuchy Board of Education General Fund - Fund 10  
FY2022 Data is Posted to 7/31/2021

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### Interim Balance Sheet

#### ASSETS AND RESOURCES

|   |                         |
|---|-------------------------|
| <b>ASSETS</b>                                 |                         |
| 101 Cash in checking account                  | \$ 521,609.74           |
| 102-106 Other cash equivalents                | \$ 930.00               |
| Total cash                                    | \$ 522,539.74           |
| 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                                 | \$ 9,543.52             |
| 141 Intergovernmental - state                 | \$ 73,302.64            |
| 142 Intergovernmental - federal               | \$ 0.00                 |
| 143 Intergovernmental - other                 | \$ 70,839.40            |
| 153 Other Accounts Receivable                 | \$ 218,532.61           |
|   | \$ 372,218.17           |
| Loans receivable                              |                         |
| 131 Interfund                                 | \$ 0.00                 |
| 151 Other Loans Receivable                    | \$ 0.00                 |
|   | \$ 0.00                 |
| 181 Prepaid Expenses                          | \$ 0.00                 |
| 199 Other current assets                      | \$ 4,690.00             |
| <b>RESOURCES</b>                              |                         |
| 301 Estimated revenues (from adjusted budget) | \$ 10,796,737.00        |
| 302 Less: revenues collected or accrued       | \$ (809,579.77)         |
|   | \$ 9,987,157.23         |
| <b>TOTAL ASSETS AND RESOURCES</b>             | <b>\$ 11,216,950.27</b> |

#### LIABILITIES AND FUND EQUITY

|  |              |
|--|--------------|
| <b>LIABILITIES</b>                               |              |
| 401 Interfund loans payable                      | \$ 0.00      |
| 402 Interfund accounts payable                   | \$ 0.00      |
| 411 Intergovernmental accounts payable - state   | \$ 871.38    |
| 412 Intergovernmental accounts payable - federal | \$ 12,229.28 |
| 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                                | \$ 27,466.68 |

**FUND EQUITY**

Appropriated:

|   |                 |                   |                 |                         |
|---|-----------------|-------------------|-----------------|-------------------------|
| 753 Reserve for encumbrances - current year                               |                 | \$                | 5,406,809.63    |                         |
| 754 Reserve for encumbrances - prior year                                 |                 | \$                | 200,746.11      |                         |
| 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  | \$ 644,938.23   |                   |                 |                         |
| 603 Less: encumbrances  | \$ 5,607,555.74 | \$ (6,252,493.97) | \$ 5,030,981.41 |                         |
| Appropriations less expenditures  |                 |                   |                 | \$ 10,968,813.28        |
| 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   |                 |                   |                 | \$ 11,189,483.59        |
| <b>TOTAL LIABILITIES AND FUND EQUITY</b>                                  |                 |                   |                 | <b>\$ 11,216,950.27</b> |

**RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY**

|  | Budgeted           | Actual          | Variance          |
|--|--------------------|-----------------|-------------------|
| Appropriations   | \$ 11,283,475.38   | \$ 6,252,493.97 | \$ 5,030,981.41   |
| Less: Revenues   | \$ (10,796,737.00) | \$ (809,579.77) | \$ (9,987,157.23) |
| Subtotal   | \$ 486,738.38      | \$ 5,442,914.20 | \$ (4,956,175.82) |
| 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      | \$ 5,190,370.82 | \$ (5,056,175.82) |
| Add: Unappropriated fund balance                               |                    |                 | \$ 220,670.31     |
| Total of budgeted and unappropriated fund balance              |                    |                 | \$ (4,835,505.51) |

**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    | 5,442,914.20 | (5,056,175.82)          |
| 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  | 809,579.77   | 9,147,034.23            |
| 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    | 0.00         | 840,123.00              |
| 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 | 6,252,493.97 | 5,030,981.41            |

**Fund 11 (Current Expense Fund)**

| Account Group                            | Group Title           | Original Bgt  | New App/Tmsf | Revised Bgt   | Expenditures | Encumbrances | Avail Balance | Refunds  |
|--|-----------------------|---------------|--------------|---------------|--------------|--------------|---------------|----------|
| Regular Programs - Classroom Instruction |                       | 2,138,016.00  | 57,876.60    | 2,195,892.60  | 0.00         | 2,096,447.59 | 99,445.01     | 0.00     |
| Regular Programs-Home Instruction        |                       | 5,000.00      | 0.00         | 5,000.00      | 0.00         | 0.00         | 5,000.00      | 0.00     |
| Regular Programs-Undistrib Instruction   |                       | 353,946.00    | 45,962.49    | 399,908.49    | 120,228.26   | 124,226.15   | 155,454.08    | 0.00     |
| Special Education-Multiply Hdcp          |                       | 76,901.00     | 3,750.51     | 80,651.51     | 162.48       | 125,147.85   | 44,658.82     | 0.00     |
| Special Education-Resource Room          |                       | 405,605.00    | 13,009.53    | 418,614.53    | 0.00         | 412,228.47   | 6,386.06      | 0.00     |
| Special Education-Prsc Hdcp/Part Time    |                       | 51,311.00     | 1,658.22     | 52,969.22     | 0.00         | 46,028.83    | 6,940.39      | 0.00     |
| Curricular Activities-Instruction        |                       | 102,080.00    | 0.00         | 102,080.00    | 0.00         | 72,679.08    | 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     | 0.00         | 40,000.00     | 23,046.75    | 15,098.25    | 1,855.00      | 0.00     |
| Undistributed Expense-Instruction        |                       | 2,835,019.00  | (73,799.04)  | 2,761,219.96  | 25,960.20    | 97,541.26    | 2,637,718.50  | 0.00     |
| Health Services                          |                       | 135,363.00    | 3,761.00     | 139,124.00    | 105.00       | 127,950.14   | 11,068.86     | 0.00     |
| Other Support Svc-Related Svcs           |                       | 108,514.00    | 3,374.53     | 111,888.53    | 28.50        | 95,641.37    | 16,218.66     | 0.00     |
| Other Support Svc-Extra. Svcs            |                       | 83,789.00     | 2,335.50     | 86,124.50     | 397.50       | 45,309.50    | 40,417.50     | 0.00     |
| Other Support Svc-Students-Reg           |                       | 102,532.00    | 2,871.20     | 105,403.20    | 0.00         | 109,166.56   | 3,763.36      | 0.00     |
| Other Support Svc-Students-Spec          |                       | 206,166.00    | 7,014.94     | 213,180.94    | 627.21       | 88,646.18    | 123,907.55    | 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     | 4,350.48     | 72,072.82    | 8,256.70      | 0.00     |
| Inst. staff training svcs                |                       | 7,500.00      | 0.00         | 7,500.00      | 0.00         | 0.00         | 7,500.00      | 0.00     |
| Support svc-general admin                |                       | 335,864.00    | 67,963.20    | 403,827.20    | 22,935.34    | 101,560.07   | 279,331.79    | 0.00     |
| Support Svc-School Admin                 |                       | 288,275.00    | 0.00         | 288,275.00    | 40,148.34    | 276,537.05   | 28,410.39     | 0.00     |
| Business and Other Support Svcs          |                       | 187,674.00    | 0.00         | 187,674.00    | 23,833.64    | 139,819.28   | 24,021.08     | 0.00     |
| Maintenance of Plant Services            |                       | 128,849.00    | 2,373.93     | 131,222.93    | 15,108.01    | 70,098.04    | 46,016.88     | 0.00     |
| Operation of Plant                       |                       | 610,062.00    | 116,929.62   | 726,991.62    | 41,881.73    | 411,167.56   | 273,942.33    | 0.00     |
| Care & Upkeep of Grounds                 |                       | 73,020.00     | 1,791.61     | 74,811.61     | 5,542.03     | 58,195.06    | 11,074.52     | 0.00     |
| Student Transportation Svcs              |                       | 891,068.00    | (47,337.10)  | 843,730.90    | 98,133.27    | 429,365.44   | 316,232.19    | 0.00     |
| Employee Benefits                        |                       | 1,633,961.00  | (20,338.31)  | 1,613,622.69  | 121,949.88   | 559,692.72   | 931,980.09    | 1,116.22 |
| 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 | 191,257.43   | 11,095,723.43 | 544,438.62   | 5,574,619.27 | 4,976,665.54  | 1,116.22 |

**Fund 12 (Capital Outlay Fund)**

| Account Group             | Group Title         | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------|---------------------|--------------|--------------|-------------|--------------|--------------|---------------|---------|
| 604                       | Increase in Cap Rsv | 0.00         | 0.00         | 0.00        | 0.00         | 0.00         | 0.00          | 0.00    |
| Fund transfers            |                     | 126,466.00   | 61,285.95    | 187,751.95  | 100,499.61   | 32,936.47    | 54,315.87     | 0.00    |
| Grand Totals for fund 12: |                     | 126,466.00   | 61,285.95    | 187,751.95  | 100,499.61   | 32,936.47    | 54,315.87     | 0.00    |

**Fund 13 (Special Schools Fund)**

| Account Group             | Group 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)**

| Account Group             | Group 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 | 644,938.23 | 5,607,555.74 | 5,030,981.41 | 1,116.22 |
|---|---------------|------------|---------------|------------|--------------|--------------|----------|

**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    | 5,442,914.20 | (5,056,175.82)          |
| 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  | 793,617.00   | 8,729,788.00            |
| 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    | 15,765.00    | 108,235.00              |
| 10-1320-000-000 | Tuition From LEA's             | 0.00          | 0.00       | 0.00          | 0.00         | 0.00                    |
| 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    | 0.00         | 226,709.00              |
| 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          | 0.77         | (0.77)                  |
| 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     | 0.00         | 12,500.00               |
| 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     | 0.00         | 25,000.00               |
| 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          | 197.00       | (197.00)                |
| 10-3121-000-000 | Cat Transp Aid                 | 277,862.00    | 0.00       | 277,862.00    | 0.00         | 277,862.00              |
| 10-3131-000-000 | Extraordinary Aid              | 40,000.00     | 0.00       | 40,000.00     | 0.00         | 40,000.00               |
| 10-3132-000-000 | Cat Spec Ed Aid                | 484,811.00    | 0.00       | 484,811.00    | 0.00         | 484,811.00              |
| 10-3177-000-000 | Cat Security Aid               | 37,450.00     | 0.00       | 37,450.00     | 0.00         | 37,450.00               |
| 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 | St Reimb-Sec Our Chld Fut Bond | 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 | 6,252,493.97 | 5,030,981.41            |

**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   | 8,412.18     | 337,863.18   | 0.00         | 298,931.71   | 38,931.47     | 0.00    |
| 11-120-100-101                           | 3-5 TCH SAL                               | 1,210,176.00 | 33,795.95    | 1,243,971.95 | 0.00         | 1,205,249.53 | 38,722.42     | 0.00    |
| 11-130-100-101                           | 6-8 TCH SALARY                            | 598,389.00   | 15,668.47    | 614,057.47   | 0.00         | 592,266.35   | 21,791.12     | 0.00    |
| Regular Programs - Classroom Instruction |   | 2,138,016.00 | 57,876.60    | 2,195,892.60 | 0.00         | 2,096,447.59 | 99,445.01     | 0.00    |
| 11-150-100-101                           | HOME INSTR SAL                            | 2,000.00     | 0.00         | 2,000.00     | 0.00         | 0.00         | 2,000.00      | 0.00    |
| 11-150-100-320                           | OOD Dist reg ed                           | 3,000.00     | 0.00         | 3,000.00     | 0.00         | 0.00         | 3,000.00      | 0.00    |
| Regular Programs-Home Instruction        |   | 5,000.00     | 0.00         | 5,000.00     | 0.00         | 0.00         | 5,000.00      | 0.00    |
| 11-190-100-104                           | Substitutes Salary                        | 36,000.00    | 0.00         | 36,000.00    | 0.00         | 45,055.70    | (9,055.70)    | 0.00    |
| 11-190-100-320                           | Pur Prof Educational Serv                 | 42,000.00    | 0.00         | 42,000.00    | 0.00         | 0.00         | 42,000.00     | 0.00    |
| 11-190-100-340                           | PURCHASED TECH SERVICES                   | 85,250.00    | 0.00         | 85,250.00    | 16,269.62    | 60,475.33    | 8,505.05      | 0.00    |
| 11-190-100-500                           | Other Purchased Services (400-500 Series) | 43,996.00    | 0.00         | 43,996.00    | 0.00         | 0.00         | 43,996.00     | 0.00    |
| 11-190-100-610                           | GEN SUPPLIES                              | 70,600.00    | 18,141.49    | 88,741.49    | 9,609.37     | 18,695.12    | 60,437.00     | 0.00    |
| 11-190-100-640                           | TEXTBOOKS                                 | 73,000.00    | 24,198.00    | 97,198.00    | 94,321.91    | 0.00         | 2,876.09      | 0.00    |
| 11-190-100-890                           | Other Objects                             | 3,100.00     | 3,623.00     | 6,723.00     | 27.36        | 0.00         | 6,695.64      | 0.00    |
| Regular Programs-Undistrib Instruction   |   | 353,946.00   | 45,962.49    | 399,908.49   | 120,228.26   | 124,226.15   | 155,454.08    | 0.00    |
| 11-212-100-101                           | MD TEACH SAL                              | 52,219.00    | 3,030.51     | 55,249.51    | 0.00         | 106,067.85   | (50,818.34)   | 0.00    |
| 11-212-100-106                           | MH Aide Salaries                          | 19,282.00    | 720.00       | 20,002.00    | 0.00         | 19,080.00    | 922.00        | 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 Hdcp          |   | 76,901.00    | 3,750.51     | 80,651.51    | 162.48       | 125,147.85   | (44,658.82)   | 0.00    |
| 11-213-100-101                           | RES CTR SAL                               | 179,770.00   | 5,085.54     | 184,855.54   | 0.00         | 178,654.15   | 6,201.39      | 0.00    |
| 11-213-100-106                           | RES CTR AIDE SA                           | 223,835.00   | 7,923.99     | 231,758.99   | 0.00         | 232,227.09   | (468.10)      | 0.00    |
| 11-213-100-610                           | RES CTR SUPPL                             | 2,000.00     | 0.00         | 2,000.00     | 0.00         | 1,347.23     | 652.77        | 0.00    |
| Special Education-Resource Room          |   | 405,605.00   | 13,009.53    | 418,614.53   | 0.00         | 412,228.47   | 6,386.06      | 0.00    |
| 11-215-100-101                           | PSD TEACH SAL                             | 27,414.00    | 775.22       | 28,189.22    | 0.00         | 27,132.63    | 1,056.59      | 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       | 0.00         | 250.00       | 0.00         | 0.00         | 250.00        | 0.00    |
| Special Education-Prsc Hdcp/Part Time    |   | 51,311.00    | 1,658.22     | 52,969.22    | 0.00         | 46,028.83    | 6,940.39      | 0.00    |
| 11-401-100-100                           | Salaries                                  | 99,980.00    | 0.00         | 99,980.00    | 0.00         | 72,679.08    | 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   | 0.00         | 72,679.08    | 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    | 0.00         | 40,000.00    | 23,046.75    | 15,098.25    | 1,855.00      | 0.00    |
| Extended School Year                     |   | 40,000.00    | 0.00         | 40,000.00    | 23,046.75    | 15,098.25    | 1,855.00      | 0.00    |
| 11-000-100-561                           | Tuit LEA NJ Reg                           | 2,222,326.00 | 53,674.00    | 2,276,000.00 | 0.00         | 0.00         | 2,276,000.00  | 0.00    |
| 11-000-100-562                           | Tuit LEA Sp Ed                            | 117,760.00   | 156,543.00   | 274,303.00   | 8,517.50     | 0.00         | 265,785.50    | 0.00    |
| 11-000-100-563                           | Voc. School Dist                          | 47,276.00    | 3,910.20     | 51,186.20    | 3,910.20     | 0.00         | 47,276.00     | 0.00    |
| 11-000-100-566                           | TUIT PRIV NJ                              | 299,541.00   | (294,038.24) | 5,502.76     | 0.00         | 4,961.76     | 541.00        | 0.00    |
| 11-000-100-569                           | TUITION CHARTER SCHOOLS                   | 148,116.00   | 6,112.00     | 154,228.00   | 13,532.50    | 92,579.50    | 48,116.00     | 0.00    |
| Undistributed Expense-Instruction        |   | 2,835,019.00 | (73,799.04)  | 2,761,219.96 | 25,960.20    | 97,541.26    | 2,637,718.50  | 0.00    |
| 11-000-213-100                           | Salaries                                  | 129,278.00   | 3,656.00     | 132,934.00   | 0.00         | 127,950.14   | 4,983.86      | 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         | 0.00         | 2,000.00      | 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   | 3,761.00     | 139,124.00   | 105.00       | 127,950.14   | 11,068.86     | 0.00    |
| 11-000-216-100                           | Salaries                                  | 96,014.00    | 2,251.53     | 98,265.53    | 0.00         | 94,047.45    | 4,218.08      | 0.00    |
| 11-000-216-320                           | Purch Prof Speech Serv                    | 12,000.00    | 810.00       | 12,810.00    | 0.00         | 810.00       | 12,000.00     | 0.00    |
| 11-000-216-600                           | SPEECH SUPPLIES                           | 500.00       | 313.00       | 813.00       | 28.50        | 783.92       | 0.58          | 0.00    |
| Other Support Svc-Related Svcs           |   | 108,514.00   | 3,374.53     | 111,888.53   | 28.50        | 95,641.37    | 16,218.66     | 0.00    |
| 11-000-217-106                           | PERSON AID                                | 45,789.00    | 1,755.50     | 47,544.50    | 0.00         | 45,309.50    | 2,235.00      | 0.00    |
| 11-000-217-320                           | THERAPY SVS                               | 38,000.00    | 580.00       | 38,580.00    | 397.50       | 0.00         | 38,182.50     | 0.00    |
| Other Support Svc-Extra. Svcs            |   | 83,789.00    | 2,335.50     | 86,124.50    | 397.50       | 45,309.50    | 40,417.50     | 0.00    |
| 11-000-218-104                           | GUID SALARY                               | 101,532.00   | 2,871.20     | 104,403.20   | 0.00         | 109,166.56   | (4,763.36)    | 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   | 2,871.20     | 105,403.20   | 0.00         | 109,166.56   | (3,763.36)    | 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   | 0.00         | 76,472.55    | 2,978.38      | 0.00    |
| 11-000-219-105                  | CST SECT SALARY                           | 41,200.00    | 0.00         | 41,200.00   | 0.00         | 6,821.62     | 34,378.38     | 0.00    |
| 11-000-219-320                  | CST PROF SVS                              | 85,500.00    | 4,830.01     | 90,330.01   | 0.00         | 4,830.01     | 85,500.00     | 0.00    |
| 11-000-219-600                  | CST SUPPLIES                              | 2,000.00     | 0.00         | 2,000.00    | 477.21       | 522.00       | 1,000.79      | 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   | 7,014.94     | 213,180.94  | 627.21       | 88,646.18    | 123,907.55    | 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   | 0.00         | 72,072.82    | 2,807.18      | 0.00    |
| 11-000-222-320                  | Library Purch Prof & Tech Svcs            | 9,500.00     | 0.00         | 9,500.00    | 4,350.48     | 0.00         | 5,149.52      | 0.00    |
| 11-000-222-600                  | LIB SUP/MAT                               | 300.00       | 0.00         | 300.00      | 0.00         | 0.00         | 300.00        | 0.00    |
| Library and Educ Media          |   | 82,621.00    | 2,059.00     | 84,680.00   | 4,350.48     | 72,072.82    | 8,256.70      | 0.00    |
| 11-000-223-500                  | Other Purchased Services (400-500 Series) | 7,500.00     | 0.00         | 7,500.00    | 0.00         | 0.00         | 7,500.00      | 0.00    |
| Inst. staff training svcs       |   | 7,500.00     | 0.00         | 7,500.00    | 0.00         | 0.00         | 7,500.00      | 0.00    |
| 11-000-230-100                  | Salaries                                  | 138,000.00   | 12,000.00    | 150,000.00  | 6,041.66     | 11,090.67    | 132,867.67    | 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   | 5,808.00     | 1,418.50     | 30,000.00     | 0.00    |
| 11-000-230-332                  | Audit Fees                                | 18,500.00    | 0.00         | 18,500.00   | 0.00         | 0.00         | 18,500.00     | 0.00    |
| 11-000-230-339                  | ADM PROF SVS                              | 16,000.00    | 53,713.00    | 69,713.00   | 6,713.00     | 63,000.00    | 0.00          | 0.00    |
| 11-000-230-530                  | Communications/Telephone                  | 57,500.00    | (25,000.00)  | 32,500.00   | 53.03        | 1,296.97     | 31,150.00     | 0.00    |
| 11-000-230-590                  | Other Purchased Services (400-500 Series) | 20,550.00    | 6,250.00     | 26,800.00   | 0.00         | 6,250.00     | 20,550.00     | 0.00    |
| 11-000-230-610                  | GENERAL OFFICE SUPPLIES                   | 5,000.00     | (1,000.00)   | 4,000.00    | 0.00         | 830.23       | 3,169.77      | 0.00    |
| 11-000-230-890                  | ADM DUES,WKSHOP                           | 25,000.00    | 50.00        | 25,050.00   | 4,319.65     | 950.00       | 19,780.35     | 0.00    |
| Support svc-general admin       |   | 335,864.00   | 67,963.20    | 403,827.20  | 22,935.34    | 101,560.07   | 279,331.79    | 0.00    |
| 11-000-240-103                  | SCHOOL PRIN SAL                           | 164,428.00   | 0.00         | 164,428.00  | 15,890.04    | 188,271.85   | (39,733.89)   | 0.00    |
| 11-000-240-105                  | SCHOOL SECT SAL                           | 88,546.00    | 0.00         | 88,546.00   | 9,937.51     | 87,761.59    | (9,153.10)    | 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    | 0.00         | 503.61       | 496.39        | 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  | 40,148.34    | 276,537.05   | (28,410.39)   | 0.00    |
| 11-000-251-100                  | Salaries                                  | 147,486.00   | 0.00         | 147,486.00  | 9,723.00     | 139,819.28   | (2,056.28)    | 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   | 14,110.64    | 0.00         | 4,344.36      | 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  | 23,833.64    | 139,819.28   | 24,021.08     | 0.00    |
| 11-000-261-100                  | Salaries                                  | 43,619.00    | 1,233.45     | 44,852.45   | 3,340.00     | 39,830.63    | 1,681.82      | 0.00    |
| 11-000-261-420                  | MAINT SVS                                 | 70,000.00    | 515.48       | 70,515.48   | 11,250.02    | 29,642.41    | 29,623.05     | 0.00    |
| 11-000-261-610                  | MAINT SUPPL                               | 14,230.00    | 625.00       | 14,855.00   | 517.99       | 625.00       | 13,712.01     | 0.00    |
| 11-000-261-800                  | Maintenance Prog                          | 1,000.00     | 0.00         | 1,000.00    | 0.00         | 0.00         | 1,000.00      | 0.00    |
| Maintenance of Plant Services   |   | 128,849.00   | 2,373.93     | 131,222.93  | 15,108.01    | 70,098.04    | 46,016.88     | 0.00    |
| 11-000-262-100                  | Salaries                                  | 239,862.00   | 4,337.41     | 244,199.41  | 14,596.03    | 198,018.55   | 31,584.83     | 0.00    |
| 11-000-262-300                  | Purch Prof SVS                            | 20,000.00    | 0.00         | 20,000.00   | 1,039.00     | 7,954.50     | 11,006.50     | 0.00    |
| 11-000-262-420                  | PLNT CUST SVS                             | 40,000.00    | 85,592.21    | 125,592.21  | 2,543.97     | 14,772.24    | 108,276.00    | 0.00    |
| 11-000-262-490                  | PLT WATER SVS                             | 15,000.00    | 0.00         | 15,000.00   | 2,871.17     | 7,128.83     | 5,000.00      | 0.00    |
| 11-000-262-520                  | INSURANCES                                | 40,000.00    | 0.00         | 40,000.00   | 0.00         | 0.00         | 40,000.00     | 0.00    |
| 11-000-262-610                  | PLNT SUPPLIES                             | 60,000.00    | 0.00         | 60,000.00   | 3,292.51     | 30,707.49    | 26,000.00     | 0.00    |
| 11-000-262-621                  | Energy - Propane - Villa                  | 5,000.00     | 0.00         | 5,000.00    | 48.37        | 4,951.63     | 0.00          | 0.00    |
| 11-000-262-622                  | Energy - Electric - Villa                 | 98,000.00    | (15,000.00)  | 83,000.00   | 7,216.16     | 75,783.84    | 0.00          | 0.00    |
| 11-000-262-624                  | Energy - Htg Fuel - Villa                 | 91,200.00    | 42,000.00    | 133,200.00  | 10,149.52    | 71,850.48    | 51,200.00     | 0.00    |
| 11-000-262-800                  | PLNT OTHER                                | 1,000.00     | 0.00         | 1,000.00    | 125.00       | 0.00         | 875.00        | 0.00    |
| Operation of Plant              |   | 610,062.00   | 116,929.62   | 726,991.62  | 41,881.73    | 411,167.56   | 273,942.33    | 0.00    |
| 11-000-263-100                  | Grounds                                   | 58,020.00    | 1,458.61     | 59,478.61   | 4,960.00     | 54,195.06    | 323.55        | 0.00    |
| 11-000-263-300                  | Purchased Prof Svcs                       | 13,000.00    | 333.00       | 13,333.00   | 333.00       | 4,000.00     | 9,000.00      | 0.00    |
| 11-000-263-600                  | Grounds supplies                          | 2,000.00     | 0.00         | 2,000.00    | 249.03       | 0.00         | 1,750.97      | 0.00    |
| Care & Upkeep of Grounds        |   | 73,020.00    | 1,791.61     | 74,811.61   | 5,542.03     | 58,195.06    | 11,074.52     | 0.00    |

## Report of the Secretary to the Allamuchy Board of Education General Fund - Fund 10

FY2022 Data is Posted to 7/31/2021

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## 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     | 0.00         | 52,311.72    | 513.28        | 0.00     |
| 11-000-270-160              | Sal Pupil Trans home to school | 251,799.00    | 6,288.65     | 258,087.65    | 3,107.34     | 250,316.45   | 4,663.86      | 0.00     |
| 11-000-270-161              | Sal Pupil Tran Spec Ed         | 75,000.00     | 0.00         | 75,000.00     | 4,556.46     | 26,168.88    | 44,274.66     | 0.00     |
| 11-000-270-162              | Salary - Pupil Transportation  | 16,000.00     | 0.00         | 16,000.00     | 0.00         | 8,822.98     | 7,177.02      | 0.00     |
| 11-000-270-390              | Communication Services         | 10,000.00     | 0.00         | 10,000.00     | 0.00         | 0.00         | 10,000.00     | 0.00     |
| 11-000-270-420              | TRNS REP/MAINT                 | 100,000.00    | 0.00         | 100,000.00    | 2,436.69     | 7,563.31     | 90,000.00     | 0.00     |
| 11-000-270-443              | Lease Purchase Pymt            | 85,744.00     | 0.25         | 85,744.25     | 64,775.81    | 0.00         | 20,968.44     | 0.00     |
| 11-000-270-503              | AILO for Non-Public Transp     | 50,000.00     | 0.00         | 50,000.00     | 0.00         | 0.00         | 50,000.00     | 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    | (39,475.00)  | 100,525.00    | 21,073.47    | 78,451.53    | 1,000.00      | 0.00     |
| 11-000-270-593              | Transp Insurance, Travel Exp.  | 25,000.00     | 849.00       | 25,849.00     | 0.00         | 1,866.57     | 23,982.43     | 0.00     |
| 11-000-270-600              | TRNS SUP/MAT                   | 56,500.00     | 0.00         | 56,500.00     | 2,133.50     | 3,864.00     | 50,502.50     | 0.00     |
| 11-000-270-890              | Misc Expenses                  | 3,200.00      | 0.00         | 3,200.00      | 50.00        | 0.00         | 3,150.00      | 0.00     |
| Student Transportation Svcs |                                | 891,068.00    | (47,337.10)  | 843,730.90    | 98,133.27    | 429,365.44   | 316,232.19    | 0.00     |
| 11-000-291-220              | PERS FICA                      | 130,000.00    | 0.00         | 130,000.00    | 7,579.47     | 0.00         | 122,420.53    | 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      | 26.08        | 0.00         | 4,973.92      | 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 COMP SA               | 65,000.00     | 0.00         | 65,000.00     | 0.00         | 0.00         | 65,000.00     | 0.00     |
| 11-000-291-270              | EMPL HLTH BENEF                | 1,257,961.00  | (42,338.31)  | 1,215,622.69  | 100,153.39   | 554,421.48   | 561,047.82    | 0.00     |
| 11-000-291-280              | TUITION REIMB                  | 20,000.00     | 12,000.00    | 32,000.00     | 0.00         | 2,000.00     | 30,000.00     | 0.00     |
| 11-000-291-290              | Employee Benefits              | 1,000.00      | 0.00         | 1,000.00      | (1,107.09)   | 1,136.45     | 970.64        | 1,116.22 |
| 11-000-291-299              | Unused Sick Pmnt to Ret Staff  | 10,000.00     | 0.00         | 10,000.00     | 15,298.03    | 2,134.79     | (7,432.82)    | 0.00     |
| Employee Benefits           |                                | 1,633,961.00  | (20,338.31)  | 1,613,622.69  | 121,949.88   | 559,692.72   | 931,980.09    | 1,116.22 |
| 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 | 191,257.43   | 11,095,723.43 | 544,438.62   | 5,574,619.27 | 4,976,665.54  | 1,116.22 |

## 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  |
| 12-001-604-000            | 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  | 100,499.61   | 32,936.47    | 27,849.87     | 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  | 100,499.61   | 32,936.47    | 54,315.87     | 0.00    |
| Grand Totals for fund 12: |                              | 126,466.00   | 61,285.95    | 187,751.95  | 100,499.61   | 32,936.47    | 54,315.87     | 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 | 644,938.23 | 5,607,555.74 | 5,030,981.41 | 1,116.22 |
|---|---------------|------------|---------------|------------|--------------|--------------|----------|

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).

  
James Schlessinger, Business Administrator

  
Date

JAMES MINKEWICZ

Interim Balance Sheet

ASSETS AND RESOURCES

|   |                |                      |
|---|----------------|----------------------|
| <b>ASSETS</b>                                 |                |                      |
| 101 Cash in checking account                  | \$ (68,141.05) |                      |
| 102-106 Other cash equivalents                | \$ 0.00        |                      |
| Total cash                                    |                | \$ (68,141.05)       |
| 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              |
| <b>RESOURCES</b>                              |                |                      |
| 301 Estimated revenues (from adjusted budget) | \$ 192,500.00  |                      |
| 302 Less: revenues collected or accrued       | \$ 0.00        |                      |
|   |                | \$ 192,500.00        |
| <b>TOTAL ASSETS AND RESOURCES</b>             |                | <b>\$ 180,756.55</b> |

LIABILITIES AND FUND EQUITY

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

FUND EQUITY

Appropriated:

|   |    |           |            |             |    |             |
|---|----|-----------|------------|-------------|----|-------------|
| 753 Reserve for encumbrances - current year |    |           | \$         | 36,274.19   |    |             |
| 754 Reserve for encumbrances - prior year   |    |           | \$         | 758.72      |    |             |
| 760 Other reserves                          |    |           | \$         | 0.00        |    |             |
| 771 Designated Fund Balance                 |    |           | \$         | 0.00        |    |             |
| 601 Appropriations                          |    | \$        | 195,408.43 |             |    |             |
| 602 Less: expenditures                      | \$ | 26,496.20 |            |             |    |             |
| 603 Less: encumbrances                      | \$ | 37,032.91 | \$         | (63,529.11) | \$ | 131,879.32  |
| Appropriations less expenditures            |    |           |            |             | \$ | 168,912.23  |
| Unappropriated:                             |    |           |            |             |    |             |
| 770 Fund Balance, July 1, 2021              |    |           | \$         | (17,372.47) |    |             |
| 303 Less: budgeted fund balance             |    |           | \$         | 0.00        |    |             |
| Unappropriated fund balance                 |    |           |            |             | \$ | (17,372.47) |
| Total fund equity                           |    |           |            |             | \$ | 151,539.76  |
| TOTAL LIABILITIES AND FUND EQUITY           |    |           |            |             | \$ | 180,756.55  |

**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  | 0.00          | 2,908.43  | 2,908.43    | 63,529.11   | (60,620.68)             |
| 52xx         | From Transfers            | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 1xxx         | From Local Sources        | 4,000.00      | 0.00      | 4,000.00    | 0.00        | 4,000.00                |
| 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      | 188,500.00    | 0.00      | 188,500.00  | 0.00        | 188,500.00              |
| 5xxx         | From Other Sources        | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| Grand Totals |                           | 192,500.00    | 2,908.43  | 195,408.43  | 63,529.11   | 131,879.32              |

**Fund 20 (Special Revenue Fund)**

| Account Group             | Group Title | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------|-------------|--------------|--------------|-------------|--------------|--------------|---------------|---------|
| Ungrouped Accounts        |             | 41,000.00    | 0.00         | 41,000.00   | 12,213.78    | (3,071.23)   | 31,857.45     | 0.00    |
| Local Projects            |             | 4,000.00     | 0.00         | 4,000.00    | 0.00         | 0.00         | 4,000.00      | 0.00    |
| Title I                   |             | 30,000.00    | 718.72       | 30,718.72   | 12,489.00    | 25,158.53    | (6,928.81)    | 0.00    |
| IDEA Part B               |             | 100,000.00   | 933.00       | 100,933.00  | 840.00       | 0.00         | 100,093.00    | 0.00    |
| Title II Part A           |             | 7,500.00     | 40.00        | 7,540.00    | 0.00         | 40.00        | 7,500.00      | 0.00    |
| Title IV                  |             | 10,000.00    | 1,216.71     | 11,216.71   | 953.42       | 0.00         | 10,263.29     | 0.00    |
| R.E.A.P. GRANT            |             | 0.00         | 0.00         | 0.00        | 0.00         | 14,905.61    | (14,905.61)   | 0.00    |
| Grand Totals for fund 20: |             | 192,500.00   | 2,908.43     | 195,408.43  | 26,496.20    | 37,032.91    | 131,879.32    | 0.00    |

Revenues Summary

| Acct Group      | Group Title                    | Budgeted Est. | Transfers | Adj. Budget | Act to Date | Unrealized Under/(Over) |
|-----------------|--------------------------------|---------------|-----------|-------------|-------------|-------------------------|
| Info Only       | Revenue Req'd to Balance       | 0.00          | 2,908.43  | 2,908.43    | 63,529.11   | (60,620.68)             |
| 20-1920-212-000 | Rutherford Foundation          | 4,000.00      | 0.00      | 4,000.00    | 0.00        | 4,000.00                |
| 20-1920-403-000 | Future fisherman foundation    | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-1980-000-000 | Refund of Prior Yr Expenditure | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-1990-000-000 | Miscellaneous Revenue          | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-2101-000-000 | Garden Grant                   | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-2200-000-000 | Rutherford/Stuyvesant Grant    | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4000-000-000 | Rebel2                         | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4300-000-000 | Teaching American History      | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4409-224-000 | ARP IDEA PS                    | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4411-231-000 | Title I Part A                 | 30,000.00     | 0.00      | 30,000.00   | 0.00        | 30,000.00               |
| 20-4412-232-000 | Title II Part A                | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4413-232-000 | Title I Part D                 | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4415-260-000 | Title VI                       | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4417-260-000 | Title VI                       | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4419-223-000 | ARP IDEA BASIC                 | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4421-250-000 | IDEA Basic                     | 100,000.00    | 0.00      | 100,000.00  | 0.00        | 100,000.00              |
| 20-4423-251-000 | IDEA-Preschool                 | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4430-000-000 | Vocational Education           | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4440-000-000 | Adult Basic Education          | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4451-270-000 | Title II A Training            | 7,500.00      | 0.00      | 7,500.00    | 0.00        | 7,500.00                |
| 20-4452-271-000 | Title II D Tech                | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4471-280-000 | Title IV Part A                | 10,000.00     | 0.00      | 10,000.00   | 0.00        | 10,000.00               |
| 20-4495-290-000 | Title V Innovative             | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4502-450-000 | REAP                           | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4503-450-000 | Matrix                         | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4511-450-000 | Title 1A-ARRA                  | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4514-455-000 | IDEA Basic - ARRA              | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4515-458-000 | IDEA Preschool - ARRA          | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4530-000-000 | CARES Act - ESSER I            | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4530-001-000 | CARES Act - Digital Divide     | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4530-002-000 | CARES Act - ESSER II           | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4532-000-000 | CRF Grant                      | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4534-483-000 | CRRSA Act - ESSER II           | 41,000.00     | 0.00      | 41,000.00   | 0.00        | 41,000.00               |
| 20-4700-000-000 | Private Industry               | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 20-4999-000-000 | Other                          | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| Grand Totals    |                                | 192,500.00    | 2,908.43  | 195,408.43  | 63,529.11   | 131,879.32              |



**Minimum Expense General Ledger Report**

**Fund 20 (Special Revenue Fund)**

| Expend. Account #         | Account Title                | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------|------------------------------|--------------|--------------|-------------|--------------|--------------|---------------|---------|
| 20-454-100-610            | RH Steiveson Grant           | 0.00         | 0.00         | 0.00        | 12,213.78    | (5,315.23)   | (6,898.55)    | 0.00    |
| 20-478-100-600            | Digital Divide Instr Supp    | 0.00         | 0.00         | 0.00        | 0.00         | 2,244.00     | (2,244.00)    | 0.00    |
| 20-483-200-500            | CRRSA ESSER II Grant Program | 41,000.00    | 0.00         | 41,000.00   | 0.00         | 0.00         | 41,000.00     | 0.00    |
| Ungrouped Accounts        |                              | 41,000.00    | 0.00         | 41,000.00   | 12,213.78    | (3,071.23)   | 31,857.45     | 0.00    |
| 20-212-100-600            | Local projects               | 4,000.00     | 0.00         | 4,000.00    | 0.00         | 0.00         | 4,000.00      | 0.00    |
| Local Projects            |                              | 4,000.00     | 0.00         | 4,000.00    | 0.00         | 0.00         | 4,000.00      | 0.00    |
| 20-231-100-100            | Personal Services - Salaries | 30,000.00    | 718.72       | 30,718.72   | 0.00         | 25,158.53    | 5,560.19      | 0.00    |
| 20-231-100-600            | General Supplies             | 0.00         | 0.00         | 0.00        | 239.00       | 0.00         | (239.00)      | 0.00    |
| 20-231-400-731            | Software and Hardware        | 0.00         | 0.00         | 0.00        | 12,250.00    | 0.00         | (12,250.00)   | 0.00    |
| Title I                   |                              | 30,000.00    | 718.72       | 30,718.72   | 12,489.00    | 25,158.53    | (6,928.81)    | 0.00    |
| 20-250-200-300            | IDEA NON PUBLIC              | 100,000.00   | 933.00       | 100,933.00  | 840.00       | 0.00         | 100,093.00    | 0.00    |
| IDEA Part B               |                              | 100,000.00   | 933.00       | 100,933.00  | 840.00       | 0.00         | 100,093.00    | 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     | 0.00         | 7,500.00    | 0.00         | 0.00         | 7,500.00      | 0.00    |
| Title II Part A           |                              | 7,500.00     | 40.00        | 7,540.00    | 0.00         | 40.00        | 7,500.00      | 0.00    |
| 20-280-100-600            | Instructional Supplies       | 10,000.00    | 1,216.71     | 11,216.71   | 953.42       | 0.00         | 10,263.29     | 0.00    |
| Title IV                  |                              | 10,000.00    | 1,216.71     | 11,216.71   | 953.42       | 0.00         | 10,263.29     | 0.00    |
| 20-451-100-100            | PERS SERVICES                | 0.00         | 0.00         | 0.00        | 0.00         | 11,642.28    | (11,642.28)   | 0.00    |
| 20-451-200-600            | OTHER SUP/MAT                | 0.00         | 0.00         | 0.00        | 0.00         | 3,263.33     | (3,263.33)    | 0.00    |
| R.E.A.P. GRANT            |                              | 0.00         | 0.00         | 0.00        | 0.00         | 14,905.61    | (14,905.61)   | 0.00    |
| Grand Totals for fund 20: |                              | 192,500.00   | 2,908.43     | 195,408.43  | 26,496.20    | 37,032.91    | 131,879.32    | 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).

James Schllessinger, Business Administrator

Date

JAMES MINIEWICZ

9-26-21

Interim Balance SheetASSETS AND RESOURCES

|   |               |                      |
|---|---------------|----------------------|
| <b>ASSETS</b>                                 |               |                      |
| 101 Cash in checking account                  | \$ (0.49)     |                      |
| 102-106 Other cash equivalents                | \$ 0.00       |                      |
| Total cash                                    |               | \$ (0.49)            |
| 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              |
| <b>RESOURCES</b>                              |               |                      |
| 301 Estimated revenues (from adjusted budget) | \$ 771,200.00 |                      |
| 302 Less: revenues collected or accrued       | \$ 0.00       |                      |
|   |               | \$ 771,200.00        |
| <b>TOTAL ASSETS AND RESOURCES</b>             |               | <b>\$ 771,199.51</b> |

LIABILITIES AND FUND EQUITY

|  |    |      |
|--|----|------|
| <b>LIABILITIES</b>                               |    |      |
| 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 |    |      |    | \$         | 0.00 |               |
| 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                      | \$ | 0.00 |    |            |      |               |
| 603 Less: encumbrances                      | \$ | 0.00 | \$ | 0.00       | \$   | 771,200.00    |
| Appropriations less expenditures            |    |      |    |            |      | \$ 771,200.00 |

Unappropriated:

|                                 |    |        |               |
|---------------------------------|----|--------|---------------|
| 770 Fund Balance, July 1, 2021  | \$ | (0.49) |               |
| 303 Less: budgeted fund balance | \$ | 0.00   |               |
| Unappropriated fund balance     |    |        | \$ (0.49)     |
| Total fund equity               |    |        | \$ 771,199.51 |

TOTAL LIABILITIES AND FUND EQUITY

\$ 771,199.51

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

|  | Budgeted        | Actual  | Variance        |
|--|-----------------|---------|-----------------|
| Appropriations   | \$ 771,200.00   | \$ 0.00 | \$ 771,200.00   |
| Less: Revenues   | \$ (771,200.00) | \$ 0.00 | \$ (771,200.00) |
| Subtotal   | \$ 0.00         | \$ 0.00 | \$ 0.00         |
| Less: adjustment to appropriations for Prior Year Encumbrances | \$ 0.00         | \$ 0.00 | \$ 0.00         |
| Total current year budgeted fund balance                       | \$ 0.00         | \$ 0.00 | \$ 0.00         |
| Add: Unappropriated fund balance                               |                 |         | \$ (0.49)       |
| Total of budgeted and unappropriated fund balance              |                 |         | \$ (0.49)       |

**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        | 0.00        | 0.00                    |
| 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  | 0.00        | 708,106.00              |
| 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   | 0.00        | 63,094.00               |
| 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  | 0.00        | 771,200.00              |

**Fund 40 (Debt Service Fund)**

| Account Group             | Group Title | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------|-------------|--------------|--------------|-------------|--------------|--------------|---------------|---------|
| Debt service-regular      |             | 771,200.00   | 0.00         | 771,200.00  | 0.00         | 0.00         | 771,200.00    | 0.00    |
| Grand Totals for fund 40: |             | 771,200.00   | 0.00         | 771,200.00  | 0.00         | 0.00         | 771,200.00    | 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        | 0.00        | 0.00                    |
| 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  | 0.00        | 708,106.00              |
| 40-3160-000-000 Debt Service Aid II |                            | 63,094.00     | 0.00      | 63,094.00   | 0.00        | 63,094.00               |
| Grand Totals                        |                            | 771,200.00    | 0.00      | 771,200.00  | 0.00        | 771,200.00              |

**Minimum Expense General Ledger Report**

**Fund 40 (Debt Service Fund)**

| Expend. Account #         | Account Title | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------|---------------|--------------|--------------|-------------|--------------|--------------|---------------|---------|
| 40-701-510-834            | BOND INTEREST | 291,200.00   | 0.00         | 291,200.00  | 0.00         | 0.00         | 291,200.00    | 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  | 0.00         | 0.00         | 771,200.00    | 0.00    |
| Grand Totals for fund 40: |               | 771,200.00   | 0.00         | 771,200.00  | 0.00         | 0.00         | 771,200.00    | 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).

  
James Schlessinger, Business Administrator

9-26-21  
Date

JAMES MINICKWILZ

Interim Balance SheetASSETS AND RESOURCES

|   |                 |                 |
|---|-----------------|-----------------|
| ASSETS  |                 |                 |
| 101 Cash in checking account                  | \$ (241,142.00) |                 |
| 102-106 Other cash equivalents                | \$ 337.50       |                 |
| Total cash                                    |                 | \$ (240,804.50) |
| 111 Investments                               |                 | \$ 0.00         |
| 114 Investment interest receivable            |                 | \$ 0.00         |
| 121 Tax levy receivable                       |                 | \$ 0.00         |
| Accounts receivable                           |                 |                 |
| 132 Interfund                                 | \$ 0.00         |                 |
| 141 Intergovernmental - state                 | \$ 0.00         |                 |
| 142 Intergovernmental - federal               | \$ 0.00         |                 |
| 143 Intergovernmental - other                 | \$ 25,398.25    |                 |
| 153 Other Accounts Receivable                 | \$ 2,600.00     |                 |
|   |                 | \$ 27,998.25    |
| Loans receivable                              |                 |                 |
| 131 Interfund                                 | \$ 0.00         |                 |
| 151 Other Loans Receivable                    | \$ 0.00         |                 |
|   |                 | \$ 0.00         |
| 199 Other current assets                      |                 | \$ 0.00         |
| RESOURCES                                     |                 |                 |
| 301 Estimated revenues (from adjusted budget) | \$ 0.00         |                 |
| 302 Less: revenues collected or accrued       | \$ (14,843.00)  |                 |
|   |                 | \$ (14,843.00)  |
| TOTAL ASSETS AND RESOURCES                    |                 | \$ (227,649.25) |

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                                |  | \$ 10,765.00 |

**FUND EQUITY**

Appropriated:

|   |    |           |        |             |                |
|---|----|-----------|--------|-------------|----------------|
| 753 Reserve for encumbrances - current year |    |           | \$     | 41,958.46   |                |
| 754 Reserve for encumbrances - prior year   |    |           | \$     | 186.65      |                |
| 760 Other reserves                          |    |           | \$     | 0.00        |                |
| 771 Designated Fund Balance                 |    |           | \$     | 0.00        |                |
| 601 Appropriations                          |    | \$        | 186.65 |             |                |
| 602 Less: expenditures                      | \$ | 14,342.21 |        |             |                |
| 603 Less: encumbrances                      | \$ | 42,145.11 | \$     | (56,487.32) | \$ (56,300.67) |
| Appropriations less expenditures            |    |           |        |             | \$ (14,155.56) |

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               |  |  |    |              | \$ (239,914.25) |

**TOTAL LIABILITIES AND FUND EQUITY**

\$ (229,149.25)

**RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY**

|  | Budgeted    | Actual         | Variance        |
|--|-------------|----------------|-----------------|
| Appropriations   | \$ 186.65   | \$ 56,487.32   | \$ (56,300.67)  |
| Less: Revenues   | \$ 0.00     | \$ (14,843.00) | \$ 14,843.00    |
| Subtotal   | \$ 186.65   | \$ 41,644.32   | \$ (41,457.67)  |
| Less: adjustment to appropriations for Prior Year Encumbrances | \$ (186.65) | \$ (186.65)    | \$ 0.00         |
| Total current year budgeted fund balance                       | \$ 0.00     | \$ 41,457.67   | \$ (41,457.67)  |
| Add: Unappropriated fund balance                               |             |                | \$ (225,758.69) |
| Total of budgeted and unappropriated fund balance              |             |                | \$ (267,216.36) |

**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      | 41,644.32   | (41,457.67)             |
| 52xx         | From Transfers             | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 1xxx         | From Local Sources         | 0.00          | 0.00      | 0.00        | 14,843.00   | (14,843.00)             |
| 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      | 56,487.32   | (56,300.67)             |

**Fund 60 (Rutherford Hall Budget)**

| Account Group             | Group Title | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------|-------------|--------------|--------------|-------------|--------------|--------------|---------------|---------|
| Salaries                  |             | 0.00         | 0.00         | 0.00        | 11,118.09    | 39,569.34    | (50,687.43)   | 0.00    |
| Administrative Costs      |             | 0.00         | 0.00         | 0.00        | 682.00       | 0.00         | (682.00)      | 0.00    |
| Supplies                  |             | 0.00         | 0.00         | 0.00        | 408.50       | 0.00         | (408.50)      | 0.00    |
| Other Expenses            |             | 0.00         | 186.65       | 186.65      | 2,133.62     | 2,575.77     | (4,522.74)    | 0.00    |
| Grand Totals for fund 60: |             | 0.00         | 186.65       | 186.65      | 14,342.21    | 42,145.11    | (56,300.67)   | 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      | 41,644.32   | (41,457.67)             |
| 60-1500-000-000 | Miscellaneous Revenue          | 0.00          | 0.00      | 0.00        | 0.00        | 0.00                    |
| 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        | 0.00        | 0.00                    |
| 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        | 2,227.00    | (2,227.00)              |
| 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)                |
| 60-1711-000-000 | 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 | Other activities - Grant       | 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        | 8,135.00    | (8,135.00)              |
| 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                    |

Report of the Secretary to the Allamuchy Board of Education Rutherford Hall Budget - Fund 60

FY2022 Data is Posted to 7/31/2021

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|  |      |      |      |          |            |
|--|------|------|------|----------|------------|
| 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 | 2,350.00 | (2,350.00) |
| 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 | 0.00     | 0.00       |
| 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 | 56,487.32 | (56,300.67) |
|--------------|------|--------|--------|-----------|-------------|

**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        | 273.00       | 16,288.72    | (16,561.72)   | 0.00    |
| 60-990-320-182            | Salaries - Office & Clerical  | 0.00         | 0.00         | 0.00        | 4,780.59     | 21,307.52    | (26,088.11)   | 0.00    |
| 60-990-320-184            | Salaries - Summer Camp        | 0.00         | 0.00         | 0.00        | 6,064.50     | 1,973.10     | (8,037.60)    | 0.00    |
| Salaries                  |                               | 0.00         | 0.00         | 0.00        | 11,118.09    | 39,569.34    | (50,687.43)   | 0.00    |
| 60-990-320-335            | Haunted Hall Costs            | 0.00         | 0.00         | 0.00        | 532.00       | 0.00         | (532.00)      | 0.00    |
| 60-990-320-340            | Purchased Technical Services  | 0.00         | 0.00         | 0.00        | 150.00       | 0.00         | (150.00)      | 0.00    |
| Administrative Costs      |                               | 0.00         | 0.00         | 0.00        | 682.00       | 0.00         | (682.00)      | 0.00    |
| 60-990-320-610            | General Supplies              | 0.00         | 0.00         | 0.00        | 408.50       | 0.00         | (408.50)      | 0.00    |
| Supplies                  |                               | 0.00         | 0.00         | 0.00        | 408.50       | 0.00         | (408.50)      | 0.00    |
| 60-990-320-890            | Miscellaneous Expense         | 0.00         | 186.65       | 186.65      | 96.50        | 186.65       | (96.50)       | 0.00    |
| 60-990-320-891            | Transfirst Cr Cd Chgs-Grant   | 0.00         | 0.00         | 0.00        | 182.48       | 2,037.52     | (2,220.00)    | 0.00    |
| 60-990-320-892            | Tix, Inc. Ticket Cgs - Grant  | 0.00         | 0.00         | 0.00        | 1,854.64     | 351.60       | (2,206.24)    | 0.00    |
| Other Expenses            |                               | 0.00         | 186.65       | 186.65      | 2,133.62     | 2,575.77     | (4,522.74)    | 0.00    |
| Grand Totals for fund 60: |                               | 0.00         | 186.65       | 186.65      | 14,342.21    | 42,145.11    | (56,300.67)   | 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).

  
James Schlessinger, Business Administrator

  
Date





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

|                                 | (1)<br>Beginning<br>Cash Balance | (2)<br>Cash<br>Receipts | (3)<br>Cash<br>Disbursements | (4)<br>Reclassifications | (5)<br>Ending<br>Cash Balance |
|---------------------------------|----------------------------------|-------------------------|------------------------------|--------------------------|-------------------------------|
| Fund 10 - General Fund          | 277,162.86                       | 892,466.56              | 648,019.68                   | -                        | 521,609.74                    |
| Tuition Reserve                 | -                                | -                       | -                            | -                        | -                             |
| Fund 10 - TOTAL                 | 277,162.86                       | 892,466.56              | 648,019.68                   | -                        | 521,609.74                    |
| Capital Reserve                 | 208,532.08                       | -                       | -                            | -                        | 208,532.08                    |
| Maintenance Reserve             | 121,813.05                       | -                       | -                            | -                        | 121,813.05                    |
| Fund 20 - Special Revenue       | (107,888.85)                     | 66,244.00               | 26,496.20                    | -                        | (68,141.05)                   |
| Fund 30 - Capital Projects Fund | -                                | -                       | -                            | -                        | -                             |
| Fund 40 - Debt Service Fund     | (0.49)                           | -                       | -                            | -                        | (0.49)                        |
| <b>Total Government Funds</b>   | <b>499,618.65</b>                | <b>958,710.56</b>       | <b>674,515.88</b>            | <b>-</b>                 | <b>783,813.33</b>             |
| Fund 60 - Rutherford Hall       | (241,642.79)                     | 14,843.00               | 14,342.21                    | -                        | (241,142.00)                  |
| <b>TOTAL ALL FUNDS</b>          | <b>\$ 257,975.86</b>             | <b>\$ 973,553.56</b>    | <b>\$ 688,858.09</b>         | <b>\$ -</b>              | <b>\$ 542,671.33</b>          |

  
 Business Administrator/Treasurer

July 31, 2021  
 Date





## Service Agreement

This service agreement is entered onto as of [REDACTED], 2021 by and between USA Medical at 1220 Texan Trail #205 Grapevine, TX 76051 and [REDACTED] at [REDACTED].

USA Medical is a full-service COVID PCR testing company and provides FDA approved SARS-CoV-2 PCR testing services in conjunction with cutting edge telemedicine services that enable virtual care to the students and staff that test positive.

USA Medical will provide medical assistants with completed background checks for each campus on days of testing. Medical assistants are typically bilingual in English and Spanish but upon request, USA Medical can dispatch medical assistants who speak other languages such as: Korean, Vietnamese and Chinese. Our medical assistants will organize, administer, and facilitate the tests at each campus.

All our services and staff are provided at No Cost.

All tests will be performed onsite and in-person at each campus as requested. USA Medical will work collaboratively with each campus to set a schedule of testing per campus and dispatch medical assistants accordingly.

Results are provided within 24 hours (typically 12-17 hours but up too 24 hours) and uploaded onto our HIPAA compliant portal. Each parent will receive a text message and/or email when the results are ready. The contact at each campus will have administrative rights to the portal which will show the results for everyone who got tested the day before.

This agreement will remain in effect until either party terminates the agreement with written notice.

Together we can save thousands of lives and help stop this virus's spread by providing the community access to fast, comfortable, and reliable testing.

Accepted and Agreed:

USA Medical

[REDACTED]

By:

By:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Dr. L. Hanes & Associates**  
**Pompton Plains, NJ 07444**  
**(973) 831-5618 p**  
**(973) 843-5018 f**  
[www.drlhanes.com](http://www.drlhanes.com)  
[ahanes@drlhanes.com](mailto:ahanes@drlhanes.com)

**Appendix 7**

**CONTRACT FOR SERVICES**

It is agreed between Allamuchy Township School District and Dr. L. Hanes & Associates that Allamuchy Township School District does hereby engage and employ Dr. L. Hanes & Associates to provide speech therapy services for school year 2021-2022.

**Description of Services:** Dr. L. Hanes & Associates will provide speech therapy services to identified students from August 30, 2021 through June 30, 2022. Dr. L. Hanes & Associates will only charge for services actually rendered.

**Payment:** Payment shall be made to Dr. L. Hanes & Associates, 6 Mead Place, Pompton Plains, NJ 07444, in full, upon completion of the services described in this contract upon receipt of invoice for services.

The cost for speech therapy services is \$85/hr.

In addition to any other right or remedy provided by law, if Allamuchy Township School District fails to pay for the services when due, Dr. L. Hanes & Associates has the option to treat such failure of pay as a material breach of this contract, and may cancel this contract and/or seek legal remedies.

The parties agree that the above named agency will perform all the functions and duties listed above in accordance with New Jersey Education law and regulations (*N.J.A.C.6A:14-4.8*) and Allamuchy Township School District policies and procedures.

It is hereby agreed that either of the said parties to this contract may, at any time, terminate said contract by giving the other party 30 days' written notice. Invoicing will be due for all services rendered up to the termination election date.

\_\_\_\_\_  
Director  
Allamuchy Township School District

\_\_\_\_\_  
Dr. Lori Hanes, Director  
Dr. L. Hanes & Associates

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## Sidebar Agreement for Teaching during the Pandemic

### School Year 2021-2022

WHEREAS, the Allamuchy Township Board of Education (“Board”) and the Allamuchy Township Education Association (“AEA”) (the Board and the AEA are hereinafter collectively referred to as the “Parties”) are bound by the terms and conditions of a collective bargaining agreement effective September 25, 2021 through June 30, 2023 (the “Agreement”); and

WHEREAS, the Parties agree to amend certain terms and conditions of employment to combat the effects of Covid-19 on the return to school for the 2021-2022 school year; and;

WHEREAS, this Sidebar Agreement, and the requirements set forth herein, shall remain in effect for the 2021-2022 school year. In no event will this sidebar still remain in effect following 11:59PM on June 30, 2022.

NOW, THEREFORE, BE IT RESOLVED that on this 25<sup>th</sup> day of September, 2021, the Parties hereto agree as follows:

a. Teachers:

1. If taking a vacation to a state that requires quarantining when returning, the teacher must use sick days and provide substitute lesson plans for each day absent.
2. If exposed or exhibiting symptoms to covid-19 the teacher will teach virtually from home if able. The teacher will not be marked as absent, no sick days will be taken. If a teacher is unable to work remotely, the above applies.

b. Students:

- a. If required to quarantine or be in isolation, the student will have access to the classroom through google meet or zoom. The student is responsible for following the lesson and completing all assignments in a timely manner. No individual tutoring will occur.
- b. If vacationing to a state that requires quarantining upon return, the above applies. All workbooks will be supplied, any assignments outside of workbooks will be posted to the teacher’s google classroom. It will be the student’s responsibility to retrieve such assignments.
- c. If vacationing, no work will be provided prior to the vacation. The student will be responsible for getting and completing all missed assignments from all teachers.

The parties to the above current Collective Bargaining Agreement hereby make the following Side Bar Agreement and amend SCHEDULE A "EXTRA COMPENSATION GUIDE". This Sidebar Agreement will be effective upon signing and remain in effect for the duration of the 2021-2022 School Year due to the current pandemic situation, Covid-19.

1. Compensation for schedule A positions will be based on the completion of the job tasks. Payment for activities may be prorated to reflect the percentage of the activity completed.
2. If an event is cancelled due to the pandemic and an alternative activity is not provided during the school year or a virtual program is not possible, the stipend will not be paid.
3. Fall only activities will be paid in full during the second pay period in December.
4. Spring only activities will be paid in full during the second pay period in June.
5. Full-year activities will be paid in two parts; 50% will be paid during the second payment in December and the remainder will be paid out during the second pay period in June.

Both the Board and the AEA reserves the right to address any and all concerns pertaining to the administration of the district and the terms and conditions of employment of this district's staff, as they arise throughout the 2020-2021 school year during this hybrid model of teaching.

Signed:

Date:

\_\_\_\_\_  
(AEA Negotiations Chair)

\_\_\_\_\_

\_\_\_\_\_  
(ATS School Board Negotiations Chair)

\_\_\_\_\_

Allamuchy Township School District

Health  
&  
Physical Education  
Curriculum

2021 Update/Rewrite

Nicholas Serraino and Christine Rodriguez

Allamuchy Township School District  
Health & Physical Education Curriculum  
2021 Update/Rewrite

Table of contents:

| Grade       | Unit  | Pages          |
|-------------|---|----------------|
| <b>K-2:</b> | <b>2.1 Personal and Mental Health.....</b>  | <b>3 - 7</b>   |
|             | Topics: Personal Growth and Development, Pregnancy and Parenting, Emotional Health, Social and Sexual Health, Community Health Services and Support   |                |
| <b>3-5:</b> | <b>2.1 Personal and Mental Health.....</b>  | <b>8 - 11</b>  |
|             | Topics: Personal Growth and Development, Pregnancy and Parenting, Emotional Health, Social and Sexual Health, Community Health Services and Support   |                |
| <b>6-8:</b> | <b>2.1 Personal and Mental Health.....</b>  | <b>12 - 18</b> |
|             | Topics: Personal Growth and Development, Pregnancy and Parenting, Emotional Health, Social and Sexual Health, Community Health Services and Support   |                |
| <b>K-2:</b> | <b>2.2 Physical Wellness.....</b>   | <b>19 - 22</b> |
|             | Topics: Movement Skills and Concepts, Physical Fitness, Lifelong Fitness, and Nutrition   |                |
| <b>3-5:</b> | <b>2.2 Physical Wellness.....</b>   | <b>22 - 25</b> |
|             | Topics: Movement Skills and Concepts, Physical Fitness, Lifelong Fitness, and Nutrition   |                |
| <b>6-8:</b> | <b>2.2 Physical Wellness.....</b>   | <b>26 - 29</b> |
|             | Topics: Movement Skills and Concepts, Physical Fitness, Lifelong Fitness, and Nutrition   |                |
| <b>K-2:</b> | <b>2.3 Safety.....</b>  | <b>30 - 32</b> |
|             | Topics: Personal Safety, Health Conditions, Diseases, and Medicines, Alcohol, Tobacco and other Drugs, Dependency, Substances Disorder and Treatment. |                |
| <b>3-5:</b> | <b>2.3 Safety.....</b>  | <b>33 - 35</b> |
|             | Topics: Personal Safety, Health Conditions, Diseases, and Medicines, Alcohol, Tobacco and other Drugs, Dependency, Substances Disorder and Treatment. |                |
| <b>6-8:</b> | <b>2.3 Safety.....</b>  | <b>36 - 39</b> |
|             | Topics: Personal Safety, Health Conditions, Diseases, and Medicines, Alcohol, Tobacco and other Drugs, Dependency, Substances Disorder and Treatment. |                |
|             | <b>Resources.....</b>   | <b>40 - 42</b> |

| 2.1 Personal and Mental Health  |   |  |   |
|---------------------------------|---|--|---|
| By the end of grade 2           |   |  |   |
|                                 | Objectives:   | Standards:   | Activities / Assessments  |
| Personal Growth and Development | Individuals enjoy different activities and grow at different rates.     | 2.1.2.PGD.1: Explore how activity helps all human bodies stay healthy.                               | <u>HealthSmart</u><br>Grade K – Lessons 24, 25<br>Grade 1 – Lessons 24, 25<br>Grade 2 – Lessons 20, 21, 22                                    |
|                                 | Personal hygiene and self-help skills promote healthy habits. genitals. | 2.1.2.PGD. 2: Develop an awareness of healthy habits (e.g., wash hands, cough in arm, brush teeth).  | <u>HealthSmart</u><br>Grade K – Lessons 5, 6<br>Grade 1 – Lessons 5, 6, 8<br>Grade 2 – Lessons 5, 7, 8  |
|                                 |   | 2.1.2.PGD.3: Explain what being “well” means and identify self-care practices that support wellness. | <u>HealthSmart</u><br>Grade K – Lessons 1, 2, 3, 5, 6, 7, 8, 9<br>Grade 1 – Lessons 1, 4, 5, 6, 8, 9<br>Grade 2 – Lessons 2, 3, 4, 5, 6, 7, 8 |
|                                 |   | 2.1.2.PGD.4: Use correct terminology to  | <u>HealthSmart</u>  |

|                         |  |   |  |
|-------------------------|--|---|--|
|                         |  | <p>identify body parts and explain how body parts work together to support wellness.</p> <p>2.1.2.PGD.5: List medically accurate names for body parts, including the</p>  | <p>Grade K – Lesson 4</p> <p><u>HealthSmart</u><br/>Grade K – Lessons 4<br/>[genitals not covered until Grade 5]</p>   |
| Pregnancy and Parenting | All living things may have the capacity to reproduce.  | <p>2.1.2.PP.1: Define reproduction.</p> <p>2.1.2.PP.2: Explain the ways in which parents may care for their offspring (e.g., animals, people, fish)</p>   | <b><u>Not covered K-2</u></b>  |
| Emotional Health        | <p>Many factors influence how we think about ourselves and others.</p> <p>There are different ways that individuals handle stress, and some are healthier than others.</p> | <p>2.1.2.EH.1: Explain the meaning of character and how it is reflected in the thoughts, feelings and actions of oneself and others.</p> <p>2.1.2.EH.2: Identify what it means to be responsible and list personal responsibilities.</p> <p>2.1.2.EH.3: Demonstrate self-control in a variety of settings (e.g., classrooms, playgrounds, special programs).</p> <p>2.1.2.EH.4: Demonstrate strategies for managing one's own emotions, thoughts and behaviors.</p> | <p><u>HealthSmart</u><br/>Grade K – Lessons 1, 3<br/>Grade 1 – Lesson 1</p> <p><u>HealthSmart</u><br/>Grade 1 – Lessons 1, 2<br/>Grade 2 – Lessons 1, 2</p> <p><u>HealthSmart</u><br/>Grade K – Lessons 2<br/>Grade 1 – Lessons 4<br/>Grade 2 – Lessons 3</p> <p><u>HealthSmart</u><br/>Grade K – Lesson 2<br/>Grade 1 – Lesson 4<br/>Grade 2 – Lesson 3</p> |



|                          |   |   |   |
|--------------------------|---|---|---|
|                          |   | 2.1.2.EH.5: Explain healthy ways of coping with stressful situations.   | <u><i>HealthSmart</i></u><br>Grade 2 – Lesson 3   |
| Social and Sexual Health | <p>Every individual has unique skills and qualities, which can include the activities they enjoy such as how they may dress, their mannerisms, things they like to do.</p> <p>Families shape the way we think about our bodies, our health and our behaviors.</p> <p>People have relationships with others in the local community and beyond.</p> | <p>2.1.2.SSH.1: Discuss how individuals make their own choices about how to express themselves.</p> <p>2.1.2.SSH.2: Discuss the range of ways people express their gender and how gender-role stereotypes may limit behavior.</p> <p>2.1.2.SSH.3: Describe different kinds of families locally, nationally and globally and note similarities in the ways in which they keep their children safe.</p> <p>2.1.2.SSH.4: Determine the factors that contribute to healthy relationships within a family.</p> <p>2.1.2.SSH.5: Identify basic social needs of all people.</p> <p>2.1.2.SSH.6: Determine the factors that</p> | <p><u><i>Healthsmart:</i></u><br/>Grade K - Lesson 1<br/>Grade 2 - Lesson 2</p> <p><u><i>Healthsmart:</i></u><br/>Grade 2 - Lesson 2</p> <p><u><i>Healthsmart:</i></u><br/>Grade 1 - Lesson 2<br/>Grade 2 - Lesson 1</p> <p><u><i>Healthsmart:</i></u><br/>Grade K - Lesson 2<br/>Grade 1 - Lessons 1,2<br/>Grade 2 - Lesson 1</p> <p><u><i>Healthsmart:</i></u><br/>Grade K- Lesson 3<br/>Grade 1 - Lesson 1</p> <p><u><i>Healthsmart:</i></u><br/>Grade 1 - Lessons</p> |

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|                                       | <p>Communication is the basis for strengthening relationships and resolving conflict between people.</p> <p>Conflicts between people occur, and there are effective ways to resolve them.</p> | <p>contribute to healthy relationships.</p> <p>2.1.2.SSH.7: Explain healthy ways for friends to express feelings for and to one another.</p> <p>2.1.2.SSH.8: Demonstrate healthy ways to respond to disagreements or conflicts with others (e.g., leave, talk to trusted adults, tell a sibling or peer).</p> <p>2.1.2.SSH.9: Define bullying and teasing and explain why they are wrong and harmful.</p> | <p>1,2,3<br/>Grade 2 - Lesson 1</p> <p><u>Healthsmart:</u><br/>Grade K - Lesson 1<br/>Grade 1 - Lessons 3 &amp; 4</p> <p><u>Olweus program</u></p> <p><u>Healthsmart:</u><br/>Grade K - Lesson 1<br/>Grade 1 - 18<br/>Grade 2 - 14,15</p>   |
| Community Health Services and Support | People in the community work to keep us safe.   | <p>2.1.2.CHSS.1: Identify community professionals and school personnel who address health emergencies and provide reliable health information to us.</p> <p>2.1.2.CHSS.2: Determine where to access home, school and community health professionals.</p> <p>2.1.2.CHSS.3: Demonstrate how to dial and text 911 in case of an emergency.</p> <p>2.1.2.CHSS.4: Describe how climate</p>                     | <p><u>Healthsmart:</u><br/>Grade K - Lessons 7,8,18<br/>Grade 2 - Lesson 4</p> <p><u>Healthsmart:</u><br/>Grade K - 7,8,18<br/>Grade 1 - Lesson 11<br/>Grade 2 - Lesson 4</p> <p><u>Healthsmart:</u><br/>Grade K – Lesson 19<br/>Grade 1 – Lesson 17</p> <p><b><u>Not covered</u></b></p> |

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|  | <p>Individuals face a variety of situations that may result in different types of feelings and learning how to talk about their feelings is important.</p> | <p>change affects the health of individuals, plants and animals.</p> <p>2.1.2.CHSS.5: Identify situations that might result in individuals feeling sad, angry, frustrated, or scared.</p> <p>2.1.2.CHSS.6: Identify individuals who can assist with expressing one's feelings (e.g., family members, teachers, counselors, medical professionals).</p> | <p><u><i>Healthsmart:</i></u><br/>Grade K - Lesson 2<br/>Grade 1 - Lesson 1<br/>Grade 2 - Lessons 3 &amp; 4</p> <p><u><i>Healthsmart:</i></u><br/>Grade K – Lesson 2<br/>Grade 1 – Lesson 4<br/>Grade 2 – Lesson 4</p> |
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## 2.1 Personal and Mental Health

| By the end of grade 5           |   |  |   |
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|                                 | Objectives:   | Standards:   | Activities / Assessments  |
| Personal Growth and Development | Health is influenced by the interaction of body systems.      | 2.1.5.PGD.1: Identify effective personal health strategies and behaviors that reduce illness, prevent injuries, and maintain or enhance one's wellness (e.g., adequate sleep, balanced nutrition, ergonomics, regular physical activity).  | <u>Healthsmart:</u><br>Grade 3 - Lessons 6,7,8,9,10,17,18,19,20, 23<br>Grade 4- Lessons 7,8,9,11,12,16,17,18<br>Grade 5- Lessons 6,16,17,18,19,20,21  |
|                                 | Puberty is a time of physical, social, and emotional changes. | 2.1.5.PGD.2: Examine how the body changes during puberty and how these changes influence personal self-care.<br>2.1.5.PGD.3: Explain the physical, social, and emotional changes that occur during puberty and adolescence and why the onset and progression of puberty can vary.<br>2.1.5.PGD.4: Explain common human sexual development and the role of hormones (e.g., romantic and sexual feelings, masturbation, mood swings, timing of pubertal onset).<br>2.1.5.PGD.5: Identify trusted adults, including family members, caregivers, school staff, and health care professionals, whom students can talk to about relationships and ask questions about puberty and adolescent health. | <u>Healthsmart:</u><br>Grade 4 - Lessons 25 & 26<br>Grade 5 - Lesson 32,33,34,35<br><br><u>Healthsmart:</u><br>Grade 5 - Lessons 34 & 35<br><br><u>Healthsmart:</u><br>Grade 4 - Lesson 27<br>Grade 5 - Lessons 33 & 38 |

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| Pregnancy and Parenting  | Pregnancy can be achieved through a variety of methods.  | 2.1.5.PGD.1: Explain the relationship between sexual intercourse and human reproduction.<br>2.1.5.PGD.2: Explain the range of ways pregnancy can occur (e.g., IVF, surrogacy).  | <b><u>Covered in Middle School*</u></b>  |
| Emotional Health         | Self-management skills impact an individual's ability to recognize, cope, and express emotions about difficult events.<br><br>Resilience and coping practices influence an individual's ability to respond positively to everyday challenges and difficult situations. | 2.1.5.EH.1: Discuss the impact of one's feelings and thoughts that lead to healthy and unhealthy behaviors.<br><br>2.1.5.EH.2: Explain how to cope with rejection, loss, difficult learning situations and/or separation from family or others.<br><br>2.1.5.EH.3: Identify different feelings and emotions that people may experience and how they might express these emotions (e.g., anger, fear, happiness, sadness, hopelessness, anxiety).<br>2.1.5.EH.4: Identify behaviors that help to deal with difficult situations that can occur at home, in school, and/or in the community and where to go for assistance. | <b><u>Healthsmart:</u></b><br>Grade 3 - Lessons 1 & 2<br>Grade 4 - Lessons 2, 4,5,10,25,28<br>Grade 5 - Lesson 1,13, 25,37<br><br><b><u>Healthsmart:</u></b><br>Grade 3 - Lesson 2<br>Grade 4 - Lessons 3,4,6<br>Grade 5 - Lesson 1<br><b><u>Healthsmart:</u></b><br>Grade 3 - Lesson 2<br>Grade 4 - Lesson 4,5,6<br><br><b><u>Healthsmart:</u></b><br>Grade 3 - Lessons- 3,4,13,15,16<br>Grade 4 - Lesson 3,4,5,6 |
| Social and Sexual Health | All individuals should feel welcome and included regardless of their gender,   | 2.1.5.SSH.1: Describe gender-role stereotypes and their potential impact on   | <b><u>Healthsmart:</u></b><br>Grade 5 - Lesson 36  |

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|                  | <p>gender expression, or sexual orientation.</p> <p>Family members impact the development of their children physically, socially and emotionally.</p> <p>People in healthy relationships share thoughts and feelings, as well as mutual respect.</p> | <p>self and others.<br/>2.1.5.SSH.2: Differentiate between sexual orientation and gender identity.<br/>2.1.5.SSH.3: Demonstrate ways to promote dignity and respect for all people (e.g. sexual orientation, gender identity and expression, race, ethnicity, socio-economic status, differing ability, immigration status, family configuration).</p> <p>2.1.5.SSH.4: Describe how families can share common values, offer emotional support, and set boundaries and limits.<br/>2.1.5.SSH.5: Explain the importance of communication with family members, caregivers and other trusted adults about a variety of topics.</p> <p>2.1.5.SSH.6: Describe the characteristics of healthy versus unhealthy relationships among friends and with family members.<br/>2.1.5.SSH.7: Define teasing, harassment and bullying and provide examples of inappropriate behaviors that are harmful to others.</p> | <p><b><u>Covered in MS*</u></b></p> <p><b><u>Healthsmart:</u></b><br/>Grade 3 - Lesson 5</p> <p><b><u>Healthsmart:</u></b><br/>Grade 3 - Lesson 3</p> <p><b><u>Healthsmart:</u></b><br/>Grade 3 - Lessons 2,3,15,16<br/>Grade 4 - Lessons 4,6,15,27<br/>Grade 5 - Lessons 3,9,13,31,38</p> <p><b><u>Healthsmart:</u></b><br/>Grade 3 - Lessons 3,4<br/>Grade 5 - Lesson 2<br/><b><u>Healthsmart:</u></b><br/>Grade 3 - Lessons 14 &amp; 15<br/>Grade 5 - Lessons 7,8,9</p> |
| Community Health | Community professionals and school   | 2.1.5.CHSS.1: Identify health services and  |  |

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| <p>Services and Support</p> | <p>personnel are available to assist and address health emergencies as well as provide reliable information.</p> <p>Individuals will benefit from an awareness of coping strategies that can be used when facing difficult situations.</p> | <p>resources available and determine how each assist in addressing needs and emergencies in a school and in the community (e.g., counselors, medical professionals).<br/>2.1.5.CHSS.2: Describe how business, non-profit organizations, and individuals can work cooperatively to address health problems that are affected by global issues, including climate change.</p> <p>2.1.5.CHSS.3: Describe strategies that are useful for individuals who are feeling sadness, anger, anxiety, or stress.</p> | <p><b><u>Not covered in Grades 3-5</u></b></p> <p><b><u>Healthsmart:</u></b><br/>Grade 3 - Lesson 2<br/>Grade 4 - Lessons 3,4,5,6,27</p> |
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## 2.1 Personal and Mental Health

## By the end of grade 8

|                                 | Objectives:  | Standards:   | Activities / Assessments   |
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| Personal Growth and Development | <p>Individual actions, genetics, and family history can play a role in an individual's personal health.</p> <p>Responsible actions regarding behavior can impact the development and health of oneself and others.</p> | <p>2.1.8.PGD.1: Explain how appropriate health care can promote personal health.</p> <p>2.1.8.PGD.2: Analyze how genetics and family history can impact personal health.</p> <p>2.1.8.PGD.3: Describe the human reproductive systems, the external and internal body parts and their functions, and the natural variations that exist in human bodies.</p> <p>2.1.8.PGD.4: Analyze the relationship between healthy behaviors and personal health.</p> | <p><u>Healthsmart:</u><br/>Abstinence, Puberty and Personal Health - Lesson 9</p> <p><u>Healthsmart:</u><br/>HIV,STI, and Pregnancy Prevention - Lesson 3</p> <p><u>Healthsmart:</u><br/>HIV,STI, and Pregnancy Prevention - Lesson 5 &amp; 6</p> <p><u>Healthsmart:</u><br/>Abstinence, Puberty and Personal Health - Lessons 1,2,3,5,6,9,10,11<br/>Emotional &amp; Mental Health - Lessons 3,4,6,7,9,10,12,13<br/>HIV, STI &amp; Pregnancy Prevention - Lessons 1,4,5,6,7,8,14<br/>Nutrition &amp; Physical Activity - Lessons</p> |



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|                         |   |  | 1,2,3,4,5,6,7,8,11,12,13,<br>14,15,16<br>Tobacco, Alcohol &<br>Other Drug Prevention -<br>Lessons 2,3,4,5,6,7,11<br>Violence and Injury<br>Prevention - Lessons<br>1,2,8,9,10,11,13  |
| Pregnancy and Parenting | <p>An awareness of the stages of pregnancy and prenatal care can contribute to a healthy pregnancy and the birth of a healthy child.</p> <p>There are a variety of factors that affect the social, emotional, and financial challenges that are associated with parenthood.</p> | <p>2.1.8.PP.1: Describe pregnancy testing, the signs of pregnancy, and pregnancy options, including parenting, abortion, and adoption.</p> <p>2.1.8.PP.2: Summarize the stages of pregnancy from fertilization to birth.</p> <p>2.1.8.PP.3: Identify prenatal practices that support a healthy pregnancy and identify where to find medically accurate sources of information about prenatal care.</p> <p>2.1.8.PP.4: Predict challenges that may be faced by adolescent parents and their families.</p> <p>2.1.8.PP.5: Identify resources to assist with parenting.</p> | <p>MacMillan McGraw Hill/<br/>8th Grade Pregnancy<br/>and parenting unit</p> <p><u>Healthsmart</u>: Abstinence,<br/>Puberty and Personal<br/>Health - Lesson 16<br/><u>Healthsmart</u>: HIV, STI &amp;<br/>Pregnancy Prevention -<br/>Lesson 5</p> |
| Emotional Health        | Self-management skills impact an individual's ability to cope with different types of mental, psychological, and  | 2.1.8.EH.1: Compare and contrast stress management strategies that are used to address various types of stress-induced   | <u>Healthsmart</u> : Emotional & Mental Health - Lessons 9,10,11   |

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|                          | emotional situations.  | situations (e.g., academics, family, personal relationships, finances, celebrations, violence).<br>2.1.8.EH.2: Analyze how personal attributes, resiliency, and protective factors support mental and emotional health.   | <u>Healthsmart:</u> Emotional & Mental Health - Lessons 3,4   |
| Social and Sexual Health | <p>Inclusive schools and communities are accepting all people and making them feel welcome and included.</p> <p>Relationships are influenced by a wide variety of factors, individuals, and behaviors.</p> | <p>2.1.8.SSH.1: Differentiate between gender identity, gender expression and sexual orientation.</p> <p>2.1.8.SSH.2: Develop a plan for the school to promote dignity and respect for people of all genders, gender identities, gender expressions, and sexual orientations in the school community.</p> <p>2.1.8.SSH.3: Demonstrate communication skills that will support healthy relationships</p> <p>2.1.8.SSH.4: Compare and contrast the characteristics of healthy and unhealthy relationships.</p> <p>2.1.8.SSH.5: Analyze the similarities and differences between friendships, romantic relationships and sexual relationships.</p> <p>2.1.8.SSH.6: Examine how culture influences the way families cope with</p> | <p><u>Healthsmart:</u> Abstinence, Puberty and Personal Health - Lesson 4</p> <p><u>Healthsmart:</u> HIV, STI &amp; Pregnancy Prevention- Lesson 2</p> <p><u>Healthsmart:</u> Emotional &amp; Mental Health - Lesson 5</p> <p><u>Healthsmart:</u> Emotional &amp; Mental Health - Lessons 4</p> <p><u>Healthsmart:</u> HIV, STI &amp; Pregnancy Prevention- Lesson 4</p> <p><u>Healthsmart:</u> HIV, STI &amp; Pregnancy Prevention- Lesson 4</p> |

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|  | <p>There are factors that contribute to making healthy decisions about sex.</p> | <p>traumatic situations, crisis, and change.</p> <p>2.1.8.SSH.7: Identify factors that are important in deciding whether and when to engage in sexual behaviors.</p> <p>2.1.8.SSH.8: Identify factors that can affect the ability to give or perceive consent to sexual activity (e.g., body image, self-esteem, alcohol, other substances).</p> <p>2.1.8.SSH.9: Define vaginal, oral, and anal sex.</p> <p>2.1.8.SSH.10: Identify short and long-term contraception and safer sex methods that are effective and describe how to access and use them (e.g., abstinence, condom).</p> | <p><u>Healthsmart</u>: Abstinence, Puberty, and Personal Health - Lessons 12 &amp; 13</p> <p><u>Healthsmart</u>: HIV, STI, and Pregnancy Prevention - Lessons 1 &amp; 9</p> <p><u>Healthsmart</u>: HIV, STI, and Pregnancy Prevention - Lesson 3</p> <p><u>Healthsmart</u>: HIV, STI, and Pregnancy Prevention - Lesson 1</p> <p><u>Healthsmart</u>: Abstinence, Puberty, and Personal Health - Lesson 11</p> <p><u>Healthsmart</u>: HIV, STI, and Pregnancy Prevention - Lesson 14</p> |
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|                                       |   | 2.1.8.SSH.11: Develop a plan to eliminate or reduce risk of unintended pregnancy and STIs (including HIV).   | <u><i>Healthsmart:</i></u> Abstinence, Puberty, and Personal Health - Lessons 10 & 16<br><u><i>Healthsmart:</i></u> HIV, STI, and Pregnancy Prevention - Lesson 9  |
| Community Health Services and Support | Potential solutions to health issues are dependent on health literacy and locating resources accessible in a community. | <p>2.1.8.CHSS.1: Identify professionals at school and in the community available to assist with health conditions and emergencies, sexual health services, life skills training and describe how they can be accessed (e.g., suicide prevention, CPR/AED, breast self-examination, traumatic stress).</p> <p>2.1.8.CHSS.2: Describe the state and federal laws related to age of consent, minors' ability to consent to health care, confidentiality in a healthcare setting, child pornography, sexting, safe haven and sex trafficking.</p> <p>2.1.8.CHSS.3: Identify the state and federal laws related to minors' access to sexual</p> | <p><u><i>Healthsmart:</i></u>Abstinence, Puberty, and Personal Health - Lesson 9</p> <p><u><i>Healthsmart:</i></u>HIV, STI, and Pregnancy Prevention - Lesson 8</p> <p><u><i>Healthsmart:</i></u>Emotional &amp; Mental Health - Lesson 8</p> <p><u><i>Healthsmart:</i></u>Nutrition and Physical Activity - Lesson 13</p> <p><u><i>Healthsmart:</i></u>Violence and Injury Prevention - Lesson 17</p> <p><u><i>Healthsmart:</i></u>Abstinence, Puberty, and Personal Health - Lesson 9</p> <p><u><i>Healthsmart:</i></u>Abstinence, Puberty, and Personal</p> |

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|  |   | <p>healthcare services, including pregnancy and STIs/HIV prevention, testing, care, and treatment.</p> <p>2.1.8.CHSS.4: Identify community resources and/or other sources of support, such as trusted adults, including family members, caregivers, and school staff, that students can go to if they are or someone they know is being sexually harassed, abused, assaulted, exploited, or trafficked.</p> <p>2.1.8.CHSS.5: Identify medically accurate sources of information about STIs, including HIV, such as local STIs /HIV prevention, steps to obtain PrEP and PEP, testing, and treatment resources.</p> | <p>Health - Lesson 9<br/><u>Healthsmart</u>:HIV, STI, and Pregnancy Prevention - Lesson 8</p> <p><u>Healthsmart</u>:Violence and Injury Prevention - Lessons 10 &amp; 17</p> <p><u>Healthsmart</u>:HIV, STI, and Pregnancy Prevention - Lessons 6,7, 8</p>                            |
|  | <p>Advocacy for personal, family, community, and global health can influence and change the interaction of people and their health.</p> | <p>2.1.8.CHSS.6: Develop an advocacy plan regarding a health issue and share this information in an appropriate setting.</p>   | <p><u>Healthsmart</u>:Abstinence, Puberty, and Personal Health - Lesson 9<br/><u>Healthsmart</u>:HIV, STI, and Pregnancy Prevention - Lesson 5<br/><u>Healthsmart</u>:Emotional &amp; Mental Health - Lesson 13<br/><u>Healthsmart</u>:Nutrition and Physical Activity - Lesson 6</p> |

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|  |   |   | <p><u>Healthsmart:</u>Violence and Injury Prevention - Lessons 4&amp; 12</p> <p><u>Healthsmart:</u>Tobacco, Alcohol &amp; Other Drug Prevention - Lesson 14</p> <p><b><u>Not Covered</u></b></p> |
|  | <p>Different people have different capacities to deal with different situations and being aware of a wide variety of tools and resources is beneficial.</p> | <p>2.1.8.CHSS.7: Collaborate with other students to develop a strategy to address health issues related to climate change.</p> <p>2.1.8.CHSS.8: Analyze difficult situations that might lead to feelings of sadness, anxiety and or depression and identify individuals, agencies or places in the community where assistance may be available.</p> | <p><u>Healthsmart:</u>Emotional &amp; Mental Health - Lesson 8</p>   |

## 2.2 Physical Wellness

**By the end of grade 2**

|                              | <b>Objectives:</b>   | <b>Standards:</b>   | <b>Activities / Assessments</b>   |
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| Movement Skills and Concepts | The body moves with confidence in a variety of the age appropriate performances of gross, fine, locomotor, non-locomotor, and manipulative skills as it relates to movements, concepts, games, aerobics, dance, sports, and recreational activities. | 2.2.2.MSC.1: Perform a combination of sequences of locomotor movements and rhythmic activities (e.g., walking, balancing, hopping, skipping, running).<br>2.2.2.MSC.2: Differentiate non-locomotor and locomotor movements as well transferring body weight (e.g., stretching, bending, twisting, curling).<br>2.2.2.MSC.3: Demonstrate manipulative movements (e.g., throwing, catching, dribbling, running, kicking) while moving in personal and general space, time, directions, pathways and ranges.<br>2.2.2.MSC.4: Differentiate manipulative movements (e.g., throwing, catching, dribbling). | Introduce basic locomotor and non-locomotor skills for general physical activity and sport specific movement skills |
|                              | Feedback impacts and improves the learning of movement skills and concepts.  | 2.2.2.MSC.5: Adjust and correct movements and skill in response to feedback.  | Instructor and peer feedback and corrections throughout lessons and activities.                                     |
|                              | Teamwork consists of effective communication and respect among class and team members.   | 2.2.2.MSC.6: Execute appropriate behaviors and etiquette while participating in and viewing activities, games, sports, and other events to contribute to a safe environment.<br>2.2.2.MSC.7: Demonstrate kindness towards self and others during physical   | Instructor and peer observation<br><br>Instructor and peer observation  |

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|                  |  | <p>activity to create a safe and caring environment.</p> <p>2.2.2.MSC.8: Explain the difference between offense and defense.</p>   | <p>Introduction to basic concepts through games and activities</p>   |
| Physical Fitness | <p>The ability to move and perform at different levels and different types and amounts of physical activity enhance personal health.</p> | <p>2.2.2.PF.1: Explain the benefits of regular physical activity and what it means to be physically fit in relation to personal health. (e.g., healthy heart, strong bones, increased energy, strong muscles).</p> <p>2.2.2.PF.2: Explore how to move different body parts in a controlled manner.</p> <p>2.2.2.PF.3: Engage in moderate to vigorous age-appropriate physical movement and physical activities that promote movement (e.g., games, challenges, team building).</p> <p>2.2.2.PF.4: Demonstrate strategies and skills that enable team and group members to achieve goals.</p> | <p><u><i>Healthsmart:</i></u><br/> Grade K – Lesson 24, 25<br/> Grade 1 – Lesson 24, 25<br/> Grade 2 – Lesson 20, 21, 22</p> <p>Engage in a variety of games and activities that promote skill development with ongoing instructor and peer feedback</p> |
| Lifelong Fitness | <p>Exploring wellness components provide a foundational experience of physical movement activities.</p>                                  | <p>2.2.2.LF.1: Express one's feelings and emotions when involved in movement and physical activities to increase positive behaviors.</p> <p>2.2.2.LF.2: Perform movement skills that involve controlling and adapting posture and balance, to successfully negotiate different</p>   | <p>Student feedback following activities</p> <p>Utilizing indoor and outdoor spaces as well</p>  |



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|           | Resources that support physical activity are all around you.                          | <p>environments (e.g., mats, turf fields, grass fields, hard surfaces, gym floors, sand, water, snow) during physical activity.</p> <p>2.2.2.LF.3: Explore the body's range of motion through participating in flexibility and breathing exercises (e.g., stretching, mindfulness, yoga).</p> <p>2.2.2.LF.4: Identify physical activities available outside of school that are in the community.</p> | <p>as a variety of equipment to promote skill development</p> <p>Introduction of a variety of stretching activities including yoga and mindfulness</p> <p>Class discussion in Health and/or Physical Education</p>  |
| Nutrition | Nutritious food choices promote wellness and are the basis for healthy eating habits. | <p>2.2.2.N.1: Explore different types of foods and food groups.</p> <p>2.2.2.N.2: Explain why some foods are healthier to eat than others.</p> <p>2.2.2.N.3: Differentiate between healthy and unhealthy eating habits.</p>  | <p><u><i>Healthsmart:</i></u><br/>Grade K – Lessons 21, 22<br/>Grade 2 – Lessons 17, 18</p> <p><u><i>Healthsmart:</i></u><br/>Grade K – Lesson 22<br/>Grade 1 – Lesson 21<br/>Grade 2 – Lesson 17</p> <p><u><i>Healthsmart:</i></u><br/>Grade K – Lesson 22<br/>Grade 1 – Lessons 21, 22<br/>Grade 2 – Lessons 17, 18</p> |

## 2.2 Physical Wellness

| By the end of grade 5 |   |   |  |
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|                       | Objectives:   | Standards:  | Activities / Assessments   |
| Movement Concepts     | Competent and confident age appropriate performances of gross, fine motor and manipulative skills, with execution of movement skills and concepts individually and in groups enhance (intensifies) physical activities. free movement, games, aerobics, dance, sports, and recreational activities. practice) | 2.2.5.MSC.1: Demonstrate body management skills and control when moving in relation to others, objects, and boundaries in personal and general space (e.g., coordination, balance, flexibility, agility).<br>2.2.5.MSC.2: Explain and demonstrate movement sequences, individually and with others, in response to various tempos, rhythms, and musical styles.<br>2.2.5.MSC.3: Demonstrate and perform movement skills with developmentally appropriate control in isolated settings (e.g., skill and applied settings (e.g., games, sports, dance, recreational activities).<br>2.2.5.MSC.4: Develop the necessary body control to improve stability and balance during movement and physical activity. | Participate in a variety of activities that focus on locomotor and non locomotor skills for general physical activity and sport specific movement skills |
|                       | Constructive feedback from others impacts improvement, effectiveness and participation in movement skills, concepts, sportsmanship, and safety.   | 2.2.5.MSC.5: Correct movement skills and analyze concepts in response to external feedback and self-evaluation with understanding and demonstrating how the change improves performance.  | Instructor and peer feedback and corrections throughout lessons and activities   |
|                       | Teams apply offensive, defensive, and cooperative strategies in most games,   | 2.2.5.MSC.6: Execute appropriate behaviors and etiquette while participating as a player  | Instructor and peer observation and  |

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|                  | sports, and physical activities.  | and viewing as an observer during physical activity, games, and other events, contributes to a safe environment.<br>2.2.5.MSC.7: Apply specific rules, strategies, and procedures for specific physical activity, games, and sports in a safe active environment.   | feedback<br><br>Instructor observation and feedback   |
| Physical Fitness | The components of fitness contribute to enhanced personal health as well as motor skill performance (e.g., speed, agility, endurance, strength, balance). | 2.2.5.PF.1: Identify the physical, social, emotional, and intellectual benefits of regular physical activity that affect personal health.<br>2.2.5.PF.2: Accept and respect others of all skill levels and abilities during participation.<br>2.2.5.PF.3: Participate in moderate to vigorous age-appropriate physical fitness activities and build the skills that address each component of health-related fitness (e.g., endurance, strength, speed, agility, flexibility, balance).<br>2.2.5.PF.4: Develop a short term and/or a long-term health-related fitness goal (e.g., cardiorespiratory endurance 'heart & lungs', muscular strength, muscular endurance, flexibility, body composition, nutrition) to evaluate personal health.<br>2.2.5.PF.5: Determine how different factors influence personal fitness and other healthy lifestyle choices (e.g., heredity, physical activity, nutrition, sleep, technology). | <u><i>Healthsmart:</i></u><br>Grade 3 - Lessons 23 & 24<br>Grade 4 - Lessons 18 & 19<br>Grade 5 - Lessons 20,21,22<br><br><u><i>Healthsmart:</i></u><br>Grade 3 - Lesson 24<br>Grade 4 - Lesson 19<br>Grade 5 - Lessons 22 & 23 |

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| Lifelong Fitness | <p>Wellness is maintained, and gains occur over time (dimensions and components of health) when participating and setting goals in a variety of moderate to vigorous age appropriate physical activities.</p> <p>Personal and community resources can support physical activity.</p> | <p>2.2.5.LF.1: Explain the need to engage in physical activities on a voluntary basis for emotional and physical enjoyment.<br/> 2.2.5.LF.2: Develop a movement vocabulary that is flexible and adaptable for personal physical activity and wellness.<br/> 2.2.5.LF.3: Proactively engage in movement and physical activity for enjoyment individually or with others.<br/> 2.2.5.LF.4: Perform and increase the range of motion in dynamic stretching and breathing exercises (e.g., dynamic cardiovascular warm-up exercises, martial arts, aerobics, yoga).<br/> <br/> 2.2.5.LF.5: Describe how community resources could be used to support participation in a variety of physical activities, sports and wellness.</p> | <p>Introduction to lifetime activities and lifelong fitness activities</p> <p>Class discussion within Health and Physical Education classes</p> |
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| Nutrition | Understanding the principles of a balanced nutritional plan (e.g. moderation, variety of fruits, vegetables, limiting processed foods) assists in making nutrition-related decisions that will contribute to wellness. | <p>2.2.5.N.1: Explain how healthy eating provides energy, helps to maintain healthy weight, lowers risk of disease, and keeps body systems functioning effectively.</p> <p>2.2.5.N.2: Create a healthy meal based on nutritional content, value, calories, and cost.</p> <p>2.2.5.N.3: Develop a plan to attain a personal nutrition health goal that addresses strengths, needs, and culture.</p> | <p><u><i>Healthsmart:</i></u><br/> Grade 3 - Lessons 17,18,19,20<br/> Grade 4 - Lessons 16 &amp; 17<br/> Grade 5 - Lessons 16 &amp; 18</p> <p><u><i>Healthsmart:</i></u><br/> Grade 3 - Lesson 21<br/> Grade 4 - Lesson 17<br/> Grade 5 - 17 &amp; 19</p> <p><u><i>Healthsmart:</i></u><br/> Grade 3 - Lesson 22<br/> Grade 4 - Lesson 19<br/> Grade 5 - Lessons 22 &amp; 23</p> |
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## 2.2 Physical Wellness

By the end of grade 8

|                   | Objectives:   | Standards:   | Activities / Assessments   |
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| Movement Concepts | Effective execution of movements is determined by the level of related skills and provides the foundation for physical competency and literacy to participate with confidence in a broad range of physical activities (e.g., games, sports, aerobics, martial arts, recreational activities). | 2.2.8.MSC.1: Explain and demonstrate the transition of movement skills from isolated settings (e.g., skill practice) into applied settings (e.g., games, sports, dance, recreational activities).<br>2.2.8.MSC.2: Demonstrate control of motion in relationship between force, flow, time, and space in interactive dynamic environments.<br>2.2.8.MSC.3: Create and demonstrate planned movement sequences, individually and with others, based on tempo, beat, rhythm, music, and physical activities (e.g., creative, cultural, social, fitness aerobics, dance, yoga). | Participate in a variety of activities that focus on specific skills related to individual and team sports and activities. |
|                   | Feedback from others and self-assessment impacts performance of movement skills and concepts.   | 2.2.8.MSC.4: Analyze, and correct movements and apply to refine movement skills.   | Instructor and peer observation and feedback.  |
|                   | Individual and team goals are achieved when applying effective tactical strategies in games, sports, and other physical fitness activities.   | 2.2.8.MSC.5: Predict the impact of rules, etiquette, procedures, and sportsmanship on players' behavior in small groups and large teams during physical activities and   | Instructor and peer observation and feedback as well as class discussion.  |

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|                  |   | <p>games.</p> <p>2.2.8.MSC.6: Demonstrate offensive, defensive, and cooperative strategies in a variety of games and settings.</p> <p>2.2.8.MSC.7: Effectively manage emotions during physical activity (e.g., anger, frustration, excitement) in a safe manner to self and others.</p>   | Instructor observation and feedback/discussion  |
| Physical Fitness | A variety of effective fitness principles applied consistently over time, enhance personal fitness levels, performance, and health status (e.g., Frequency, Intensity, Time, Type (F.I.T.T)). | <p>2.2.8.PF.1: Summarize the short and long-term physical, social, mental, and emotional health benefits of regular physical fitness activity.</p> <p>2.2.8.PF.2: Recognize and involve others of all ability levels into a physical activity.</p> <p>2.2.8.PF.3: Execute the primary principals of training (FITT) and technology for the purpose of modifying personal levels of fitness (e.g., pedometers, heart rate monitors, health tracking systems, wearable technology, virtual classes, exergames).</p> <p>2.2.8. PF.4: Implement and assess the effectiveness of a fitness plan based on health data, the assessment of one's personal fitness levels and monitor health/fitness indicators before, during, and after the workout program.</p> <p>2.2.8.PF.5: Use evidence to predict how factors such as health status, body composition, interests, environmental conditions, healthy eating, anabolic steroids,</p> | <p><u>Healthsmart:</u>Nutrition and Physical Activity - Lessons 15 &amp; 16</p> <p><u>Healthsmart:</u>Nutrition and Physical Activity - Lesson 14</p> <p><u>Healthsmart:</u>Nutrition and Physical Activity - Lessons 16 &amp; 17</p> <p><u>Healthsmart:</u>Nutrition and Physical Activity - Lessons 12</p> <p><u>Healthsmart:</u>Abstinence</p> |

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|                  |  | physical activity, and lifestyle behaviors impact personal fitness and health.  | , Puberty & Personal Health - Lesson 1  |
| Lifelong Fitness | <p>Effective Fitness principles combined with mental and emotional endurance over time will enhance performance and wellness.</p> <p>Community resources can provide participation in physical activity for self and family members.</p> | <p>2.2.8.LF.1: Develop and build an effective movement and physical fitness vocabulary for self, peers, and family members that can enhance wellness.</p> <p>2.2.8.LF.2: Explain the importance of assuming responsibility for personal health behaviors through physical activity throughout one's lifetime.</p> <p>2.2.8.LF.3: Explore by leading self and others to experience and participate in different cultures' physical fitness activities.</p> <p>2.2.8.LF.4: Identify and recognize factors that generate positive emotions from participating in movement and physical fitness activities.</p> <p>2.2.8.LF.5: Engages in a variety of physical activities (e.g., aerobic-fitness, strengthen, endurance-fitness activities) using technology and cross-training, and lifetime activities.</p> <p>2.2.8.LF.6: Develop a strategy to overcome barriers that allows for a visit in the community that promotes physical activities.</p> <p>2.2.8.LF.7: Evaluate personal attributes as they relate to career options in physical activity and health professions.</p> | <p><u>Healthsmart</u>:Nutrition and Physical Activity - Lessons 14 &amp; 15</p> <p><u>Healthsmart</u>:Nutrition and Physical Activity - Lesson 14</p> <p><u>Healthsmart</u>:Nutrition and Physical Activity - Lesson 15</p> <p><u>Healthsmart</u>:Nutrition and Physical Activity - Lessons 16 &amp; 17</p> |



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| Nutrition | Many factors can influence an individual's choices when selecting a balanced meal plan, which can affect nutritional wellness. | <p>2.2.8.N.1: Analyze how culture, health status, age and access to healthy foods can influence personal eating habits.</p> <p>2.2.8.N.2: Identify skills and healthy behaviors that can support adolescents in losing, gaining, or maintaining healthy weights.</p> <p>2.2.8.N.3: Design sample nutritional plans for families with different lifestyles, resources, special needs, and cultural backgrounds; then consider the similarities and differences among the plans.</p> <p>2.2.8.N.4: Assess personal nutritional health and consider opportunities to improve health and performance (e.g., sports drinks, supplements, balance nutrition).</p> | <p><u>Healthsmart:</u>Nutrition and Physical Activity - Lesson 9</p> <p><u>Healthsmart:</u>Nutrition and Physical Activity - Lesson 12</p><br><br><br><br><br><br><br><p><u>Healthsmart:</u>Nutrition and Physical Activity - Lessons 3, 16, 17</p> |
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### 2.3 Safety

#### By the end of grade 2

|                 | Objectives:   | Standards:  | Activities / Assessments  |
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| Personal Safety | <p>The environment can impact personal health and safety in different ways.</p> <p>Potential hazards exist in personal space, in the school, in the community, and globally</p> <p>Any time children feel uncomfortable or in an unsafe situation, they should reach out to a trusted adult for help.</p> | <p>2.3.2.PS.1: Demonstrate personal habits and behaviors that contribute to keeping oneself and others healthy and the environment clean and safe.</p> <p>2.3.2.PS.2: Discuss healthy and safe choices both indoors and outdoors (e.g., using equipment, wearing bike helmets, vehicle, water, weather safety).</p> <p>2.3.2. PS.3: Recognize and demonstrate safety strategies to prevent injuries at home, school, in the community (e.g., traffic safety, bicycle/scooter safety, fire safety, poison safety, accident prevention).</p> <p>2.3.2. PS.4: Develop an awareness of warning symbols and their meaning (e.g., red light, stop sign, poison symbol).</p> | <p><u>Healthsmart:</u><br/>Grade K – Lessons 10, 12<br/>Grade 1 – Lessons 9, 15<br/>Grade 2 – Lessons 13<br/><b>HealthSmart does not address environmental health</b></p> <p><u>Healthsmart:</u><br/>Grade K – Lessons 13, 14, 15, 16, 17, 20<br/>Grade 1 – Lessons 10, 11, 12, 13, 14, 15, 16<br/>Grade 2 – Lessons 9, 10, 11, 12, 13</p> <p><u>Healthsmart:</u><br/>Grade K – Lessons 13, 14, 15, 16, 17, 18<br/>Grade 1 – Lessons 10, 12, 13, 14, 15, 16<br/>Grade 2 – Lessons 9, 10, 11, 12, 13</p> <p><u>Healthsmart:</u><br/>Grade K – Lessons 14, 16</p> |

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|   |   | <p>2.3.2.PS.5: Define bodily autonomy and personal boundaries.</p> <p>2.3.2.PS.6: Demonstrate how to communicate personal boundaries and show respect for someone else's personal boundaries including friends and family. •</p> <p>2.3.2.PS.7: Identify behaviors that would be considered child abuse (e.g., emotional, physical, sexual).</p> <p>2.3.2.PS.8: Identify trusted adults, including family members, caregivers, and school staff, that you can talk to about situations which may be uncomfortable or dangerous (e.g., bullying, teasing, child sexual abuse).</p> | <p>Grade 1 – Lesson 10<br/><u>Healthsmart:</u><br/>Grade 1 – Lesson 20<br/><u>Healthsmart:</u><br/>Can be included in<br/>Grade K – Lessons 1 or 11<br/>Grade 1 – Lessons 18, 20<br/><u>Healthsmart:</u><br/>Grade 1 – Lesson 20<br/><br/><u>Healthsmart:</u><br/>Grade K – Lesson 10<br/>Grade 1 – Lessons 9, 11, 18, 20<br/>Grade 2 – Lessons 4, 14, 15</p> |
| Health Conditions, Diseases and Medicines | People need food, water, air, waste removal, and a particular range of temperatures in their environment to stay healthy. | <p>2.3.2.HCDM.1: Explain the consequences on a person's health if he or she does not have adequate food and a clean environment.</p> <p>2.3.2.HCDM.2: Demonstrate personal hygiene and the use of necessary and appropriate health-enhancing behaviors that can keep a person healthy (e.g., precautions to avoid illnesses, handle food hygienically, brush teeth, regular physical activity, adequate sleep, appropriate dress for various weather conditions). •</p> <p>2.3.2.HCDM.3: Explain strategies and develop skills to prevent the spread of</p>                       | <p><b><u>Not covered</u></b></p> <p><u>Healthsmart:</u><br/>Grade K – Lessons 5, 6, 24, 25<br/>Grade 1 – Lessons 5, 6, 7, 8, 24, 25<br/>Grade 2 – Lessons 5, 7, 8, 20, 21, 22<br/><br/><u>Healthsmart:</u><br/>Grade K – Lessons 6, 9</p>   |

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|  |  | communicable diseases and health conditions (e.g., Lyme disease, influenza, cardiovascular diseases).   | Grade 1 – Lesson 5<br>2 – Lessons 5, 7   |
| Alcohol, Tobacco, and Other Drugs              | The use of alcohol, tobacco, and other drugs in unsafe ways is harmful to one's health.  | <p>2.3.2.ATD.1: Explain what medicines are, how they are used, and the importance of utilizing medications properly.</p> <p>2.3.2.ATD.2: Identify ways in which drugs, including some medicines, can be harmful.</p> <p>2.3.2.ATD.3: Explain effects of tobacco use on personal hygiene, health, and safety</p> | <p><u><i>Healthsmart:</i></u><br/>Grade K - Lesson 7<br/>Grade 2 - Lesson 6</p> <p><u><i>Healthsmart:</i></u><br/>Grade K - Lessons 26 &amp; 27<br/>Grade 1 - Lesson 26<br/>Grade 2 - Lesson 6,23,24</p> <p><u><i>Healthsmart:</i></u><br/>Grade K - Lessons 26 &amp; 27<br/>Grade 1 - Lesson 26<br/>Grade 2 - Lessons 6,23,24</p> |
| Dependency, Substances Disorder, and Treatment | <p>Substance abuse is caused by a variety of factors.</p> <p>There are many ways to obtain help for treatment of alcohol, tobacco, and other substance abuse problems.</p> | <p>2.3.2.DSDT.1: Recognize that some people may have difficulty controlling their use of alcohol, tobacco, and other drugs.</p> <p>2.3.2.DSDT.2: Explain that individuals who abuse alcohol, tobacco, and other drugs can get help.</p>   | <p><u><i>Healthsmart:</i></u><br/>Grade 2 - Lesson 24</p> <p><u><i>Healthsmart:</i></u><br/>Grade 2 - Lesson 24</p>  |

## 2.3 Safety

**By the end of grade 5**

|                 | <b>Objectives:</b>   | <b>Standards:</b>   | <b>Activities / Assessments</b>   |
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| Personal Safety | <p>Safety includes being aware of the environment and understanding how certain situations could lead to injury or illness.</p> <p>There are strategies that individuals can use to communicate safely in an online environment.</p> <p>Children who practice setting healthy boundaries know how to say no and what to do when they feel uncomfortable or find themselves in unsafe situations.</p> | <p>2.3.5.PS.1: Develop strategies to reduce the risk of injuries at home, school, and in the community.</p> <p>2.3.5.PS.2: Demonstrate first aid procedures for choking, bleeding, burns, poisoning, and stroke (F.A.S.T.). •</p> <p>2.3.5.PS.3: Examine the impact of unsafe behaviors when traveling in motor vehicles and when using other modes of transportation.</p> <p>2.3.5.PS.4: Develop strategies to safely communicate through digital media with respect.</p> <p>2.3.5.PS.5: Communicate personal boundaries and demonstrate ways to respect other people's personal boundaries.</p> | <p><u><i>Healthsmart:</i></u><br/>Grade 3 - Lessons 9,10,11<br/>Grade 4 - Lesson 11 &amp; 12<br/><u><i>KidsHealth.org</i></u></p> <p><u><i>Healthsmart:</i></u><br/>Grade 3 - Lessons 10 &amp; 11<br/>Grade 4 - Lesson 11 &amp; 12</p> <p><u><i>Healthsmart:</i></u><br/>Grade 5 - Lesson 3</p> <p><u><i>Healthsmart:</i></u><br/>Grade 3 - Lesson 16</p> |

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|   |  | 2.3.5.PS.6: Identify strategies a person could use to call attention to or leave an uncomfortable or dangerous situation, including bullying, teasing, teen dating violence, sexual harassment, sexual assault, and sexual abuse.   | <u><i>Healthsmart:</i></u><br>Grade 3 - Lessons 14, 15, 16<br>Grade 4 - Lessons 14 & 15<br>Grade 5 - Lessons 9, 12, 13  |
| Health Conditions, Diseases and Medicines | There are actions that individuals can take to help prevent diseases and stay healthy.   | <p>2.3.5.HCDM.1: Identify conditions that may keep the human body from working properly, and the ways in which the body responds.</p> <p>2.3.5.HCDM.2: Describe how to prevent the spread of communicable and infection diseases and conditions (e.g., Lyme Disease, influenza)</p> <p>2.3.5.HCDM.3: Examine how mental health can impact one's wellness (e.g., depression, anxiety, stress, phobias)</p> | <p><u><i>Healthsmart:</i></u><br/>Grade 5 - Lesson 5</p> <p><u><i>Healthsmart:</i></u><br/>Grade 3 - Lessons 6 &amp; 7<br/>Grade 4 - Lesson 7<br/>Grade 5 - Lesson 6</p> <p><u><i>Healthsmart:</i></u><br/>Grade 3 - Lesson 1<br/>Grade 4 - Lesson 1 &amp; 2<br/>Grade 5 - Lessons 1 &amp; 13</p> |
| Alcohol, Tobacco, and Other Drugs         | The use of alcohol, tobacco, and drugs may affect the user, family, and community members in negative ways and have unintended consequences. | <p>2.3.5.ATD.1: Identify products that contain alcohol, tobacco, and drugs and explain potential unhealthy effects (e.g., substance disorder, cancer).</p> <p>2.3.5.ATD.2: Describe health concerns associated with e-cigarettes, vaping products, inhalants, alcohol, opioids and other drugs, and non-prescribed cannabis</p>   | <p><u><i>Healthsmart:</i></u><br/>Grade 3 - Lesson 25<br/>Grade 4 - Lesson 20<br/>Grade 5 - Lessons 24 &amp; 25</p> <p><u><i>Healthsmart:</i></u><br/>Grade 3 - Lessons 25<br/>Grade 4 - Lesson 20<br/>Grade 5 - Lessons 24 &amp;</p>   |

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|  | Drug misuse and abuse can affect one's relationship with friends, family, and community members in unhealthy ways.  | products.<br><br>2.3.5.ATD.3: Describe the behaviors of people who struggle with the use of alcohol and drugs and identify the type of assistance that is available   | 26<br><br><u>Healthsmart:</u><br>Grade 5: Lesson 31   |
| Dependency, Substances Disorder, and Treatment | <p>The short- and long-term effects of substance abuse are dangerous and harmful to one's health.</p> <p>The use/abuse of alcohol, tobacco, and drugs can have unintended consequences but there are resources available for individuals and others affected by these situations.</p> | <p>2.3.5.DSDT.1: Differentiate between drug use, misuse, abuse, and prescription and illicit drugs.</p> <p>2.3.5.DSDT.2: Identify signs and evaluate evidence that a person might have an alcohol, tobacco, and/or drug use problem.</p> <p>2.3.5.DSDT.3: Demonstrate effective refusal skills of alcohol, e-cigarettes, vaping products, cannabis products, opioids, and other substances that can negatively impact health.</p> <p>2.3.5.DSDT.4: Demonstrate strategies for seeking assistance for someone impacted by an individual who is struggling with the use/abuse of alcohol or drugs.</p> <p>2.3.5.DSDT.5: Identify the various types of resources that are available in the community and online to assist individuals who struggle with alcohol, tobacco, and drug use/abuse (e.g., school nurse, counselor, peer leadership group).</p> | <p><u>Healthsmart:</u><br/>Grade 3 - Lesson 25</p> <p><u>Healthsmart:</u><br/>Grade 5 - Lesson 31</p> <p><u>Healthsmart:</u><br/>Grade 3 - Lesson 29<br/>Grade 4 - Lessons 22,23<br/>Grade 5 - Lesson 28</p> <p><u>Healthsmart:</u><br/>Grade 5 - Lesson 31</p> |

### 2.3 Safety

By the end of grade 8

|                 | Objectives:  | Standards:  | Activities / Assessments  |
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| Personal Safety | Awareness of potential risks factors and knowledge of strategies to evaluate choices and potential consequences can help to reduce negative impacts when confronted with difficult or unsafe situations. | <p>2.3.8.PS.1: Assess the degree of risk in a variety of situations, and identify strategies needed to reduce deliberate and non-deliberate injuries to self and others (e.g., digital safety, sexting, dating violence, domestic violence, gang violence, human trafficking, nonconsensual sexual encounters, other threats of violence). Individuals may experience interpersonal and/or sexual violence for a variety of reasons, but the victim is never to blame.</p> <p>2.3.8.PS.2: Define sexual consent and sexual agency.</p> <p>2.3.8.PS.3: Define interpersonal and sexual violence and describe their impacts on sexual health (e.g., sexual harassment, sexual assault, sexual abuse, incest, rape, domestic violence, coercion, dating violence).</p> <p>2.3.8.PS.4: Describe strategies that sex traffickers/exploiters employ to recruit youth.</p> | <p><u>Healthsmart</u>:Violence &amp; Injury Prevention - Lessons 1,2,3,4,9,11,13,17</p> <p><u>Healthsmart</u>:HIV, STI, &amp; Pregnancy Prevention - Lesson 3</p> <p><u>Healthsmart</u>:Violence &amp; Injury Prevention - Lessons 8 &amp; 17</p> |



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|   | Technology can impact the capacity of individuals to develop and maintain healthy behaviors and interpersonal relationships.   | <p>2.3.8.PS.5: Determine the effectiveness of laws designed to keep children and adolescents healthy and safe (e.g., consent, child pornography, human trafficking, parental notification, drugs).</p> <p>2.3.8.PS.6: Demonstrate strategies to use social media safely, legally, and respectfully (e.g., sexting, sextortion).</p> <p>2.3.8.PS.7: Evaluate the impact of technology and social media on relationships (e.g., consent, communication, respect).</p>   | <p><u>Healthsmart</u>:Violence &amp; Injury Prevention - Lesson 17</p> <p><u>Healthsmart</u>:Tobacco, Alcohol &amp; Other Drugs - Lesson 12</p> <p><u>Healthsmart</u>:Emotional &amp; Mental Health - Lesson 13</p>   |
| Health Conditions, Diseases and Medicines | Diseases can be contracted from a variety of sources and choices individuals make may contribute to or prevent a person from being susceptible to a disease or health condition. | <p>2.3.8.HCDM.1: Justify how the use of universal precautions, sanitation and waste disposal, proper food handling and storage, and environmental controls can prevent diseases and health conditions.</p> <p>2.3.8.HCDM.2: Determine the role of genetics in being susceptible to disease and health conditions and identify the types of behavior that might reduce the risk factors.</p> <p>2.3.8.HCDM.3: Describe behaviors which may contribute to or prevent a person from being susceptible to disease and illness (e.g., cardiovascular, stroke, hepatitis, sexually transmitted infections (STIs), HIV/AIDS, breast cancer, HPV, testicular cancer).</p> | <p><u>Healthsmart</u>:Abstinence , Puberty &amp; Personal Health - Lesson 3</p> <p><u>Healthsmart</u>:Nutrition &amp; Physical Activity - Lesson 9</p> <p><u>Healthsmart</u>:Abstinence , Puberty &amp; Personal Health - Lesson 3</p> <p><u>Healthsmart</u>:Abstinence , Puberty &amp; Personal Health - Lesson 3</p> <p><u>Healthsmart</u>:HIV, STI &amp; Pregnancy Prevention - Lesson 6</p> |

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|                                   | <p>The degree to which an individual is impacted by a health condition or disease can be affected by their immune system and treatment strategies.</p>                                       | <p>2.3.8.HCDM.4: Describe the signs, symptoms, and potential impacts of STIs (including HIV).</p> <p>2.3.8.HCDM.5: Compare and contrast behaviors, including abstinence, to determine the potential risk of pregnancy and/or STIs (including HIV) transmission.</p> <p>2.3.8.HCDM.6: Explain how the immune system fights disease.</p> <p>2.3.8.HCDM.7: Explain how certain methods of disease prevention, treatment strategies, and appropriate medicine use promote health-enhancing behaviors.</p>  | <p><u>Healthsmart:</u>HIV, STI &amp; Pregnancy Prevention - Lessons 6 &amp; 7</p> <p><u>Healthsmart:</u>Abstinence , Puberty &amp; Personal Health - Lesson 11</p> <p><u>Healthsmart:</u>HIV, STI &amp; Pregnancy Prevention - Lesson 1</p> <p><u>Healthsmart:</u>Abstinence , Puberty &amp; Personal Health - Lessons 2 &amp; 3</p> <p><u>Healthsmart:</u>Tobacco, Alcohol &amp; Other Drugs-Lesson 5</p> |
| Alcohol, Tobacco, and Other Drugs | <p>The use of alcohol, tobacco (including e cigarettes, vaping), and other drugs (including cannabis products) can result in social, emotional, and physical harm to oneself and others.</p> | <p>2.3.8.ATD.1: Examine how the use of alcohol, tobacco, and other drugs by adolescents has impacted their lives and the lives of family members socially, emotionally, and physically.</p> <p>2.3.8.ATD.2: Relate the use of alcohol and other drugs to decision-making, consent, and risk for sexual assault and abuse.</p> <p>2.3.8.ATD.3: Determine the factors that contribute to different rules, laws, and policies in schools, communities, and states regarding alcohol, tobacco (including e-cigarettes, vaping, cannabis products),</p> | <p><u>Healthsmart:</u>Tobacco, Alcohol &amp; Other Drugs-Lessons 2,3,4,7,8</p> <p><u>Healthsmart:</u>HIV, STI &amp; Pregnancy Prevention - Lesson 3</p> <p><u>Healthsmart:</u>Tobacco, Alcohol &amp; Other Drugs-Lesson 12</p>   |

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|  |   | <p>and other drugs.</p> <p>2.3.8.ATD.4: Explain the impact of alcohol and other drugs on areas of the brain that control vision, sleep, coordination, reaction time, judgment, and memory.</p> <p>2.3.8.ATD.5: Analyze how the influence of peers and different social settings (e.g., home, school, party) can result in positive and/or negative outcomes.</p>   | <p><u>Healthsmart</u>:Tobacco, Alcohol &amp; Other Drugs- Lessons 2,3,4,7,8</p> <p><u>Healthsmart</u>:Tobacco, Alcohol &amp; Other Drugs- Lessons 9,11,15</p>   |
| Dependency, Substances Disorder, and Treatment | <p>A variety of factors can contribute to alcohol, tobacco, and drug disorders (e.g., mental health, genetics, environment) and a wide variety of treatment options are available depending on the needs of the individual.</p> <p>The use of alcohol and drugs can affect the social, emotional, and physical behaviors of individuals and their families.</p> | <p>2.3.8.DSDT.1: Summarize the signs and symptoms of alcohol, tobacco, and drug disorders.</p> <p>2.3.8.DSDT.2: Compare and contrast the various services that are available for individuals affected by substance disorders in the community and at the state level.</p> <p>2.3.8.DSDT.3: Determine the impact that alcohol and drugs can have on an individual's social, emotional, and physical well-being.</p> <p>2.3.8.DSDT.4: Examine how alcohol and drug disorders can impact the social, emotional, and physical lives of friends and family members.</p> <ul style="list-style-type: none"> <li>• 2.3.8.DSDT.5: Compare and contrast the various services that are available for family members and others affected by substance disorders in the community and at the state level.</li> </ul> | <p><u>Healthsmart</u>:Tobacco, Alcohol &amp; Other Drugs- Lesson 6</p> <p><u>Healthsmart</u>:Tobacco, Alcohol &amp; Other Drugs- Lesson 8</p> <p><u>Healthsmart</u>:Tobacco, Alcohol &amp; Other Drugs- Lessons 6 &amp; 8</p> |

# **RESOURCES**

## **Standard 1 Resources: Personal and Mental Health**

- CASEL Standards: Free SHAPE America Crosswalk w/ National [Health](#) & [PE Standards](#)
- [health.moves.minds](#): SEL lessons K-12; learning activities, assessments, teacher scripts, standards-alignment, community service and optional fund-raising opportunities. [NJ SGOs Available](#)
- [Be Real Be Ready STI Curriculum+](#)
- [Dove Self Esteem Project:Body Image/Self-Confidence](#)
- [SHAPE America Sex Education Position Statement](#)
- Healthsmart Health Series (Board approved beginning 2020-21 school year)

## **Standard 2 Resources: Physical Wellness**

- [www.cbhpe.org](http://www.cbhpe.org)
- [www.shapenj.org](http://www.shapenj.org)
- [www.shapeamerica.org](http://www.shapeamerica.org)
- [www.openphysed.org](http://www.openphysed.org)
- [CATCH Program](#)
- Healthsmart Health Series (Board approved beginning 2020-21 school year)

- [SPARK PE Free Webinar series](#)

## **Standard 3 Resources: Safety**

- Vaping Prevention: [Catch My Breath](#)
- Sexual Consent Resources: [New Jersey Coalition Against Sexual Assault](#)
- [Rights, Respect, Responsibility](#): Access to K-12 lessons and an invite for the 3rs Google Classroom: [3rs Google Classroom](#)
- Amaze Videos: [www.amaze.org](http://www.amaze.org) and [www.amaze.org/jr/](http://www.amaze.org/jr/) are short clips on topics: Puberty, Sexual Orientation, Gender Identity, Personal Safety, Healthy Relationships, STDs & HIV, Pregnancy and Reproduction
- Health Smart K-12: <https://www.etr.org/healthsmart/>
- KidsHealth: [Educators Guide](#)
- Healthsmart Health Series (Board approved beginning 2020-21 school year)

## **Other Resources Used**

- [www.redcross.org](http://www.redcross.org)
- [www.cdc.gov](http://www.cdc.gov)
- [www.kidshealth.org](http://www.kidshealth.org)
- [www.mypyramid.gov](http://www.mypyramid.gov)
- [www.edhelper.com](http://www.edhelper.com)
- [www.thecoolspot.gov](http://www.thecoolspot.gov) (alcohol, peer pressure)
- [www.brainpop.net](http://www.brainpop.net)
- [www.WHO.org](http://www.WHO.org)

- Textbooks (Macmillan/McGraw Hill)
- Dynamic PE for Elementary School Children, Robert Pangrazi
- Beyond Activities: Learning Experiences to Support the National PE Standards, Kogut
- Never Play Leapfrog with a Unicorn – Mehrhof, Ermler, Worrell, and Brewer
- Ready-to-Go PE Activities for Grades K-2, Landy & Landy
- [www.pecentral.com](http://www.pecentral.com)
- [www.mrgym.com](http://www.mrgym.com)
- [www.theteacherscorner.net](http://www.theteacherscorner.net)
- [www.eduref.org](http://www.eduref.org)
- [www.lessonplanz.com](http://www.lessonplanz.com)
- Kidnastics – Malmberg
- Physical Best Activity Guide – Elementary Level, NASPE
- Fitness for Life – Corbin, Masurier, & Lambdin
- Physical Education Fireworks – Doss
- PE Teacher's Skill by Skill Activity Program, Turner and Turner
- [www.basketball-drills-and-plays.com](http://www.basketball-drills-and-plays.com)
- [www.coachesclipboard.net](http://www.coachesclipboard.net)
- [www.y-coach.com](http://www.y-coach.com)
- Girl Sports Fit and Fun - Girl Scouts
- [www.soccerhelp.com](http://www.soccerhelp.com)
- [www.footy4kids.co.uk](http://www.footy4kids.co.uk)
- [www.dprsports.com](http://www.dprsports.com)
- [www.volleyball.lifetips.com](http://www.volleyball.lifetips.com)
- Teaching Movement Education, Abels and Bridges
- <https://www.etr.org/healthsmart/assets/File/standards/nj-state-standards-healthsmart-K-5-2dEd.pdf>
- <https://www.etr.org/healthsmart/assets/File/standards/nj-state-standards-healthsmart-6-8-3dEd.pdf>
- <https://kidshealth.org/>

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Section: Administration

Date Created: November 2020

Date Edited: November 2020

**M**

On June 26, 2020, the New Jersey Department of Education (NJDOE) published “The Road Back – Restart and Recovery Plan for Education” (Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students’ unique needs during these unprecedented times. The NJDOE required school districts in the State to develop, in collaboration with community stakeholders, a “Restart and Recovery Plan” (Plan) to reopen schools that best fits the district’s local needs.

The Guidance requires the Board of Education to adopt certain policies and the Board adopts Policy 1648 to address those policy requirements in the Guidance. Policy 1648 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

**A. NJDOE Guidance – Key Subject Area 1 – Conditions for Learning****1. Transportation**

- a. If the school district is providing transportation services on a school bus, a face covering must be worn by all students upon entering the school bus unless doing so would inhibit the student’s health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities. Exceptions to the face covering requirements shall be those outlined in A.2.d. below:
  - (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's particular need and in accordance with all applicable laws and regulations.
- b. The school district shall use best practices for cleaning and disinfecting district-owned school buses and other transportation vehicles in accordance with A.3. below.

- c. District-employed school bus drivers and aides on district-owned school buses shall practice all safety actions and protocols as indicated for other school staff.
- d. If the school district is using contracted transportation services, the contractor shall ensure all Board of Education safety actions and protocols are followed by the contractor and its employees and/or its agents.

[See Policy Guide 1648 – Appendix C for the protocols/procedures for “Transportation” which is also included in the school district’s Restart and Recovery Plan.]

2. Screening, Personal Protective Equipment (PPE), and Response to Students and Staff Presenting Symptoms

- a. The school district shall screen students and employees upon arrival to a school building or work location for COVID-19 symptoms and a history of exposure.
  - (1) School staff must visually check students and employees for symptoms upon arrival (which may include temperature checks) and/or confirm with families that students are free of COVID-19 symptoms.
  - (2) Health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
  - (3) Results must be documented when signs/symptoms of COVID-19 are observed.
  - (4) The screening protocol will take into account students and employees with disabilities and accommodations that may be needed in the screening process for those students and employees.
  - (5) Students and employees with symptoms related to COVID-19 must be safely and respectfully isolated from others.
  - (6) If the school district becomes aware that an individual who has spent time in a school district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.
- b. School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age.



- (1) If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor's entry to the school/district facility may be denied.
- c. Students are required to wear face coverings, unless doing so would inhibit the student's health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.
- (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's need and in accordance with all applicable laws and regulations.
- d. Exceptions to the Requirement for Face Coverings
- (1) Doing so would inhibit the individual's health.
  - (2) The individual is in extreme heat outdoors.
  - (3) The individual is in water.
  - (4) A student's documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of a face covering.
  - (5) The student is under the age of two, due to the risk of suffocation.
  - (6) During the period a student is eating or drinking.
  - (7) Face coverings should not be placed on anyone who has trouble breathing or is unconscious, or anyone who is incapacitated or otherwise unable to remove the face covering without assistance (e.g. face coverings should not be worn by Pre-K students during nap time).
  - (8) The student is engaged in high intensity aerobic or anaerobic activities.
  - (9) Face coverings may be removed during gym and music classes when individuals are in a well-ventilated location and able to maintain a physical distance of six feet apart.
  - (10) When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.

[See Policy Guide 1648 – Appendix E for the protocols/procedures for “Screening, PPE, and Response to Students and Staff Presenting Symptoms” which is also included in the school district’s Restart and Recovery Plan.]

### 3. Facilities Cleaning Practices

- a. The school district must continue to adhere to existing required facilities cleaning practices and procedures and any new specific requirements of the local health department as they arise.
- b. A procedure manual must be developed to establish cleaning and disinfecting schedules for schools and school equipment, targeted areas to be cleaned, and methods and materials to be used.

[See Policy Guide 1648 – Appendix G for the protocols/procedures for – “Facilities Cleaning Practices” which is also included in the school district’s Restart and Recovery Plan.]

### 4. Wraparound Supports

#### a. Mental Health Supports

The school district’s approach to student mental health supports will be affected by the learning environment in place at the beginning of the school year. If in-person instruction is not feasible, the district must find other ways to assess and monitor students’ mental health.

[See Policy Guide 1648 – Appendix K for the protocols/procedures for “Academic, Social, and Behavioral Supports” which is also included in the school district’s Restart and Recovery Plan.]

### 5. Contact Tracing

- a. Upon notification that a resident has tested positive for COVID-19, the local health department will call the school district to determine close contacts to whom they may have spread the virus, where close contact is defined as being within six feet for a period of at least ten minutes.
- b. The school district shall assist the local health department in conducting contact tracing activities, including ongoing communication with the identified individual and/or their contacts.
- c. The school district shall ensure adequate information and training is provided to the staff as necessary to enable

staff to carry out responsibilities assigned to them.

- d. A staff liaison(s) shall be designated by the Superintendent or designee and shall be responsible for providing notifications and carrying out other components that could help ensure notifications are carried out in a prompt and responsible manner.
- e. School districts shall allow staff, students, and families to self-report symptoms and/or suspected exposure.

[See Policy Guide 1648 – Appendix F for the protocols/procedures for “Contact Tracing” which is also included in the school district’s Restart and Recovery Plan.]

## B. NJDOE Guidance – Key Subject Area 2 – Leadership and Planning

### 1. Scheduling

- a. The school district’s Plan must account for resuming in-person instruction and shall provide steps to shift back to virtual learning models if circumstances change and in-person instruction guidelines can no longer be followed.
- b. The school district’s Plan accommodates opportunities for both synchronous and asynchronous instruction, while ensuring requirements for a 180-day school year are met.
- c. The school district recognizes special populations will require unique considerations to ensure the continuity of learning as well as the health and safety of students and staff within the least restrictive environment.

#### (1) Special Education and English Language Learners (ELL)

- (a) The school district shall provide educators with professional development to best utilize the accessibility features and accommodations tools made available through technology-based formats in accordance with this Policy.
- (b) The school district shall continue to ensure students receive individualized supports that meet the requirements of the IEP and 504 Plans.

[See Policy Guide 1648 – Appendix N for the protocols/procedures for “Scheduling of Students” which is also included in the school district’s Restart and Recovery Plan.]

### 2. Staffing

- a. The school district shall comply with all applicable employment laws when making staffing and scheduling requirements, including, but not limited to, the Americans Disabilities Act (ADA), the Health Insurance Portability and Accountability Act (HIPPA), and all applicable State laws.
- b. As the school district adjusts schedules, teaching staff members must maintain quality instruction for students pursuant to the minimum requirements set forth in NJDOE regulation.

[See Policy Guide 1648 – Appendix O for the protocols/procedures for “Staffing” which is also included in the school district’s Restart and Recovery Plan.]

#### C. NJDOE Guidance – Key Subject Area 3 – Policy and Funding

##### 1. School Funding

###### a. Purchasing

The school district may likely need to purchase items not needed in the past and may experience increased demand for previously purchased goods and services to implement the Plan. The school district shall continue to comply with the provisions of the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq.

###### b. Use of Reserve Accounts, Transfers, and Cashflow

The school district shall apply for the approval from the Commissioner of Education, prior to performing certain budget actions, such as withdrawing from the emergency reserve account or making transfers that cumulatively exceed ten percent of the amount originally budgeted.

###### c. Costs and Contracting

The school district shall follow all New Jersey State laws and regulations applicable to local school districts for purchasing when procuring devices and connectivity or any technology related item.

#### D. NJDOE Guidance – Key Subject Area 4 – Continuity of Learning

##### 1. Ensuring the Delivery of Special Education and Related Services to Students with Disabilities

- a. The school district shall continue to meet their obligations to students with disabilities to the greatest extent possible.

## 2. Professional Learning

- a. The school district shall prepare and support teaching staff members in meeting the social, emotional, health, and academic needs of all students throughout the implementation of the Plan.

### (1) Professional Learning

- (a) The school district shall grow each teaching staff member's professional capacity to deliver developmentally appropriate standards-based instruction remotely.

### (2) Mentoring and Induction

- (a) The school district shall ensure:
- (i) All novice provisional teachers new to the district be provided induction;
  - (ii) One-to-one mentoring is provided to novice provisional teachers by qualified mentors;
  - (iii) Mentors can provide sufficient support and guidance to novice provisional teachers working in a remote environment;
  - (iv) Mentoring is provided in both hybrid and fully remote learning environments and that mentors and provisional teachers will agree upon scheduling, structure, and communication strategies they will use to maintain the mentoring experience; and
  - (v) The use of online collaborative tools for school staff to remain connected to other mentors, new teachers, and administrators to maintain a sense of communal support.

### (3) Evaluation

- (a) The school district has considered the requirements and best practices with provisional status teachers, nontenured educators, and those on Corrective Action

Plans (including extra observations, extra observers, assuring more frequent feedback and face-to-face).

3. Career and Technical Education (CTE)

a. The school district shall implement innovative learning models for new learning environments regarding CTE.

b. Quality CTE Programs

The school district shall ensure students have access to appropriate industry-recognized, high-value credentials.

c. Work-Based Learning

The school district will ensure students are provided the opportunity to participate in safe work-based learning, either remotely (simulations, virtual tours, etc.) or in-person.

New Jersey Department of Education “The Road Back – Restart and Recovery Plan for Education”  
Memorandum – New Jersey Governor and Department of Education –  
Conditions for Learning – Health and Safety – August 3, 2020

Adopted: 23 November 2020



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## District Policy

### **1648.02- REMOTE LEARNING OPTIONS FOR FAMILIES (M)**

Section: Administration  
 Date Created: November 2020  
 Date Edited: March 2021

#### **M**

On July 24, 2020, the New Jersey Governor and the Commissioner of Education published a supplemental guidance document titled “clarifying Expectations Regarding Fulltime Remote Learning Options for Families 2020-2021” as a result of the COVID-19 pandemic. This supplemental guidance includes an additional “anticipated minimum standard,” as this phrase is used throughout “The Road Back: Restart and Recovery Plan for Education” (NJDOE Guidance). This additional “anticipated minimum standard” provides that, in addition to the methods and considerations explicitly referenced in the NJDOE Guidance for scheduling students for in-person, remote, or hybrid learning, families/guardians (hereinafter referred to as “parents”) may submit, and school districts shall accommodate, requests for full-time remote learning.

Requests for full-time remote learning may include any service or combination of services that would otherwise be delivered to students on an in-person schedule, which may be a hybrid schedule, such as instruction, behavioral and support services, special education, and related services. A parent may request some services be delivered entirely remotely, while other services follow the same schedule they otherwise would according to the provisions in the school district’s Restart and Recovery Plan (Plan) and Policy 1648.

A parent may contact the Principal or designee of the building the student would attend with any questions on: a request to transition from in-person services to full-time remote learning; a request to transition from full-time remote learning to in-person services; the procedures of this Policy; and/or any other information regarding the school district’s Plan and Policy 1648.

To ensure clarity and consistency in implementation of full-time remote learning, the Board of Education adopts this Policy that addresses the following:

#### **A. Unconditional Eligibility for Full-time Remote Learning**

1. All students are eligible for full-time remote learning.
  - a. Eligibility for full-time remote learning cannot be conditioned on a parent demonstrating a risk of illness or other selective criteria.
  - b. Unconditional eligibility for full-time remote learning includes students with disabilities who attend in-district

schools or receiving schools (county special services school districts, educational services commissions, jointure commissions, Katzenbach School for the Deaf, regional day schools, college operated programs, and approved private schools for students with disabilities).

B. Procedures for Submitting Full-time Remote Learning Requests

1. A parent may request a student receive full-time remote learning from the school district by submitting a written request to the Principal of the school building their child would attend. The written request shall be provided to the Principal at least 30 calendar days before the student is eligible to commence full-time remote learning in accordance with B.2. below.
2. The student may only begin full-time remote learning within 20 school days after receiving written approval of the Principal or designee.
3. The written request for the student to receive full-time remote learning shall include:
  - a. The student's name, school, and grade;
  - b. The technology the student will be using to receive full-time remote learning, including the student's connectivity capabilities;
  - c. A request for any service or combination of services that would otherwise be delivered to the student on an in-person or hybrid schedule, such as instruction, behavioral and support services, special education, and related services;
  - d. For students with disabilities, the school district staff will determine if an Individualized Education Plan (IEP) meeting or an amendment to a student's IEP is needed for full-time remote learning; and
  - e. Any additional information the Principal or designee requests to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.
- (1) The documentation required by the school district to be provided in the parent's request for full-time remote learning shall not exclude any students from the school district's full-time remote learning option, but rather be limited to the minimum information needed to ensure proper recordkeeping and implementation of successful remote learning.



4. Upon receiving the written request, the Principal or designee may request additional information from the parent to assist the Principal or designee in providing the student the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.
5. The Principal or designee will review the written request and upon satisfaction of the procedures outlined in this Policy, the Principal or designee will provide written approval of the parent's request for full-time remote learning.
  - a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.
6. The Principal's written approval of the request shall be provided to the parent within 15 calendar days of receiving the parent's written request.
  - a. The written approval will include the date the remote learning program will commence for the student in accordance with B.2. above.

C. Scope and Expectations of Full-Time Remote Learning

1. The scope and expectations of the school district's full-time remote learning program will include, but not be limited to, the following:
  - a. The length of the school day pursuant to N.J.A.C. 6A:32-8.3 and compliance with the Board's Attendance Policy and Regulation 5200; the provisions of the district's remote learning program outlined in the school district's Plan; and any other Board policies and regulations that govern the delivery of services to, and district expectations of, students participating in the remote learning program and their families;
  - b. The technology and the connectivity options to be used and/or provided to the student during remote learning; and
  - c. Any additional information the Principal or designee determines is needed to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs (i.e. students participating in a hybrid model).

- (1) This includes, for example, access to standards-based instruction of the same quality and rigor as afforded all other students of the district, the district making its best effort to ensure that every student participating in remote learning has access to the requisite educational technology, and the provision of special education and related services to the greatest extent possible.

- d. The school district will endeavor to provide supports and resources to assist parents, particularly those of younger students, with meeting the expectations of the school district's remote learning option.

D. Procedures to Transition from Full-Time Remote Learning to In-Person Services

1. A parent may request their student transition from full-time remote learning to in-person services, if in-person services are being provided, by submitting a written request to the Principal of the building the student will attend. This request must be submitted at least 30 calendar days before the student is eligible for in-person services.
2. A student is only eligible to transition from full-time remote learning to in-person services commencing at the beginning of a marking period.
3. The written request from the parent for the student to transition from full-time remote learning to in-person services shall include:
  - a. The student's name, school, and grade;
  - b. The in-person program may only commence for a student transitioning from full-time remote learning to in-person services in accordance with D.2. above; and
  - c. Any additional information the Principal or designee determines would be important on the student's transition from full-time remote learning to in-person services.
4. A student previously approved for remote learning wanting to transition into the school district's in-person program must spend at least one marking period in remote learning before being eligible to transition into the school district's in-person program.
  - a. This will allow parents to make the arrangements needed to effectively serve students' home learning needs and will support educators in ensuring continuity of instruction for the student.

5. The Principal or designee will review the request for compliance with this Policy, and upon satisfaction of the procedures in this Policy, will provide the parent of the student a written approval of the student entering the school district's in-person program.
  - a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.
6. Upon approval of the student's transition from full-time remote learning to in-person services, the school district will provide specific student and academic services to better assist parents anticipate their student's learning needs and help educators maintain continuity of services.
7. School districts that offer Pre-K will consult their Pre-K curriculum providers regarding appropriate measures to assess a Pre-K student's learning progress during the transition from full-time remote learning to in-person learning.

E. Reporting

1. To evaluate full-time remote learning, and to continue providing meaningful guidance for school districts, it will be important for the New Jersey Department of Education (NJDOE) to understand the extent and nature of demand for full-time remote learning around the State.
  - a. The school district will be expected to report to the NJDOE data regarding participation in full-time remote learning. Data will include the number of students participating in full-time remote learning by each of the following subgroups: economically disadvantaged; major racial and ethnic groups; students with disabilities; and English learners.

F. Procedures for Communicating District Policy with Families

1. The school district will have clear and frequent communication with parents, in their home language, to help ensure this important flexibility is as readily accessible as possible. Communication must include, at a minimum, information regarding:
  - a. Summaries of, and opportunities to review, the school district's full-time remote learning Policy/Plan;
  - b. Procedures for submitting full-time remote learning requests in accordance with B. above;

- c. Scope and expectations of full-time remote learning in accordance with C. above;
- d. The transition from full-time remote learning to in-person services and vice-versa in accordance with B. and D. above; and
- e. The school district's procedures for ongoing communication with families and for addressing families' questions or concerns.

G. Home or Out-of-School Instruction

- 1. No provision of this Policy supersedes the district's requirements to provide home or out-of-school instruction for the reasons outlined in N.J.S.A. 18A, N.J.A.C. 6A, or any applicable Board policy unless determined otherwise by the Superintendent or designee.

[See the District's Restart and Recovery Plan – Appendix Q for the protocols/procedures for “Remote Learning Options for Families” which is outlined in the school district's Restart and Recovery Plan.]

New Jersey Department of Education Guidance Document:  
“Clarifying Expectations Regarding Fulltime Remote Learning  
Options for Families 2020-2021”

Adopted: 23 November 2020  
Revised: 15 March 2021



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## District Policy

**1648.03- RESTART AND RECOVERY PLAN - FULL-TIME REMOTE INSTRUCTION (M)**

Section: Administration  
 Date Created: November 2020  
 Date Edited: November 2020

**M**

On June 26, 2020, the New Jersey Department of Education published “The Road Back - Restart and Recovery Plan for Education” (NJDOE Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance, including revisions, provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students’ unique needs during these unprecedented times. The NJDOE Guidance required school districts to develop, in collaboration with community stakeholders, a “Restart and Recovery Plan” (Plan) to reopen schools that best fit the district’s local needs.

The NJDOE Guidance requires the Board of Education to adopt certain policies and the Board previously adopted Policies 1648 and 1648.02 to address these policy requirements. Board policies related to Covid-19 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

On August 13, 2020, the Governor of New Jersey signed Executive Order 175 indicating public school districts shall resume partial or full-time in-person instruction during the fall of school year 2020-2021. However, Executive Order 175 also indicates public school districts that are or become unable to satisfy the health and safety requirements for in-person instruction delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021” and detailed in the “The Road Back - Restart and Recovery Plan for Education” Guidance, may provide full-time remote instruction to all students pursuant to N.J.S.A. 18A:7F-9.

Public school districts that determine they cannot provide in-person instruction must submit documentation to the Department of Education that identifies:

1. The school building(s) or grade level(s) within the district that will provide full-time remote instruction;
2. The specific health and safety standards delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021,” and detailed in the “The Road Back - Restart and Recovery Plan for Education” Guidance, that the school is unable to satisfy;

3. The school's anticipated efforts to satisfy the identified health and safety standard(s); and
4. A date by which the school anticipates the resumption of in-person instruction.

Such documentation must be submitted to the Department of Education at minimum one week prior to the public school district's first day of school.

The NJDOE, by way of the Executive County Superintendent, shall request periodic updates from the Superintendent of Schools of a public school district offering only remote instruction to demonstrate the school district is actively engaged in good-faith efforts toward the resumption of in-person instruction.

All instruction, whether in-person instruction or remote instruction, for the 2020-2021 year, shall adhere to the following requirements, and any other requirements imposed by Order, statute, or regulation:

1. A school day, whether in-person or remote must consist of at least four (4) hours of active instruction to students by an appropriately certified teacher, except that one continuous session of two and one-half hours may be considered a full day in Kindergarten, pursuant to N.J.A.C. 6A:32-8.3.
2. District and school policies for attendance and instructional contact time will need to accommodate opportunities for both synchronous and asynchronous instruction, while ensuring the requirements for a 180-day school year are met pursuant to N.J.S.A. 18A:7F-9.
3. All instructional time shall be provided in accordance with the New Jersey Student Learning Standards (NJSLS).

All public school districts participating in the National School Lunch and Breakfast Programs, regardless of whether they are required to participate or voluntarily opt-in to the programs, must offer the required meals to all children, regardless of eligibility, when the school day involves at least four hours of in-person or remote instruction.

For the 2020-2021 school year, the use of student growth data based on standardized assessment or student growth percentile shall be waived and shall not be used as a measure of educator effectiveness in the overall evaluation of any educator in accordance with N.J.S.A. 18A:6-123(b)(2) and (4).

Paragraph 8 of Executive Order No. 107 (2020), which prohibits in-person dining at certain establishments that are open to the public, shall not apply to school district cafeterias provided that social distancing can be maintained and access is limited to staff and students and not available to the general public. Such cafeterias must adhere to infection control practices outlined for dining in the applicable reopening documents issued by the Department of Education.

Executive Order 175 – August 13, 2020

Adopted: 23 November 2020



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## District Policy

**1649- FEDERAL FAMILIES FIRST CORONAVIRUS (COVID-19) RESPONSE ACT (M)**

Section: Administration  
 Date Created: August 2020  
 Date Edited: December 2020

**M**

The Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) and the Emergency Paid Sick Leave Act (EPSLA). The EFMLEA expands the Federal Family and Medical Leave Act (FMLA) and the EPSLA provides employees with paid sick leave for specified reasons related to COVID-19.

The provisions of the FFCRA shall apply from April 1, 2020 through December 31, 2020.

**A. Emergency Family and Medical Leave Expansion Act (EFMLEA)****1. Definitions - For the purposes of the EFMLEA:**

- a. “Eligible employee” means an employee who has been employed for at least thirty calendar days by the employer with respect to whom leave is requested.
- b. “Employer” means any employer with fewer than five hundred employees.
- c. “Qualifying need related to a public health emergency” means with respect to leave, the employee is unable to work (or telework) due to a need for leave to care for the son or daughter under eighteen years of age of such employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to a public health emergency.
- d. “Public Health Emergency” means an emergency with respect to COVID–19 declared by a Federal, State, or local authority.
- e. “Child care provider” means a provider who receives compensation for providing child care services on a regular basis, including an ‘eligible child care provider’ (as defined in section 658P of the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858n)).



- f. “School” means an ‘elementary school’ or ‘secondary school’ as such terms are defined in section 8101 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7801).

## 2. Relationship to Paid EFMLEA Leave

The FFCRA includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) that amended the Federal Family and Medical Leave Act of 1993 (29 U.S.C. 2611 et seq. to provide leave to an eligible employee because of a qualifying need related to a public health emergency with respect to COVID-19 - (U.S.C. 2612(a)(1)(F)).

### a. Leave for Initial Ten Days

- (1) The first ten days of this FMLA leave for an eligible employee shall be unpaid.
- (2) If the first ten days of this FMLA leave are unpaid, an employee may elect to substitute any accrued vacation leave, personal leave, or emergency paid sick leave provided by the EPSLA for the initial ten days under the EFMLEA in accordance with 29 U.S.C. 2612(d)(2)(B).
- (3) An employee may not use sick leave under N.J.S.A. 18A:30-1 for a qualifying need related to a public health emergency. However, an employee receiving sick leave under the provisions of N.J.S.A. 18A:30-1 may only use sick leave because of personal disability due to illness or injury, or because the employee has been excluded from school by the school district’s medical authorities on account of contagious disease or of being quarantined for such a disease in his or her immediate household.

### b. Paid Leave for Subsequent Days

- (1) An employer shall provide paid leave for each day of leave under the EFMLEA that an employee takes after taking such leave for ten days.
- (2) The paid leave for an employee shall be calculated based on:
  - (a) An amount that is not less than two-thirds of an employee’s regular rate of pay (as determined under section 7(e) of the Fair

Labor Standards Act of 1938 (29 U.S.C. 207(e)); and

- (b) The number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under A.2.(b)(4) below).
- (3) In no event shall such paid leave exceed \$200.00 per day and \$10,000.00 in the aggregate.
- (4) Varying Schedule Hours Calculation – In the case of an employee whose schedule varies from week to week to such an extent that an employer is unable to determine with certainty the number of hours the employee would have worked if such employee had not taken leave under the EFMLEA, the employer shall use the following in place of such number:
  - (a) Subject to A.2.b.(4)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes such leave, including hours for which the employee took leave of any type.
  - (b) If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.

c. Employee Notice to Employer

- (1) In any case where the necessity for leave under the EFMLEA for the purpose of a qualifying need related to a public health emergency is foreseeable, an employee shall provide the employer with such notice of leave as is practicable.
  - (a) A request for such leave that is foreseeable shall be submitted to the Superintendent prior to commencing the leave.
  - (b) A need for such leave that is not foreseeable shall be submitted to the Superintendent within one business day of the first day of the leave being taken by the employee.

- (c) The employee shall provide to the Superintendent the name of the employee's child, the name of the school, place of care, or child care provider that has closed or become unavailable, and a statement that no other suitable person is available to care for the child.

d. Restoration to Position

- (1) The employee shall be restored to the same or equivalent position held by the employee when the leave commenced pursuant to 29 CFR 825.214. The requirement to restore the employee to the same or equivalent position held when the leave commenced does not apply to an employer who employs fewer than twenty-five employees if all four of the following conditions are met:

- (a) The employee takes leave under the EFMLEA.

- (b) The position held by the employee when the leave commenced does not exist due to economic conditions or other changes in operating conditions of the employer:

- i. That affect employment; and

- ii. Are caused by a public health emergency during the period of leave.

- (c) The employer makes reasonable efforts to restore the employee to a position equivalent to the position the employee held when the leave commenced with equivalent employment benefits, pay, and other terms and conditions of employment.

- (d) If the reasonable efforts of the employer under A.2.d.(1)(c) above fail, the employer makes reasonable efforts during the period described in A.2.d.(2) below to contact the employee if an equivalent position described in A.2.d.(1)(c) above becomes available.

(2) Contact Period

- (a) The period described under A.2.d. above is the one-year period beginning on the earlier of:
  - i. The date on which the qualifying need related to a public health emergency concludes; or
  - ii. The date that is twelve weeks after the date on which the employee's leave under the EFMLEA commences.

## B. Emergency Paid Sick Leave Act (EPSLA)

The FFCRA includes the EPSLA, which provides paid sick time to an employee to the extent the employee is unable to work or (telework) due to a need related to COVID-19. The paid sick time provided by the EPSLA and outlined in B.1. below cannot be taken with any other paid leave time provided by the employer.

### 1. Definitions

#### a. For purposes of the EPSLA and this Policy:

(1) "Employee" means an individual who is employed by a private employer with fewer than five hundred employees and public employers with at least one employee.

(2) "Employer" means a private person or entity that employs fewer than five hundred employees and public employers that employ at least one employee.

(a) "Covered employer" includes any person engaged in commerce or in any industry or activity affecting commerce that:

- i. In the case of a private entity or individual, employs fewer than five hundred employees; and
- ii. In the case of a public agency or any other entity that is not a private entity or individual, employs one or more employees.

(b) "Covered employer" also includes:

- i. Any person acting directly or indirectly in the interest of an employer in relation to an employee (within the meaning of

such phrase in section 3(d) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(d)); and

- ii. Any successor in interest of an employer; and any “public agency”, as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).
- (c) “Covered employer” also includes any “public agency” as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).
- (3) “Employ” and “State” have the meanings given such terms in section 3 of the Fair Labor Standards Act of 1938 (29 U.S.C. 203).
- (4) “Health care provider” and “son or daughter” have the meanings given such terms in section 101 of the Family and Medical Leave Act of 1993 (29 U.S.C. 2611).
- (5) “Paid sick time” means an increment of compensated leave that:
  - (a) Is provided by an employer for use during an absence from employment for a reason described in any paragraph of B.2.a. below; and
  - (b) Is calculated based on the employee’s required compensation under B.1.a.(6) below and the number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under (B.1.a.(7) below), except that in no event shall such paid sick time exceed:
    - i. \$511.00 per day and \$5,110.00 in the aggregate for a use described in B.2.a.(1), (2), or (3) below; and
    - ii. \$200.00 per day and \$2,000.00 in the aggregate for a use described in B.2.a.(4), (5), or (6) below.
- (6) “Required Compensation” subject to B.1.a.(5)(b) above, the employee’s “required compensation” shall be not less than the greater of the following:

- (a) The employee's regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)).
- (b) The minimum wage rate in effect under section 6(a)(1) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(a)(1)).
- (c) The minimum wage rate in effect for such employee in the applicable State or locality, whichever is greater, in which the employee is employed.

Subject to B.1.a.(5)(b) above, with respect to any paid sick time provided for any use described in B.2.a.(4), (5), or (6) below, the employee's required compensation shall be two-thirds of the amount described in B.1.a.(6) above.

- (7) "Varying Schedule Hours Calculation" means in the case of a part-time employee described in B.3.b.(2) below whose schedule varies from week to week to such an extent that an employer is unable to determine with certainty the number of hours the employee would have worked if such employee had not taken paid sick time under B.2.a. below, the employer shall use the following in place of such number:

- (a) Subject to clause B.1.a.(7)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes the paid sick time, including hours for which the employee took leave of any type.
- (b) If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.

## 2. Paid Sick Leave Requirement

- a. An employer shall provide to each employee employed by the employer paid sick time to the extent that the employee is unable to work (or telework) due to a need for leave because:

- (1) The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.
- (2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.
- (3) The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
- (4) The employee is caring for an individual who is subject to an order as described in B.2.a.(1) above or has been advised as described in B.2.a.(2) above.
- (5) The employee is caring for a son or daughter of such employee if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19 precautions.
- (6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.

### 3. Duration of Paid Sick Time

- a. An employee shall be entitled to paid sick time for an amount of hours determined under B.3.b. below.
- b. The amount of hours of paid sick time to which an employee is entitled shall be as follows:
  - (1) For full-time employees, eighty hours.
  - (2) For part-time employees, a number of hours equal to the number of hours that such employee works, on average, over a two-week period.
- c. Paid sick time under the EPSLA shall not carry over from one year to the next.

### 4. Employer's Termination of Paid Sick Time

- a. Paid sick time provided to an employee under the EPSLA shall cease beginning with the employee's next scheduled work shift immediately following the termination of the need for paid sick time under B.2.a. above.

## 5. Prohibition

- a. An employer may not require, as a condition of providing paid sick time under the EPSLA, that the employee involved search for or find a replacement employee to cover the hours during which the employee is using paid sick time.

## 6. Use of Paid Sick Time

- a. The paid sick time under B.2.a. above shall be available for immediate use by the employee for the purposes described in the EPSLA, regardless of how long the employee has been employed by an employer.
- b. Sequencing Leave Time
  - (1) An employee may first use the paid sick time under B.2.a. above for the purposes described in the EPSLA.
  - (2) An employer may not require an employee to use other paid leave provided by the employer to the employee before the employee uses the paid sick time under B.2.a. above.

## 7. Notice

- a. Each employer shall post and keep posted, in conspicuous places on the premises of the employer where notices to employees are customarily posted, a notice, to be prepared or approved by the Secretary of Labor, of the requirements described in the EPSLA.
- b. Not later than seven days after the date of enactment of this Act, the Secretary of Labor shall make publicly available a model of a notice that meets the requirements of B.7.a. above.

## 8. Prohibited Acts

- a. It shall be unlawful for any employer to discharge, discipline, or in any other manner discriminate against any employee who:
  - (1) Takes leave in accordance with the EPSLA; and
  - (2) Has filed any complaint or instituted or caused to be instituted any proceeding under or related to the EPSLA (including a proceeding that seeks enforcement of the EPSLA), or has testified or is about to testify in any such proceeding.

## 9. Enforcement



- a. Unpaid Sick Leave - An employer who violates B.2. through B.6. of this Policy shall:
  - (1) Be considered to have failed to pay minimum wages in violation of section 6 of the Fair Labor Standards Act of 1938 (29 U.S.C. 206); and
  - (2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.
- b. Unlawful Termination - An employer who willfully violates B.8. above shall:
  - (1) Be considered to be in violation of section 15(a) (3) of the Fair Labor Standards Act of 1938 (29 U.S.C. 215(a)(3)); and
  - (2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.

#### 10. Rules of Construction

- a. Nothing in the EPSLA shall be construed:
  - (1) To in any way diminish the rights or benefits that an employee is entitled to under any:
    - (a) Other Federal, State, or local law;
    - (b) Collective bargaining agreement; or
    - (c) Existing employer policy; or
  - (2) To require financial or other reimbursement to an employee from an employer upon the employee's termination, resignation, retirement, or other separation from employment for paid sick time under the EPSLA that has not been used by such employee.

#### 11. Guidelines

- a. Not later than fifteen days after the date of the enactment of the EPSLA, the Secretary of Labor shall issue guidelines to assist employers in calculating the amount of paid sick time under the EPSLA.

#### 12. Reasonable Notice

- a. After the first workday (or portion thereof) an employee receives paid sick time under the EPSLA, an employer may require the employee to follow reasonable notice procedures in order to continue receiving such paid sick time.
- b. The request for such leave shall be submitted to the Superintendent, who may request documentation from the employee in support of the emergency paid sick leave.
- c. The documentation shall include a signed statement containing the following information: the employee's name; the date(s) for which leave is requested; the COVID-19 qualifying reason for leave; and a statement representing that the employee is unable to work or telework because of the COVID-19 qualifying reason.
- d. An employee requesting to take emergency paid sick leave under the EPSLA or the EFMLEA to care for his or her child must provide the following information: the name of the child being care for; the name of the school; place of care; or child care provider that closed or became unavailable due to COVID-19 reasons; and a statement representing that no other suitable person is available to care for the child during the period of requested leave.

### 13. Regulatory Authorities

- a. The Secretary of Labor shall have the authority to issue regulations for good cause under sections 553(b)(B) and 553(d)(A) of Title 5, United States Code:
  - (1) To exempt small businesses with fewer than fifty employees from the requirements of B.2.a.5. when the imposition of such requirements would jeopardize the viability of the business as a going concern; and
  - (2) As necessary, to carry out the purposes of the EPSLA, including to ensure consistency between the EPSLA and Division C and Division G of the FFCRA.

H.R. 6201: Families First Coronavirus (COVID-19) Response Act  
N.J.S.A. 18A:30-1

Adopted: 17 August 2020



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**To Regulation**[Search District Policies](#)[District Policies TOC](#)**District Policy****5114- CHILDREN DISPLACED BY DOMESTIC VIOLENCE**

Section: Students

Date Created: January 2006

Date Edited: July 2017

The Board of Education will cooperate with the County Office of Education, as appropriate and feasible, in the education of children temporarily displaced by domestic violence. Any pupil attending the school of this district, whether regularly enrolled in this or another district, who has been admitted to a shelter for victims of domestic violence will be permitted and encouraged to continue an appropriate educational program with minimal disruption.

The Board will cooperate with other educational institutions in the sharing of pertinent pupil records and in the establishment of sending-receiving relationships on behalf of displaced children. The confidentiality of all matters concerning displaced children will be strictly observed, and no information regarding the present residence of the child will be released.

N.J.S.A. 18A:38-1 et seq.

Adopted: 23 January 2006

Re-adopted: 24 July 2017



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## District Policy

**8810- RELIGIOUS HOLIDAYS**

Section: Operations

Date Created: March 2006

Date Edited: August 2017

The Board of Education recognizes the acknowledgment of religious holidays in the public school may be a source of community concern. It is a goal of the district educational program to teach mutual understanding and brotherhood and respect for group differences. In pursuing this goal, the educational program may recognize that various religious groups celebrate different holidays with different practices.

In the acknowledgment or observance of any religious holiday, the Superintendent shall ensure the school and/or school officials do not mandate, organize, participate in an official capacity, endorse, persuade, compel, prevent or deny participation in constitutionally protected prayer or religion in violation of the governing principles of the First Amendment of the United States Constitution. Consistent with these principles, the Superintendent shall ensure:

1. No worship or religious service of any kind is sponsored by the school district and conducted during the school day, whether or not conducted by a clergyman;
2. Religious exhibits or displays include only materials that are a necessary or integral part of the curriculum;
3. Any religious music played is selected primarily for its artistic content; and
4. Any acknowledgment of a religious holiday neither advances nor inhibits any particular religious sect or religion consistent with the governing principles of the First Amendment of the United States Constitution.

U.S. Consti., First Amendment

N.J. Consti., Art. 1,

4

United States Department of Education - Guidance on  
Constitutionally Protected Prayer in Public Elementary  
and Secondary Schools

N.J.S.A. 18A:36-16

N.J.A.C. 6:20-1.3(j)

Adopted: 27 March 2006

Re-adopted: 28 August 2017





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## Policy Guide

### **1648.11- THE ROAD FORWARD COVID-19 – HEALTH AND SAFETY (M)**

Section: Administration  
 Date Created: August 2021  
 Date Edited: August 2021

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

## **M**

The Board of Education plans to provide full-day, full-time, in-person instruction and operations for the 2021-2022 school year. In June 2021, the New Jersey Department of Health (NJDOH) and the New Jersey Department of Education (NJDOE) worked collaboratively to develop guidance, The Road Forward – Health and Safety Guidance for the 2021-2022 School Year (The Road Forward).

The Road Forward replaces the mandatory anticipated minimum standards outlined in the NJDOE’s “The Road Back – Restart and Recovery Plan for Education” (June 2020) and provides a range of recommendations rather than mandatory standards. These recommendations are meant to assist school districts in implementing protocols to reduce risks to students and staff from COVID-19 while still allowing for full-time learning.

The Board considered many factors as they prepared for the 2021-2022 school year, including the level of COVID-19 transmission in the community at large and in the school community, as well as vaccination coverage rates in both the community at large and the school community.

For the purpose of this Policy, “Order” shall mean any Governor of New Jersey Executive Order, New Jersey State Agency mandate, Centers for Disease Control and Prevention (CDC) guidance, New Jersey statute, or administrative code requiring compliance by the school district.

The Board considered the recommendations outlined in The Road Forward to develop health and safety protocols. The Board will consider all recommended Orders and comply with all mandatory Orders when developing health and safety protocols and reviewing them periodically.

The Board considered the recommendations outlined in The Road Forward to develop the school district’s COVID-19 protocols in the following areas and included in corresponding Appendices:

- A. General Health and Safety Concerns of Students, Staff Members, and Visitors
  - 1. Vaccination – See Appendix A.;
  - 2. Communication with the Local Health Department – See Appendix B.;
  - 3. Mask Wearing Protocol – See Appendix C.;
  - 4. Physical Distancing and Cohorting Protocols – See Appendix D.;
  - 5. Hand Hygiene and Respiratory Etiquette Protocols – See Appendix E.;
  - 6. Provision of Meals – See Appendix F.; and
  - 7. Transportation Protocols – See Appendix G.
- B. Cleaning, Disinfection, and Airflow – See Appendix H.
- C. Screening, Exclusion, and Response to Symptomatic Students and Staff Members – See Appendix I.
- D. Contact Tracing – See Appendix J.
- E. Testing – See Appendix K.
- F. Student and Staff Member Travel – See Appendix L.

The absence of one or more of the recommendations outlined in The Road Forward and/or in the school district's health and safety protocols will not prevent the reopening of the school(s) in the district for full-day in-person operation with all enrolled students and staff members present.

Pursuant to N.J.S.A. 18A:7F-9, schools must be in session for 180 days to receive State Aid. The statute requires that school facilities be provided for at least 180 days during the school year. N.J.S.A. 18A:7F-9(b) indicates when a school district is required to close the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive and/or recommendation by the appropriate health agency or officer to institute a public health-related closure, days of virtual or remote instruction commensurate with in-person instruction will count toward the school district's 180-day requirement.

The school district may be confronted with the incidence of COVID-19 positive cases among staff and/or students. If the school district is required to exclude a student, group of students, a class, or multiple classes as a result of possible exposure to COVID-19, while the school itself remains open for in-person instruction, the school district may offer virtual or remote instruction to those students in a manner commensurate with in-person instruction to the extent possible. In circumstances when the school facilities remain open and in-



person instruction continues in those classrooms that are not required to quarantine, those days in session will also count toward the school district's 180-day requirement in accordance with N.J.S.A. 18A:7F-9.

The school district anticipates updates to The Road Forward and as such this Policy is subject to review by the Superintendent to ensure compliance with Orders that may arise after Board adoption of this Policy. All revisions to Orders affecting this Policy and corresponding Appendices shall be reviewed by the Superintendent with the Board Attorney, School Physician, and Board of Education, if appropriate. The Superintendent may revise the health and safety protocols included in any Appendix as necessary and appropriate. All students, parents, and staff members will be notified of any changes to school district-developed protocols implemented as a result of this Policy, as appropriate.

Adopted:

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School Employee Vaccination Requirements

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

## 1648.13 SCHOOL EMPLOYEE VACCINATION REQUIREMENTS

In accordance with Executive Order No. 253 signed by the Governor of New Jersey on August 23, 2021, the Board shall adopt and maintain a policy that requires all covered workers to either provide adequate proof that they have been fully vaccinated or submit to COVID-19 testing at a minimum of one to two times each week.

This requirement shall take effect on October 18, 2021, at which time any covered workers that have not provided adequate proof to the school district that they are fully vaccinated must submit to COVID-19 testing at a minimum of one to two times each week on an ongoing basis until fully vaccinated.

For purposes of Executive Order 253 and this Policy, “covered workers” shall include all individuals employed by the Board of Education, both full and part-time, including, but not limited to, administrators; teachers; educational support professionals; individuals providing food, custodial, and administrative support services; substitute teachers, whether employed directly by the Board of Education or otherwise contracted; contractors; providers; and any other individuals performing work in the school district whose job duties require them to make regular visits to the school district, including volunteers. Covered workers do not include individuals who visit the school district only to provide one-time or limited duration repairs, services, or construction.

A covered worker shall be considered “fully vaccinated” for COVID-19 two weeks or more after they have received the second dose in a two-dose series or two weeks or more after they have received a single-dose vaccine. Individuals will only be considered fully vaccinated after they have received a COVID-19 vaccine that is currently authorized for Emergency Use Authorization (EUA) by the United States Food and Drug Administration (FDA) or the World Health Organization (WHO), or that are approved for use by the same.

Workers who are not fully vaccinated, or for whom vaccination status is unknown, or who have not provided sufficient proof of documentation, shall



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~~be considered unvaccinated in accordance with the provisions of Executive Order 253.~~

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School Employee Vaccination Requirements

Covered workers shall demonstrate proof of full vaccination status by presenting any of the following documents if they list COVID-19 vaccines currently authorized for EUA by the FDA or the WHO, or that are approved for use by the same, along with an administration date for each dose:

1. The Centers for Disease Control and Prevention (CDC) COVID-19 Vaccination Card issued to the vaccine recipient by the vaccination site, or an electronic or physical copy of the same;
2. Official record from the New Jersey Immunization Information System (NJIS) or other State immunization registry;
3. A record from a health care provider's portal/medical record system on official letterhead signed by a licensed physician, nurse practitioner, physician's assistant, registered nurse, or pharmacist;
4. A military immunization or health record from the United States Armed Forces; or
5. Docket mobile phone application record or any State specific application that produces a digital health record.

The Board of Education's collection of vaccination information from covered workers shall comport with all Federal and State laws, including, but not limited to, the Americans with Disabilities Act, that regulate the collection and storage of that information.

To satisfy the testing requirement of Executive Order 253 and this Policy, an unvaccinated covered worker must undergo screening testing at a minimum of one to two times each week, to be determined by the Superintendent of Schools.

An unvaccinated covered worker is required to submit proof of a COVID-19 test. The unvaccinated covered worker may choose either antigen or molecular tests



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~~that have EUA by the FDA or are operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.~~

Where a Board of Education provides the unvaccinated covered worker with on-site COVID-19 test(s), the school district may similarly elect to administer or provide access to either an antigen or molecular test.

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### School Employee Vaccination Requirements

If the covered worker is not working on-site in the school district during a week when testing would otherwise be required, the Superintendent or designee may not require the worker to submit to testing for that week. This requirement shall not supplant any requirement imposed by the Board of Education regarding diagnostic testing of symptomatic workers or screening testing of vaccinated workers.

The Board of Education shall track test results required by Executive Order 253 and must report those results to the local public health department.

Nothing in Executive Order 253 and this Policy shall prevent a Board of Education from revising this Policy to include additional or stricter requirements, as long as such revisions comport with the minimum requirements of Executive Order 253.

Executive Order 253 authorizes the Commissioner of the Department of Health (DOH) to issue a directive supplementing the requirements outlined in Executive Order 253, which may include, but not be limited to, any requirements for reporting vaccination and testing data to the DOH. Actions taken by the Commissioner of the DOH pursuant to Executive Order 253 shall not be subject to the requirements of the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq.

This Policy shall be supplemented by Policy 1648.11 – Appendix A, which shall include the school district's protocols implementing the provisions of this Policy.

The Superintendent is authorized to implement revisions to provisions in this Policy based on any subsequent Executive Orders or any additional mandates that affect any provisions of this Policy. Any such revisions in this Policy shall be



# POLICY GUIDE

submitted by the Superintendent to the Board of Education for ratification if the Board cannot approve such revisions before the effective date.

Executive Order 253 – August 23, 2021

Adopted:





# NEW JERSEY POLICY ALERT AND SUPPORT SYSTEM UPDATE PER EXECUTIVE ORDER 253

August 2021

**This Summary is provided by Strauss Esmay for NJ School Districts as further clarification**

## **1648.13 – School Employee Vaccination Requirements**

On August 23, 2021, Governor Murphy signed Executive Order 253 requiring all public school districts, charter schools, parochial schools, and private school employees to be fully vaccinated or submit to COVID-19 testing at a minimum of one or two times per week. Executive Order 253 shall be effective October 18, 2021. Strauss Esmay has developed Policy Guide 1648.13 to address the vaccination and testing requirements of Executive Order 253. In regard to cost, the Executive Order indicates school districts “have access to multiple sources of funding to address costs associated with worker vaccination efforts and testing.”

Policy Guide 1648.13 satisfies the vaccination and testing policy requirement in Executive Order 253. However, Policy Guide 1648.13 must be supplemented by protocols to be developed by the district and included in Appendix A of Policy 1648.11 - The Road Forward Covid-19 – Health and Safety. These protocols should include, but not be limited to, the vaccination verification process, testing intervals, the testing confirmation process, and other protocols the district needs to include in Appendix A of Policy 1648.11. The Appendices for Policy 1648.11 can be found on the Strauss Esmay website under the Policy Alerts tab – “Download Alert” section.

The State may provide additional guidance on these requirements and Strauss Esmay will revise Policy Guide 1648.13 if needed. Our office did not want to wait for any additional guidance to provide Policy Guide 1648.13 to districts to begin the planning process for an October 18, 2021 implementation date. A school district is required to comply with the provisions of Executive Order 253, therefore Policy Guide 1648.13 is mandated.

Policy Guide 1648.13 is **MANDATED**



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## Policy Guide

### **6115.01- FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS (M)**

Section: Finances  
Date Created: August 2021  
Date Edited: August 2021

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

#### **M**

The Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in accordance with 2 CFR §200 – Cost Principals. Determining the allowability of costs shall be in accordance with the requirements outlined in 2 CFR §200.403 – Factors Affecting Allowability of Costs. The School Business Administrator/Board Secretary or designee shall be responsible for determining the allowability of costs are in accordance with the provisions of 2 CFR §200.403.

The following procedures shall be used to determine the allowability of costs in accordance with 2 CFR §200.403:

Except where otherwise authorized by statute, the School Business Administrator/Board Secretary or designee will ensure costs meet the following general criteria in order to be allowable under Federal awards:

1. Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.
2. Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
3. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the non-Federal entity.
4. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.

5. Be determined in accordance with Generally Accepted Accounting Principles (GAAP), except for State and local governments, which includes school districts, as otherwise provided for in 2 CFR §200.403.
6. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federally-financed program in either the current or a prior period. (See also 2 CFR §200.306 – Cost Sharing or matching 2. above).
7. Be adequately documented. (See also 2 CFR §200.300 – Statutory and National Policy Requirements through 2 CFR §200.309 – Period of Performance).

In the event the School Business Administrator/Board Secretary or designee is not sure if a cost is allowable under 2 CFR Subpart E - §200.403, the School Business Administrator/Board Secretary or designee will contact the New Jersey Department of Education or the United States Department of Education for assistance.

2 CFR §200.302(b)(7)  
2 CFR §200.403

Adopted:

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## Policy Guide

### **6115.02- FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES (M)**

Section: Finances  
 Date Created: August 2021  
 Date Edited: August 2021

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

#### **M**

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 – Mandatory disclosures requires a non-Federal entity or applicant (a New Jersey Board of Education) for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or to the New Jersey Department of Education all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

If the Board of Education receives a Federal award including the terms and conditions outlined below as per 2 CFR §200 – Appendix XII – Award Term and Condition for Recipient Integrity and Performance Matters shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM). Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 - Remedies for noncompliance, including suspension or debarment. (See also 2 CFR §180, 31 USC 3321, and 41 USC 2313)

#### **A. General Reporting Requirement**

1. If the total value of all Board of Education currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board of Education as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.
2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).

3. As required by section 3010 of Public Law 111-212, all information posted in designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

**B. Proceedings About Which the Board of Education Must Report**

1. The Superintendent or designee must disclose to the Federal awarding agency or to the New Jersey Department of Education information required about each proceeding that:
  - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
  - b. Reached its final disposition during the most recent five-year period; and
  - c. Is one of the following:
    - (1) A criminal proceeding that resulted in a conviction, as defined in E. below;
    - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
    - (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
    - (4) Any other criminal, civil, or administrative proceeding if:
      - (a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;
      - (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and
      - (c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

**C. Reporting Procedures**

1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.
2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board of Education received if the Superintendent or designee already provided the information through the SAM because the Board of Education was required to do so under Federal procurement contracts the Board of Education was awarded.

D. Reporting Frequency

1. During any period of time when the Board of Education is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board of Education has not reported previously or affirm that there is no new information to report.
2. If the Board of Education has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, the Board of Education must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

1. For purposes of this Policy:
  - a. “Administrative proceeding” for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
  - b. “Conviction” for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
  - c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:
    - (1) Only the Federal share of the funding under any Federal award with a Board of Education cost share or match; and

- (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR §200.113

Adopted:

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## Policy Guide

### **6115.03- FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – CONFLICT OF INTEREST (M)**

Section: Finances  
 Date Created: August 2021  
 Date Edited: August 2021

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

#### **M**

The Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 – General Procurement Standards addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award.

The Board of Education must use its own documented procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to the applicable Federal law and the standards identified in 2 CFR §200.

The Board of Education must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The Board of Education must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts supported by a Federal award.

1. No employee, officer, or agent of the Board of Education may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
  - a. Such a conflict of interest would arise when a Board of Education employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

2. The Board of Education officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.
3. However, a Board of Education may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.
4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

The Board of Education's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal government, the Board of Education is encouraged to enter into State and local intergovernmental agreements or inter-entity agreements where appropriate for procurement of use of common or shared goods and services.

The Board of Education is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

The Board of Education is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

The Board of Education must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. (See also 2 CFR §200.213 – Suspension and Debarment).

The Board of Education must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

The Board of Education may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a Board of Education is the sum of:

1. The actual cost of materials; and

2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since the time and material formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the Board of Education awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

The Board of Education alone must be responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the Board of Education of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgement for that of the Board of Education unless the matter is primarily a Federal concern. Violations of law will be referred to the local, State, or Federal authority having proper jurisdiction.

The Board of Education and its employees shall be required to comply with all New Jersey statutes and administrative codes regarding school ethics and internal controls.

2 CFR §200.318

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## PUBLIC PARTICIPATION IN BOARD MEETINGS

### 0167 PUBLIC PARTICIPATION IN BOARD MEETINGS

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. **Each member of the public may be granted up to three (3) minutes for comment.**

In order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every regularly scheduled meeting of the Board the length of the portion to be determined by the Board, for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district.

Public participation shall be governed by the following rules:

1. All persons wishing to participate in a public Board meeting shall register their intent with the Board Secretary in advance of the meeting;
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
3. Each statement made by a participant shall be limited to five minutes' duration;
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
5. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
6. The presiding officer may:
  - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
  - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;





## PUBLIC PARTICIPATION IN BOARD MEETINGS

- c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
- d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
- e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

The portion of the meeting during which the participation of the public is invited shall be limited to sixty minutes and will be concluded by 11:00 p.m.

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

Adopted: 28 October 2005





## **Allamuchy Township School District Emergency Remote or Virtual Instruction Plan August 2021**

### **CDC Guidelines**

Please visit <https://www.cdc.gov/coronavirus/2019-ncov/> for the latest up-to-date information.

### **State and Local Guidelines**

The NJ Department of Education released “The Road Forward” updated August 20, 2021 which outlines all the NJ Department of Education guidelines and recommendations for moving forward through the pandemic and opening school in September. The document in its entirety can be found at

<https://www.nj.gov/education/roadforward/docs/HealthAndSafetyGuidanceSY2122.pdf>

### **Allamuchy Township School District Guidelines**

The Allamuchy Township School District will:

- Continue to maintain communication with authorities on both the local and state levels. The superintendent will keep the New Jersey State Police Liaison, Mayor and Council, The Warren County Department of Education, The Warren County Health Department and the Warren County Office of Emergency Management apprised of all positive cases and outbreaks as they occur.
- Provide accommodations for staff and students who are at higher risk for severe illness once medical documentation is obtained.
  - Accommodations can include but are not limited to:
    - Telework
    - Virtual Instruction
    - Additional protective equipment
- Follow CDC’s Guidance for Schools and Childcare Programs
  - Promote behaviors that reduce spread by:
  - Requesting staff and students stay home when ill
  - Maintain and provide proper hand hygiene and respiratory care
  - 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.

## Pandemic Team

|  |
|--|
| Melissa Sabol, Superintendent              |
| Jennifer Gallegly, ATS Principal           |
| Julie Profito, Supervisor                  |
| Jim Minkewicz, Business Administrator      |
| Craig Green, Board of Education Member     |
| Harriett Gaddy, Board of Education Member  |
| Jodi DeCostanza, School Nurse              |
| Scott Brady, School Nurse                  |
| Gina Davey, Allamuchy Ed. Association Rep. |

## Health and Safety

### ● General Health and Safety Guidelines

- All persons (staff and students) in the building are required to wear a face covering.
- Before entering the building, an at-home screening will be conducted.
- Respectful isolation of anyone who is symptomatic or has a temperature of 100.4 or higher
- Students will be asked to wash their hands for at least 20 second intervals according to CDC guidelines.

### ● Mask Wearing

- Masks are currently required to be worn by all who enter the school buildings
- Exceptions:
  - during planned breaks directed by the teacher
  - during rigorous activity where students can maintain social distance
  - during times of excessive heat where the teacher has made sure that students are seated and socially distanced
  - while eating/drinking
  - while outside

### ● Classrooms, Testing & Therapy Rooms

- While in classrooms all students and staff are required by the district to wear facial

coverings regardless of class size.

- Related services will be offered.
- Testing will take place in designated areas that are conducive to social distancing and follow safety protocols.
- Daily attendance and seating charts will be maintained for busing and classrooms.
- Equipment and manipulatives will be sanitized/cleaned between uses.

- **Transportation**

- The district will work cooperatively with our bus drivers to adhere to state and federal guidelines for student transportation.
- Students and staff will be required to wear face masks while riding the bus.
- Windows will be open on the bus when practical.
- Family members will be seated together on the bus.
- The district will also work with our transportation department to ensure that the bus is appropriately disinfected and cleaned after each bus run.

- **Student Flow, Entry, Exit and Common Areas**

Exterior Signage

- Exterior door and window signs listing COVID-19 procedures for entry
- Signs notifying masks required to enter building

Interior Signage

- COVID-19 procedure signs
- Hand washing signs
- Masks required signs

Hallway Flow

- Social distance should be maintained at all times
- Face masks are required at all times
- Lockers will be utilized with a modified schedule to reduce traffic at lockers.
- All school staff, students and visitors will be required to wear face coverings unless doing so would inhibit the individual's health. If a mask must be removed, the individual must maintain social distance of 6 feet or greater. Masks may also be removed during planned mask breaks where social distancing is maintained and students are seated, during PE class when students are maintaining social distance, while eating/drinking, while outside

Visitor Entrance and Exit Protocols:

- All visitors will enter and exit through the main entrance building anytime they enter or exit the building.

- Screening, PPE, & Response to Students and Staff Presenting Symptoms

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
- 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.
- Systematic Protocols
  - If a staff member or student becomes symptomatic during the school day, they will be Safely and respectfully isolated from others.
  - If the district becomes aware that an individual has spent time in the building and tests positive for COVID 19, the district will immediately notify the Warren County Health Department and the Warren County Department of Education and the family of the confirmed case while maintaining confidentiality.

- Contact Tracing (as per CDC guidelines)

- The school district is responsible for keeping accurate attendance for both buses and academic sessions. These records will be submitted to the Health Department upon request for Contact Tracing.
- Contact Tracing procedures will begin through the Warren County Health Department.

- Facility Cleaning Practices

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.
  - 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.
- **Meals: Food Service & Distribution**
  - All students will have the opportunity to receive a free lunch.
  - Students will be utilizing the school cafeterias for lunch and will be permitted to bring a lunch from home or to purchase a hot lunch (this year the lunch is being provided free of cost to students)
  - If the district must pivot to full remote learning, grab and go lunches will be prepared for pick-up.
  - The monthly Maschio's Food Services menu is available to view at <https://www.aes.k12.nj.us/Page/135>
- **Physical Education and Recess**
  - Our top priority is to prepare an environment where safe and supportive instruction in physical education, health education, and physical activity occurs.
  - Locker rooms will be open and utilized to change for physical education classes.
  - Sharing of equipment will only occur if hand sanitization occurs before and after use.
  - If individual equipment is used, it will be properly sanitized between uses.
  - Teachers will ensure lessons are planned around the available space for instruction. When possible, use outdoor spaces for physical education instruction.
  - Hands will be washed immediately after any outdoor activities
  - If utilizing an indoor space for instruction, keep the windows open if possible, to maximize circulation and air flow to accommodate for increased respiration by students while participating in physical activity.
  - If social distancing can be maintained, masks can be removed during rigorous physical activity.
- **Extra Curricular Activities & Use of Facilities**

- These activities will adhere to the same social distancing and hygiene guidelines and protocols setup for our classrooms

## Social Emotional Learning

### Educator Well-Being

It is extremely important for Allamuchy Township School District to address the social emotional well being of its staff. If our staff is healthy both emotionally and mentally, they will be better able to promote a healthy learning environment for our students.

The Allamuchy Township School District will look to:

- Promote self-care and wellness through the 21-22 school year
- Create opportunities for the staff to practice and reflect on their emotional well-being

### Trauma-Informed Social and Emotional Learning

The Allamuchy Township School District will continue to embed Social and Emotional Learning into the classrooms. The district puts the mental health and well-being of its students and staff in the forefront and realizes the potential trauma that the COVID 19 closures may have caused. In that regard, the district will:

- Establish routines and maintain clear communication on the importance of SEL and how it translate to student success during the school year whether in-person or virtually
- Support students and staff in feeling safe
- Continue to provide professional development in social emotional learning and the integration into the classroom, in-person and/or virtually
- Established staff in each building will be available to address the trauma and emotional well being of our students
- Continue to promote staff-student relationships.
- Prepare to support an influx of students who may need counseling support.
- Be proactive in preparing access to mental health and trauma supports for adults and students, which may include establishing partnerships with outside entities and agencies.

### School Culture and Climate

It has always been a goal of the Allamuchy Township School District to create a positive school climate and culture through the use of the School Safety and Climate Team. The district will continue to identify ways to address issues in the school environment caused by the pandemic with an emphasis on improving the overall quality of the school environment whether in-person, hybrid or virtual. The district will:

- Prioritize the health and emotional well-being of staff and students above all else
- Assess the school climate to identify vulnerabilities and plan to implement evidence-based interventions to address identified needs
- Plan to provide and sustain instruction on social norms, relationship building, and

behavioral expectations beginning at the start of the school year.

## Counseling Services

- School counselors will provide school counseling services to students, staff and parents. These services will be assessed and modified on an ongoing basis to reflect the evolving nature of the hybrid learning environment.
- Delivery of services will be conducted:
  - When students are attending school in-person, counseling sessions may occur while adhering to all new health protocols and guidelines.
  - Services may be provided through phone, email and Google meet when students are attending school virtually.
- The Allamuchy Township School District recognizes the possible need for and is prepared to support an influx of students who may need counseling support.
  - The school counselors shall be involved in providing mental health supports via: Individualized counseling, monitoring of progress, and therapeutic support through existing programs and current staff.
  - Parents are encouraged to reach out to school through communications and our website should the need arise for individual counseling services.
  - Continued collaboration with local community providers, county resources, and other organizations.
  - When deemed necessary, connecting students and parents to individual counseling, family therapy, out-patient programs, or addiction services as needed.

## Multi-Tiered Systems of Support

Allamuchy Township School District will be utilizing the RTI framework (Response to Intervention) as a systematic approach to prevention, intervention and enrichment for students in grades K-8. Allamuchy Township will

- Administer universal screening and assessments to drive instruction in the Fall of 2021.
- Form teams of staff to utilize the data to inform decisions about instruction and intervention in each support tier
- Include family members in the decision making process
- Make instructional decisions grounded in the data obtained from formative assessments

## Quality Child Care

- In collaboration with the YMCA, our district engages in preschool, before care and after care services which will continue to be available to the Allamuchy community.

## Continuity of Learning

### Delivery of Special Education

- CST Team will continually monitor students on their caseloads to ensure all IEP plans are



being followed.

- Classroom paraprofessionals will be present in all classrooms, both virtual and in-person where mandated by IEP's
- Related services will continue to be provided, either in person or virtually as indicated by the student's IEP
- Evaluations will be completed in a timely manner to the greatest extent possible
- Clear and consistent communication will be utilized for communicating with parents and guardians.
- The Allamuchy Township School District will continue to utilize referral procedures to identify students in need of RTI, Section 504 Plans, or special education.

Allamuchy Township School District will continue to meet our obligations to students with disabilities or ESL students to the greatest extent possible. The district will have:

- Procedures to address the return to school of medically fragile students and students with physical or health impairments who may require accommodations and modifications as part of an IEP or 504.
- IEP teams review student data/progress to determine whether critical skills were lost during the 19-20 school closure.
- IEP teams consider the impact of missing services on student progress and determine if additional services are needed.
- IEP teams develop a procedure to complete overdue and/or incomplete evaluations to determine eligibility for special education services
- Clear communication to parents/guardians for the procedures for student referrals and evaluations to determine eligibility for special education and related services or a 504 plan.
- ESL screening will occur for all incoming identified students
- ESL services will be provided as dictated by the students program.

### Technology and Connectivity

- All students have district provided devices for use during remote education. Remote education will be provided for students in isolation or if placed on a verified quarantine.
- If families have connectivity difficulties, the district will provide wifi extenders or hotspots.
- Special education students who require assistive devices for communication will be supplied with those, as well as the proper apps for usage. This will allow for communication in school as well as at home.
- Troubleshooting, tutorials and remote assistance will be provided as needed.
- Training will continue to be offered for teachers and staff for new and existing technologies that support both in-person and online instruction.
- Google Apps for Education will be utilized by both students and staff, allowing the district to monitor classroom activities and login information.

## Curriculum, Instruction and Assessment

- All Allamuchy Township School District students have equitable access to remote learning technologies as well as in-person instructional resources regardless of grade band or content area.
- Regular communication between teachers, counselors, and families through email, Google Classroom and Parent Portal is critical to keep parties informed of student progress.

### Curriculum

- Linkit diagnostic software will be used as a pre assessment tool to identify gaps in content knowledge in English Language Arts and Mathematics. Results will be utilized to maximize the efficiency of classroom instruction.
- Start Strong assessments will also be utilized as a pre assessment tool and to assist in formulating future lessons.
- Formative assessments will provide analytical data to address critical content knowledge gaps needing remediation.
- Ongoing grade analysis, student progress and instruction will be monitored using lesson plans and assessment data.

### Instruction

- A full-day schedule will be provided by the administration that engages classroom instruction either in-person or remote.
- Allamuchy will be utilizing it's full-day schedule and students will be cohorted by homerooms.
- Assessments will be utilized to determine the mastery of learning standards.
- Students will have access to lessons and assignments that are delivered simultaneously whether remote or in-person (live stream, posting videos, etc.) five days per week.
  - Parents will be required to sign off on a technology release and confidentiality form.

### Assessment

- Pre-assessments will be used as a diagnostic tool to determine knowledge gaps in course content as needed.
- Formative assessments are continually ongoing and documented in teacher gradebooks within the district's SMS. Gradebooks are monitored by district administrators and contain such formative assessment as homework, quizzes, tests, etc.

## Professional Learning & Educator Development

The Allamuchy Township School District will continue to afford administration, faculty and parents professional development.

At the beginning of the school year, the district will identify the online platforms that will be used in both in-person and remote instruction. The staff will receive professional development and training on the programs chosen. The staff will also receive training in COVID 19 protocols and procedures.

As the year progresses, the district will look to identify other areas where professional development would be beneficial.

- Educators are provided with training and planning time for new instructional techniques throughout the year.
- Professional Learning Communities are part of the ongoing professional development at the Allamuchy Township School District.
- Educators will be provided opportunities to develop and accomplish individual goals for their Professional Development Plans.
- The Allamuchy Township School District will be following the board approved mentoring program.
- Teacher evaluation training will occur during our online mandatory professional development course as required by the NJDOE.
- The SCIP panel will meet as required.

## Leadership & Planning: Instructional Schedule Plans

### If necessary, Full Virtual Instruction:

The Allamuchy Township School District is prepared to move to a full virtual instructional environment if it becomes necessary. The following schedule will continue to be in place to provide a continuity of learning. This schedule is consistent with the full-day schedule to provide a routine and stability for our students, staff and families.

- For the virtual instruction, all students will report to the virtual class via Live Stream on a set schedule. Student attendance will be mandatory, as attendance will be taken and students will be held accountable during these class times. Virtual classes will continue as if we were in the building.

### Traditional Bell Schedule

| Normal Day Schedule at MVS |               | Normal Day Schedule at ATS |               |
|----------------------------|---------------|----------------------------|---------------|
| Homeroom                   | 8:15 - 8:30   | Homeroom                   | 8:25 - 8:40   |
| Period 1                   | 8:32 - 9:12   | Period 1                   | 8:42 - 9:22   |
| Period 2                   | 9:15 - 9:55   | Period 2                   | 9:25 - 10:05  |
| Period 3                   | 9:58 - 10:38  | Period 3                   | 10:08 - 10:48 |
| Period 4                   | 10:41 - 11:21 | Period 4                   | 10:51 - 11:31 |
| Period 5                   | 11:24 - 12:04 | Period 5                   | 11:34 - 12:14 |
| Period 6                   | 12:07 - 12:47 | Period 6                   | 12:17 - 12:57 |
| Period 7                   | 12:50 - 1:30  | Period 7                   | 1:00 - 1:40   |
| Period 8                   | 1:33 - 2:13   | Period 8                   | 1:43 - 2:23   |
| Period 9                   | 2:16 - 2:56   | Period 9                   | 2:26 - 3:06   |
| Homeroom                   | 2:56 - 3:00   | Homeroom                   | 3:06 - 3:10   |

| Delayed Opening Schedule at MVS |               | Delayed Opening Schedule at ATS |               |
|---------------------------------|---------------|---------------------------------|---------------|
| Homeroom                        | 10:15 - 10:30 | Homeroom                        | 10:25 - 10:40 |
| Period 1                        | 10:32 - 10:58 | Period 1                        | 10:42 - 11:08 |
| Period 2                        | 11:01 - 11:27 | Period 2                        | 11:11 - 11:37 |
| Period 3                        | 11:30 - 11:56 | Period 3                        | 11:40 - 12:06 |
| Period 4                        | 11:59 - 12:26 | Period 4                        | 12:09 - 12:36 |
| Period 5                        | 12:29 - 12:56 | Period 5                        | 12:39 - 1:06  |
| Period 6                        | 12:59 - 1:26  | Period 6                        | 1:09 - 1:36   |
| Period 7                        | 1:29 - 1:56   | Period 7                        | 1:39 - 2:06   |
| Period 8                        | 1:59 - 2:26   | Period 8                        | 2:09 - 2:36   |
| Period 9                        | 2:29 - 2:56   | Period 9                        | 2:39 - 3:06   |
| Homeroom                        | 2:56 - 3:00   | Homeroom                        | 3:06 - 3:10   |

| Abbreviated Day Schedule at MVS |               | Abbreviated Day Schedule at ATS |               |
|---------------------------------|---------------|---------------------------------|---------------|
| Homeroom                        | 8:15 - 8:30   | Homeroom                        | 8:25 - 8:40   |
| Period 1                        | 8:32 - 8:57   | Period 1                        | 8:42 - 9:07   |
| Period 2                        | 9:00 - 9:25   | Period 2                        | 9:10 - 9:35   |
| Period 3                        | 9:28 - 9:53   | Period 3                        | 9:38 - 10:03  |
| Period 4                        | 9:56 - 10:21  | Period 4                        | 10:06 - 10:31 |
| Period 5                        | 10:24 - 10:49 | Period 5                        | 10:34 - 10:59 |
| Period 6                        | 10:52 - 11:17 | Period 6                        | 11:02 - 11:27 |
| Period 7                        | 11:20 - 11:45 | Period 7                        | 11:30 - 11:55 |
| Period 8                        | 11:48 - 12:13 | Period 8                        | 11:58 - 12:23 |
| Period 9                        | 12:16 - 12:41 | Period 9                        | 12:26 - 12:51 |
| Homeroom                        | 12:41 - 12:45 | Homeroom                        | 12:51 - 12:55 |

## Policy & Funding

The Allamuchy Township School District Board of Education utilizes Strauss Esmay Associates as their policy advisor. Strauss Esmay has provided policy to be adopted in accordance with the

guidelines associated with the New Jersey Department of Education “The Road Back”. There may be additional policies the Allamuchy Township School District Board of Education will address at the time presented.

To include but not limited to:

- Student Illness and Contact Exclusion
- Student Attendance
- Student and Staff Screening for COVID
- Cleaning and disinfection policy