



**East Brunswick Board of Education
Board Meeting Minutes
October 10, 2024**

CALL TO ORDER AND ROLL CALL AT 6:31 PM

Board Member	Present	Absent	Late
Mrs. Vicki Becker		X	
Mr. Timothy Cummings	X		
Mr. Pankaj Goswami	X		
Ms. Heather Guas, Vice President	X		
Mrs. Laurie Herrick			X
Mr. Liwu Hong			X
Dr. Heather James			X
Mrs. Barbara Reiss	X		
Mrs. Laurie Lachs, President	X		
Totals	5	1	3

With a quorum of five Board Members being present, the meeting proceeded with Mrs. Lachs presiding.

Others Present
Dr. Victor P. Valeski Superintendent of Schools
Mr. Joseph Crotchfelt, CPA Director of Financial Services/Assistant School Business Administrator/Assistant Board Secretary
Dr. Joyce Boley Assistant Superintendent of Academics
Ms. Nicole Tibbetts Director of Human Resources
Mr. Matthew Giacobbe, Esq. Board Attorney
Mr. Rishi Kunderan Student Representative

PLEDGE OF ALLEGIANCE

PRESIDENT'S ANNOUNCEMENT

The New Jersey Open Public Meetings Law 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 and acted upon. In accordance with the provisions of this Act, the East Brunswick Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the Board of Education offices, located at 760 Route 18, East Brunswick, New Jersey. Written notice was also provided to the Sentinel, The Newark Star Ledger, The Home News Tribune, The Alternative Press of East Brunswick, and the Municipal Clerk of East Brunswick.

All Board of Education meetings, with the exception of executive session discussions, are video taped for later broadcast. It is the policy of the Board of Education that video taped meetings are not edited for any purpose. Individuals who speak at the Board's public meetings should be aware of these videotaping rules.

CLOSED SESSION

Closed Session Resolution

Recommendation: WHEREAS, the Board of Education must discuss matters which are not appropriate for discussion in a public meeting; and

WHEREAS, these subjects are within the exceptions to the Open Public Meetings Act and are permitted to be discussed in Closed Session pursuant to N.J.S.A. 10:4-12b; and

WHEREAS, the Board of Education intends to discuss matters as follows:

- Pursuant to N.J.S.A. 10:4-12b(1), "any matter which, by provision of federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of subsection a." of N.J.S.A. 10:4-12, public meetings. The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- Pursuant to N.J.S.A. 10:4-12b(2), "any matter in which the release of information would impair a right to receive funds from the Government of the United States". The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- Pursuant to N.J.S.A. 10:4-12b(3), "any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to

information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:

- Pursuant to N.J.S.A. 10:4-12b(4), "any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body." The collective bargaining contract(s) discussed are between the Board and:
- Pursuant to N.J.S.A. 10:4-12b(5), "any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matter were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- Pursuant to N.J.S.A. 10:4-12b(6), "any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- Pursuant to N.J.S.A. 10:4-12b(7), "any pending or anticipated litigation or contract negotiation other than in subsection b. (4)" of N.J.S.A. 10:4-12 "in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is: **Legal advice.**
- Pursuant to N.J.S.A. 10:4-12b(8), "any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or discipline of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- Pursuant to N.J.S.A. 10:4-12b(9), "any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act or omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:

WHEREAS, the length of the Closed Session is estimated to be **one hour** after which the public meeting of the Board shall reconvene and action **WILL BE** taken.

NOW, THEREFORE, BE IT RESOLVED that the East Brunswick Board of Education will recess into Closed Session for only the aforesaid subject(s); and

BE IT FURTHER RESOLVED that the East Brunswick Board of Education hereby declares that its discussion of the aforesaid subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure in accordance with the Open Public Meetings Act.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings	X					
Mr. Goswami						
Ms. Guas		X				
Mrs. Herrick						Absent
Mr. Hong						Absent
Dr. James						Absent
Mrs. Reiss						
Mrs. Lachs						
Totals			5	0		

The above action was unanimously approved by voice vote.

The meeting recessed into closed session at 6:34 PM and reconvened into open session at 7:33 PM.

Mr. Hong and Dr. James arrived during closed session at 6:37 PM.

Mrs. Herrick arrived during closed session at 7:06 PM.

SUPERINTENDENT'S REPORT

“Good Evening:

The artwork on display in the Board Room this evening was created by students from Memorial Elementary School. The art teacher of these talented students is Margaret Sasso. Cheryl Jones is the Principal.

On Monday, October 7th, Dr. Herb Peluzzo, Supervisor of Educational Technology, presented Developing a District Strategy for AI: From Vision to Reality to the Middlesex County School Boards Association.

They were impressed with East Brunswick’s leadership in the rapidly evolving field of AI and its appropriate educational utilization. Board Members Laurie Herrick and Liwu

Hong attended the presentation.

The first full week of October is designated as the Week Of Respect in the State of New Jersey, as part of the Anti-Bullying Bill of Rights.

Every school (with their Student Assistance Specialist and Climate Committee) creates activities, lessons, and spirit days to support our ongoing message of inclusion and acceptance. The focus of the week is to recognize all groups within our community and ways in which our schools can include and respect all.

Main themes for this year were on acceptance, good manners, empathy, honesty, and forgiveness. Students enjoyed dressing up to support the themes as well as having classroom lessons and activities.

In the month of October each of our community based Elementary Schools in partnership with Keep Middlesex Moving is hosting a Walk to School Day. The goal is to teach children in Middlesex County the importance of walking safely, and the benefits of walking as a means to get to places, exercise, and help the environment.

On this evening's agenda is a Resolution of Proclamation for National Principals' Month. I am proud to recognize the critical instructional leadership of our principals and secondary assistant principals. We appreciate their dedication and commitment to all students and the East Brunswick School Community.

Also on this evening's agenda is a Resolution of Proclamation for Fire Prevention Week which is October 6th through October 12th. According to the National Fire Protection Association, this year's theme is: "Smoke alarms: make them work for you".

We are grateful to Fire Marshals Jaysen Whalen and Sean Verdi, the Fire Prevention Bureau, and all the Volunteer Firefighters who serve the East Brunswick Community.

In Sports:

- Field Hockey remains undefeated at 9-0 overall and 5-0 in the GMC. They are the three times Red division and GMC Champions and looking strong in defending their titles.
- Coach Terry McKibbin recorded his 250th career win in Boys Soccer at EBHS with a 1-0 win over St. Thomas Aquinas.

Congratulations to our September High School Athletes of the Month. Students were selected for this honor by the coaching staff based on performance, demonstration of leadership, effort in practice and for modeling exceptional character.

Parent teacher conferences will take place on Tuesday, October 22nd through Friday, October 25th. These are single session days for all schools with lunch served for grades K-6.

Just a reminder, on Sunday, November 17th, the East Brunswick Education Foundation

will be hosting their second annual 5K walk/run Bear Crawl and Kids Fun Run.

Get in those steps while meeting new neighbors, supporting school spirit, and helping to fund grants across the district. Please visit our website at www.ebnet.org for registration information.

Thank you.”

RESOLUTIONS OF APPRECIATION AND/OR RECOGNITION

1. Resolution of Proclamation - Fire Prevention Week

Recommendation: WHEREAS, according to the National Fire Protection Association, “Smoke alarms: make them work for you!™” as the official theme for Fire Prevention Week™, October 6–12, 2024 , promotes potentially life-saving messages that can mean the difference between life and death in a fire. Developing a home escape plan with all members of the household and practicing it regularly ensures that everyone knows what to do when the smoke alarm sounds and uses that time wisely; and

WHEREAS, East Brunswick’s first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, committed to ensuring the safety and security of all those living in and visiting our town, including our educational community, the East Brunswick Public Schools welcomes East Brunswick’s fire and emergency services personnel into our schools to educate our students.

NOW, THEREFORE BE IT RESOLVED, that the East Brunswick Board of Education recognizes October 6-12, 2024 as Fire Prevention Week, and encourages all the people of East Brunswick to heed the important safety messages of Fire Prevention Week 2024, and to support the many public safety activities and efforts of East Brunswick’s fire and emergency services; and

BE IT FURTHER RESOLVED that the East Brunswick Board of Education appreciates the efforts of East Brunswick’s fire and emergency services personnel to make our community a safe place in which to live.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings						
Mr. Goswami						
Ms. Guas						
Mrs. Herrick	X					
Mr. Hong						
Dr. James						
Mrs. Reiss		X				
Mrs. Lachs						

Totals			8	0		
--------	--	--	---	---	--	--

The above action was unanimously approved by voice vote.

Student Representative Report

Mr. Kunderan reported on the PSAT testing day, the spirit rally, spirit week and the teachers staying after school to offer tutoring to the students. He reported on the dance club becoming a full fledged team which will now be allowed to compete with other schools, as well as other sports teams results. He reported on the upcoming Homecoming festivities, including the pep rally and football game.

2. Resolution of Appreciation - National Principals Month

Recommendation: WHEREAS, schools inspire the next generation of professionals, political leaders, artists, educators, and others who contribute to a healthy and prosperous society; and

WHEREAS, principals and assistant principals are responsible for providing instructional leadership and professional management in our schools; and

WHEREAS, principals and assistant principals set the academic tone for their schools and work collaboratively with teachers to develop and maintain high curriculum standards, set performance goals and objectives and ensure high quality instruction; and

WHEREAS, school principals and assistant principals are responsible for the safety of their students and staff and the security of the school; and

WHEREAS, principals and assistant principals are key to implementing state and federal education reforms in New Jersey; and

WHEREAS, the month of October 2024 has been declared "National Principals Month" and is dedicated to recognizing the significant contributions of our nation's principals and assistant principals and the enthusiasm they have for providing quality educational experiences and guidance to their students; and

WHEREAS, the East Brunswick Board of Education recognizes and appreciates the skills, dedication, and commitment of its principals and assistant principals and the challenges they face daily.

NOW, THEREFORE, BE IT RESOLVED that the East Brunswick Board of Education recognizes and commends its principals and assistant principals for their continued service to our children.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings						
Mr. Goswami						

Ms. Guas		X				
Mrs. Herrick	X					
Mr. Hong						
Dr. James						
Mrs. Reiss						
Mrs. Lachs						
Totals			8	0		

The above action was unanimously approved by voice vote.

PRESENTATIONS AND/OR SPECIAL REPORTS

Learning Across The District

First graders at Central Elementary are off to a great start this school year. They are learning to solve addition and subtraction problems in math. Students are learning a variety of ways to tackle their problems. They start the year with a toolkit full of manipulatives that can help. These toolkits include connecting cubes, number lines, magnetic counters and a whiteboard with a double frame on one side and bar diagram on the other. They start with concrete tools to solve problems and then gradually become more abstract through models and equations.

Ms. Keely presented how Learning Across The District has helped her classes and some of her first-grade class demonstrated on how they use the tools provided.

The meeting recessed at 8:09 PM and reconvened at 8:19 PM.

FOR THE GOOD OF THE CAUSE FOR THE PUBLIC

Public Comment Rules

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. To protect the privacy of all students and staff, concerns regarding individual students and staff members should generally be addressed by first meeting with the appropriate administrative staff.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every meeting of the Board.

Public participation shall be permitted only as indicated on the order of business in Board Bylaw No. 0164.

Public participation shall be extended to residents of this district, persons having a legitimate interest in the actions of this Board, persons representing groups in the community or school district, representatives of firms eligible to bid on materials or services solicited by the Board, and employees and pupils of this district, except when the issue addressed by the participant is subject to remediation by an alternate method provided for in policies or contracts of the Board.

Public participation is not an opportunity to engage in a dialogue with the Board and

shall be governed by the following rules:

1. 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;
2. A participant is limited to three (3) minutes' duration; elapsed time will be determined through the use of a timing device operated by the Board Secretary;
3. No participant may speak more than once and there shall be no yielding of time among speakers;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
5. There shall be no cross dialogue between the participant and the Board and/or Administration;
6. Upon conclusion of a participant's remarks, the presiding officer will acknowledge the individual's remarks and may respond and/or direct a member of the Administration to respond to an inquiry following the participant's remarks or at the conclusion of the public participation session;

The presiding officer may:

- a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
- b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
- 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.

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

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

Board of Education Candidate Louis Figueroa thanked the fire fighters, and our district Principals, and commented on Dr. Valeski pulling the contract, and the upcoming Board election.

Board of Education Candidate Anna Braun commented on growing up in East Brunswick, the budget crisis, the contract renegotiation, and staff morale.

Board of Education Candidate Jack Levitt commented on issues of anti-Semitism and Islamophobia bullying within the district and schools.

Board of Education Candidate Jennifer Figueroa commented on a safety concern of the arrival/drop-off at Churchill Junior High School.

Mark Csizmar, a former Board Member, wished all candidates for the Board of Education luck.

Karen Jenkins commented on last year's graduation, the current Board and the

upcoming election.

Nicolas Cabrera commented on the Superintendent's contract.

Tom Sclafani commented on the charging of PTA and Booster Clubs for facilities use.

Kathryn Nguyen commented on the recycling law and employment discrimination.

Mark Sher commented on his support of Board Member candidates.

Dr. Valeski responded on the security issue and charges to PTA and Booster Clubs.

Board President Lachs responded to several remarks made during the public comment segment.

BOARD OF EDUCATION

1. Bylaws and Policies - Second Reading and Approval / Regulations - First Reading and Approval (Roll Call)

The bylaws, policies, and regulations presented below were reviewed and discussed at the August 26, 2204 Policy Committee meeting. The Policy Committee recommends action as noted.

First reading of policies occurred at the September 10, 2024 board meeting.

Bylaw No. 0143 - Board Member Election and Appointment (Revised)

At the October 11, 2023 Policy Committee meeting, a brief discussion occurred regarding possible modifications to Bylaw No. 0143 - Board Member Election and Appointment. The modifications would focus on 1) the public vote for the appointment of a board member to fill a vacancy that mirrors the election of Board President and Board Vice President, and 2) specifying the extent of candidate selection discussions that can occur in closed session.

The existing bylaw has been redlined with these modifications, and the Board Attorney has reviewed them for legal compliance.

Alert 231 Policies and Regulations

P 2270 – Religion in the Schools (Revised)

The United States Department of Education (USDOE) released an updated Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools (2023 Guidance) dated May 15, 2023. The 2023 Guidance replaces the 2020 Guidance dated January 16, 2020. Strauss Esmay's Policy Guide 2270 – Religion in the Schools was last updated in 2020 based on the 2020 Guidance. The 2020 Policy Guide incorporated the details in the 2020 Guidance by referencing the 2020 Guidance. The 2023 Guidance which has been incorporated into the updated Policy Guide 2270 references the 2023 Guidance, eliminating the need to revise Policy Guide 2270 every time there is any change in any subsequent guidance released by the USDOE. The updates include minor revisions in the titles included in the 2023 Guidance. Policy Guide 2270 is recommended as it provides the general principles of prayer and religious expression in schools and references the 2023 Guidance as the

resource that provides the details of this subject.

P 3161 – Examination for Cause (Revised) P 4161 – Examination for Cause (Revised)

Policy Guides 3161 and 4161 have been re-written to better outline the process a school district must use when a Board of Education/Superintendent wants to require a physical or psychiatric examination of a school district employee whenever a staff member shows evidence of deviation from normal physical or mental health; to determine the staff member's physical and mental fitness to perform with reasonable accommodation the position the staff member currently holds; or to detect any health risks to students and other staff members. Policy Guides 3161 and 4161 provide a procedure for the Board/Superintendent to request a staff member undergo an examination that is consistent with the statutes, administrative code sections, and applicable case law. The procedures outlined in Policy Guides 3161 and 4161 must be followed when a Board requires a staff member to undergo a physical or psychiatric examination.

Revised Policy Guides 3161 and 4161 should replace a school district's existing Policies 3161 and 4161. Policy Guides 3161 and 4161 are strongly recommended to be adopted by the Board as case law indicates a Board decision to require an examination has been upheld if challenged when a Board follows these procedures.

**P 3212 – Attendance (M) (Revised) R 3212 – Attendance (M) (Revised)
P 4212 – Attendance (M) (Revised) R 4212 – Attendance (M) (Adoption)**

Legislation signed on July 3, 2023 revising N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4 expanded the allowable uses of sick time for school employees. The provisions in this recent legislation required revisions in Policy and Regulation Guides 3212 and 4212 that address staff attendance. Policy Guide 3212 for teaching staff members and Policy Guide 4212 for support staff members have been revised to reference the revised statutes and the new Policy and Regulation Guides 1642.01.

It is a Quality Single Accountability Continuum (QSAC) – District Performance Review (DPR) requirement that a Board have a staff attendance policy and maintain accurate staff attendance records for certificated staff (teaching staff) at school district and school levels and the records must include the type and date of absences, an analysis of attendance patterns, and that any issue(s) identified through the analysis of staff attendance has been addressed in accordance with the district's staff attendance policies (See DPR- Personnel Indicators 4.d.). These QSAC requirements are incorporated into the re-written Regulation Guide 3212 for teaching staff members and Regulation Guide 4212 for support staff members. Regulation Guides 3212 and 4212 included the QSAC requirements, but were not aligned with each other. The re-written Regulation Guides 3212 and 4212 are now aligned and reference the recently revised statutes. Both Policy and Regulation Guides 3212 and 4212 reference the district's procedure for staff members to report absences this procedure shall be developed by the district and provided to all staff members. Policy and Regulation Guides 3212 are mandated by QSAC for teaching staff members and to provide consistency in implementing a district-wide attendance policy for teaching and support staff, Policy and Regulation Guides 4212 are also mandated. A Board may revise procedures in the Regulation Guides 3212 and 4212 to meet local needs provided the QSAC – DPR

requirements listed above are included.

P 3324 – Right of Privacy (Revised)

P 4324 – Right of Privacy (Revised)

The policies reflect minor revisions to designate teaching staff and support staff in the respective policies.

P 3432 – Sick Leave (Abolished)

P 4432 – Sick Leave (Abolished)

P.L. 2023, c. 95 was signed into law on July 3, 2023 and revised N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4. N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4 address the requirements for sick leave for school district employees. Policy and Regulation Guides 3432 and 4432 should be abolished as the revisions in N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4 make it clear that the provisions of the statute apply to all employees of the school district that receive sick leave under N.J.S.A. 18A:30-2. Strauss Esmay has combined Policy and Regulation Guides 3432 and 4432 into newly developed Policy and Regulation Guides 1642.01 because the provisions of those statutes apply to all employees of the school district receiving sick leave under N.J.S.A. 18A:30-2 equally. Policy and Regulation Guides 3432 and 4432 should be abolished as they were replaced by Policy and Regulation Guide 1642.01.

P 5111 – Eligibility of Resident/Nonresident Students (M) (Revised)

R 5111 – Eligibility of Resident/Nonresident Students (M) (Revised)

P.L. 2023, c. 61 was recently signed into law revising N.J.S.A. 18A:38-3. The revisions in N.J.S.A. 18A:38-3 continue to permit a Board of Education to approve admission of students into the school district who do not reside in the school district. However, the revisions in N.J.S.A. 18A:38-3 require the payment of tuition as the Board prescribes. The Board, with the approval of the Executive County Superintendent, shall establish a uniform tuition amount for any nonresident student admitted to the schools of the district. This provision of the revised N.J.S.A. 18A:38-3 does not apply, regardless of residence, to the enrolled children of teaching staff members of the school district who are permitted, by contract or local district policy, to enroll their children in the educational program of the school district without payment of tuition. This provision of the revised N.J.S.A. 18A:38-3 does not apply to a county vocational school district. This provision of the revised law takes effect for the 2023-2024 school year. Policy and Regulation Guides 5111 have been revised to reflect the revisions to N.J.S.A. 18A:38-3.

The revisions to N.J.S.A. 18A:38-3 do not address certain enrollment scenarios that may arise in a district. For example, it is not known at this time whether a district is required to charge a student tuition when the student is moving into the school district after the first day of the school year, but begins attending a school in the district on the first day of the school year. It is also not known whether a district must charge a student tuition if that student's family moves out of the district during the school year, but the student wishes to remain enrolled in the district until the conclusion of that school year. Any questions regarding those two scenarios or any other scenario not explicitly addressed in N.J.S.A. 18A:38-3 should be directed to the Executive County Superintendent for guidance.

In addition, in reviewing Policy and Regulation Guides 5111, there were provisions of

the statutes and administrative code that were included in both the Policy and Regulation Guide. In order to avoid such redundancy, Policy Guide 5111 has been shortened mostly referencing statute and administrative code sections that are already included in the existing Regulation Guide 5111. Any provision that was removed from Policy Guide 5111 is now included in the revised Regulation Guide 5111.

Policy and Regulation Guides 5111 are mandated and must be adopted by the Board.

P 5116 – Education of Homeless Children and Youths (Revised)

R 5116 – Education of Homeless Children and Youths (Revised)

N.J.S.A. 18A:7B-12.3 requires enrollment, for up to two school years, of students who were made homeless and forced to move out of the district as a result of a natural disaster or terrorist attack. Strauss Esmay added the language of N.J.S.A. 18A:7B-12.3 to Policy Guide 5116 as a routine update to keep Policy Guide 5116 current. Also, the administrative code chapter, N.J.A.C. 6A:17, revises the term “homeless child” to “homeless child and youth.” This term has also been updated throughout Policy and Regulation Guides 5116. Strauss Esmay strongly recommends a Board adopt Policy Guide 5116 to ensure compliance with the applicable statutes and administrative codes.

P 5460.02 – Bridge Year Pilot Program (M) (Abolished)

R 5460.02 – Bridge Year Pilot Program (M) (Abolished)

The New Jersey Department of Education published The Bridge Year Pilot Program (P.L. 2020, c.41) Implementation Guidance on January 21, 2021. Strauss Esmay developed Policy and Regulation Guides 5460.02 in May 2021 to address the requirements of the Bridge Year Pilot Program. Pursuant to N.J.A.C. 6A:8-6.1 et seq., the last graduating class to be eligible to participate in a Bridge Year would have been the graduating class of 2022. The class of 2022 would have completed their Bridge Year during the 2022-2023 school year. Policy and Regulation Guides 5460.02 should be abolished as students are no longer eligible to elect to participate or are currently participating in a Bridge Year Pilot Program after June 30, 2023.

P 8500 – Food Services (M) (Revised)

P 8540 – School Nutrition Programs (M) (Abolished)

P 8550 – Meal Charges/Outstanding Food Service Bill (M) (Abolished)

The “Working Class Families’ Anti-Hunger Act” revised N.J.S.A. 18A:33-4; 18A:33-5; 18A:33-10; 18A:33-11; 18A:33-11.1; 18A:33-11.2; 18A:33-11.3; 18A:33-11.5; 18A:33-14.1; 18A:33-21; 18A:33-21a.; 18A:33-21.1; 18A:33-24; 18A:33-25; and 18A:33-27.2. The Act also created the following new statute sections, N.J.S.A. 18A:33-10.1; 18A:33-14a.; and 18A:33-21b1. The revisions to the statutes and the newly created statutes required extensive revisions to existing Policy Guides 8500, 8540, and 8550. In response to the extensive revisions required in Policy Guides 8500, 8540, and 8550, Strauss Esmay is recommending Policy Guides 8540 and 8550 be abolished and a revised Policy Guide 8500 that incorporates the provisions of Policy Guides 8540 and 8550 be adopted. Revised Policy Guide 8500 is a comprehensive “Food Services” Policy Guide that addresses the pertinent provisions of the “Working Class Families’ Anti- Hunger Act”; Federal regulations 7 C.F.R 210.1 et seq.; and the corresponding Federal guidance document “Eligibility Manual for School Meals Determining and Verifying Eligibility”. All of the provisions of Policy Guide 8540 and 8550 that are still relevant despite the revisions to N.J.S.A. 18A have been incorporated into revised

Policy Guide 8500. It is likely school districts have been planning for these new and revised provisions of the Federal and State law and its local application with their food service staff or food services management company (FSMC), if they contract with one. The revised Policy Guide 8500 is mandated and must be adopted by the Board if the district participates in the National School Lunch Program.

Alert 232 Policies and Regulations

A. “Managing for Equity in Education” Policy and Regulation Guides

The New Jersey State Board of Education readopted N.J.A.C. 6A:7 – Managing for Equity in Education, with revisions, including the re-titling of the chapter as “Managing for Equity in Education.” N.J.A.C. 6A:7-1.1 et seq. provides rules governing equity in educational programs to guarantee each student equal access to all educational programs, services, and benefits of their school district regardless of the student’s housing status, socioeconomic status, or immigration status, in addition to any protected category previously included in N.J.A.C. 6A:7- 1.1(a). N.J.A.C. 6A:7-1.1(a) also includes the protected classes listed in New Jersey’s Law Against Discrimination (NJLAD) such as race, creed, color, national origin, ancestry, age, marital status, civil union status, domestic partnership status, affectional or sexual orientation, genetic information, pregnancy or breastfeeding, sex, gender identity or expression, religion, disability, atypical hereditary cellular or blood trait, service in the Armed Forces of the United States, or nationality.

The revised N.J.A.C. 6A:7-1.1(a) expands the list of protected categories that were previously included in N.J.A.C. 6A:7-1.1(a) and now includes the additional protected categories currently recognized in NJLAD at N.J.A.C. 10-5.1 et seq. To align directly with the revisions of N.J.A.C. 6A:7, Strauss Esmay has removed the list of all the protected categories throughout the Policy and Regulation Guides and replaced the list with the phrase “the protected categories listed at N.J.A.C. 6A:7-1.1(a).” This also avoids repeating the complete list of all the protected categories in multiple places throughout a Policy or Regulation Guide and avoids the need to revise these Policy and Regulation Guides if the list of protected classes is revised in the future.

Many of these Policy and Regulation Guides are mandated as they are required to be adopted by statute or administrative code or by the New Jersey Department of Education Comprehensive Equity Plan (CEP) Needs Assessment as required documentation or evidence to substantiate compliance with a provision in the CEP.

P 1140 - Educational Equity Policies/Affirmative Action (M) (Revised)

Most of the revisions in Policy Guide 1140 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). The remaining revisions are minor updates in the updated administrative code and relocate information addressing the CEP to Policy Guide 1523. The title of Policy Guide 1140 has also been updated. N.J.A.C. 6A:7- 1.4(a) and the CEP – Section I. – A. require a Board Policy to substantiate compliance making Policy Guide 1140 mandated.

P 1523 - Comprehensive Equity Plan (M) (Revised)

The revisions to Policy Guide 1523 add requirements to the CEP. N.J.A.C. 6A:7-1.4(c) requires a district develop a CEP. The CEP – Section I. – D. requires a Board Policy to substantiate compliance making Policy Guide 1523 mandated.

P 1530 - Equal Employment Opportunities (M) (Revised)

The revisions in Policy Guide 1530 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). The CEP – Section I. – A. and Section IV. require a Board Policy to substantiate compliance making Policy Guide 1530 mandated.

R 1530 - Equal Employment Opportunity Complaint Procedure (M) (Revised)

The revisions in Regulation Guide 1530 provide some additional guidance for the complaint procedure. A complaint procedure is required. The CEP – Sections I. – A. and I. – D require a procedure to substantiate compliance making Regulation Guide 1530 mandated.

P 1550 - Equal Employment/Anti-Discrimination Practices (M) (Revised)

Most of the revisions in Policy Guide 1550 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). The CEP – Section I. – A. and Section IV. require a Board Policy to substantiate compliance making Policy Guide 1550 mandated.

R 2200 - Curriculum Content (M) (Revised)

The only revision in Regulation Guide 2200 removes the list of protected categories and replaces the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). The CEP – Section III. – A. requires a procedure to substantiate compliance making Regulation Guide 2200 mandated.

P 2260 - Equity in School and Classroom Practices (M) (Revised)

The revisions in Policy Guide 2260 include the relocation of information addressing access to adequate counseling services to Policy Guide 2411 and also align with the recent revisions in N.J.A.C. 6A:7-1.7. The title has also been updated. The CEP – Section I. – A. requires a Board Policy to substantiate compliance making Policy Guide 2260 mandated.

R 2260 - Equity in School and Classroom Practices Complaint Procedure (M) (Revised)

The revisions in Regulation Guide 2260 provide additional guidance for a person filing a complaint. A complaint procedure is required. The title has also been updated. The CEP – Sections I. – A. and I. – D. require a procedure to substantiate compliance making Regulation Guide 2260 mandated.

P 2411 - Guidance Counseling (M) (Revised)

The revisions in Policy Guide 2411 provide some additional details regarding student access to adequate counseling services. The CEP – Section III. – C. requires a Board Policy to substantiate compliance making Policy Guide 2411 mandated.

P 3211 - Code of Ethics (Revised)

The only revision in Policy Guide 3211 removes the list of protected categories and replaces the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). It is recommended a Board adopt a Code of Ethics Policy for professional educators. The Code of Ethics in Policy Guide 3211 is published by the National Education Association. A Board may consider and adopt a Code of Ethics Policy from another source or a

Code of Ethics Policy it develops or revises locally.

P 5570 - Sportsmanship (Revised)

Policy Guide 5570 has been updated to align with the 2023-2024 NJSIAA General Information Constitution By-Laws Rules and Regulations. Other revisions in Policy Guide 5570 include removing two optional provisions for determining unsportsmanlike conduct and removing the list of protected categories and replacing the list with the expanded list as defined in N.J.A.C. 6A:7- 1.1(a). A Policy Guide is recommended for a district that wants to address the issue of sportsmanship for its athletic and intramural program activities in a Board-approved Policy. A Board may revise Policy Guide 5570 to meet local needs.

P 5750 - Equitable Educational Opportunity (M) (Revised)

Reference to the Amistad Commission Curriculum and the Commission on Holocaust Education curriculum has been removed from Policy Guide 5750 as these curricula are referenced in Policy Guide 2260. The other revisions in Policy Guide 5750 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7- 1.1(a). N.J.A.C. 6A:7-1.4(a) and the CEP – Section III. – A. require a Board Policy to substantiate compliance making Policy Guide 5750 mandated.

P 5755 - Equity in Educational Programs and Services (M) (Abolished)

Policy Guide 5755 has been abolished as all of the information within Policy Guide 5755 is addressed elsewhere in Strauss Esmay Policies and Regulations. Policy Guides 1523 and 2260 address all of the requirements outlined in Policy Guide 5755 and address the district as a whole, which includes students, eliminating the need for Policy Guide 5755. Strauss Esmay recommends abolishing Policy Guide 5755 because the information within Policy Guide 5755 is redundant.

P 5841 - Secret Societies (Revised)

The only revision in Policy Guide 5841 removes the list of protected categories and replaces the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). Secret societies (student organizations not open to all students) are prohibited as per N.J.S.A. 18A:42-5 and a Board Policy is recommended.

P 5842 - Equal Access of Student Organizations (Adoption)

Policy Guide 5842 has been revised to remove #3 in the list and to address staff involvement in student organizations. In light of recent United States Supreme Court decisions, Strauss Esmay recommends a district discuss this situation with their Board Attorney to determine how best to address this issue. Other revisions in Policy Guide 5842 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a).

Since this policy was not previously adopted, it is recommended for adoption.

P 7610 - Vandalism (Revised) R 7610 - Vandalism (Revised)

Policy and Regulation Guides 7610 have been updated to remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). Regulation Guide 7610 removes the specific list of violations and includes notification to law enforcement in accordance with applicable laws. Policy and Regulation Guides

7610 have also been updated to address acts of graffiti as N.J.S.A. 2C:33-10 provides for a Court to order the student to pay restitution to the district and assign community service requiring the student to remove the graffiti.

P 9323 - Notification of Juvenile Offender Case Disposition (Revised)

Policy Guide 9323 has been updated to align with N.J.S.A. 2A:4A-60, N.J.S.A. 53:1-15, and N.J.S.A. 53:1-20.6. One of the revisions to Policy Guide 9323 involves a list of protected categories which is enumerated in N.J.S.A. 2A:4A-60, and although this list does not include all of those categories listed in N.J.A.C. 6A:7-1.1(a), Strauss Esmay believes this list still addresses equity in the schools. A confidentiality statement has been added to Policy Guide 9323.

B. General Policy and Regulation Guide Updates

P 2423 - Bilingual Education (M) (Revised)

R 2423 - Bilingual Education (M) (Revised)

The New Jersey State Board of Education adopted changes to N.J.A.C. 6A:15 and the requirements for Bilingual Education in public school districts. The recent amendments to N.J.A.C. 6A:15 address the services multilingual learners (previously called English language learners) need to meet or exceed the New Jersey Student Learning Standards to reach graduation and postsecondary success. The four key areas of N.J.A.C. 6A:15 with revisions are definitions, identification, organization, and additional requirements of a school district. The title has also been updated. Policy and Regulation Guides 2423 have been rewritten in order to align with the revisions to N.J.A.C. 6A:15 and should replace a Board's existing Policy and Regulation Guides 2423. Policy and Regulation Guides 2423 are mandated as stated in N.J.S.A. 18A:35-15 through 35-26.1, N.J.A.C. 6A:15-1.1, and are also a requirement in the Comprehensive Equity Plan – Section III.

P 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

R 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

The New Jersey Department of Education, Division of Educational Services Office of Student Support Services released a new "Model Policy and Guidance for Districts on the Prevention and Treatment of Sports-Related Head Injuries and Concussions" (Guidance). Policy and Regulation Guides 2431.4 have been rewritten to align with the provisions of the new Guidance and should replace a Board's existing Policy and Regulation Guides 2431.4. The revisions to Policy and Regulation Guides 2431.4 are aligned with the most current recommendations developed by the Center for Disease Control and Prevention (CDC). Adoption of Policy and Regulation Guides 2431.4 will ensure a school district is in compliance with the statutory requirement to maintain a policy that is aligned to the most current recommendations developed by the CDC.

Policy and Regulation Guides 2431.4 are mandated as N.J.S.A. 18A:40-41.3 requires a school district develop a written policy for prevention and treatment of concussions and sports-related head injuries if a school district has programs of athletic competition as defined in Policy Guide 2431.4 or if a school district permits a "youth sports team organization" to use district facilities in accordance with N.J.S.A. 18A:40-41.5.

Recommendation: That bylaws and/or policies are approved on first reading as attached and listed below:

- Bylaw No. 0143 - Board Member Election and Appointment (Revised)

Alert 231

- Policy No. 2270 - Religion in the Schools (Revised)
- Policy No. 3161 - Examination for Cause (Revised)
- Policy No. 4161 - Examination for Cause (Revised)
- Policy No. 3212 - Attendance (Revised)
- Policy No. 4212 - Attendance (Revised)
- Policy No. 3324 - Right of Privacy (Revised)
- Policy No. 4324 - Right of Privacy (Revised)
- Policy No. 3432 - Sick Leave (Abolished)
- Policy No. 4432 - Sick Leave (Abolished)
- Policy No. 5111 - Eligibility of Resident/Nonresident Students (M) (Revised)
- Policy No. 5116 - Education of Homeless Children and Youths (Revised)
- Policy No. 5460.02 - Bridge Year Pilot Program (M) (Abolished)
- Policy No. 8500 - Food Services (M) (Revised)
- Policy No. 8540 - School Nutrition Programs (M) (Abolished)
- Policy No. 8550 - Meal Charges/Outstanding Food Service Bill (M) (Abolished)

Alert 232

- Policy No. 1140 - Educational Equity Policies/Affirmative Action (M) (Revised)
- Policy No. 1523 - Comprehensive Equity Plan (M) (Revised)
- Policy No. 1530 - Equal Employment Opportunities (M) (Revised)
- Policy No. 1550 - Equal Employment/Anti-Discrimination Practices (M) (Revised)
- Policy No. 2260 - Equity in School and Classroom Practices (M) (Revised)
- Policy No. 2411 - Guidance Counseling (M) (Revised)
- Policy No. 3211 - Code of Ethics (Revised)
- Policy No. 5570 - Sportsmanship (Revised)
- Policy No. 5750 - Equitable Educational Opportunity (M) (Revised)
- Policy No. 5755 - Equity in Educational Programs and Services (M) (Abolished)
- Policy No. 5841 - Secret Societies (Revised)
- Policy No. 5842 - Equal Access of Student Organizations (Adoption)
- Policy No. 7610 - Vandalism (Revised)
- Policy No. 9323 - Notification of Juvenile Offender Case Disposition (Revised)
- Policy No. 2423 - Bilingual Education (M) (Revised)
- Policy No. 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

And that said bylaws and/or policies shall be immediately effective; and, That regulations are approved on first reading as attached and listed below:

- Regulation No. 3212 - Attendance (M) (Revised)
- Regulation No. 4212 - Attendance (M) (Adoption)
- Regulation No. 3432 - Sick Leave (Abolished)
- Regulation No. 4432 - Sick Leave (Abolished)

- Regulation No. 5111 - Eligibility of Resident/Nonresident Students (M) (Revised)
- Regulation No. 5116 - Education of Homeless Children and Youths (Revised)
- Regulation No. 5460.02 - Bridge Year Pilot Program (M) (Abolished)
- Regulation No. 1530 - Equal Employment Opportunity Complaint Procedure (M) (Revised)
- Regulation No. 2200 - Curriculum Content (M) (Revised)
- Regulation No. 2260 - Equity in School and Classroom Practices Complaint Procedure (M) (Revised)
- Regulation No. 7610 - Vandalism (Revised)
- Regulation No. 2423 - Bilingual Education (M) (Revised)
- Regulation No. 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

And that said regulations shall be immediately effective.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

2. Minutes - May 23, 2024

Recommendation: That the May 23, 2024 open and closed session minutes are accepted.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			

Totals			8	0		
--------	--	--	---	---	--	--

The above action was unanimously approved by a roll-call vote.

3. Minutes - June 6, 2024

Recommendation: That the June 6, 2024 open and closed session minutes are accepted.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

4. Minutes - June 20, 2024

Recommendation: That the June 20, 2024 open and closed session minutes are accepted.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

5. Minutes - July 11, 2024

Recommendation: That the July 11, 2024 open and closed session minutes are accepted.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

6. Minutes - August 29, 2024

Recommendation: That the August 29, 2024 open and closed session minutes are accepted.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

7. Minutes - September 26, 2024

Recommendation: That the September 26, 2024 open and closed session minutes are accepted.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			

Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

CURRICULUM AND INSTRUCTION

1. 2024-2025 East Brunswick Flex Program Enrollment

Recommendation: That the following student be approved for enrollment in the East Brunswick Flex School for the 2024-2025 school year.

Student No. 115726 - Effective Date September 16, 2024

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

FINANCIAL SERVICES

1. Acceptance of Funding - 2024-2025 Special Olympics New Jersey Unified Champion Schools (SONJ UCS)

Special Olympics New Jersey has awarded the Unified Champions Grant to East Brunswick High School and Churchill Junior High School; each school has received a grant award in the amount of \$2,000.00. Grant funding for each school will be used for club advisor stipends and aide support for the Unified Sports club. The goal is to foster authentic relationships between general and special education students while creating opportunities for inclusive sports activities. Students will be able to develop friendships, bonds, an understanding of differences, and a recognition of commonalities. Implementing this program at a foundational age level will generate an inclusive school community.

Recommendation: That the 2024-2025 SONJ UCS grant award in the total amount of

\$4,000.00 is accepted for the period July 1, 2024 through June 30, 2025.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

2. Acceptance of Funding - 2024-2025 Every Student Succeeds Act (ESSA)

On August 29, 2024, the Board of Education approved the submission of an application for funding under the consolidated formula sub-grant under the Every Student Succeeds Act (ESSA).

The consolidated application for funding encompasses Title I (Improving Basic Programs Operated by Local Education Agencies), Title IIA (Teacher and Principal Training and Recruiting Fund), Title III (Language Instruction for English Learners), Title III Immigrant (Language Instruction for Immigrant Services), and Title IV (Student Support and Academic Enrichment Program).

Funding for each program is based on per-pupil allocation for public schools. The District has the responsibility for developing and administering the grant for nonpublic schools within East Brunswick, as well as the District. The grant provides supplemental programs for East Brunswick basic skills and ESL students in eligible schools and professional development and training materials for language arts, mathematics, and science.

The total ESSA Consolidated Grant Program Funding is \$1,439,799.00

A Board motion is now required to accept funding which will be utilized in the 2024-2025 school year.

Recommendation: That the Board of Education accept funding under the consolidated formula sub-grant under the Every Student Succeeds Act (ESSA) in the amount of \$1,439,799.00 for the period July 1, 2024 through June 30, 2025.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			

Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

3. Bill List - Payments Issued

The Board's *Payment of Claims* Policy No. 6470 and Regulation No. 6470 directs the prompt payment of legitimate claims by suppliers of goods and services to the school district, provided that each bill or obligation is fully itemized and verified before payment is made. The details in the accompanying bill list have been determined to be valid and payable in accordance with the aforementioned policy and regulation.

Recommendation: That the attached bill list for payments issued from September 11, 2024 through October 1, 2024 is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

4. Bill List - Payments Pending Issuance on October 11, 2024

The Board's *Payment of Claims* Policy No. 6470 and Regulation No. 6470 directs the prompt payment of legitimate claims by suppliers of goods and services to the school district, provided that each bill or obligation is fully itemized and verified before payment is made. The details in the accompanying bill list have been determined to be valid and payable in accordance with the aforementioned policy and regulation.

Recommendation: That the attached bill list for payments pending issuance on October 11, 2024 is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

5. Contract Award - Design, Installation, and Maintenance of Digital Video Surveillance and Facility Access Control Systems (RFP No. 2025-01)

The District developed a formal request for proposal (RFP) soliciting qualified vendors to compete for the Design, Installation, and Maintenance of Digital Video Surveillance and Facility Access Control Systems (RFP No. 2025-01). The specifications were issued to twenty-two companies with two companies responding. The proposals were received and opened on Friday, September 27, 2024 at 11:00 a.m.

A committee was formed to review the proposals. The committee was comprised of the Director of Financial Services, Senior Manager of Network and Telecom, and Purchasing Manager. Its role was to fairly evaluate proposals and to ensure that the goals of the district’s plan were met.

A pre-established set of criteria, which included company background/experience, references, required certifications, organizational capacity, thoroughness of ability to meet district goals, understanding of challenges, and hourly rates formed the basis for evaluating the proposal.

The committee unanimously determined that MTS Intelligent Surveillance Solutions, LLC best meets the district’s goals for the Design, Installation, and Maintenance of Digital Video Surveillance and Facility Access Control System. Therefore, it is recommended that the contract be awarded to MTS Intelligent Surveillance Solutions, LLC.

Recommendation: That MTS Intelligent Surveillance Solutions, LLC, East Brunswick, NJ is awarded a contract (RFP No. 2025-01) for the period October 17, 2024 through June 30, 2025 as follows:

Description	Hourly Rate
- Video Management System and Facility Access Control Software installation and configuration services - to include installation of SecurOS software, DNA Fusion software, and other related software and management tools	\$220.00
- IP Camera Installation and IP Access Control services	\$190.00
- Networking configuration and installation services - TCP-IP networking, Local Area Network Configuration, VLAN, Wide Area Network Configuration including RF networking	\$220.00
-Software implementation and configuration services, including scripting and programming in SecurOS and DNA Fusion	\$220.00
- Troubleshooting and repair services for the East Brunswick Public School's security system	\$190.00
- Engineering and Design services for the East Brunswick Public School's security system	\$120.00
- Program Management/Project Management for security related implementations	\$220.00

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

6. Cooperative Purchasing Agreement - Monmouth-Ocean Educational Services Commission

Recommendation: WHEREAS, N.J.S.A. 40A:11-11 authorizes contracting units to establish a Cooperative Pricing System for the provision and performance of goods, and services and enter in a Cooperative Pricing Agreement for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission, hereinafter referred to as the "Lead Agency", is conducting a voluntary Cooperative Pricing System with other contracting units; and

WHEREAS, the East Brunswick Public Schools within the County of Middlesex, New

Jersey seeks to participate in the Monmouth-Ocean Educational Services Commission, effective immediately upon passage.

NOW, THEREFORE, BE IT RESOLVED that:

1. As directed by N.J.S.A. 18A:18A-11, et seq., and pursuant to the provision of N.J.S.A. 40A:11-11, the School Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency for the 2024-2025 fiscal year.
2. The Lead Agency shall advertise for and receive bids from vendors who will make school supplies, facility supplies, time and material bids, energy aggregation and such other items available to participating members of the said Cooperative Pricing System at the agreed upon price; and
3. The Lead Agency entering into contracts on behalf of the East Brunswick Public Schools shall be responsible for complying with the 54 provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-11 and 18A:18A-11) and all other provisions of the revised statutes of the State of New Jersey.
4. This resolution shall take effect October 11, 2024.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

7. Gift - Hammarskjold Upper Elementary School PTA

The Hammarskjold Upper Elementary School PTA has expressed a desire to donate \$8,100.00 for the purchase of six picnic tables for student use in the courtyard.

Recommendation: That a gift in the amount of \$8,100.00 for the purchase of six picnic tables is accepted from the Hammarskjold Upper Elementary School PTA, and;

That the Board of Education recognizes and extends its sincere thanks to the Hammarskjold Upper Elementary School PTA for its efforts in making this gift possible.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			

Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

8. Grant - 2024-2025 Consolidated Adult Basic Literacy and Integrated English Literacy and Civics Education Grant Program

On June 20, 2024, the Board approved an application for funding of the Consolidated Adult Basic Literacy and Integrated English Literacy and Civics Education Grant Program under the Federal Workforce Investment ACT (WIA) of 1988 (P.L. 105-220), the Adult Education and Family Literacy Act in the amount of \$356,159.00. Funds will provide instructional and support services for adults who need basic skills, high school diplomas and/or English-as-a Second Language to enable them to function effectively as workers, citizens, and family members. *The Middlesex County Adult Education Consortium*, which consists of East Brunswick, Literacy NJ, Middlesex County College, New Brunswick (as lead Agency), Perth Amboy, and South River, plans to provide instruction and support for Basic Skills Levels I & II and III of the core program of instruction. In addition to the Districts involved, the *Consortium* will target residents of the surrounding areas.

Recommendation: That the Consolidated Adult Basic Literacy and Integrated English Literacy and Civics Education Grant Program funds under the Federal Workforce Investment ACT (WIA) of 1988 (P.L. 105-220), the Adult Education and Family Literacy Act is accepted in the amount of \$356,159.00 for the period July 1, 2024 through June 30, 2025.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

9. Nonpublic School Technology Initiative

The New Jersey Nonpublic Technology Initiative Program authorizes Nonpublic School Technology Aid to be paid to school districts and allocated for nonpublic schools located in the public school district. The District serves as flow thru for these State Funds. The funds are specifically allocated to nonpublic schools and are not for East Brunswick Public Schools.

Recommendation: That nonpublic school technology purchases are approved for the 2024- 2025 school year as follows:

Nonpublic School: Saint Bartholomew School

Contract: Educational Services Commission of New Jersey-CBK (ESCNJ/AEPA-22G)

Item Description: HP Chromebook 11 G9 EE - 11.6" HD - Intel Celeron N4500-4 GB-Mfg. Part # 3V2Y2UT#ABA CDW #6636391

Quantity: 64

Unit Price: \$248.96

Total: \$15,933.44

Item Description: Google Chrome Education Upgrade Mfg. Part # CROS-SW-DIS-EDU-NEW CDW #5988499

Quantity: 64

Unit Price: \$32.50

Total: \$ 2,080.00

Grand Total: \$18,013.44

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

10. Transfer of Unexpended Project Balances from the Capital Outlay Sub-fund to the Capital Reserve Account Effective June 30, 2024 (Roll Call)

As of June 30, 2024, unexpended funds remained in the Capital Outlay sub-fund in the amount of \$84,164.83, which relate to the Chittick Elementary School Window

Replacement, Churchill Junior High School Kiln Room Renovations, East Brunswick High School Kiln Room Renovations, East Brunswick High School Weight Room Renovations, Frost Elementary School corridor elevation, Frost Elementary School Front Office Renovations, Hammarskjold Upper Elementary School Drainage Improvements, Hammarskjold Upper Elementary School Kiln Room Renovations, Hammarskjold Upper Elementary School Door Vision Lites, Irwin Elementary School PA System Replacement, Support Operations Facility Construction, Paving, Drainage, and Sidewalk Improvements, and Warnsdorfer Elementary School Front Office Renovations projects. These projects have been completed or have excess funds remaining and were originally funded through the capital reserve account. These unexpended project funds must be returned to the capital reserve account, the originating source of these funds.

Recommendation: That the transfer of unexpended project balances is approved in the amount of \$84,164.83 from the Capital Outlay sub-fund to the Capital Reserve account effective June 30, 2024.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

11. Travel Report - (Roll Call - Majority of Full Board Required)

The travel report presented in the attachment complies with the requirements of N.J.A.C. 6A:23A-7.1 through 7.13, Board Policy No. 6471, and Board Regulation No. 6471. It has been reviewed and approved by the Financial Services Department and the Superintendent of Schools as required by the above legal requirements.

Recommendation: That the attached travel report, pursuant to the recommendation of the Financial Services Department and Superintendent of Schools, is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			

Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

HUMAN RESOURCES

1. Personnel Actions (Roll Call - Majority of Full Board Required)

The personnel actions listed in the attached report are in compliance with Board of Education policies and regulations, applicable collective bargaining agreements, practice, and other governing law and principles. All recommended appointments are within the allotted positions established by the budget or subsequently approved by the Board.

Recommendation: That the attached personnel actions, pursuant to the recommendation of the Superintendent of Schools, is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

STAFF DEVELOPMENT

1. Contract - Center for Supportive Schools

The staff development program provides professional development opportunities to meet the needs of the district’s diverse learning community.

On November 1, all certificated staff in grades 7-12, along with K-6 Student Assistance Specialists, will participate in anti-bias training led by the Center for Supportive Schools. The training will be divided into separate morning and afternoon sessions. K-6 staff will receive their initial training during the next faculty meeting.

The Center for Supportive Schools (CSS) will partner with East Brunswick Public Schools to support ongoing Diversity, Equity, Inclusion and Belonging initiatives. This program is designed to evolve and deepen the work of current initiatives by meeting the following objectives:

- Establishing a shared understanding of language and concepts related to Diversity, Equity, Inclusion & Belonging (DEIB).
- Closing the gap between student and staff experiences through sessions facilitated by CSS that focus on DEIB literacy and engage participants in a community that values self-reflection and deep listening.
- Building capacity of adults and students to facilitate protocols and practices that support safe and supportive conversations wherein participants can share safe, transparent, productive dialogue about topics related to race, class, gender, bias, and challenging local, national, and world-wide events.
- Building the capacity of adults to support ongoing collegial conversations that lead educators to incorporate conversations in their classrooms centering on diversity, equity, and inclusion as well as in conjunction with local, national, and world-wide events.

The ultimate goal of DEIB-related work is to create a culture in which equity is understood, consciously centered, and observable in the daily ways that teaching and learning happen - in school policy; curriculum; classroom norms, conversations, and assignments; and in various groups' abilities to see, articulate, move and grow through DEIB-related challenges in and outside of the classroom.

The training is funded through Title II funds.

Recommendation: That Center for Supportive Schools, Princeton, NJ is approved to provide two three-hour training sessions on November 1, 2024 in the amount of \$18,000.00.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

2. Contract - Lo Logramos Consulting, LLC

The staff development program provides professional development opportunities to meet the needs of the district’s diverse learning community.

Noemi Rodriguez of Lo Logramos Consulting is an education trainer specializing in language acquisition and building proficiency, language curriculum, assessment design, technology integration and reading and communication strategies. Ms. Rodriguez will provide a full day workshop for World Language and ESL teachers which will explore innovative and effective strategies for world language instruction and to promote proficiency.

The workshop/training is funded through Title II funds.

Recommendation: That Lo Logramos Consulting, LLC, Ramsey, NJ is approved to provide training on November 1 2024 in the amount of \$3,000.00.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

3. Contract - Tigger Stavola Foundation and Konscious Youth Development & Service (KYDS)

The staff development program provides professional development opportunities to meet the needs of the district’s diverse learning community.

The Tigger Stavola Foundation, a drug prevention and education foundation, will send Mychal Mills and Rodney Salomon from Konscious Youth Development & Service (KYDS), a non-profit youth development organization, to provide professional development to the Health, Physical Education, and the Arts Department staff. The workshop will cover holistic wellness, mindfulness, SEL tools, self-regulation and strengthening relationships.

The workshop/training is being provided at no cost to the district.

Recommendation: That Konscious Youth Development & Service, Asbury Park, NJ in partnership with Tigger Stavola Foundation, Red Bank, NJ is approved to present a four

hour workshop on November 1, 2024 at no cost to the district.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

STUDENT SERVICES

1. 2024-2025 Out-of-District Placements

Recommendation: That 2024-2025 Out-of-District placements are approved as follows:

Student No.: 115878
 Effective date: June 26, 2024
 Placement: MUJC - DLC New Providence
 Tuition: \$104,875.00
 ESY: \$17,479.00

Student No.: 27116
 Effective date: June 26, 2024
 Placement: MUCJ - DLC Warren
 Tuition: \$104,875.00
 ESY: \$17,479.00
 Aide: \$76,445.00
 (no ESY Aide)

Student No.: 113383
 Effective date: September 5, 2024
 Placement: SCESC - Somerset Academy, Career Center
 Tuition: \$74,000.00

Student No.: 106436
 Effective date: September 5, 2024
 Placement: SCESC - Somerset Academy, Career Center
 Tuition: \$74,000.00

Student No.: 105503

Effective date: September 5, 2024
 Placement: SCESC - Somerset Secondary Academy
 Tuition: \$77,200.00

Student No.: 107535
 Effective date: September 5, 2024
 Placement: SCESC - Somerset Elementary/Middle Academy
 Tuition: \$73,690.00

Student No.: 105682
 Effective date: September 12, 2024
 Placement: MCSSD - Mercer Elementary School
 Tuition: \$61,250.00
 Aide: \$36,050.00

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

2. Confirmed Harassment, Intimidation and Bullying Incidents Report (Roll Call)

N.J.S.A. 18A:37-15 sets forth the investigation and reporting requirements for all acts of harassment, intimidation, or bullying. Also, pursuant to N.J.S.A. 18A:37-15b(6)(c), “the results of each investigation shall be reported to the board of education no later than the date of the board of education meeting next following the completion of the investigation, along with information or any services provided, training established, discipline imposed, or other action taken or recommended by the superintendent.”

The accompanying report is provided in compliance with these requirements. Board Policy 5512, *Harassment, Hazing, Intimidation, Bullying and Cyber-bullying*, and Regulation No. 5512, *Hazing and/or Harassment, Intimidation or Bullying Investigation Procedure*.

Recommendation: That the attached report of confirmed harassment, intimidation and bullying incidents is accepted for the period September 20, 2024 through October 10, 2024.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

3. Contract - North Brunswick Township Aquatics Pool

The district utilizes an off-site athletic facility for its high school swim team.

This contract is funded through the general operating budget.

Recommendation: That North Brunswick Township Aquatics Center (NBTAC), North Brunswick, NJ, is approved to provide pool rental services for the period November 25, 2024 through February 12, 2025 at the cost of \$17,208.00 for practices and home swim meets.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

4. Nursing Service Plan for 2024-2025

School districts are annually required to submit a Nursing Service Plan pursuant to N.J.A.C. 6A:16-2.1(a). The plan contains the following; a description of the basic nursing services provided to all students, a summary of the specific medical needs of individual students and the nursing services required to address those needs; a

description of how nursing services will be provided in all emergency situations; detailed nursing assignments sufficient to provide the services to students in all district buildings.

Recommendation: That the 2024-2025 Nursing Service Plan is approved as attached.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			
Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

TRANSPORTATION SERVICES

1. Contract Rescission - Transportation

At the May 23, 2024 and August 29, 2024 board meetings, school transportation routes were approved for the 2024-2025 school year. Several of the contracted routes have been determined to no longer be necessary due to students having moved out of or back into district.

Recommendation: That the Board of Education rescind 2024-2025 transportation contracts previously approved on May 23, 2024 and August 29, 2024 as follows:

- Kero Trans, LLC, East Brunswick, NJ CPC0001A/P \$248.88 per diem (bid 2023-12)
- M&T School Bus, LLC, East Brunswick, NJ: LBNB01A/P \$103.00 per diem (bid 2025-03)

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						Absent
Mr. Cummings			X			
Mr. Goswami			X			
Ms. Guas	X		X			
Mrs. Herrick			X			
Mr. Hong			X			
Dr. James			X			
Mrs. Reiss		X	X			

Mrs. Lachs			X			
Totals			8	0		

The above action was unanimously approved by a roll-call vote.

COMMITTEE REPORTS, INFORMATION ITEMS AND FOR THE GOOD OF THE CAUSE FOR THE BOARD

Mr. Goswami commented on the Parent/Teacher conferences.

Mrs. Reiss thanked Herb Peluzzo for the AI parent meeting, PTAs for meet the Candidate night, and the SSOs. She also commented on the Superintendent’s contract and negative public comments.

Mrs. Herrick reported on the New Jersey School Board Association Meeting, and she commented on Dr. Peluzzo’s AI presentation.

Mr. Hong reported on the Middlesex County School Board Association inviting Dr. Peluzzo to make his AI presentation and they will invite a Senator for the budget meeting after the election to include the new Board on the discussion.

Ms. Guas remarked on the pubic comments, that she’s received positive feedback regarding the start of the school year, and offered recommendations for the public to reach out to the schools, rather than social media, with questions. She commented on good things in the district and positive accomplishments.

Mr. Cummings thanked those that stayed for the entire meeting, remarked how communication is key, and commented on Walk to School Day and positivity within the district.

ADJOURNMENT

1. Adjournment

Recommendation: That the meeting be adjourned.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						
Ms. Guas		X				
Mrs. Herrick	X					
Mr. Hong						
Dr. James						
Mrs. Reiss						
Mrs. Lachs						

Totals			8	0		
--------	--	--	---	---	--	--

The above action was unanimously approved by voice vote.

The meeting was adjourned at 9:21 PM.

Respectfully submitted,

Joseph Crotchfelt, CPA
Director of Financial Services
Assistant School Business Administrator/
Assistant Board Secretary



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BOARD OF EDUCATION
Agenda Item: 1.

Date Prepared: 9/5/2024

Meeting Date: 10/10/2024

TO: Members, Board of Education

FROM: Bernardo Giuliana, SFO, QPA, Assistant Superintendent for Business & Support Operations/Board Sec'y

SUBJECT: Bylaws and Policies - Second Reading and Approval / Regulations - First Reading and Approval (Roll Call)

Summary:

The bylaws, policies, and regulations presented below were reviewed and discussed at the August 26, 2204 Policy Committee meeting. The Policy Committee recommends action as noted.

First reading of policies occurred at the September 10, 2024 board meeting.

Bylaw No. 0143 - Board Member Election and Appointment (Revised)

At the October 11, 2023 Policy Committee meeting, a brief discussion occurred regarding possible modifications to Bylaw No. 0143 - Board Member Election and Appointment. The modifications would focus on 1) the public vote for the appointment of a board member to fill a vacancy that mirrors the election of Board President and Board Vice President, and 2) specifying the extent of candidate selection discussions that can occur in closed session.

The existing bylaw has been redlined with these modifications, and the Board Attorney has reviewed them for legal compliance.

Alert 231 Policies and Regulations

P 2270 – Religion in the Schools (Revised)

The United States Department of Education (USDOE) released an updated Guidance on

Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools (2023 Guidance) dated May 15, 2023. The 2023 Guidance replaces the 2020 Guidance dated January 16, 2020. Strauss Esmay's Policy Guide 2270 – Religion in the Schools was last updated in 2020 based on the 2020 Guidance. The 2020 Policy Guide incorporated the details in the 2020 Guidance by referencing the 2020 Guidance. The 2023 Guidance which has been incorporated into the updated Policy Guide 2270 references the 2023 Guidance, eliminating the need to revise Policy Guide 2270 every time there is any change in any subsequent guidance released by the USDOE. The updates include minor revisions in the titles included in the 2023 Guidance. Policy Guide 2270 is recommended as it provides the general principles of prayer and religious expression in schools and references the 2023 Guidance as the resource that provides the details of this subject.

P 3161 – Examination for Cause (Revised)

P 4161 – Examination for Cause (Revised)

Policy Guides 3161 and 4161 have been re-written to better outline the process a school district must use when a Board of Education/Superintendent wants to require a physical or psychiatric examination of a school district employee whenever a staff member shows evidence of deviation from normal physical or mental health; to determine the staff member's physical and mental fitness to perform with reasonable accommodation the position the staff member currently holds; or to detect any health risks to students and other staff members. Policy Guides 3161 and 4161 provide a procedure for the Board/Superintendent to request a staff member undergo an examination that is consistent with the statutes, administrative code sections, and applicable case law. The procedures outlined in Policy Guides 3161 and 4161 must be followed when a Board requires a staff member to undergo a physical or psychiatric examination.

Revised Policy Guides 3161 and 4161 should replace a school district's existing Policies 3161 and 4161. Policy Guides 3161 and 4161 are strongly recommended to be adopted by the Board as case law indicates a Board decision to require an examination has been upheld if challenged when a Board follows these procedures.

P 3212 – Attendance (M) (Revised)

R 3212 – Attendance (M) (Revised)

P 4212 – Attendance (M) (Revised)

R 4212 – Attendance (M) (Adoption)

Legislation signed on July 3, 2023 revising N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4 expanded the allowable uses of sick time for school employees. The provisions in this recent legislation required revisions in Policy and Regulation Guides 3212 and 4212 that address staff attendance. Policy Guide 3212 for teaching staff members and Policy Guide 4212 for support staff members have been revised to reference the revised statutes and the new Policy and Regulation Guides 1642.01.

It is a Quality Single Accountability Continuum (QSAC) – District Performance Review (DPR)

requirement that a Board have a staff attendance policy and maintain accurate staff attendance records for certificated staff (teaching staff) at school district and school levels and the records must include the type and date of absences, an analysis of attendance patterns, and that any issue(s) identified through the analysis of staff attendance has been addressed in accordance with the district's staff attendance policies (See DPR- Personnel Indicators 4.d.). These QSAC requirements are incorporated into the re-written Regulation Guide 3212 for teaching staff members and Regulation Guide 4212 for support staff members. Regulation Guides 3212 and 4212 included the QSAC requirements, but were not aligned with each other. The re-written Regulation Guides 3212 and 4212 are now aligned and reference the recently revised statutes. Both Policy and Regulation Guides 3212 and 4212 reference the district's procedure for staff members to report absences this procedure shall be developed by the district and provided to all staff members. Policy and Regulation Guides 3212 are mandated by QSAC for teaching staff members and to provide consistency in implementing a district-wide attendance policy for teaching and support staff, Policy and Regulation Guides 4212 are also mandated. A Board may revise procedures in the Regulation Guides 3212 and 4212 to meet local needs provided the QSAC – DPR requirements listed above are included.

P 3324 – Right of Privacy (Revised)

P 4324 – Right of Privacy (Revised)

The policies reflect minor revisions to designate teaching staff and support staff in the respective policies.

P 3432 – Sick Leave (Abolished)

R 3432 – Sick Leave (Abolished)

P 4432 – Sick Leave (Abolished)

R 4432 – Sick Leave (Abolished)

P.L. 2023, c. 95 was signed into law on July 3, 2023 and revised N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4. N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4 address the requirements for sick leave for school district employees. Policy and Regulation Guides 3432 and 4432 should be abolished as the revisions in N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4 make it clear that the provisions of the statute apply to all employees of the school district that receive sick leave under N.J.S.A. 18A:30-2. Strauss Esmay has combined Policy and Regulation Guides 3432 and 4432 into newly developed Policy and Regulation Guides 1642.01 because the provisions of those statutes apply to all employees of the school district receiving sick leave under N.J.S.A. 18A:30-2 equally. Policy and Regulation Guides 3432 and 4432 should be abolished as they were replaced by Policy and Regulation Guide 1642.01.

P 5111 – Eligibility of Resident/Nonresident Students (M) (Revised)

R 5111 – Eligibility of Resident/Nonresident Students (M) (Revised)

P.L. 2023, c. 61 was recently signed into law revising N.J.S.A. 18A:38-3. The revisions in N.J.S.A. 18A:38-3 continue to permit a Board of Education to approve admission of students into the school district who do not reside in the school district. However, the revisions in

N.J.S.A. 18A:38-3 require the payment of tuition as the Board prescribes. The Board, with the approval of the Executive County Superintendent, shall establish a uniform tuition amount for any nonresident student admitted to the schools of the district. This provision of the revised N.J.S.A. 18A:38-3 does not apply, regardless of residence, to the enrolled children of teaching staff members of the school district who are permitted, by contract or local district policy, to enroll their children in the educational program of the school district without payment of tuition. This provision of the revised N.J.S.A. 18A:38-3 does not apply to a county vocational school district. This provision of the revised law takes effect for the 2023-2024 school year. Policy and Regulation Guides 5111 have been revised to reflect the revisions to N.J.S.A. 18A:38-3.

The revisions to N.J.S.A. 18A:38-3 do not address certain enrollment scenarios that may arise in a district. For example, it is not known at this time whether a district is required to charge a student tuition when the student is moving into the school district after the first day of the school year, but begins attending a school in the district on the first day of the school year. It is also not known whether a district must charge a student tuition if that student's family moves out of the district during the school year, but the student wishes to remain enrolled in the district until the conclusion of that school year. Any questions regarding those two scenarios or any other scenario not explicitly addressed in N.J.S.A. 18A:38-3 should be directed to the Executive County Superintendent for guidance.

In addition, in reviewing Policy and Regulation Guides 5111, there were provisions of the statutes and administrative code that were included in both the Policy and Regulation Guide. In order to avoid such redundancy, Policy Guide 5111 has been shortened mostly referencing statute and administrative code sections that are already included in the existing Regulation Guide 5111. Any provision that was removed from Policy Guide 5111 is now included in the revised Regulation Guide 5111.

Policy and Regulation Guides 5111 are mandated and must be adopted by the Board.

P 5116 – Education of Homeless Children and Youths (Revised)

R 5116 – Education of Homeless Children and Youths (Revised)

N.J.S.A. 18A:7B-12.3 requires enrollment, for up to two school years, of students who were made homeless and forced to move out of the district as a result of a natural disaster or terrorist attack. Strauss Esmay added the language of N.J.S.A. 18A:7B-12.3 to Policy Guide 5116 as a routine update to keep Policy Guide 5116 current. Also, the administrative code chapter, N.J.A.C. 6A:17, revises the term “homeless child” to “homeless child and youth.” This term has also been updated throughout Policy and Regulation Guides 5116. Strauss Esmay strongly recommends a Board adopt Policy Guide 5116 to ensure compliance with the applicable statutes and administrative codes.

P 5460.02 – Bridge Year Pilot Program (M) (Abolished)

R 5460.02 – Bridge Year Pilot Program (M) (Abolished)

The New Jersey Department of Education published The Bridge Year Pilot Program (P.L. 2020, c.41) Implementation Guidance on January 21, 2021. Strauss Esmay developed Policy and Regulation Guides 5460.02 in May 2021 to address the requirements of the Bridge Year Pilot Program. Pursuant to N.J.A.C. 6A:8-6.1 et seq., the last graduating class to be eligible to participate in a Bridge Year would have been the graduating class of 2022. The class of 2022 would have completed their Bridge Year during the 2022-2023 school year. Policy and Regulation Guides 5460.02 should be abolished as students are no longer eligible to elect to participate or are currently participating in a Bridge Year Pilot Program after June 30, 2023.

P 8500 – Food Services (M) (Revised)

P 8540 – School Nutrition Programs (M) (Abolished)

P 8550 – Meal Charges/Outstanding Food Service Bill (M) (Abolished)

The “Working Class Families’ Anti-Hunger Act” revised N.J.S.A. 18A:33-4; 18A:33-5; 18A:33-10; 18A:33-11; 18A:33-11.1; 18A:33-11.2; 18A:33-11.3; 18A:33-11.5; 18A:33-14.1; 18A:33-21; 18A:33-21a.; 18A:33-21.1; 18A:33-24; 18A:33-25; and 18A:33-27.2. The Act also created the following new statute sections, N.J.S.A. 18A:33-10.1; 18A:33-14a.; and 18A:33-21b1. The revisions to the statutes and the newly created statutes required extensive revisions to existing Policy Guides 8500, 8540, and 8550. In response to the extensive revisions required in Policy Guides 8500, 8540, and 8550, Strauss Esmay is recommending Policy Guides 8540 and 8550 be abolished and a revised Policy Guide 8500 that incorporates the provisions of Policy Guides 8540 and 8550 be adopted. Revised Policy Guide 8500 is a comprehensive “Food Services” Policy Guide that addresses the pertinent provisions of the “Working Class Families’ Anti-Hunger Act”; Federal regulations 7 C.F.R 210.1 et seq.; and the corresponding Federal guidance document “Eligibility Manual for School Meals Determining and Verifying Eligibility”. All of the provisions of Policy Guide 8540 and 8550 that are still relevant despite the revisions to N.J.S.A. 18A have been incorporated into revised Policy Guide 8500. It is likely school districts have been planning for these new and revised provisions of the Federal and State law and its local application with their food service staff or food services management company (FSMC), if they contract with one. The revised Policy Guide 8500 is mandated and must be adopted by the Board if the district participates in the National School Lunch Program.

Alert 232 Policies and Regulations

A. “Managing for Equity in Education” Policy and Regulation Guides

The New Jersey State Board of Education readopted N.J.A.C. 6A:7 – Managing for Equity in Education, with revisions, including the re-titling of the chapter as “Managing for Equity in Education.” N.J.A.C. 6A:7-1.1 et seq. provides rules governing equity in educational programs to guarantee each student equal access to all educational programs, services, and benefits of their school district regardless of the student’s housing status, socioeconomic status, or immigration status, in addition to any protected category previously included in N.J.A.C. 6A:7-1.1(a). N.J.A.C. 6A:7-1.1(a) also includes the protected classes listed in New Jersey’s Law Against Discrimination (NJLAD) such as race, creed, color, national origin, ancestry, age,

marital status, civil union status, domestic partnership status, affectional or sexual orientation, genetic information, pregnancy or breastfeeding, sex, gender identity or expression, religion, disability, atypical hereditary cellular or blood trait, service in the Armed Forces of the United States, or nationality.

The revised N.J.A.C. 6A:7-1.1(a) expands the list of protected categories that were previously included in N.J.A.C. 6A:7-1.1(a) and now includes the additional protected categories currently recognized in NJLAD at N.J.A.C. 10-5.1 et seq. To align directly with the revisions of N.J.A.C. 6A:7, Strauss Esmay has removed the list of all the protected categories throughout the Policy and Regulation Guides and replaced the list with the phrase “the protected categories listed at N.J.A.C. 6A:7-1.1(a).” This also avoids repeating the complete list of all the protected categories in multiple places throughout a Policy or Regulation Guide and avoids the need to revise these Policy and Regulation Guides if the list of protected classes is revised in the future.

Many of these Policy and Regulation Guides are mandated as they are required to be adopted by statute or administrative code or by the New Jersey Department of Education Comprehensive Equity Plan (CEP) Needs Assessment as required documentation or evidence to substantiate compliance with a provision in the CEP.

P 1140 - Educational Equity Policies/Affirmative Action (M) (Revised)

Most of the revisions in Policy Guide 1140 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). The remaining revisions are minor updates in the updated administrative code and relocate information addressing the CEP to Policy Guide 1523. The title of Policy Guide 1140 has also been updated. N.J.A.C. 6A:7-1.4(a) and the CEP – Section I. – A. require a Board Policy to substantiate compliance making Policy Guide 1140 mandated.

P 1523 - Comprehensive Equity Plan (M) (Revised)

The revisions to Policy Guide 1523 add requirements to the CEP. N.J.A.C. 6A:7-1.4(c) requires a district develop a CEP. The CEP – Section I. – D. requires a Board Policy to substantiate compliance making Policy Guide 1523 mandated.

P 1530 - Equal Employment Opportunities (M) (Revised)

The revisions in Policy Guide 1530 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). The CEP – Section I. – A. and Section IV. require a Board Policy to substantiate compliance making Policy Guide 1530 mandated.

R 1530 - Equal Employment Opportunity Complaint Procedure (M) (Revised)

The revisions in Regulation Guide 1530 provide some additional guidance for the complaint procedure. A complaint procedure is required. The CEP – Sections I. – A. and I. – D require a

procedure to substantiate compliance making Regulation Guide 1530 mandated.

P 1550 - Equal Employment/Anti-Discrimination Practices (M) (Revised)

Most of the revisions in Policy Guide 1550 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). The CEP – Section I. – A. and Section IV. require a Board Policy to substantiate compliance making Policy Guide 1550 mandated.

R 2200 - Curriculum Content (M) (Revised)

The only revision in Regulation Guide 2200 removes the list of protected categories and replaces the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). The CEP – Section III. – A. requires a procedure to substantiate compliance making Regulation Guide 2200 mandated.

P 2260 - Equity in School and Classroom Practices (M) (Revised)

The revisions in Policy Guide 2260 include the relocation of information addressing access to adequate counseling services to Policy Guide 2411 and also align with the recent revisions in N.J.A.C. 6A:7-1.7. The title has also been updated. The CEP – Section I. – A. requires a Board Policy to substantiate compliance making Policy Guide 2260 mandated.

R 2260 - Equity in School and Classroom Practices Complaint Procedure (M) (Revised)

The revisions in Regulation Guide 2260 provide additional guidance for a person filing a complaint. A complaint procedure is required. The title has also been updated. The CEP – Sections I. – A. and I. – D. require a procedure to substantiate compliance making Regulation Guide 2260 mandated.

P 2411 - Guidance Counseling (M) (Revised)

The revisions in Policy Guide 2411 provide some additional details regarding student access to adequate counseling services. The CEP – Section III. – C. requires a Board Policy to substantiate compliance making Policy Guide 2411 mandated.

P 3211 - Code of Ethics (Revised)

The only revision in Policy Guide 3211 removes the list of protected categories and replaces the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). It is recommended a Board adopt a Code of Ethics Policy for professional educators. The Code of Ethics in Policy Guide 3211 is published by the National Education Association. A Board may consider and adopt a Code of Ethics Policy from another source or a Code of Ethics Policy it develops or revises locally.

P 5570 - Sportsmanship (Revised)

Policy Guide 5570 has been updated to align with the 2023-2024 NJSIAA General Information Constitution By-Laws Rules and Regulations. Other revisions in Policy Guide 5570 include

removing two optional provisions for determining unsportsmanlike conduct and removing the list of protected categories and replacing the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). A Policy Guide is recommended for a district that wants to address the issue of sportsmanship for its athletic and intramural program activities in a Board-approved Policy. A Board may revise Policy Guide 5570 to meet local needs.

P 5750 - Equitable Educational Opportunity (M) (Revised)

Reference to the Amistad Commission Curriculum and the Commission on Holocaust Education curriculum has been removed from Policy Guide 5750 as these curricula are referenced in Policy Guide 2260. The other revisions in Policy Guide 5750 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). N.J.A.C. 6A:7-1.4(a) and the CEP – Section III. – A. require a Board Policy to substantiate compliance making Policy Guide 5750 mandated.

P 5755 - Equity in Educational Programs and Services (M) (Abolished)

Policy Guide 5755 has been abolished as all of the information within Policy Guide 5755 is addressed elsewhere in Strauss Esmay Policies and Regulations. Policy Guides 1523 and 2260 address all of the requirements outlined in Policy Guide 5755 and address the district as a whole, which includes students, eliminating the need for Policy Guide 5755. Strauss Esmay recommends abolishing Policy Guide 5755 because the information within Policy Guide 5755 is redundant.

P 5841 - Secret Societies (Revised)

The only revision in Policy Guide 5841 removes the list of protected categories and replaces the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). Secret societies (student organizations not open to all students) are prohibited as per N.J.S.A. 18A:42-5 and a Board Policy is recommended.

P 5842 - Equal Access of Student Organizations (Adoption)

Policy Guide 5842 has been revised to remove #3 in the list and to address staff involvement in student organizations. In light of recent United States Supreme Court decisions, Strauss Esmay recommends a district discuss this situation with their Board Attorney to determine how best to address this issue. Other revisions in Policy Guide 5842 remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a).

Since this policy was not previously adopted, it is recommended for adoption.

P 7610 - Vandalism (Revised)

R 7610 - Vandalism (Revised)

Policy and Regulation Guides 7610 have been updated to remove the list of protected categories and replace the list with the expanded list as defined in N.J.A.C. 6A:7-1.1(a). Regulation Guide 7610 removes the specific list of violations and includes notification to law enforcement

in accordance with applicable laws. Policy and Regulation Guides 7610 have also been updated to address acts of graffiti as N.J.S.A. 2C:33-10 provides for a Court to order the student to pay restitution to the district and assign community service requiring the student to remove the graffiti.

P 9323 - Notification of Juvenile Offender Case Disposition (Revised)

Policy Guide 9323 has been updated to align with N.J.S.A. 2A:4A-60, N.J.S.A. 53:1-15, and N.J.S.A. 53:1-20.6. One of the revisions to Policy Guide 9323 involves a list of protected categories which is enumerated in N.J.S.A. 2A:4A-60, and although this list does not include all of those categories listed in N.J.A.C. 6A:7-1.1(a), Strauss Esmay believes this list still addresses equity in the schools. A confidentiality statement has been added to Policy Guide 9323.

B. General Policy and Regulation Guide Updates

P 2423 - Bilingual Education (M) (Revised)

R 2423 - Bilingual Education (M) (Revised)

The New Jersey State Board of Education adopted changes to N.J.A.C. 6A:15 and the requirements for Bilingual Education in public school districts. The recent amendments to N.J.A.C. 6A:15 address the services multilingual learners (previously called English language learners) need to meet or exceed the New Jersey Student Learning Standards to reach graduation and postsecondary success. The four key areas of N.J.A.C. 6A:15 with revisions are definitions, identification, organization, and additional requirements of a school district. The title has also been updated. Policy and Regulation Guides 2423 have been rewritten in order to align with the revisions to N.J.A.C. 6A:15 and should replace a Board's existing Policy and Regulation Guides 2423. Policy and Regulation Guides 2423 are mandated as stated in N.J.S.A. 18A:35-15 through 35-26.1, N.J.A.C. 6A:15-1.1, and are also a requirement in the Comprehensive Equity Plan – Section III.

P 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

R 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

The New Jersey Department of Education, Division of Educational Services Office of Student Support Services released a new “Model Policy and Guidance for Districts on the Prevention and Treatment of Sports-Related Head Injuries and Concussions” (Guidance). Policy and Regulation Guides 2431.4 have been rewritten to align with the provisions of the new Guidance and should replace a Board's existing Policy and Regulation Guides 2431.4. The revisions to Policy and Regulation Guides 2431.4 are aligned with the most current recommendations developed by the Center for Disease Control and Prevention (CDC). Adoption of Policy and Regulation Guides 2431.4 will ensure a school district is in compliance with the statutory requirement to maintain a policy that is aligned to the most current recommendations developed

by the CDC.

Policy and Regulation Guides 2431.4 are mandated as N.J.S.A. 18A:40-41.3 requires a school district develop a written policy for prevention and treatment of concussions and sports-related head injuries if a school district has programs of athletic competition as defined in Policy Guide 2431.4 or if a school district permits a “youth sports team organization” to use district facilities in accordance with N.J.S.A. 18A:40-41.5.

Recommendation:

Recommendation: That bylaws and/or policies are approved on first reading as attached and listed below:

- Bylaw No. 0143 - Board Member Election and Appointment (Revised)

Alert 231

- Policy No. 2270 - Religion in the Schools (Revised)
- Policy No. 3161 - Examination for Cause (Revised)
- Policy No. 4161 - Examination for Cause (Revised)
- Policy No. 3212 - Attendance (Revised)
- Policy No. 4212 - Attendance (Revised)
- Policy No. 3324 - Right of Privacy (Revised)
- Policy No. 4324 - Right of Privacy (Revised)
- Policy No. 3432 - Sick Leave (Abolished)
- Policy No. 4432 - Sick Leave (Abolished)
- Policy No. 5111 - Eligibility of Resident/Nonresident Students (M) (Revised)
- Policy No. 5116 - Education of Homeless Children and Youths (Revised)
- Policy No. 5460.02 - Bridge Year Pilot Program (M) (Abolished)
- Policy No. 8500 - Food Services (M) (Revised)
- Policy No. 8540 - School Nutrition Programs (M) (Abolished)
- Policy No. 8550 - Meal Charges/Outstanding Food Service Bill (M) (Abolished)

Alert 232

- Policy No. 1140 - Educational Equity Policies/Affirmative Action (M) (Revised)
- Policy No. 1523 - Comprehensive Equity Plan (M) (Revised)
- Policy No. 1530 - Equal Employment Opportunities (M) (Revised)
- Policy No. 1550 - Equal Employment/Anti-Discrimination Practices (M) (Revised)
- Policy No. 2260 - Equity in School and Classroom Practices (M) (Revised)
- Policy No. 2411 - Guidance Counseling (M) (Revised)
- Policy No. 3211 - Code of Ethics (Revised)
- Policy No. 5570 - Sportsmanship (Revised)
- Policy No. 5750 - Equitable Educational Opportunity (M) (Revised)
- Policy No. 5755 - Equity in Educational Programs and Services (M) (Abolished)

- Policy No. 5841 - Secret Societies (Revised)
- Policy No. 5842 - Equal Access of Student Organizations (Adoption)
- Policy No. 7610 - Vandalism (Revised)
- Policy No. 9323 - Notification of Juvenile Offender Case Disposition (Revised)
- Policy No. 2423 - Bilingual Education (M) (Revised)
- Policy No. 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

And that said bylaws and/or policies shall be immediately effective; and,

That regulations are approved on first reading as attached and listed below:

- Regulation No. 3212 - Attendance (M) (Revised)
- Regulation No. 4212 - Attendance (M) (Adoption)
- Regulation No. 3432 - Sick Leave (Abolished)
- Regulation No. 4432 - Sick Leave (Abolished)
- Regulation No. 5111 - Eligibility of Resident/Nonresident Students (M) (Revised)
- Regulation No. 5116 - Education of Homeless Children and Youths (Revised)
- Regulation No. 5460.02 - Bridge Year Pilot Program (M) (Abolished)
- Regulation No. 1530 - Equal Employment Opportunity Complaint Procedure (M) (Revised)
- Regulation No. 2200 - Curriculum Content (M) (Revised)
- Regulation No. 2260 - Equity in School and Classroom Practices Complaint Procedure (M) (Revised)
- Regulation No. 7610 - Vandalism (Revised)
- Regulation No. 2423 - Bilingual Education (M) (Revised)
- Regulation No. 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

And that said regulations shall be immediately effective.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						
Ms. Guas						
Mrs. Herrick						
Mr. Hong						
Dr. James						

Mrs. Reiss						
Mrs. Lachs						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Bylaw No. 0143 - Board Member Election and Appointment	9/4/2024	Backup Material
Alert 231 Policies and Regulations	9/4/2024	Backup Material
Alert 232 Policies and Regulations	9/4/2024	Backup Material

0143 BOARD MEMBER ELECTION AND APPOINTMENT

The election and appointment of Board of Education members will be conducted in strict compliance with law.

The Board shall neither favor nor give the appearance of favoring one candidate over another. When information is released, it shall be made equally available to all candidates. No candidate, including candidates who are incumbent Board members, shall receive preferential treatment.

A vacancy in the membership of a Board of Education shall be filled as follows:

1. By the Executive County Superintendent, if the vacancy is caused by:
 - a. The absence of candidates for election to the school Board; or
 - b. The removal of a member because of lack of qualifications; or
 - c. The failure of the Board to appoint a person to a vacancy within sixty-five days following its occurrence; or
 - d. Two or more candidates qualified by law for membership on the Board receiving an equal number of votes in a special runoff election.
2. By the Executive County Superintendent, to a number sufficient to make up a quorum of the Board if, by reason of vacancies, a quorum is lacking;
3. By special election within sixty days of the annual school election, if:
 - a. Two or more candidates qualified by law for membership on the school Board receive an equal number of votes in the annual school election; or
 - b. The annual election is disqualified due to improper election procedures.
4. By the Commissioner of Education if there is a failure to elect a member at the annual school election due to improper campaign practices; or
5. By a majority vote of the remaining members of the Board of Education after the vacancy occurs in all other cases.

The Board Secretary shall promptly notify the President of a vacancy to be filled by the Board. The President shall inform all other Board members. The Board will give public notice of the vacancy and invite any qualified person to submit a written request for consideration of his/her candidacy for the vacancy. The Board may also require candidates submit a resume with their written request.

-

In considering candidates who have expressed an interest in a vacancy, the Board of Education may discuss candidate written submissions in executive session pursuant to N.J.S.A. 10:4-12b(8) and may interview candidates in public or executive session. The Board must vote to appoint a candidate to a vacancy in public session and there shall be no decisions made in executive session. In the event interviews are conducted in executive session, Board members, in the public session nomination and voting process, shall express their opinion in support of their vote so the public can witness any deliberations, policy formulation, and the decision making process of the Board.

The election process is as follows:

1. In order for a vote to be taken on a candidate, a nomination with a second is required. ~~A roll call vote will be conducted on candidates in the order the candidates were nominated with a second.~~
2. ~~Voting shall take place by written ballot after nominations are closed.~~
3. Each Board member will be provided a paper ballot after nominations are closed for each position.
4. Each Board member shall write the name of one candidate they wish to vote for on the paper ballot.
5. Each Board member must print and sign their name on their paper ballot.
6. The ballots shall be read aloud by the Board Secretary identifying the Board member and their vote. ~~If there are two or more vacancies, each vacancy will be filled by a separate election process.~~

The ~~first~~ candidate who receives the votes of a majority of the ~~remaining~~ Board members present and constituting a quorum will be elected to fill the vacancy. In the event no candidate receives a majority vote of the ~~remaining~~ Board members present and constituting a quorum, ~~another election~~ the voting process shall be repeated ~~conducted~~ between the ~~two~~ candidates previously nominated receiving the highest number of votes until someone receives a majority vote of those Board members present and constituting a quorum. The candidate receiving a majority vote of the members of the Board present and constituting a quorum will be elected to office.

If there are two or more vacancies, each vacancy will be filled by a separate election process described belowabove.

N.J.S.A. 18A:12-11; 18A:12-15

Adopted: 16 October 2008

Revised: 09 August 2018

Revised:

2270 RELIGION IN THE SCHOOLS

The Board of Education recognizes that religious belief and disbelief are matters of personal conviction rather than governmental authority and the students of this district are protected by the First Amendment of the United States Constitution and by Article I, Paragraph 4 of the New Jersey State Constitution from the establishment of religion in the schools. The First Amendment requires public school officials to show neither favoritism toward nor hostility against religious expression such as prayer.

As a condition of receiving Elementary and Secondary Education Act of 1965 (ESEA) funds, the Board of Education must annually certify in writing to the New Jersey Department of Education that no Board policy prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary and secondary schools, as detailed in the United States Department of Education's Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools (USDOE Guidance). The Board must provide this certification to the New Jersey Department of Education by October 1 of each year during which the Board participates in an ESEA program. The USDOE Guidance provides information on the current state of the law concerning constitutionally protected prayer and religious expression in public elementary and secondary schools.

The following activities as outlined in the USDOE Guidance will be permitted upon applying the governing constitutional principles in particular public school contexts related to prayer: prayer and religious exercise during non-instructional time; organized prayer groups and activities; teachers, administrators, and other school employees' ~~activities~~; moments of silence; accommodations ~~offer~~ prayer and religious exercise during instructional time; ~~prayer in classroom assignments~~; student assemblies and noncurricular events; prayer at graduation; and/or baccalaureate ceremonies.

The following activities as outlined in the USDOE Guidance will be permitted upon applying ~~the governing~~ constitutional principles regarding religious expression other than prayer in particular public school contexts in particular contexts related to religious expression: religious literature; teaching about religion; student dress codes and policies; religious expression in class assignments and homework; and/or ~~religious~~-excusals for religious activities.

In addition to the constitutional principles outlined in this Policy and the USDOE Guidance, public schools may also be subject to requirements under Federal and State laws relevant to prayer and religious expression. Such Federal and State laws may not, however, obviate or conflict with a public school's Federal constitutional obligations described in USDOE Guidance. The Equal Access Act, 20 U.S.C. Section 4071, is designed to ensure that student religious activities are ~~afforded~~-accorded the same access to Federally funded public secondary school facilities as are student secular activities. The United States Department of Justice has developed guidance for interpreting the Equal Access Act's requirements, outlined in the USDOE Guidance in the area of general provisions, prayer service and worship exercises, means of publicized meetings, lunch-time and recess, and leadership of religious student groups.

Any issues regarding prayer and religious expression~~religion~~ in the schools, the USDOE Guidance, and the provisions of this Policy shall be referred to the Superintendent of Schools who may consult with the Board Attorney.

U.S. Const. Amend. 1

The Equal Access Act, 20 U.S.C. Section 4071

U.S. Department of Education - Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools – ~~January 16, 2020~~ May 15, 2023

N.J. Const. (1947) Art. 1, para. 4

N.J.S.A. 18A:35-4.6 et seq.; 18A:36-16

Adopted: 09 August 2018

Revised: 05 August 2021

Revised:

[< Prev](#) [Next >](#)[To Regulation](#)[Search District Policies](#)[District Policies TOC](#)

District Policy

3161 - EXAMINATION FOR CAUSE

Section: Teaching Staff Members
 Date Created: August 2018
 Date Edited: December 2022

The Board of Education may require the physical and/or psychiatric examination of any teaching staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall require a physical and/or psychiatric examination on a teaching staff member whenever, in the judgment of the Superintendent, a teaching staff member shows evidence of deviation from normal physical or mental health, to determine the teaching staff member's physical and mental fitness to perform with reasonable accommodation the position the teaching staff member currently holds, or to detect any health risks to students and other employees.

A teaching staff member that is required to undergo a physical and/or psychiatric examination shall be provided a written statement of reasons for the required examination(s) and notice the teaching staff member has the right to request a hearing with the Board. The hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the teaching staff member the opportunity to appear before the Board to refute the reasons for the required examination(s), provided any such hearing is requested by the teaching staff member in writing within five working days of the teaching staff member's receipt of the written statement of reasons. A teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to timely request a hearing before the Board or failed to persuade the Board at the hearing that the teaching staff member should not be required to submit to the appropriate examination(s). The Board's determination at the conclusion of such a hearing is appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals pursuant to N.J.A.C. 6A:32-6.3(b)2.

The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board. The examination may be performed by a physician or institution of the teaching staff member's own choosing, approved by the Board, and at the teaching staff member's own expense in accordance with N.J.S.A. 18A:16-3 and N.J.A.C. 6A:32-6.3.

If the teaching staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s) the Board is not required to designate the physician or institution submitted for consideration by the teaching staff member, but shall not act unreasonably in withholding its approval of the physician or institution. The Board shall require the teaching staff member to authorize the release of the examination results to the Superintendent.

If the results of any such examination indicate mental abnormality or communicable disease, the teaching staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the teaching staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

In order to return to work, the teaching staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent. The examination must be conducted by a physician or institution upon which the Board and teaching staff member confer and agree. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the teaching staff member's choice, the cost shall be borne by the teaching staff member.

A teaching staff member who refuses to submit to the examination required by this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101
 N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:25-7;
 18A:28-5; 18A:30-1 et seq.
 N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted: 09 August 2018
 Revised: 15 December 2022

3161 EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a teaching staff member whenever, in the judgment of the Board, a teaching staff member shows evidence of deviation from normal physical or mental health, to determine the teaching staff member's physical and mental fitness to perform, with reasonable accommodation, the position the teaching staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a teaching staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the teaching staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the teaching staff member with a hearing, if requested.
 - a. Notice of the teaching staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The teaching staff member must request the Board hearing, in writing, within five working days of the teaching staff member's receipt of the written statement of reasons:
 - (1) The teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the teaching staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);
 - d. The teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to persuade the Board at the hearing that the teaching staff member should not be required to submit to the appropriate examination(s); and
 - e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals.
 3. The teaching staff member may refuse, without reprisal, to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.

- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the teaching staff member shall bear the cost if the examination is performed by a physician or institution designated by the teaching staff member with approval of the Board.
1. If the teaching staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the teaching staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 2. The teaching staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of teaching staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and
 - b. Health records may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5.
 4. If the results of any such examination indicate mental abnormality or communicable disease, the teaching staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the teaching staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.
- C. In order to return to work, the teaching staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent.
1. The examination must be conducted by a physician or institution upon which the Board and teaching staff member confer and agree;
 2. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the teaching staff member's choice, the cost shall be borne by the teaching staff member; and

3. The teaching staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.

D. A teaching staff member who refuses to submit to an examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5 18A:25-7; 18A:28-5; 18A:30-1 et seq.

N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted: 09 August 2018

Revised: 15 December 2022

Revised:

[< Prev](#) [Next >](#)[To Regulation](#)[Search District Policies](#)[District Policies TOC](#)

District Policy

4161 - EXAMINATION FOR CAUSE

Section: Support Staff
 Date Created: August 2018
 Date Edited: December 2022

The Board of Education may require the physical and/or psychiatric examination of any support staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall require a physical and/or psychiatric examination on a support staff member whenever, in the judgment of the Superintendent, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform with reasonable accommodation the position the support staff member currently holds, or to detect any health risks to students and other employees.

A support staff member that is required to undergo a physical and/or psychiatric examination shall be provided a written statement of reasons for the required examination(s) and notice the support staff member has the right to request a hearing with the Board. The hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reasons for the required examination(s), provided any such hearing is requested by the support staff member in writing within five working days of the support staff member's receipt of the written statement of reasons. A support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board or failed to persuade the Board at the hearing that the support staff member should not be required to submit to the appropriate examination(s). The Board's determination at the conclusion of such a hearing is appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals pursuant to N.J.A.C. 6A:32-6.3(b)2.

The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board. The examination may be performed by a physician or institution of the support staff member's own choosing, approved by the Board, and at the support staff member's own expense in accordance with N.J.S.A. 18A:16-3 and N.J.A.C. 6A:32-6.3.

If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s) the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution. The Board shall require the support staff member to authorize the release of the examination results to the Superintendent.

If the results of any such examination indicate mental abnormality or communicable disease, the support staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the support staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

In order to return to work, the support staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent. The examination must be conducted by a physician or institution upon which the Board and support staff member confer and agree. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the support staff member's choice, the cost shall be borne by the support staff member.

A support staff member who refuses to submit to the examination required by this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101
 N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:25-7;
 18A:28-5; 18A:30-1 et seq.
 N.J.A.C. 6A:32-6.2 ; 6A:32-6.3

Adopted: 09 August 2018
 Revised: 15 December 2022

4161 EXAMINATION FOR CAUSE

- A. Pursuant to N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3, the Board of Education may require physical or psychiatric examinations of a support staff member whenever, in the judgment of the Board, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform, with reasonable accommodation, the position the support staff member currently holds, or to detect any health risk(s) to students and other employees. When the Board requires a support staff member to undergo a physical or psychiatric examination:
1. The Board shall provide the support staff member with a written statement of the reasons for the required examination; and
 2. The Board shall provide the support staff member with a hearing, if requested.
 - a. Notice of the support staff member's right to a hearing shall be provided with the statement of reasons for the required examination;
 - b. The support staff member must request the Board hearing, in writing, within five working days of the support staff member's receipt of the written statement of reasons:
 - (1) The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board;
 - c. The Board hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reason(s) for the required examination(s);
 - d. The support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to persuade the Board at the hearing that the support staff member should not be required to submit to the appropriate examination(s); and
 - e. The determination of such a hearing shall be appealable to the Commissioner pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 - Appeals.
 3. The support staff member may, without reprisal, refuse to waive their right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.

- B. Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of examinations made by a physician or institution designated by the Board. However, the support staff member shall bear the cost if the examination is performed by a physician or institution designated by the support staff member with approval of the Board.
1. If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s), the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution.
 2. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.
 3. All records and reports relating to any such examination shall be the property of the Board, in accordance with N.J.S.A. 18A:16-5.
 - a. Health records of support staff members, including computerized records, shall be secured, stored, and maintained separately from other personnel files; and
 - b. Health records may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5.
 4. If the results of any such examination indicate mental abnormality or communicable disease, the support staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the support staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.
- C. In order to return to work, the support staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent.
1. The examination must be conducted by a physician or institution upon which the Board and support staff member confer and agree;
 2. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the support staff member's choice, the cost shall be borne by the support staff member; and

3. The support staff member shall authorize the physician or institution performing the examination to immediately release the examination results to the Superintendent.

D. A support staff member who refuses to submit to the examination required by the Board in accordance with this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but is not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:16-5
18A:25-7; 18A:28-5; 18A:30-1 et seq.

N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted: 09 August 2018

Revised: 15 December 2022

Revised:

3212 ATTENDANCE (M)

The regular and prompt attendance of teaching staff members is an essential element in the efficient operation of the school district and the effective conduct of the educational program. Teaching staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a teaching staff member's job performance.

Teaching staff members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01 in accordance with the district's procedure for teaching staff members to report the use of sick leave and other absences. A teaching staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with statute, administrative code, or Board policy; falsifies the reason for an absence; is absent without authorization; is repeatedly tardy; or accumulates an excessive number of absences may be subject to appropriate consequences, which may include, but not be limited to, the withholding of a salary increment, termination~~dismissal~~, nonrenewal, and/or certification of tenure charges.

Sick leave is defined in accordance with N.J.S.A. 18A:30:1 and Policy and regulation 1642.01.~~In accordance with N.J.S.A. 18A:30-1, sick leave is defined to mean the absence from work because of a personal disability due to injury or illness or because the staff member has been excluded from school by the school medical authorities on account of contagious disease or of being quarantined for such a disease in the staff member's immediate household.~~ No teaching staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for by statute; administrative code; in the collective bargaining agreement; ~~negotiated with the member's majority representative; in~~ an individual employment contract; or ~~provided in~~ the policies of the Board. ~~In accordance with N.J.S.A. 18A:30-4, T~~the Superintendent or Board of Education may require verification~~a physician's certificate~~ to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.

The Superintendent, in consultation with administrative staff members, will review the rate of absence among ~~the teaching~~ staff members. The review will include the collection and analysis of attendance patterns~~data~~, the training of teaching staff members in their attendance responsibilities, and the counseling of teaching staff members for whom regular and prompt attendance is a problem.

N.J.S.A. 18A:27-4; 18A:28-5; 18A:30-1 ~~et seq.~~; 18A:30-2; 18A:30-4

Adopted: 09 August 2018

Revised:

3212. PROFESSIONAL STAFF ATTENDANCE REVIEW AND IMPROVEMENT PLAN ATTENDANCE (M)

A. Review of Attendance Data

1. A record shall be kept of the attendance of each teaching staff member, including teachers; educational services personnel; administrators; and other certificated staff members. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. The record will distinguish sick leave, professional days, unpaid leaves of absence, personal leave, bereavement leave, and any other leaves of absences taken by the teaching staff member. The teaching staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent or by Policy and Regulation 1642.01. The teaching staff member's rate of absence shall be calculated at least once per school year and entered on the teaching staff member's attendance record. A teaching staff member's attendance record shall be part of the teaching staff member's personnel file.
2. A cumulative attendance record shall be assembled for each school in the school district and also for the school district as required by the New Jersey Department of Education.
3. An attendance summary shall be prepared from the cumulative attendance record. The attendance summary shall show the rate of absence for each school in the district and also for the school district.

B. Attendance Reporting and Improvement Plan

1. Planning

- a. Each absence of a teaching staff member shall be reported by the teaching staff member in accordance with the school district's procedure.
- b. The absence of a teaching staff member shall be provided to the teaching staff member's Principal or supervisor designated by the Superintendent, as appropriate, who shall determine if a substitute or replacement is required for the period of the absence.
- c. A report of such absences shall also be provided to the Superintendent or designee.
- d. The Principal or supervisor designated by the Superintendent shall determine if an absence requires further verification. Reasons for

further verification may include, but are not limited to, the following:

- (1) A pattern of absences on the same day(s) of the week;
- (2) A pattern of absences before or after nonworking days;
- (3) The habitual exhaustion of personal leave.

e. The Superintendent or designee will meet with Principals and supervisors to discuss attendance records of teaching staff members. The attendance records shall be analyzed for patterns of absences, such as excessive absenteeism in a given department, school, or work place in the school district, among certain groups of teaching staff members, for certain specific causes, or on certain days of the week, month, or year. Specific strategies for reducing the rate of absences shall be developed.

2. Implementation

a. The Superintendent or designee or the teaching staff member's Principal or supervisor designated by the Superintendent shall be responsible for implementing a plan for the improvement of teaching staff member attendance.

b. The teaching staff member's Principal or supervisor designated by the Superintendent shall encourage the regular attendance of teaching staff members in their workplace, school, or department. The teaching staff member's Principal or supervisor designated by the Superintendent shall maintain contact with absent employees and may confer with teaching staff members who return from an absence of any duration.

c. The Superintendent shall direct Principals and supervisors designated by the Superintendent to incorporate a teaching staff member's attendance record in the teaching staff member's evaluation.

d. The teaching staff member's Principal or supervisor designated by the Superintendent shall report to the Superintendent or designee any teaching staff member whom the Principal or supervisor designated by the Superintendent suspects of misusing sick leave or falsifying the reasons for an absence.

3. Counseling

- a. The Superintendent, Principal, or supervisor designated by the Superintendent may schedule a conference with a teaching staff member where the number and/or pattern of the teaching staff member's absences or the reasons offered for the teaching staff member's absences may indicate a concern.
- b. Prior to the giving of any admonition, reprimand, or imposition of discipline of any kind, the Superintendent, Principal, or supervisor designated by the Superintendent shall determine the nature of the absences and consider any extenuating circumstances.
- c. A written report of any attendance conference shall be prepared and retained with the teaching staff member's evaluations. The teaching staff member shall be permitted to examine the report and affix their comments, if any, to evaluation reports.

C. Record of Attendance

1. A record shall be kept of the attendance of all teaching staff members, including supervisors. Any absence, for part or all of a school day, shall be recorded with the reason for the absence. A teaching staff member's attendance record shall be part of the teaching staff member's personnel file.
2. The record will distinguish sick leave; professional days; unpaid leaves of absences; personal leave; bereavement leave; and any other leaves taken by the teaching staff member. The teaching staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent, Policy 1642.01, or any other law or Board policy.
3. A teaching staff member's rate of absence shall be calculated at least once per school year and entered on the teaching staff member's attendance record.
4. At the end of each school year, the Superintendent of Schools, Principals, and teaching staff members' supervisors designated by the Superintendent will review attendance records for teaching staff members.

D. Attendance Improvement Plan

1. The attendance record prepared for teaching staff members shall be analyzed for patterns of absence, such as excessive absenteeism in a given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year.

2. Specific strategies for reducing the rate of absences shall be developed.
3. The Superintendent shall designate an administrator or supervisor to be responsible for implementing the approved plan for the improvement of teaching staff member attendance in the school district and in schools in the district.
4. The record of a conference(s) dealing with excessive absenteeism may serve as an element in the evaluation of any teaching staff member's performance.

E. In-Service Training

1. The teaching staff member's Principal or supervisor designated by the Superintendent shall meet with teaching staff members at the beginning of each school year to:
 - a. Inform teaching staff members of Board policy and district regulations on attendance;
 - b. Familiarize employees with the procedures to be used in requesting, reporting, and verifying absences; and
 - c. Acquaint teaching staff members with the degree to which attendance will affect evaluation reports.

~~A. Review of Attendance Data~~

- ~~1. A record shall be kept of the attendance of each teaching staff member, including teachers, educational services personnel, and administrators. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. The record will distinguish sick leave, professional days, unpaid leaves of absence, personal leave, and other approval leave. The employee's attendance record will include notation of verification of an absence where such verification is required by Policy No. 3432. The employee's rate of absence shall be calculated every pay period and entered on his/her attendance record. An employee's attendance record shall be part of the employee's personnel file.~~
- ~~2. At the end of each year, a cumulative attendance record shall be assembled for each school and for the district.~~
- ~~3. An attendance summary shall be prepared from the cumulative attendance record. The attendance summary shall show the rate of absence for each school and for the district. The attendance summary shall be posted in each school of the district.~~
- ~~4. A record shall be made of the appointment of substitutes for absent employees and the wages paid to substitutes.~~

~~B. Attendance Improvement Plan~~

~~1. Planning~~

~~The Superintendent will meet with Building Principals and appropriate administrators to discuss the attendance summary. The attendance summary shall be analyzed for patterns of absence, such as excessive absenteeism in a given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year. Specific strategies for reducing the rate of absence shall be developed.~~

~~2. Implementation~~

~~a. The Building Principal shall be responsible for implementing the district's plan for the improvement of professional staff member attendance in his/her school building.~~

~~b. The Principal shall encourage the regular attendance of the teaching staff members in his/her building. He/She shall maintain contact with absent employees and confer personally with each employee who returns from an absence of any duration, impressing upon employees the district's concern for their health and well being. The Principal shall, by appropriate means, recognize teaching staff members whose attendance is exemplary.~~

~~c. The Principal shall incorporate, and shall direct other supervisors to incorporate, a teaching staff member's attendance record in his/her evaluation.~~

~~d. The Principal may require teachers to evaluate the work done by substitutes in their absence.~~

~~e. The Principal shall report to the Superintendent any teaching staff member whom he/she suspects of misusing sick leave or falsifying the reasons for absence.~~

~~3. In-service Training~~

~~The Principal shall meet with the teaching staff members assigned to his/her building at the beginning of each school year to inform employees of Board policy and district regulations on attendance, to familiarize employees with the forms to be used in reporting and verifying absences, to review with employees the cost of absenteeism to the district and the value of accumulated sick leave to the employee, and to acquaint employees with the degree to which attendance will affect evaluation reports.~~

~~4. Counseling~~

~~a. The Building Principal may, in his/her discretion, call a conference with a teaching staff member where the number and/or pattern of the members' absences or the reasons offered for the member's absences indicate a misunderstanding of the teaching staff member's responsibility to the school district or the possible misuse of the privilege of paid leave.~~

~~b. Prior to the giving of any admonition or reprimand or imposition of~~

~~discipline of any kind, the Principal shall determine the nature of the absences and consider any extenuating circumstances.~~

- ~~e. — A written report of any attendance conference shall be prepared and retained with the teaching staff member's evaluations. The member shall, in accordance with Board policy on teaching staff member evaluation, be permitted to examine the report and affix his/her comments, if any, to the report.~~

Issued: 09 August 2017

Revised:

4212 ATTENDANCE

The regular and prompt attendance of support staff members is an essential element in the efficient operation of the school district and the effective conduct of the educational program. Support Staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a support staff member's job performance.

Support staff members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01 in accordance with the district's procedure for support staff members to report the use of sick leave and other absences. A support staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with statute, administrative code, or Board policy; falsifies the reason for an absence; is absent without authorization; is repeatedly tardy; or accumulates an excessive number of absences may be subject to appropriate consequences, which may include, but not limited to, the withholding of a salary increment, termination/dismissal, nonrenewal, and/or certification of tenure charges.

Sick leave is defined in accordance with N.J.S.A. 18A:30-1 and Policy and Regulation 1642.01. In accordance with N.J.S.A. 18A:30-1, sick leave is defined to mean the absence from work because of a personal disability due to injury or illness or because the support staff member has been excluded from school by the school medical authorities on account of contagious disease or of being quarantined for such a disease in the staff member's immediate household. No support staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for by statute; administrative code; in the collective bargaining agreement; negotiated with the member's majority representative; in an individual employment contract; or provided in the policies of the Board. In accordance with N.J.S.A. 18A:30-4, tThe Superintendent or Board of Education may require verification a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.

The Superintendent, in consultation with administrative staff members, will review the rate of absence among ~~the~~ support staff members. The review will include the collection and analysis of attendance patterns/data, the training of support staff members in their attendance responsibilities, and the counseling of support staff members for whom regular and prompt attendance is a problem.

N.J.S.A. 18A:30-1; ~~et seq.~~ 18A:30-2; 18A:30-4

Adopted: 09 August 2018

Revised:

R 4212 ATTENDANCE

A. Review of Attendance Data

1. A record shall be kept of the attendance of each support staff member, including secretarial staff; maintenance and custodial staff; food service staff; other support staff members, and staff members that supervise support staff members. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. The record will distinguish sick leave, professional days, unpaid leaves of absence, personal leave, bereavement leave, and any other leaves of absences taken by the support staff member. The support staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent or by Policy and Regulation 1642.01. The support staff member's rate of absence shall be calculated at least once per school year and entered on the support staff member's attendance record. A support staff member's attendance record shall be part of the support staff member's personnel file.
2. A cumulative attendance record shall be assembled for each department or classification of employees in the school district.
3. An attendance report shall be prepared from the cumulative attendance record. The attendance summary shall show the rate of absence for a department and/or classification of employee.

B. Attendance Reporting and Improvement Plan

1. Planning
 - a. Each absence of a support staff member shall be reported by the support staff member in accordance with the school district's procedure.
 - b. The absence of a support staff member shall be provided to the support staff member's Principal or supervisor designated by the Superintendent, as appropriate, who shall determine if a substitute or replacement is required for the period of the absence.
 - c. A report of such absences shall also be provided to the Superintendent or designee.
 - d. The supervisor designated by the Superintendent shall determine if an absence requires further verification. Reasons for further verification may include, but are not limited to, the following:
 - (1) A pattern of absences on the same day(s) of the week;

- (2) A pattern of absences before or after nonworking days;
 - (3) The habitual exhaustion of personal leave.
- e. The Superintendent or designee will meet with the support staff member supervisors to discuss attendance records of support staff members. The attendance records shall be analyzed for patterns of absences, such as excessive absenteeism in a given department, school, or work place in the school district, among certain groups of support staff members, for certain specific causes, or on certain days of the week, month, or year. Specific strategies for reducing the rate of absences shall be developed.

2. Implementation

- a. The Superintendent or designee or the support staff member's supervisor designated by the Superintendent, shall be responsible for implementing a plan for the improvement of support staff member attendance.
- b. The support staff member's supervisor designated by the Superintendent shall encourage the regular attendance of the support staff members in their workplace, school, or department. The support staff member's supervisor designated by the Superintendent shall maintain contact with absent employees and may confer with support staff members who return from an absence of any duration.
- c. The Superintendent shall direct support staff member supervisors to incorporate a support staff member's attendance record in the support staff member's evaluation.
- d. The support staff member's supervisor designated by the Superintendent shall report to the Superintendent or designee any support staff member whom the supervisor suspects of misusing sick leave or falsifying the reasons for an absence.

3. Counseling

- a. The Superintendent or supervisor designated by the Superintendent may schedule a conference with a support staff member where the number and/or pattern of the support staff member's absences or the reasons offered for the support staff member's absences may indicate a concern.
- b. Prior to the giving of any admonition, reprimand, or imposition of discipline of any kind, the Superintendent or supervisor designated by the Superintendent shall determine the nature of the absences and consider any extenuating circumstances.

- c. A written report of any attendance conference shall be prepared and retained with the support staff member's evaluations. The support staff member shall be permitted to examine the report and affix their comments, if any, to evaluation reports.

C. Record of Attendance

1. A record shall be kept of the attendance of all support staff members, including supervisors. Any absence, for part or all of a school day, shall be recorded with the reason for the absence. A support staff member's attendance record shall be part of the employee's personnel file.
2. The record will distinguish sick leave; professional days; unpaid leaves of absences; personal leave; bereavement leave; and any other leaves taken by the support staff member. The support staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent, Policy 1642.01, or any other law or Board policy.
3. A support staff member's rate of absence shall be calculated at least once per school year and entered on the support staff member's attendance record.
4. At the end of each school year, the Superintendent, School Business Administrator/Board Secretary, and support staff members' supervisors will review attendance records for support staff members.

D. Attendance Improvement Plan

1. The attendance record prepared for support staff members shall be analyzed for patterns of absence, such as excessive absenteeism in a given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year.
2. Specific strategies for reducing the rate of absences shall be developed.
3. The Superintendent shall designate an administrator or supervisor to be responsible for implementing the approved plan for the improvement of support staff member attendance in the school district.
4. The record of a conference(s) dealing with excessive absenteeism may serve as an element in the evaluation of any support staff member's performance.

E. In-Service Training

1. The School Business Administrator/Board Secretary or supervisor designated by the Superintendent shall meet with support staff members at the beginning of each school year to:

- a. Inform support staff members of Board policy and district regulations on attendance;
- b. Familiarize employees with the procedures to be used in requesting, reporting, and verifying absences;
- c. Acquaint support staff members with the degree to which attendance will affect evaluation reports.

Adopted:

3324 RIGHT OF PRIVACY – TEACHING STAFF MEMBERS

The Board of Education will provide facilities and school district-owned property to assist teaching staff members in their job responsibilities or for the teaching staff members' convenience. These facilities or district-owned property may include, but are not limited to, an office, a storage closet, a filing cabinet, a locker, and/or a desk. The Principal or designee may provide a teaching staff member with exclusive use and access to such facilities or school district-owned property or may require the facility or school district-owned property be shared with other staff members. The teaching staff member may be provided a lock or key by the school district or may secure the facility or school district-owned property using their own locking device with permission from the Principal or designee.

Teaching ~~Sschool~~ staff members should be aware their expectation of privacy in these facilities and/or the school district-owned property provided by the Board of Education is reduced by virtue of actual office practices and procedures, for searches conducted pursuant to an investigation of work-related employee misconduct, or by ~~legitimate~~ school district policies or regulations. In addition, teaching staff members shall have a reduced expectation of privacy in these facilities and school district-owned property if there is reasonable suspicion the teaching staff member is violating a law or school policy. Teaching ~~Sschool~~ staff members shall be on notice this reduced expectation of privacy may result in such facilities and/or school district-owned property being searched without a search warrant. In order to avoid exposing personal belongings to such a search, ~~school-teaching staff staff~~ members are discouraged from storing personal papers and effects in these facilities or school district-owned property.

Adopted: 09 August 2018

Revised:

4324 RIGHT OF PRIVACY – SUPPORT STAFF MEMBERS

The Board of Education will provide facilities and school district-owned property to assist support staff members in their job responsibilities or for the support staff members' convenience. These facilities or district-owned property may include, but are not limited to, an office, a storage closet, a filing cabinet, a locker, and/or a desk. The Principal or designee may provide a support staff member with exclusive use and access to such facilities or school district-owned property or may require the facility or school district-owned property be shared with other staff members. The support staff member may be provided a lock or key by the school district or may secure the facility or school district-owned property using their own locking device with permission from the Principal or designee, or immediate supervisor.

Support School staff members should be aware their expectation of privacy in these facilities and/or the school district-owned property provided by the Board of Education is reduced by virtue of actual office practices and procedures, for searches conducted pursuant to an investigation of work-related employee misconduct, or by legitimate school district policies or regulations. In addition, support staff members shall have a reduced expectation of privacy in these facilities and school district-owned property if there is reasonable suspicion the staff member is violating a law or school policy. Support School staff members shall be on notice this reduced expectation of privacy may result in such facilities and/or school district-owned property being searched without a search warrant. In order to avoid exposing personal belongings to such a search, support school staff members are discouraged from storing personal papers and effects in these facilities or school district-owned property.

Adopted: 09 August 2018

Revised:

POLICY

East Brunswick Board of Education

Section: Teaching Staff Members

3432. SICK LEAVE

Date Created: September 2015

Date Edited: September 2015

3432. SICK LEAVE

The Board of Education shall grant sick leave, in accordance with law, to teaching staff members absent from work because of personal disability, illness, injury or quarantine. Each steadily employed employee eligible for sick leave will be entitled annually to the number of paid sick leave days required by law or negotiated with the employee's majority representative.

The Board reserves the right to require an employee of any employee to submit a physician's certification in order to utilize sick leave. At a minimum, no day will be considered to be a sick leave day on which the employee has engaged in or prepared for other gainful employment, has participated in a work stoppage, or has engaged in any activity that would raise doubts regarding the validity of the sick leave request.

The Superintendent will prepare rules for the administration of the Board's policy on sick leave, which shall be binding on all employees.

The Superintendent will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave will be considered a serious infraction and is subject to discipline.

29 U.S.C. 2601 et seq.
N.J.S.A. 18A:30-1 et seq.

Adopted: 24 September 2015

© 2023 [Strauss Esmay Associates, LLP](#)
886 Hinds Road, Suite 1, Toms River, NJ 08753
ph: (732)255-1500 fax: (732)255-1502

FOR DELETION

< Prev Next >

[To Policy](#)

To Statutes:

To Codes:



[Search District Regulations](#)

[District Regulations TOC](#)

Word Export

Print Version

District Regulation

3432 - SICK LEAVE

Section: Teaching Staff Members
Date Created: September 2015
Date Edited: September 2015

A. Eligibility for Sick Leave

1. Each person steadily employed by this district will be paid in full, to the limit of his/her entitlement, for days on which the employee is absent from work because of:
 - a. Personal disability due to the employee's illness or injury,
 - b. The employee's exclusion from school by the school district's medical authorities on account of a contagious disease, or
 - c. The employee's having been quarantined for a contagious disease in his/her immediate household.
2. Whatever the claims of disability, no day of absence shall be considered to be a sick leave day on which the employee:
 - a. Has engaged in or prepared for gainful employment with an employer other than the Board,
 - b. Has participated in a concerted work stoppage, or
 - c. Has engaged in any activity, educational or avocational, that clearly refutes the employee's claim of disability or quarantine.

B. Call in Procedures

1. An employee who anticipates a day of disability should make every reasonable effort to so notify the Building Principal no later than the day before the absence, to allow sufficient time for the securing of substitute services.
2. Notice of the disability should include a reasonable estimate of the duration of the disability.
3. An employee who becomes aware of his/her disability on the morning of the absence must report it to the district attendance system as soon as possible.
4. An employee who becomes disabled during the school day must so inform the Principal as promptly as possible and request permission to leave the school premises.

C. Sick Leave Charge

1. An employee who leaves school early because of a disability/illness will be charged against his/her bank of illness days accordingly.

An employee absent on sick leave on a day when there is a delayed opening or the school is closed early for emergency reasons will be charged with a full sick leave day.
3. An employee scheduled for a sick leave absence on a day on which the schools do not open because of an emergency (such as a snow day) will have his/her absence removed from the system.

Verification of Sick Leave

1. An employee absent for three or more consecutive working days for reasons of disability and/or illness or with a pattern of absences shall submit the signed statement of his/her physician indicating:
 - a. The reason for the employee's absence, as personally known to the physician; and
 - b. If the employee is not immediately returning to work, the anticipated duration of the employee's disability.
2. The Board may, at its discretion, require the employee to submit to examination by the school medical inspector or a physician designated by the school medical inspector.
3. If the results of the examination conducted pursuant to paragraph D2 are inconsistent with the statement of the employee's physician, the two examining physicians shall agree in good faith on a third physician, who shall examine the employee and whose medical opinion shall be conclusive and binding as to the employee's disability on days claimed for sick leave.

E. Readmission After Disability

1. An employee who wishes to return to work after sick leave of more than three days may be required to submit a signed statement of his/her physician indicating the employee's fitness to perform his/her duties.
2. The Board may, at its discretion, require the employee to submit to examination by the school physician or other medical professional designated by the district.

3. If the results of the examination conducted pursuant to paragraph E2 are inconsistent with the statement of the employee's physician, the two examining physicians shall agree in good faith on a third physician, who shall examine the employee and whose medical opinion shall be conclusive and binding as to the employee's fitness to return to service.

F. Exhaustion of Sick Leave

1. The Director of Human Resources will monitor each employee's sick leave bank and charge the employee's bank of accumulated sick leave with sick leave days in accordance with Policy No. 3432 and this Regulation.
2. When it is apparent that an employee on extended sick leave will utilize the last sick leave day to which he/she is entitled, the Director of Human Resources will so inform the employee.
3. A request for an unpaid leave of absence should be submitted to the Director of Human Resource as soon as possible. The request must be accompanied by a physician's signed statement setting forth the nature and anticipated duration of the employee's disability.
4. An employee who anticipates an extended period of disability may apply to the Board for a disability leave of absence pursuant to Policy No. 3431.
5. Employees are reminded that sick leave extensions and disability leaves of absence are not entitlements and will be granted or denied by the Board on a case by case basis.
6. Employees will receive no compensation or benefits during an unpaid leave of absence, except what is provided by the collective bargaining agreement and law.

G. Accumulation of Sick Leave

1. Sick leave will be charged to the employee's bank of accumulated sick leave.
2. At the beginning of each contract year, up to accumulated sick leave newly available but unused in the prior contract year will be carried forward and credited to an employee's bank of sick leave as allowable by law.

H. Records

1. The personnel file of each person employed by this district will include an accurate record of the employee's attendance in accordance with Policy No. 3212.
2. Each employee's attendance record will record the reason for any absence.
3. The attendance record will include the number of accumulated unused sick leave days in the employee's sick leave bank.

Issued: 24 September 2010

© 2023 [Strauss Esmay Associates, LLP](#)
1886 Hinds Road, Suite 1, Toms River, NJ 08753
ph: (732)255-1500 fax: (732)255-1502

POLICY

East Brunswick Board of Education

Section: Support Staff
4432. SICK LEAVE
Date Created: September 2015
Date Edited: September 2015

4432. SICK LEAVE

The Board of Education shall grant sick leave, in accordance with law, to staff members absent from work because of personal disability, illness, injury or quarantine. Each steadily employed employee eligible for sick leave will be entitled annually to the number of paid sick leave days required by law or negotiated with the employee's majority representative.

The Board reserves the right to require an employee of any employee to submit a physician's certification in order to utilize sick leave. At a minimum, no day will be considered to be a sick leave day on which the employee has engaged in or prepared for other gainful employment, has participated in a work stoppage, or has engaged in any activity that would raise doubts regarding the validity of the sick leave request.

The Superintendent will prepare rules for the administration of the Board's policy on sick leave, which shall be binding on all employees.

The Superintendent will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave will be considered a serious infraction and is subject to discipline.

29 U.S.C. 2601 et seq.
N.J.S.A. 18A:30-1 et seq.

Adopted: 24 September 2015

© 2023 [Strauss Esmay Associates, LLP](#)
886 Hinds Road, Suite 1, Toms River, NJ 08753
ph: (732)255-1500 fax: (732)255-1502

FOR DELETION

REGULATION

East Brunswick School District

Section: Support Staff
4432. SICK LEAVE
Date Created: September 2015
Date Edited: September 2015

4432. SICK LEAVE

- A. Eligibility for Sick Leave
1. Each person steadily employed by this district will be paid in full, to the limit of his/her entitlement, for days on which the employee is absent from work due to:
 - a. Personal disability due to the employee's illness or injury,
 - b. The employee's exclusion from school by the school district's medical authorities on account of a contagious disease, or
 - c. The employee's having been quarantined for a contagious disease in his/her immediate household.
 2. Whatever the claims of disability, no day of absence shall be considered to be a sick leave day on which the employee:
 - a. Has engaged in or prepared for gainful employment with an employer other than the Board,
 - b. Has participated in a concerted work stoppage, or
 - c. Has engaged in any activity, vocational or avocational, that clearly refutes the employee's claim of disability or quarantine.
- B. Call in Procedures
1. An employee who anticipates a day of disability/illness should make every reasonable effort to report his/her absence no later than the evening before the absence to allow sufficient time for the securing of substitute services.
 2. Notice of the disability/illness should include lesson plans to ensure the continuity of education.
 3. An employee who becomes aware of his/her disability and/or illness on the morning of the absence must report it via the district attendance system as soon as possible.
 4. An employee who becomes disabled/ill during the school day must so inform the building principal as promptly as possible and request permission to leave the school premises.
- C. Sick Leave Charges
1. An employee who leaves school early because of a disability/illness will be charged against his/her bank of illness days accordingly.
 2. An employee absent on sick leave on a day when there is a delayed opening or when the school is closed early for emergency reasons will be charged with a full sick leave day.
 3. An employee scheduled for a sick leave absence on a day on which the schools do not open because of an emergency (such as a snow day) will have his/her absence removed from the system.
- D. Verification of Sick Leave
1. An employee absent for three or more consecutive days for reasons of disability and/or illness or with a pattern of absences shall submit a signed statement from his/her physician indicating:
 - a. The reason for the employee's absence, as personally known to the physician; and
 - b. If the employee is not immediately returning to work, the anticipated duration of the employee's disability.
 2. The Board may, at its discretion, require the employee to submit to examination by the school physician or other medical professional designated by the district.
 3. If the results of the examination conducted pursuant to paragraph D2 are inconsistent with the statement of the employee's physician, the two examining physicians shall agree in good faith on a third physician, who shall examine the employee and whose medical opinion shall be conclusive and binding as to the employee's disability on days claimed for sick leave.
- E. Re-admission After Disability
1. An employee who wishes to return to work after sick leave of more than three consecutive working days may be required to submit a signed statement of his/her physician indicating the employee's fitness to perform his/her duties.
 2. The Board may, at its discretion, require the employee to submit to examination by the school physician or other medical professional designated by the district.
 3. If the results of the examination conducted pursuant to paragraph E2 are inconsistent with the statement of the employee's physician, the two examining physicians shall agree in good faith on a third physician, who shall examine the employee and whose medical opinion shall be conclusive and binding as to the employee's fitness to return to service.
- F. Exhaustion of Sick Leave
1. The Director of Human Resources will monitor each employee's sick leave bank and charge the employee's bank of accumulated sick leave with sick leave days in accordance with Board Policy 4432 and this regulation.
 2. When it is apparent that an employee on extended sick leave will utilize the last sick leave day to which he/she is entitled, the Director of Human Resources will so inform the employee.
 3. A request for an unpaid leave of absence should be submitted to the Director of Human Resources as soon as possible. The request must be accompanied by a physician's signed statement setting forth the nature and anticipated duration of the employee's disability.
 4. An employee who anticipates an extended period of disability may apply to the Board for a disability leave of absence pursuant to Board Policy 4431.

5. Employees are reminded that disability leaves of absence are not entitlements and will be granted or denied by the Board on a case by case basis.
 6. Employees will receive no compensation or benefits during an unpaid leave of absence, except what is provided by the collective bargaining agreement, and law.
- G. Accumulation of Sick Leave
1. Sick leave will be charged to the employee's bank of accumulated sick leave.
 2. At the beginning of each contract year, accumulated sick leave newly available but unused in the prior contract year will be carried forward and credited to an employee's bank of sick leave as allowable by law.
- H. Records
1. The personnel file of each person employed by this district will include an accurate record of the employee's attendance in accordance with Policy No. 4212.
 2. Each employee's attendance record will record the reason for any absence.
 3. The attendance record will include the number of accumulated unused sick leave days in the employee's sick leave bank.

Adopted: 24 September 2015

© 2023 [Shelby Esmay Associates, LLP](#)
1886 Hinds Road, Suite 1, Toms River, NJ 08753
ph: (732)255-1500 fax: (732)255-1502

FOR DELETION

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

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

Eligibility to Attend School - N.J.A.C. 6A:22-3.1, 3.2, and 3.3

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1 and Regulation 5111 - Section B.

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

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, ~~and where~~ the person is domiciled in the school district and is supporting the student without remuneration as if the student were ~~their his or her~~ own child in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 - Section C. ~~A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1.c, any person who fraudulently allows a child of another person to use ~~their his or her~~ residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of ~~their his or her~~ child to a person in another district commits a disorderly persons offense.~~

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

~~Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian returns from active military duty.~~

~~A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.d if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere pursuant to N.J.A.C. 6A:22-3.1(a)4. and Regulation 5111-Section B. When required by the Board of Education, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C.6A:22-3.1(a)1.i.~~

~~A student is eligible to attend this school district free of charge in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 - Section C.:~~

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

~~Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h) and Regulation 5111 - Section C. If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.~~

~~If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A:7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless shelter, or~~

~~transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.~~

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

Except as set forth in N.J.A.C. 6A:22-3.3(b)1, immigration/visa status shall not affect eligibility to attend school. Any student who is domiciled in and the school district or otherwise eligible to attend school in the school district pursuant to N.J.A.C. 6A:22-3.2 shall be enrolled without regard to, or inquiry concerning, immigration status. shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111 - Section D.

Proof of Eligibility - N.J.A.C. 6A:22-3.4

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions N.J.A.C. 6A:22-3.4 and Regulation 5111 - Section E. ~~The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide a particular form or subset of documents without regard to other evidence presented.~~

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

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

Registration Forms and Procedures for Initial Assessment - N.J.A.C. 6A:22-4.1

Registration and procedures for initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1 and Regulation 5111 - Section F. ~~The Board of Education shall use Commissioner provided registration forms or locally developed forms that are consistent with~~

~~the forms provided by the Commissioner. A district level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.~~

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C.6A:22-4.2 and Regulation 5111 - Section F.

~~When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education in accordance with N.J.A.C. 6A:22-4.1(c)2. And Regulation 5111 - Section F. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.~~

~~When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws in accordance with N.J.A.C. 6A:22-4.1(d) and Regulation 5111 - Section F. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating the student will be attending school in another school district or nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere.~~

~~Enrollment or attendance at the school shall not be conditioned or denied pursuant to N.J.A.C. 6A:22-4.1(e) through (i) and Regulation 5111 - Section F. on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.~~

-

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

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

Notice of Ineligibility - N.J.A.C. 6A:22-4.2

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4.2 ~~et seq. and Regulation 5111 - Section G. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.~~

Removal of Currently Enrolled Students - N.J.A.C. 6A:22-4.3

Nothing in N.J.A.C. 6A:22-4.2 ~~et seq.~~ and this Policy, and Regulation 5111 shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information pursuant to N.J.A.C. 6A:22-4.3 and Regulation 5111 - Section H.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board ~~of Education~~ for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3 and Regulation 5111 - Section H. ~~No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.~~

Appeal to the Commissioner - N.J.A.C. 6A:22-5.1

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools in accordance with N.J.A.C. 6A:22-5.1 and Regulation 5111 - Section I. ~~Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:38-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1.b(1), appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.~~

Assessment and Calculation of Tuition - N.J.A.C. 6A:22-6

If no appeal to the Commissioner is filed by the parent, guardian, adult student, or district resident keeping an affidavit student following notice of an ineligibility determination, the Board of Education may assess tuition, for up to one year of a student's ineligible attendance, including the twenty- one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner in accordance with N.J.A.C. 6A:22-6.1 and Regulation 5111 - Section J. Tuition will be assessed and calculated in accordance with ~~N.J.A.C. 6A:22-6.3 et seq.~~ and Regulation 5111 - Section J. ~~If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.~~

If an appeal to the Commissioner is filed by the parent, guardian, adult student, or district resident keeping an affidavit student and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a) and Regulation 5111 - Section J. Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2(a) 1. and Regulation 5111 - Section J.

Nonresident Students - N.J.S.A. 18A:38.3.a.

Any person not resident in the school district, if eligible except for residence, may be admitted to the schools of the district with the consent of the Board of Education upon such terms, and with payment of tuition, as the Board prescribes. The Board of Education, with the approval of the Executive County Superintendent, shall establish a uniform tuition amount for any nonresident student admitted to the schools of the district pursuant to N.J.S.A. 18A:38-3.a.

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

Children Who Anticipate Moving from the District

Students who have been enrolled in the district for at least one year may continue to attend subsequent to a move from the district provided that:

1. Tuition is paid in advance by the parent or guardian unless the Superintendent approves an alternate payment arrangement. However, tuition shall be paid in full before June 1 of the school year in which tuition is applicable.
2. Transportation to and from school is provided by the parent or guardian.

Such enrollment may continue for the balance of the school year in which the move takes place. Students who are in their junior year at East Brunswick High School when their families move will be permitted to continue to attend during the following year on a tuition basis.

Children of District Employees

Children of Board of Education employees, excluding individuals employed on a substitute basis, who do not reside in this school district may be admitted to school with payment of one-half the total tuition cost for each child.

Exchange Students

To the extent that the district participates in an exchange program, the Board of Education will consider the enrollment of exchange students on a case by case basis upon recommendation by the Superintendent and subject to those students meeting the legal requirements for limited study in the secondary public schools in the United States.

F-1 Visa Students

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

J-1 Visa Students

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

N.J.S.A. 18A:38-1 .; 18A:38-1.1; 18A:38-1-3; 18A:38-3; 18A:38-3.1; 18A:7B-12
N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-[1.1 et seq.](#)
8 CFR214.3

Adopted: 02 December 2010

Revised: 09 August 2018

Revised: 19 March 2020

Revised: 21 January 2021

Revised: 20 January 2022

[Revised:](#)

R 5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

A. Definitions - N.J.A.C. 6A:22-1.2

1. "Affidavit student" means a student attending, or seeking to attend, school in a district pursuant to N.J.S.A. 18A:38-1.b and N.J.A.C 6A:22-3.2(a).
2. "Appeal" means contested case proceedings before the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.
3. "Applicant" means a parent, guardian, or a resident supporting an affidavit student who seeks to enroll a student in a school district; or an unaccompanied homeless youth or adult student who seeks to enroll in a school district.
4. "Commissioner" means the Commissioner of Education or ~~their~~his/her designee.
5. "Guardian" means a person to whom a court of competent jurisdiction has awarded guardianship or custody of a child, provided that a residential custody order shall entitle a child to attend school in the residential custodian's school district unless it can be proven that the child does not actually live with the custodian. "Guardian" also means the Department of Children and Families for purposes of N.J.S.A. 18A:38-1.e.

B. ~~Eligibility to Attend School~~—Students Domiciled in the District - N.J.A.C. 6A:22-3.1

1. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district if the student is domiciled within the district:

a. A student is domiciled in the school district when ~~the student he or she is~~ the child of living with a parent or guardian whose domicile is located within the school district.

(1) When a student's parents or guardians are domiciled within different school districts and there is no court order or written agreement between the parents designating the school district of attendance, the student's domicile is the school district of the parent or guardian with whom the student lives for the majority of the school year. N.J.A.C. 6A:22-3.1(a)1. And B.1.a. above ~~This provision~~ shall apply regardless of which parent has legal custody.

(2) When a student's physical custody is shared on an equal-time, alternating week/month or other similar basis so the student is not living with one parent or guardian for a majority of the school year and there is no court order or written agreement between the parents designating the school district of attendance, the student's domicile is the present domicile

of the parent or guardian with whom the student resided on the last school day prior to October 16 preceding the application date.

(a) When a student resided with both parents or guardians, or with neither parent or guardian, on the last school day prior to the preceding October 16, the student's domicile is the domicile of the parent or guardian with whom the parents or guardians indicate the student will be residing on the last school day ~~–prior –to –the~~ ensuing October 16. When the parents ~~–or–~~ guardians ~~–do –not–~~ designate ~~–or–~~ cannot agree upon the student's likely residence as of that date, or if on that date the student ~~–is–~~ not residing with the parent or guardian previously indicated, the student ~~–shall–~~ attend school in the school district of domicile of the parent or guardian with whom the ~~–student~~ actually lives as of the last school day prior to October 16.

(b) When the domicile of ~~at~~the student with disabilities as defined in N.J.A.C. 6A:14 cannot be determined pursuant to N.J.A.C. 6A:22-3.1, nothing shall preclude an equitable determination of shared responsibility for the cost of such student's out-of- district placement.

(3) —When a student is living with a person other than a parent or guardian, nothing ~~–in~~ N.J.A.C. 6A:22-3.1 is intended to limit the student's right to attend school in the parent or guardian's school district of domicile pursuant to the provisions of N.J.A.C. 6A:22, [Policy 5111](#), and [this Regulation](#).

(4) No school district shall be required to provide transportation for a student residing outside the school district for all or part of the school year unless transportation is based upon the home of the parent or guardian domiciled within the school district or otherwise required by law.

b. A student is domiciled in the school district when [the student he or she](#) has reached the age of eighteen or is emancipated from the care and custody of a parent or guardian and has established a domicile within the school district.

c. A student is domiciled in the school district when the student has come from outside the State and is living with a person domiciled in the school district who will be applying for guardianship of the student upon expiration of the six-month "waiting period" of State residency required pursuant to N.J.S.A. 2A:34-54 ("home state" definition) and 2A:34-65.a(1). However, a student may later be subject to removal proceedings if application for guardianship is not made within a reasonable period of time following expiration of the mandatory waiting period or if guardianship is applied for and denied.

d. A student is domiciled in the school district when ~~the student's his or her~~ parent or guardian resides within the school district on an all-year-round basis for one year or more, notwithstanding the existence of a domicile elsewhere.

e. A student is domiciled in the school district if the Department of Children and Families is acting as the student's guardian and has placed the student in the school district.

2. When a student's dwelling is located within two or more school districts, or bears a mailing address that does not reflect the dwelling's physical location within a municipality, the school district of domicile for school attendance purposes shall be the municipality to which the majority of the dwelling's ~~or unit's~~ property tax is paid, ~~or to which the majority of the dwelling's or unit's property tax is paid.~~

a. When property tax is paid in equal amounts to two or more municipalities, and there is no established assignment for students residing in the affected dwellings, the school district of domicile for school attendance purposes shall be determined through assessment of individual proofs ~~of eligibility as~~ provided pursuant to N.J.A.C. 6A:22-3.4 ~~and E. below.~~

b. ~~N.J.A.C. 6A:22-3.1(b) and B.2. above~~~~This provision~~ shall not preclude the attendance of currently enrolled students who were permitted to attend the school district prior to December 17, 2001.

~~3e.~~ When a student's parent or guardian elects to exercise such entitlement, nothing in N.J.A.C. 6A:22-3.1 shall exclude a student's right to attend the school ~~district~~ of domicile ~~although the student is qualified to attend a different school district pursuant to N.J.S.A. 18A:38-1.b or the temporary residency (less than one year) provision of N.J.S.A. 18A:38-1.d.~~

~~43.~~ Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other section of law to the contrary, a child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in any of the armed forces of the United States in a time of war or national emergency, shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. The school district shall not be responsible for providing transportation for the child if the child lives outside of the district. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.S.A. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

C. ~~Eligibility to Attend School~~—Other Students Eligible to Attend School ~~- N.J.A.C. 6A:22-3.2~~

1. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-1.b if that student is kept in the home of a person other than the student's parent or guardian, and the person is domiciled in the school district and is supporting the student without remuneration as if the student were ~~their his or her~~ own child.

a. A student is not eligible to attend this school district pursuant to N.J.A.C. 6A:22-3.2(a) and C.1. above this provision unless:

(1) The student's parent or guardian has filed, together with documentation to support its validity, a sworn statement that ~~the parent or guardian he or she~~ is not capable of supporting or providing care for the student due to family or economic hardship and that the student is not residing with the other person solely for the purpose of receiving a free public education; and

(2) The person keeping the student has filed, if so required by the Board of Education:

(a) A sworn statement that ~~the person he or she~~ is domiciled within the school district, is supporting the child without remuneration and intends to do so for a longer time than the school term, and will assume all personal obligations for the student pertaining to school requirements; and

(b) A copy of ~~their his or her~~ lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner.

b. A student shall not be deemed ineligible under N.J.A.C. 6A:22-3.2 this provision because required sworn statement(s) cannot be obtained when evidence is presented that the underlying requirements of the law are being met, notwithstanding the inability of the resident or student to obtain the sworn statement(s).

c. A student shall not be deemed ineligible under N.J.A.C. 6A:22-3.2 ~~this provision~~ when evidence is presented that the student has no home or possibility of school attendance other than with a school district resident who is not the student's parent or guardian, but is acting as the sole caretaker and supporter of the student.

d. A student shall not be deemed ineligible under N.J.A.C. 6A:22-3.2 this provision solely because a parent or guardian gives occasional gifts or makes limited contributions, financial or otherwise, toward the student's welfare

provided the resident keeping the student receives from the parent or guardian no payment or other remuneration for regular maintenance of the student.

e. Pursuant to N.J.S.A. 18A:38-1.c, any person who fraudulently allows a child of another person to use ~~their his or her~~ residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of ~~their his or her~~ child to a person in another school district commits a disorderly persons offense.

2. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-1.b if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency.

a. Eligibility under N.J.A.C. 6A:22-3.2(b) and C.2. above this provision shall cease at the end of the school year during which the parent or guardian returns from active military duty.

3. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-1.d if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere.

a. When required by the Board ~~of Education~~, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of the student attending the school district of temporary residence;

b. When one of a student's parents or guardians temporarily resides in a school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with N.J.A.C. 6A:22-3.1(a)1.i. However, no student shall be eligible to attend school based upon a parent or guardian's temporary residence in a school district unless the parent or guardian demonstrates, if required by the Board ~~of Education~~, the temporary residence is not solely for purposes of a student's attending the school district.

4. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-1.f. if the student's parent or guardian moves to another school district as the result of being

homeless, subject to the provisions of N.J.A.C. 6A:17-2, Education of Homeless Children.

5. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-2 if the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2. As used in this section, "court order" shall not encompass orders of residential custody under which claims of entitlement to attend a school district are governed by provisions of N.J.S.A. 18A:38-1 and the applicable standards set forth in N.J.A.C. 6A:22.

6. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend school in this school district pursuant to N.J.S.A. 18A:38-3.b if the student previously resided in the school district and if the parent or guardian is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district. A school district admitting a student pursuant to N.J.S.A. 18A:38-3.b shall not be obligated for transportation costs.

7. A student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, is eligible to attend the school district pursuant to N.J.S.A. 18A:38-7.7 et seq. if the student resides on Federal property within the State.

8. In accordance with N.J.S.A. 18A:38-1.1, a student who is not considered homeless under N.J.S.A. 18A:7B-12 and who moves to a new school district during the academic year as a result of a family crisis shall be permitted to remain enrolled in the original school district of residence for the remainder of the school year without the payment of tuition. A student attending an academic program during the summer, who is otherwise eligible except for the timing of the move, shall be permitted to remain in the school district for the remainder of the summer program if it is considered an extension of the preceding academic year.

a. For purposes of N.J.A.C. 6A:22-3.2(h), ~~and~~ Policy [5111](#), and [this](#) Regulation ~~5111~~, "family crisis" shall include, but not be limited to:

(1) An instance of abuse such as domestic violence or sexual abuse;

(2) A disruption to the family unit caused by death of a parent or guardian;
or

(3) An unplanned displacement from the original residence such as fire, flood, hurricane, or other circumstances that render the residence uninhabitable.

b. Upon notification of the move by the parent or guardian, the original school district of residence shall allow the student to continue attendance and shall provide transportation services to and from the student's new domicile in accordance with N.J.S.A. 18A:39-1. The original school district of residence may request from the parent or guardian and may review supporting documentation about the reason(s) for the move; however, any such review shall not interrupt the student's continued enrollment in the school district and in the current school of attendance with the provision of transportation.

(1) Examples of documentation include, but are not limited to, newspaper articles, insurance claims, police or fire reports, notes from health professionals, custody agreements, or any other legal document.

c. If the parent or guardian or the relevant documentation indicates the child is homeless pursuant to N.J.S.A. 18A:7B-12, the school district liaison shall assume the coordination of enrollment procedures pursuant to N.J.A.C. 6A:17-2.5 and the student shall not be eligible for enrollment under N.J.S.A. 18A:38-1.1.

d. If the original school district of residence determines the situation does not meet the family crisis criteria outlined in C.8.a. above, the Superintendent or designee shall notify the parent or guardian in writing. The notification shall inform the parent or guardian of ~~their his or her~~ right to appeal the decision within twenty-one calendar days of ~~the parent's or guardian's his or her~~ receipt of the notification, and shall state that if such appeal is denied, ~~the parent or guardian he or she~~ may be assessed the costs for transportation provided to the new residence during the period of ineligible attendance. It shall also state whether the parent or guardian is required to withdraw the student by the end of the twenty-one day appeal period in the absence of an appeal.

(1) The parent or guardian may appeal by submitting the request in writing with supporting documentation to the Executive County Superintendent of the county in which the original school district of residence is situated.

(2) Within thirty calendar days of receiving the request and documentation, the Executive County Superintendent shall issue a determination whether the situation meets the family crisis criteria ~~set forth~~ at C.8.a. above. The original school district of residence shall continue to enroll the student and provide transportation to the current school of attendance in accordance with N.J.S.A. 18A:39-1 until the determination is issued.

(3) If the Executive County Superintendent determines the situation does not constitute a family crisis, the school district may submit to the

Executive County Superintendent for approval the cost of transportation to the ineligible —student's —new —domicile. The Executive County Superintendent shall certify the transportation costs to be ~~assessed to~~ the parent or guardian for the period of ineligible attendance.

e. ~~When the original school district of residence determines the situation constitutes a family crisis pursuant to N.J.S.A. 18A:38-1.1, the Superintendent or designee shall immediately notify the parent or guardian in writing.~~

(1) When the original school district of residence anticipates the need to apply for reimbursement of transportation costs, it shall send to the Executive ~~County Superintendent~~ a request and documentation of the family crisis for confirmation the situation meets the criteria ~~set forth~~ at C.8.a. above.

(2) Within ~~thirty days of receiving the school district's request and documentation,~~ the Executive County Superintendent shall issue a determination of whether the situation meets the criteria for a family crisis. The original ~~school district of residence~~ shall continue to enroll the student and provide transportation to the current school of attendance in accordance with N.J.S.A. 18A:39-1 until the determination is issued, ~~and shall not be reimbursed for additional transportation costs unless the Executive County Superintendent determines the situation is a family crisis or as directed by the Commissioner upon appeal.~~

f. ~~___~~—In providing transportation to students under N.J.S.A. 18A:38-1.1, the Board shall use the most efficient and cost-effective means available and in conformance with all laws governing student transportation.

g. ~~At the conclusion of the fiscal year in which the Executive County Superintendent has determined the situation constitutes a family crisis, the original school district of residence may apply to the Executive County Superintendent for a reimbursement of eligible costs for transportation services.~~

(1) Eligible costs shall include transportation for students who are required to be transported pursuant to N.J.S.A. 18A:39-1.

(2) The school district shall provide documentation of the transportation costs for the eligible student(s) to the Executive County Superintendent who shall review and forward the information to the New Jersey Department's of Education's Office of School Facilities and ~~Finance~~ for reimbursement payment(s) to the school district.

(3) Payment to the school district shall be made in the subsequent fiscal year and shall equal the approved cost less the amount of transportation aid received for the student(s).

~~h. Nothing in N.J.A.C. 6A:22-3.2 shall prevent the Board of Education from allowing a student to enroll without the payment of tuition pursuant to N.J.S.A. 18A:38-3.a.~~

hi. Nothing in N.J.A.C. 6A:22-3.2 shall prevent a parent or school district from appealing the Executive County Superintendent's decision(s) to the Commissioner in accordance with N.J.A.C. 6A:3-1.3. If the Commissioner of Education determines the -situation is- not -a family crisis, ~~their his or her~~ decision shall state which of the following shall pay the transportation costs incurred during the appeal process: the State, school district, or parent.

D. Housing and Immigration Status ~~- N.J.A.C. 6A:22-3.3~~

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

2. Except as set forth in D.2.a. below, immigration/visa status shall not affect eligibility to attend school. Any student over five and under twenty years of age pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education, who is domiciled in the school district or otherwise eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 and C. above shall be enrolled without regard to, or inquiry concerning, immigration status.

a. However, the provisions of N.J.S.A. 18A:38-1 and N.J.A.C. 6A:22 shall not apply to students who have obtained, or are seeking to obtain, a Certificate of Eligibility for Nonimmigrant Student Status (INS Form I-20) from the school district in order to apply to the INS -for issuance of a visa for the purpose of limited study on a tuition basis in a United States public secondary school ("F-1" Visa).

3. F-1 Visa Students

The school district will not permit the attendance of F-1 Visa students into the school district.

4. J-1 Visa Students

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

~~E. Nothing in Policy and Regulation 5111 or N.J.A.C. 6A:22-3.2 shall be construed to limit the discretion of the Board to admit nonresident students, or the ability of a nonresident student to attend school with or without payment of tuition, with the consent of the district Board pursuant to N.J.S.A. 18A:38-3.a.~~

EF. Proof of Eligibility - N.J.A.C. 6A:22-3.4

1. The Board of Education shall accept a combination of any of the following or similar forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district:

a. Property tax bills; deeds; contracts of sale; leases; mortgages; signed letters from landlords; and other evidence of property ownership, tenancy, or residency;

b. Voter registrations; licenses; permits; financial account information; utility bills; delivery receipts; and other evidence of personal attachment to a particular location;

c. Court orders; State agency agreements; and other evidence of court or agency placements or directives;

d. Receipts; bills; cancelled checks; insurance claims or payments; and other evidence of expenditures demonstrating personal attachment to a particular location, or to support the student;

e. Medical reports; counselor or social worker assessments; employment documents; unemployment claims; benefit statements; and other evidence of circumstances demonstrating family or economic hardship, or temporary residency;

f. Affidavits, certifications and sworn attestations pertaining to statutory criteria for school attendance, from the parent, guardian, person keeping an "affidavit student," adult student, person(s) with whom a family is living, or others, as appropriate;

g. Documents pertaining to military status and assignment; and

h. Any other business record or document issued by a governmental entity.

2. The Board ~~of Education~~ may accept forms of documentation not listed in N.J.A.C. 6A:22-3.4(a) and E.1. above, and shall not exclude from consideration any documentation or information presented by an applicant.

3. The Board ~~of Education~~ shall consider ~~the totality of information and~~ documentation offered by an applicant, and ~~shall not deny enrollment based on~~ failure ~~to provide a~~ particular form or subset of documents without regard to other evidence presented.

4. The Board ~~of Education~~ shall not condition enrollment on the receipt of information or documents protected ~~from disclosure by law, or pertaining to criteria that are~~

not a legitimate basis for determining eligibility to attend school. They include, but are not limited to:

- a. Income tax returns;
- b. Documentation or information relating to citizenship or immigration/visa status, except as set forth in N.J.A.C. 6A:22-3.3(b) and D.2. above;
- c. Documentation or information relating to compliance with local housing ordinances or conditions of tenancy; and
- d. Social security numbers.

5. The Board ~~of Education~~ may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) and E.4. above, or pertinent parts thereof if voluntarily disclosed by the applicant. However, the Board ~~of Education~~ may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment.

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

FG. Registration Forms and Procedures for Initial Assessment - N.J.A.C. 6A:22-4.1

1. The Board of Education shall use Commissioner-provided registration forms pursuant to N.J.A.C. 6A:22-4.1(a), or locally developed forms that:

- a. Are consistent with the ~~forms provided by the~~ Commissioner provided forms;
- b. Do not seek information prohibited by N.J.A.C. 6A:22-4 or any other provision of statute or ~~rule~~;
- c. Summarize, for the applicant's reference, the criteria for attendance set forth in N.J.S.A. 18A:38-1, and specify the nature and form of any sworn statement(s) to be filed;
- d. Clearly state the purpose for which the ~~requested~~ information is ~~being~~ sought in relation to ~~the~~ criteria; and

e. Notify applicants that an initial eligibility determination is subject to a more thorough review and evaluation, and that an assessment of tuition is possible if an initially admitted applicant is later found ineligible.

2. The Board ~~of Education~~ shall make available sufficient numbers of registration forms and trained registration staff to ensure prompt eligibility determinations and enrollment. Enrollment applications may be taken by appointment, but appointments shall be promptly scheduled and shall not unduly defer a student's attendance at school.

a. If the school district uses separate forms for affidavit student applications rather than a single application form for all types of enrollment, affidavit student forms shall comply in all respects with ~~the N.J.A.C. 6A:22-4.1(a) and provisions of G.1.~~ above. When affidavit student forms are used, the school district shall provide them to any person attempting to register a student of whom ~~they are he or she is~~ not the parent or guardian, even if not specifically requested.

(1) The Board ~~of Education~~ or its agents shall not demand or suggest that guardianship or custody must be obtained before enrollment will be considered ~~for a student living~~ with a person other than the parent or guardian since such student may qualify as an affidavit student.

(2) The Board ~~of Education~~ or its agents shall not demand or suggest that an ~~applicant seeking to enroll a student of whom the applicant has~~ guardianship or custody produce affidavit student proofs.

b. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

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

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

b. When a student appears ineligible based on information provided in ~~the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education.~~ Enrollment shall take place immediately if the applicant clearly indicates disagreement with the school district's determination and intent to appeal to the Commissioner.

(1) An applicant whose student is enrolled pursuant to N.J.A.C. 6A:22-4.1(c)2.i. and F.3.b. above this provision shall be notified that the student will be removed without a hearing before the Board if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

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

5. Enrollment or attendance in the school district shall not be conditioned on advance payment of tuition in whole or part when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information.

6. The Board ~~of Education~~ shall ensure ~~the registration process identifies~~ information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2 - Education of Homeless Children.

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

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

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

GH. Notice of Ineligibility - N.J.A.C. 6A:22-4.2

1. When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22, Policy 5111, and this Regulation or the student's initial application is found to be deficient upon subsequent review or investigation, the school district shall immediately provide notice to the applicant that is consistent with Commissioner-provided sample form(s) and meets the requirements of N.J.A.C. 6A:22-4.2 and F. above and H. below-et seq.

a. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside.

2. Notices of ineligibility shall include:

a. In cases of denial, a clear description of the specific basis on which the determination of ineligibility was made:

(1) The description shall be sufficient to allow the applicant to understand the basis for the decision and determine whether to appeal; and

(2) The description shall identify the specific subsection of N.J.S.A. 18A:38-1 under which the application was decided.

b. In cases of provisional eligibility, a clear description of the missing documents or information that still must be provided before a final eligibility status can be attained under the applicable provision of N.J.S.A. 18A:38-1;

c. A clear statement of the applicant's right to appeal to the ~~Commissioner~~ of Education ~~—within twenty-one days of the notice —date, —along —with —an informational document provided by the Commissioner describing how to file an appeal;~~

d. A clear statement of the student's right to attend school for the twenty-one day period during which an appeal can be made to the Commissioner. It also shall state the student will not be permitted to attend school beyond the twenty-first day following the notice date if missing information is not provided or an appeal is not filed;

e. A clear statement of the student's right to continue attending school while an appeal to the Commissioner is pending;

f. A clear statement that, if an appeal is filed with the Commissioner and the applicant does not sustain the burden of demonstrating the student's right to attend the school district, or the applicant withdraws the appeal, fails to prosecute or abandons the appeal by any means other than settlement, the applicant may

be assessed, by order of the Commissioner enforceable in Superior Court, tuition for any period of ineligible attendance, including the initial twenty-one day period and the period during which the appeal was pending before the Commissioner;

g. A clear statement of the approximate rate of tuition, pursuant to N.J.A.C. 6A:22-6.3, J.2. and J.3. below, that an applicant may be assessed for the year at issue if ~~the~~ applicant ~~does not~~ prevail on appeal, ~~or~~ elects not to appeal:

(1) If removal is based on the student's move from the school district, the notice of ineligibility shall also provide information as to whether district Policy permits continued attendance, with or without tuition, for students who move from the school district during the school year.

h. The name of a contact person in the school district who can assist in explaining the notice's contents; and

i. When no appeal is filed, notice that the parent or guardian shall still comply with compulsory education laws. In the absence of a written statement from the parent or guardian that the student will be attending school in another school district or non- public school, or receiving instruction elsewhere than at a school, school district staff shall notify the school district of actual domicile/residence, or the Department of Children and Families, of a potential instance of "neglect" pursuant to N.J.S.A. 9:6-1. For purposes of facilitating enforcement of the State compulsory education requirement (N.J.S.A. 18A:38-25), staff shall provide the student's name, the name(s) of the parent/guardian/resident, address to the extent known, denial of admission based on residency or domicile, and absence ~~of evidence of intent to attend school or receive instruction elsewhere.~~

H. Removal of Currently Enrolled Students - N.J.A.C. 6A:22-4.3

1. Nothing in N.J.A.C. 6A:22.4, Policy 5111, and this Regulation shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of ~~eligibility~~, ~~students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.~~

2. When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board ~~of Education~~ for the student's removal.

a. The Superintendent shall issue a preliminary notice of ineligibility meeting the requirements of N.J.A.C. 6A:22-4.2 and G. above. However, the notice shall also provide for a hearing before the Board ~~of Education~~ prior to a final decision on removal.

3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student," has been informed of their his or her entitlement to ~~a hearing before the Board of Education~~.

4. Once the hearing is held, or if the parent, guardian, adult student, or resident keeping an "affidavit student," does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the ~~Board of Education~~ shall make a prompt ~~determination of~~ the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22- 4.2 and G. above.

5. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board ~~of Education~~ or a Board committee, at the discretion of the full Board. If the hearing is ~~conducted~~ by a Board Committee, the Committee shall make a recommendation to the full Board for action. However, no student shall be removed except by vote of the Board ~~of Education~~ taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

I. Appeal to the Commissioner - N.J.A.C. 6A:22-5.1

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

a. Pursuant to N.J.S.A. 18A:38-1.b(1), appeals of "affidavit student" ineligibility determinations shall be filed by the resident keeping the student.

J-K. Assessment and Calculation of Tuition - N.J.A.C. 6A:22-6

1. If no appeal to the Commissioner is filed by the parent, guardian, adult student, or school district resident keeping an "affidavit" student following notice of an ineligibility determination, the Board of Education may assess tuition for up to one year of ~~a~~ student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner.

a. If the responsible party does not pay the tuition assessment, the Board ~~of Education~~ may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board ~~of Education~~ pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

2. If an appeal to the Commissioner is filed by the parent, guardian, adult student, or school district resident keeping an "affidavit" student and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess

tuition for the period during which the hearing and decision on appeal were pending, and for up to one year of a student's ineligible attendance in a school district prior to the appeal's filing and including the twenty-one day period to file an appeal.

a. Upon the Commissioner's finding that an appeal has been abandoned, the Board ~~of Education~~ may remove the student from school and seek tuition for up to one year of ineligible attendance pursuant to N.J.A.C. 6A:22-6.1(a) and J.1. above plus the period of ineligible attendance after the appeal was filed. If the record of the appeal includes a calculation reflecting the tuition rate(s) for the year(s) at issue, the per diem tuition rate for the current year and the date on which the student's ineligible attendance began, the Commissioner may ~~order payment of~~ tuition ~~as part of~~ their his or her decision. In doing so, the Commissioner shall consider whether the ineligible attendance was due to the school district's error. If the record does not include such a calculation and the Board ~~of Education~~ has filed a counterclaim for tuition, the counterclaim shall proceed to a hearing notwithstanding that the petition has been abandoned.

b. An order of the Commissioner assessing tuition is enforceable through recording, upon request of the Board ~~of Education~~ pursuant to N.J.A.C. 6A:3-12, on the judgment ~~docket~~ ~~of~~ the Superior Court, Law Division, in accordance with N.J.S.A. 2A:58-10.

3. Tuition assessed pursuant to the provisions of N.J.A.C. 6A:22-6 shall be calculated on a per- student basis for the period of a student's ineligible enrollment, up to one year, by applicable grade/program category and consistent with the provisions of N.J.A.C. 6A:23A-17.1. The individual student's record of daily attendance shall not affect the calculation.

4. Nothing in N.J.A.C. 6A:22, Policy 5111, and this Regulation shall preclude an equitable determination by ~~the Board of Education~~ or the Commissioner that tuition shall not be assessed for all or part of any period of a student's ineligible attendance in the school district when the particular circumstances of a matter so ~~warrant~~. In making the determination, the Board ~~of Education~~ or Commissioner shall consider whether the ineligible attendance was due to the school district's error.

Issued: 02 December 2010

Revised: 09 August 2018

Revised: 19 March 2020

Revised: 21 January 2021

Revised:

5116 EDUCATION OF HOMELESS CHILDREN AND YOUTHS

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

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

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

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

When a homeless child or youth resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, ~~the Department of Human Services or the Department of Children and Families,~~ a shelter director, or an involved agency, ~~or a case manager~~. Upon notification of the need for enrollment of a homeless child or youth, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).

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

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2-~~1~~ et seq.

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

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, The Executive County Superintendent ~~who~~ shall ~~immediately~~ make a determination immediately, if possible, but no later than within forty-eight hours and, when necessary, in consultation with the NJDOE's Homeless Education Coordinator or the Coordinator's designee.

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

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

Notwithstanding the provisions of N.J.S.A. 18A:38-1, 18A:7B-12, or 18A:7B-12.1, or any other section of law to the contrary, any student who moves from one school district to another as a result of being homeless due to an act of terrorism or due to a natural disaster which results in the declaration of a state of emergency or disaster by the State or by the Federal government, may continue to enroll in the school district in which the parent or guardian last resided prior to becoming homeless for up to two full school years after the act of terrorism or natural disaster; and during the two-year period, if the student is enrolled in the district in which the parent last resided prior to becoming homeless and the student's parent remains homeless for that period,

the student shall attend that district tuition-free and that district shall provide the student transportation to and from school in accordance with N.J.S.A. 18A:7B-12.3.

Financial responsibility, including the payment of tuition for the homeless child or youth, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence or the school district in which the parent has been deemed domiciled shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child or youth is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless in accordance with N.J.S.A. 18A:38-1f.

N.J.S.A. 18A:7B-12; 18A:7B-12.1; ~~18aA:7b-12.3~~; 18A:38-1
N.J.A.C. 6A:17-2.1 et seq.

Adopted: 12 February 2009

Revised: 09 August 2018

Revised: 20 January 2022

Revised:

R 5116 EDUCATION OF HOMELESS CHILDREN AND YOUTHS

A. Definitions ~~=(N.J.A.C. 6A:17-1.2)~~

1. “Best interest determination” means the school placement decision made by Division of Child Protection and Permanency (DCP&P) based on the factors considered, as set forth at N.J.S.A. 30:4C-26b.
2. “Career or technical education” or “CTE” means as defined in N.J.A.C. 6A:19-1.2.
3. “DCP&P” means the Division of Child Protection and Permanency, which is a division in the New Jersey Department of Children and Families (DCF) that is responsible for the placement of children in resource family care, pursuant to N.J.S.A. 30:4C-26b.
4. “Educational stability school district notification” means the notification provided by DCP&P to the school district, pursuant to N.J.S.A. 30:4C-26b.h.
5. “Enroll” or “enrollment” means attending classes and participating fully in school activities.
6. “Homeless child” means a child or youth who lacks a fixed, regular, and adequate residence, pursuant to N.J.S.A. 18A:7B-12, N.J.A.C. 6A:17-2.2, and B. below.
7. “Immediate” or “immediately” means at the instant the need for placement is made known.
8. “Parent” means the natural or adoptive parent, legal guardian, resource family care parent, surrogate parent, or person acting in the place of a parent, such as the person with whom the child legally resides or a person legally responsible for the child’s welfare.
9. “Point of contact” means the employee identified in each school district who facilitates all activities needed to ensure enrollment and attendance of children in resource family care.
10. “Resource family care” means twenty-four-hour substitute care for children placed away from their parent(s) and for whom DCP&P has placement and care responsibility. The term is synonymous with “foster care” as defined in the Federal Elementary and Secondary Education Act (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA), and includes “resource family home” found elsewhere in the New Jersey Administrative Code and in the New Jersey Statutes Annotated.

11. “School district liaison for the education of homeless children and youths” means the person identified in each school district who facilitates all activities needed to ensure the enrollment and attendance of homeless children and youths.
12. “School district of residence” for a homeless child or youth means the school district in which the parent of a homeless child or youth resided prior to becoming homeless. It may not be the school district in which the student currently resides. This term is synonymous with “school district of origin” referenced in the McKinney-Vento Homeless Education Assistance Act. “School district of residence” for a student in a State facility means the school district in which the parent with whom the student lived prior to placement in a State facility currently resides, pursuant to N.J.S.A. 18A:7B-12.b. In the case of a child placed in resource family care prior to September 9, 2010, in accordance with N.J.S.A. 18A:7B-12, the “school district of residence” means the school district in which the resource family care parent(s) resides. In the case of a child placed in resource family care on or after September 9, 2010, in accordance with N.J.S.A. 18A:7B-12, the “school district of resident” means the present school district of residence of the parent(s) with whom the child lived prior to the most recent placement in resource family care.
13. “School of origin” for a child in resource family care means the school district in which a child was enrolled prior to a change in the child’s care, custody, or guardianship. If a child’s resource family care placement changes, the school or origin would then be considered the school district in which the child is enrolled at the time of the placement change.
14. “State agency” means the New Jersey Department of Human Services, the New Jersey Department of Correction, the New Jersey Department of Children and Families, or the New Jersey Juvenile Justice Commission.
15. “State facility” means residential and day programs operated by, contracted with, or specified by the New Jersey Department of Human Services, the New Jersey Department of Correction, the New Jersey Department of Children and Families, or the New Jersey Juvenile Justice Commission.
16. “Transitional living facility” means a temporary facility that provides housing to a child due to domestic violence, pursuant to N.J.S.A. 18A:7B-12.1.
17. “Unaccompanied youth” means a youth not in the physical custody of a parent at the time of enrollment.
- ~~1. “School district liaison for the education of homeless children” means the person identified in the school district that facilitates all activities needed to ensure the enrollment and attendance of homeless children.~~

-

2. ~~“School district of residence” for a homeless child means the school district in which the parent of a homeless child resided prior to becoming homeless. It may not be the school district in which the student currently resides. This is synonymous with the term “school district of origin” referenced in the McKinney-Vento Homeless Education Assistance Act. “School district of residence” for a student in a State facility means the school district in which the parent with whom the student lived prior to placement in a State facility currently resides pursuant to N.J.S.A. 18A:7B-12.b.~~

3. ~~“Homeless child” means a child or youth who lacks a fixed, regular, and adequate residence, pursuant to N.J.S.A. 18A:7B-12 and N.J.A.C. 6A:17-2.2.~~

4. ~~“Immediate” or “immediately” means at the instant the need for placement is made known.~~

5. ~~“Parent” means the natural or adoptive parent, legal guardian, foster parent, surrogate parent, or person acting in the place of a parent such as the person with whom the child legally resides or a person legally responsible for the child’s welfare.~~

6. ~~“Superintendent” means Superintendent and/or Chief School Administrator.~~

B. Determination of Homelessness ~~(N.J.A.C. 6A:17-2.2)~~

1. The Board of Education for the school district of residence shall determine that a child or youth is homeless for the purposes of N.J.A.C. 6A:17-2, Policy 5116, and this Regulation when the child or youth ~~he or she~~ resides in any of the following:

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

C. Responsibilities of the School District of Residence ~~(N.J.A.C. 6A:17-2.3)~~

1. The school district of residence for a homeless child or youth shall be is responsible for the education of the child and shall:
 - a. Determine the school district in which the child shall be enrolled after consulting with the parent pursuant to N.J.A.C. 6A:17-2.5 and E. below;
 - b. Pay the cost of tuition pursuant to N.J.S.A. 18A:38-19, when the child attends school in another school district; and
 - c. Provide for transportation for the child pursuant to N.J.A.C. 6A:27-6.2.

2. The determination of the homeless child's or youth's school district of residence shall be made by the Superintendent of the school district of residence or designee pursuant to N.J.A.C. 6A:17-2.4 and D. below based upon information received from the parent, ~~the Department of Human Services or the Department of Children and Families~~, a shelter provider, another school district, an involved agency, ~~or a case manager~~.

3. The school district ~~Board of Education~~ identified in accordance with N.J.S.A. 18A:7B-12 as the school district of residence for a homeless child or youth shall be the school district of residence until the parent establishes a permanent residence. Financial responsibility will remain with the homeless child's school district of residence until the family is deemed domiciled in another jurisdiction, pursuant to N.J.S.A. 18A:38-1.d.

D. Designation of School District Liaisons and Their Responsibilities - ~~(N.J.A.C. 6A:17-2.4)~~

1. The Superintendent shall identify a school district liaison for the education of homeless children or youths. The school district liaison shall:
 - a. Facilitate communication and cooperation between the school district of residence and the school district where the homeless child or youth resides;
 - b. Develop procedures to ensure a homeless child or youth residing in the school district is enrolled and attending school pursuant to N.J.A.C. 6A:17-2.5 and E. below;
 - c. Ensure homeless families, children, and youth receive educational services for which they are eligible, including Head Start ~~and Even Start~~ programs, preschool programs administered by the ~~Board~~ local education agency, and referrals to health care, dental, mental health, and other appropriate services;

- d. Inform parents of homeless children and youth of the educational and related opportunities available to their children and ensure that parents ~~they~~ are provided with meaningful opportunities to participate in the education of their children;
 - e. Ensure that public notice of the educational rights of homeless children and youth is disseminated where such children receive services, such as schools, family shelters, and soup kitchens;
 - f. Ensure enrollment disputes are resolved pursuant to N.J.A.C. 6A:17-2.7 and G. below;
 - g. Ensure the parent of a homeless child or youth, or any unaccompanied youth, is fully informed of all transportation services, including transportation to the school district of residence, and is assisted in accessing transportation to the school selected under N.J.A.C. 6A:17-2.5 and E. below;
 - h. Assist the parent to obtain the homeless child or youth's medical records or required immunizations; and
 - i. Assist an unaccompanied youth to ensure the youth ~~he or she~~ is enrolled in, and is receiving all services pursuant to N.J.A.C. 6A:17, Policy 5116, and this Regulation.
- 2. When a homeless child or youth resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, ~~the Department of Human Services or the Department of Children and Families~~, a shelter director, or an involved agency, ~~or a case manager~~.
 - 3. Upon notification of the need for enrollment of a homeless child or youth, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b) and E.2. below.
- E. School District Enrollment ~~-(N.J.A.C. 6A:17-2.5)~~
- 1. The Superintendent of the school district of residence or designee shall decide in which school district the homeless child or youth shall be enrolled as follows:
 - a. Enroll the homeless child or youth in the school district of residence to the extent feasible, except when doing so is contrary to the wishes of the homeless child's or youth's parent;

- b. Continue the homeless child's or youth's education in the school district of last attendance if it is not the school district of residence; or
 - c. Enroll the homeless child in the school district where the child resides.
 2. The Superintendent of the school district of residence or designee shall decide the school district of enrollment of a homeless child or youth based on what is determined to be in the best interest of the child or youth after considering:
 - a. The enrollment of the homeless child or youth in the school district of residence to the extent feasible, except when doing so is contrary to the wishes of the child's or youth's parent.
 - b. The continuity of the child's educational program;
 - c. The eligibility of the child for special instructional programs, including but not limited to bilingual, gifted and talented, special education, early childhood, and career and technical education programs; and
 - d. The distance, travel time, and safety factors in coordinating transportation services from the residence to the school.
 3. The Superintendent of the school district of residence or designee shall determine the child's or youth's school district of enrollment immediately after consultation with the parent. The school district of residence shall adhere to the following procedures:
 - a. Enrollment decisions shall be made immediately upon notification of the need for enrollment. When the decision is made, the child or youth shall ~~will~~ be enrolled immediately. If a dispute arises regarding enrollment of a homeless child or youth, the homeless child or youth shall be immediately enrolled in the school district in which enrollment is sought by the parent, pending resolution of the dispute pursuant to N.J.A.C. 6A:17-2.7 and G. below.
 - b. Consultation with the parent regarding the enrollment decision and the right to appeal the decision shall be documented in writing.
 - c. A decision to enroll a homeless child or youth in a school district other than the school district of residence or the school district requested by the parent shall be explained in writing and provided to the parent.
 4. When a decision is made to enroll the child or youth in a school district other than the school district of residence, the Superintendent or designee of the school district of residence shall forward to the new school district all relevant school

and health records consistent with the provisions of N.J.A.C. 6A:32-7, ~~School District Operations~~.

5. When a homeless child or youth with a disability is enrolled in a school district other than the school district of residence, the school district of enrollment shall treat the student as a transfer student pursuant to N.J.A.C. 6A:14, Special Education.
6. When the school district of residence for a homeless child or youth cannot be determined, the Superintendent or designee of the school district in which the child or youth currently resides shall enroll the child or youth immediately in the school district of the current residence or the school district of last attendance.
7. The school district selected pursuant to N.J.A.C. 6A:17-2, Policy 5116, and this Regulation shall immediately enroll the homeless child or youth, even if the child or youth is unable to produce records normally required for enrollment such as previous academic records, medical records, proof of residency, or other documentation.
8. Enrollment in the school district of residence; ~~enrollment in~~ the school district of last attendance if not the school district of residence; ~~or enrollment in~~ the school district where the child or youth resides shall continue for the duration of homelessness, including when a family becomes homeless between academic years, and also for the remainder of the academic year if the homeless child or youth becomes permanently housed during the academic year.

F. Parental Rights ~~(N.J.A.C. 6A:17-2.6)~~

1. Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 ~~et seq.~~ Policy 5116, and this Regulation.

G. Disputes and Appeals ~~(N.J.A.C. 6A:17-2.7)~~

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

2. When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent ~~of Schools;~~ The Executive County Superintendent ~~who~~ shall make a determination immediately, if possible, but no later than within forty-eight hours and, when necessary, in consultation with the NJDOE's Homeless Education Coordinator, or the Coordinator's designee.
 - a. If the dispute regarding determination of the school district of residence does not involve the determination of homelessness and/or school district of enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the NJDOE Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f), and request a determination from the Division of ~~Administration and~~ Finance.
 - b. If an appeal of a determination of the school district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner pursuant to N.J.A.C. 6A:3, Controversies and Disputes.
3. Any dispute or appeal shall not delay the homeless child's or youth's immediate enrollment or continued enrollment in the school district. The homeless child or youth shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal.
4. Disputes and appeals involving the services provided to a homeless child or youth with a disability shall be made pursuant to N.J.A.C. 6A:14.

H. Tuition ~~-(N.J.A.C. 6A:17-2.8)~~

1. When the homeless child or youth is enrolled in a school district other than the school district of residence, the school district of residence shall pay to the school district of enrollment the tuition costs pursuant to N.J.S.A. 18A:38-19 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence or the school district in which the parent has been deemed domiciled shall ~~no longer~~ pay tuition to the school district of enrollment.
2. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence or the school district in which the parent has been deemed domiciled shall ~~no longer~~ list the student on its ASSA.

3. The State shall assume fiscal responsibility for the tuition of the child or youth pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child or youth is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d, under the following circumstances:
 - a. If the school district of residence cannot be determined for the homeless child or youth;
 - b. If the school district of residence is outside of the State; or
 - c. If a child or youth resides in a domestic violence shelter, homeless shelter, Department of Community Affairs licensed emergency shelter or transitional living facility located in a school district other than the school district of residence due to domestic violence for more than a year during combined for the duration of the placement pursuant to N.J.S.A. 18A:7B-12.d and 12.1.
- ~~4.(1)~~ When the State assumes fiscal responsibility for the tuition of a homeless child or youth under the circumstances at N.J.A.C. 6A:17-2.8(c) and H.3 above, the State shall pay to the school district in which the child or youth is enrolled the weighted base per pupil amount calculated pursuant to N.J.S.A. 18A:7F-49, and the appropriate security and special education categorical aids per pupil pursuant to N.J.S.A. 18A:7F-55 and 56.

Issued: 12 February 2009

Revised: 09 August 2018

Revised:

POLICY

East Brunswick Board of Education

Section: Students
5460.02. BRIDGE YEAR PILOT PROGRAM (M)
Date Created: December 2021
Date Edited: December 2021

5460.02. BRIDGE YEAR PILOT PROGRAM (M)

The New Jersey Commissioner of Education has established a three-year "Bridge Year Pilot Program," under which each school district with a high school shall offer students in the graduating classes of 2021 and 2022 the opportunity to pursue a Bridge Year during the year immediately following their senior year of high school, in accordance with the provisions of P.L. 2020 c.41. The purpose of the Bridge Year Pilot Program shall be to provide participating students an additional year to address learning loss and missed opportunities in extracurricular activities, including spring sports programs, as a result of the public health state of emergency caused by the COVID-19 pandemic.

For the purpose of this Policy, "host high school" means the high school that a student, who pursues a Bridge Year pursuant to the provisions of P.L. 2020 c.41, attended as a junior in high school.

Under the Bridge Year Pilot Program, each high school in a school district shall designate a school staff member as a Bridge Year Liaison to serve as the school's central point of contact for students interested in pursuing a Bridge Year and for students participating in a Bridge Year. Nothing in P.L. 2020 c.41 shall be construed to require a school district to hire an individual to serve as a Bridge Year Liaison.

To be eligible to participate in the Bridge Year Pilot Program, a student shall be nineteen years of age or younger and shall not turn twenty years of age at any time during the Bridge Year, except that a classified student shall be eligible to participate if the student will turn twenty years of age during the Bridge Year due to services provided pursuant to the student's individualized education program. To participate in the Bridge Year Pilot Program, eligible students must notify their host high school's Bridge Year Liaison by February 15 of their senior year.

The Bridge Year Liaison shall develop, in consultation with Bridge Year students, an Individual Learning Plan (ILP) for each student. To ensure ample time to plan for the implementation of services outlined in the ILP, each Bridge Year student's ILP shall be completed by May 15, but no later than June 1 of the student's senior year.

During the fall semester of the student's Bridge Year, the student shall take between nine and twelve credits at the host high school, the county college that serves the county of the host high school, or a combination thereof. During the spring semester of the student's Bridge Year, the student shall take between nine and twelve credits at the county college that serves the county of the host high school. During either semester of the Bridge Year, a student may also take up to three credits offered by a four-year institution of higher education at any high school in the State or at any other location to fulfill the student's credit requirement. At the conclusion of each semester of the Bridge Year, the host high school shall update the student's high school transcript to reflect any high school credits earned during the Bridge Year.

In the event that a student initially decides to pursue a Bridge Year in the fall semester, but does not continue the Bridge Year in the spring semester, the student's host high school shall release all final transcripts and other records as necessary and as may be requested. A student who decides not to continue the Bridge Year in the spring semester shall not be eligible to participate in the spring sports program or extracurricular activities pursuant to P.L. 2020 c.41.

The State Board of Education shall promulgate regulations pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B -1 et seq.), necessary to effectuate the provisions of P.L. 2020 c.41.

The Higher Education Student Assistance Authority shall promulgate regulations, pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B -1 et seq.), necessary to effectuate the provisions of section d of section 2 of this Act.

P.L. 2020 c.41

Adopted: 16 December 2021

© 2023 [Strauss Esmay Associates, LLP](#)
1886 Hinds Road, Suite 1, Toms River, NJ 08753
ph: (732)255-1500 fax: (732)255-1502

REGULATION

East Brunswick School District

Section: Students
5460.02. BRIDGE YEAR PILOT PROGRAM (M)
Date Created: December 2021
Date Edited: December 2021

5460.02. BRIDGE YEAR PILOT PROGRAM (M) M

All public school districts, including charter and renaissance schools, that enroll high school students must offer all eligible students the opportunity to participate in the Bridge Year Pilot Program (P.L. 2020 c.41).

To participate in the Bridge Year Pilot Program, eligible students must notify their host high school's Bridge Year Liaison of their intent to participate by February 15 of their senior year.

A. Bridge Year Liaison

1. To facilitate compliance with the requirements of the Bridge Year Pilot Program, each public high school in a school district shall designate a school staff member as a Bridge Year Liaison.
2. The school's Bridge Year Liaison shall serve as the school's point of contact for students interested in participating in the Bridge Year Pilot Program, facilitate planning of the Bridge Year students' academic services, and regularly communicate with the respective county college regarding students' academic progress.
3. Bridge Year Liaisons shall develop, in consultation with Bridge Year students, an Individual Learning Plan (ILP) for each student.
4. The Bridge Year Liaison:
 - a. Shall collect and report attendance in accordance with the school district's policy for those students participating in classes not at the host high school consistent with N.J.A.C. 6A:16-7.6. Attendance for classes at the host high school shall be collected and recorded in the normal course;
 - b. Must receive reports from the institution of higher education that a Bridge Year student attend at least quarterly. The reports must demonstrate, in a manner specified by the student's ILP, the student's academic progress and performance; and
 - c. Shall ensure that at the conclusion of each semester of the Bridge Year, the student's high school transcript reflects any high school and college credits earned during the Bridge Year in accordance with policy and Regulation 5460.02.

B. Student Eligibility

1. To be eligible to participate in Bridge Year Pilot Program, a student must:
 - a. Be in the graduating classes of 2021 or 2022;
 - b. Meet all applicable high school graduation requirements by the end of their senior year of high school;
 - c. Be nineteen years old or younger during the entirety of the Bridge Year; a student that would turn twenty years old before the end of their Bridge Year is not eligible to participate;
 - (1) A student with disabilities is eligible to participate if the student will turn twenty years old during the Bridge Year due to services provided under the student's individualized education program (IEP); and
 - d. Maintain a grade point average of 2.0 during the Bridge Year.
2. Students with disabilities who receive special education and related services under the Individuals with Disabilities Education Act (IDEA) must be granted the opportunity to participate in a school district's Bridge Year Pilot Program in accordance with Federal and State special education requirements.
 - a. Regarding the Bridge Year age requirements in B.1.c. above, school districts that have students with disabilities who have satisfied their State and local graduation requirements, but may need an extra year of services, and will not turn twenty-one years old before June 30, may receive services for another year as determined by the student's IEP team, which includes the student and the student's parent(s).
 - b. The school district's Bridge Year Liaison should collaborate with the student's IEP team as the services provided to students with disabilities should be focused on transition services. Services shall be delivered via the IEP.

C. Academics

1. Individual Learning Plans (ILP)
 - a. Each Bridge Year student's academic and co-curricular goals for the Bridge Year shall be defined in an ILP. A student's ILP shall detail the activities and strategies for accomplishing these goals, including, but not limited to, counseling, academic support, coursework, and co-curricular or athletic participation. The New Jersey Department of Education (NJDOE) developed an ILP template for school districts, which will be available on the NJDOE's webpage.
 - (1) In developing a student's ILP, a school district should utilize the considerations outlined in Bridge Year Pilot Program (P.L. 2020 c.41) Implementation Guidance.
 - b. To ensure ample time to plan for the implementation of services outlined in the ILP, each Bridge Year student's ILP shall be completed by May 15, but no later than June 1 of the student's senior year.
2. Academic and Course Requirements
 - a. Students participating in the Bridge Year Pilot Program shall meet the following academic and course requirements:
 - (1) During the fall semester, students shall take between nine and twelve credits at the host high school, county college in the county in which the host high school is located, or a combination thereof;
 - (2) During the spring semester, students shall take between nine and twelve credits at the county college in the county in which the host high school is located;

- (3) During either semester, students may take up to three credits offered by a four-year institution of higher education at any high school in the State or any other location to fulfill the student's credit requirements described in C.2.a.(1) and (2) above;
 - (4) Students who pursue a Bridge Year and participate in a spring sport sanctioned by the New Jersey State Interscholastic Athletic Association (NJSIAA) shall enroll in less than twelve college credits, or otherwise be enrolled in a number of college credits as to not be considered a full-time college student, in each of the fall and spring semesters during the student's Bridge Year;
 - (5) During the Bridge Year, students do not need to participate in health, safety, and physical education as required by N.J.S.A. 18A:35-5, 7, and 8 (N.J.A.C. 6A:8-5.1(a)I.vi); and
 - (6) A Bridge Year student shall be considered a non-matriculated student of the respective county college.
- b. School districts that do not operate on the basis of fall and spring semesters should meet the spirit of the academic and course requirements outlined in C.2.a. above and ensure that Bridge Year students meet their total credit requirements for the entirety of the Bridge Year Pilot Program.

3. Graduation

- a. As stated in B.1.b. above, all students must meet all applicable high school graduation requirements by the end of their senior year of high school before participating in the Bridge Year Pilot Program.
- b. The Bridge Year student may participate in the graduation ceremony at the end of his or her senior year or the end of his or her Bridge Year.
- c. The student's diploma will be withheld and formal matriculation from high school will be deferred until completion of the Bridge Year Pilot Program.
 - (1) Participating students are only held to the graduation requirements of their senior year and are not required to meet the graduation requirements of their Bridge Year in order to receive their high school diploma.
 - (a) For example, 12th graders in the graduating class of 2021 – whose Bridge Year would take place during the 2021-2022 school year – will be held only to the graduation requirements applicable to the class of 2021, as modified pursuant to Executive Order 214 by the Governor of New Jersey, and not to the graduation requirements for the class of 2022.
- d. At the conclusion of each semester of the Bridge Year Pilot Program, the host high school shall update the student's high school transcript to reflect any high school credits earned during the Bridge Year.
- e. If a student decides to pursue a Bridge Year in the fall semester, but does not continue the Bridge Year in the spring semester, the student's host high school shall release all final transcripts and other records as necessary and as may be requested.

D. Data Reporting

1. NJ SMART

- a. The NJDOE will add a new field in the NJ SMART SID Management to indicate whether 12th graders are planning to participate in the Bridge Year Pilot Program in the following year (beginning in the 2020-2021 school year) or whether a 12th grader is currently participating in a Bridge Year Pilot Program (beginning in the 2021-2022 school year).
- b. School districts will be required to begin entering this information for all 12th graders beginning with the June 2021 snapshot.

2. School and District Accountability

- a. Students participating in the Bridge Year Pilot Program will continue to be included in the accountability calculations for both Every Student Succeeds Act school accountability and New Jersey Quality Single Accountability Continuum (QSAC) district accountability during their Bridge Year.
 - (1) This would include graduation rate and chronic absenteeism calculations for both school and district accountability.
 - (2) Students participating in the Bridge Year Pilot Program will not count as graduates for graduation rate calculations until they receive a diploma at the end of the Bridge Year.

E. Athletic Requirements

- 1. Students participating in the Bridge Year Pilot Program are eligible to participate in NJSIAA sanctioned sports at their host high school – and only at their host high school – during the spring season of their Bridge Year.
 - a. Bridge Year students are not eligible to participate in fall or winter sports during their Bridge Year.
- 2. Students must meet the eligibility requirements outlined by the NJSIAA.
- 3. A student who decides not to continue their Bridge Year in the spring semester shall not be eligible to participate in a spring sports program or extracurricular activities.
- 4. Bridge Year students participating in spring athletics are subject to the athletic code of conduct, and any other applicable codes, rules, or school district policies as other students participating in the spring sport.

Adopted: 16 December 2021

< Prev Next >

[To Regulation](#)

 [Search District Policies](#)

[District Policies TOC](#)

District Policy

8500 - FOOD SERVICES

Section: Operations
Date Created: December 2010
Date Edited: December 2010

The Board recognizes proper nutrition is an important part of each pupil's school day. The Superintendent or his/her designee shall ensure a wholesome, nutritious food services program in the district and one which reinforces the concepts of nutrition education as taught in the classrooms of this district.

The Board shall provide food service facilities for the consumption of food on school premises. All pupils not expressly excused by the Principal shall be expected to remain at school for lunch.

Pupils may either purchase food prepared by the Child Nutrition Program or bring a meal from home for personal consumption. However, any other source of food is expressly forbidden and shall not be permitted on days and times when the Child Nutrition Program is in operation.

The operation and supervision of the food services program shall be the responsibility of the Child Nutrition Department Manager.

The district shall participate in the Federal Child Nutrition Program.

The Child Nutrition Program income and expenses shall be accounted as an Enterprise Fund of the Board, and shall be operated on such a basis that a loss is not incurred in any fiscal year. The net cash resources of the Child Nutrition Program shall be no less than one month's nor more than three months' operating cost. A periodic review of the financial statements shall be made by the School Business Administrator or his/her designee. At the end of the fiscal year, any net cash resources exceeding three months' operating cost shall be used to offset the operations in the next fiscal year.

The Superintendent or his/her designee shall ensure the maintenance of sanitary, neat premises, free from fire and health hazards, for the preparation and consumption of food and the safekeeping and storage of food and food equipment in strict compliance with regulations of the New Jersey State Department of Health.

N.J.S.A. 18A:18A-42.1; 18A:33-3 et seq.; 18A:58-7.1
N.J.A.C. 6A:23-2.6, et seq.
N.J.A.C. 8:24-2.1 through 7.5

Adopted: 02 December 2010



8500 FOOD SERVICES (M)

The Board of Education shall make school lunch available to all students enrolled in a school in the district unless less than five percent of enrolled students in the school are Federally eligible for a free or reduced price lunch in accordance with N.J.S.A. 18A:33-4. School lunches made available pursuant to N.J.S.A. 18A:33-4 and this Policy shall meet minimum nutritional standards, established by the Department of Education.

Free or reduced price breakfast and lunch, as required, shall be offered, under a school lunch program, school breakfast program, or a breakfast after the bell program, to all enrolled students who are determined to be Federally eligible for free or reduced price meals. As provided by N.J.S.A. 18A:33-4.a.(3) and N.J.S.A. 18A:33-14a.a.(2), any student who is eligible for a reduced price lunch and breakfast, pursuant to Federal income eligibility standards and criteria, shall not be required to pay for such lunch or breakfast. Free lunch or breakfast shall also be offered to each enrolled student who is Federally ineligible for free or reduced price meals, but who has an annual household income that is not less than one hundred and eighty-six percent, and not more than one hundred ninety-nine percent, of the Federal poverty level, as determined pursuant to N.J.S.A. 18A:33-21b1.

- A. Breakfast Program – N.J.S.A. 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.3; 18A:33-14a.

If twenty percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a school breakfast program in the school in accordance with the provisions of N.J.S.A. 18A:33-10.

Notwithstanding the provisions of N.J.S.A. 18A:33-10 to the contrary, if ten percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program the district shall establish a breakfast program in accordance with the provisions of N.J.S.A. 18A:33-10.1.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a breakfast after the bell program pursuant to N.J.S.A. 18A:33-11.3.

In accordance with N.J.S.A. 18A:33-11, in implementing a school lunch program, pursuant to N.J.S.A. 18A:33-4 et seq., a school breakfast program, pursuant N.J.S.A. 18A:33-9 et seq., or N.J.S.A. 18A:33-10.1, or a breakfast after the bell program, pursuant to N.J.S.A. 18A:33-11.1 or N.J.S.A. 18A:33-11.3, the district shall:

1. Publicize, to parents and students, the availability of the respective school meals program, as well as the various ways in which a student may qualify to receive free or reduced price meals under the program, as provided by N.J.S.A. 18A:33-4 and N.J.S.A. 18A:33-14a.;
2. Make every effort to ensure that subsidized students are not recognized as program participants, by the student body, faculty, or staff, in a manner that is different from the manner in which unsubsidized students are recognized as program participants. Such efforts shall include, but need not be limited to, the establishment of a neutral meal plan or voucher system that does not make a distinction between subsidized and unsubsidized students; and
3. Make every effort to:
 - a. Facilitate the prompt and accurate identification of categorically eligible students who may be certified to participate in the program, on a subsidized basis, without first submitting an application therefore, and, whenever an application is required to establish eligibility for subsidized meals, encourage students and their families to submit a subsidized school meals application for that purpose;
 - b. Facilitate and expedite, to the greatest extent practicable, the subsidized school meals application and income-eligibility determination processes that are used, by the district, to certify a student for free or reduced price school meals on the basis of income, and assist parents in completing the school meals application; and
 - c. Encourage students who are neither categorically eligible nor income-eligible for free or reduced price school meals to nonetheless participate, on a paid and unsubsidized basis, in the program.

If the district participates in the Federal School Breakfast Program, the district is encouraged to increase the number of students participating in the program by establishing a breakfast after the bell program that incorporates school breakfast into the first-period classroom or the first few minutes of the school day pursuant to N.J.S.A. 18A:33-11.1.

Pursuant to N.J.S.A. 18A:33-14a., school breakfasts made available to students under a school breakfast program or a breakfast after the bell program shall meet minimum nutritional standards, established by the New Jersey Department of Education.

The State of New Jersey shall provide funding to each school in the district if the school operates a School Breakfast Program or a breakfast after the bell program, as may be necessary to reimburse the costs associated with the school's provision of free breakfasts, pursuant to N.J.S.A. 18A:33-14a.b., to students who are Federally ineligible for free or reduced price meals.

B. Summer Food Service Program – N.J.S.A. 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26

In accordance with N.J.S.A. 18A:33-24, if fifty percent or more of the students enrolled in the school district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall become a sponsor or site under the Federal Summer Food Service Program or apply for a waiver pursuant to N.J.S.A. 18A:33-26.

In accordance with N.J.S.A. 18A:33-23, the district shall notify each student enrolled and the student's parent of the availability of, and criteria of eligibility for, the summer meals program and the locations in the district where the summer meals are available. The district shall provide this notification by distributing flyers provided by the New Jersey Department of Agriculture pursuant to subsection N.J.S.A. 18A:33-23.c. The district may also provide electronic notice of the information through the usual means by which the district communicates with parents and students electronically.

Pursuant to N.J.S.A. 18A:33-26.a., the New Jersey Department of Agriculture may grant a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. To be granted a waiver, the district must show that it lacks the staff, facilities, or equipment to sponsor the Federal Summer Food Service Program, or the means to finance the hiring or acquisition of such staff, facilities, or equipment. The New Jersey Department of Agriculture also may grant a waiver for one year to the district if a different sponsor currently runs the Federal Summer Food Service Program within the district's community.

Pursuant to N.J.S.A. 18A:33-26.b., the district shall report to the New Jersey Department of Agriculture, in the manner prescribed by the New Jersey Department of Agriculture, its reasons for requesting a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. The report shall include, but need not be limited to, a description of the specific impediments to implementing the program and actions that could be taken to remove those impediments or, where applicable, the identification of the sponsor that currently runs the program within the same community.

C. Information Provided to Parents Regarding the National School Lunch Program and the Federal School Breakfast Program – N.J.S.A. 18A:33-21b1

1. At the beginning of each school year, or upon initial enrollment, in the case of a student who enrolls during the school year, the school shall provide each student's parent with:
 - a. Information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to, information on the availability of free or reduced price meals for eligible students, information on the application and determination processes that are used

to certify eligible students for subsidized school meals, and information on the rights that are available to students and their families under N.J.S.A. 18A:33-21b1 and N.J.S.A. 18A:33-21; and

- b. A school meals application form, as well as instructions for completing the application, and, as necessary, assistance in completing the application.
 2. The school meals information and application provided to parents, pursuant to N.J.S.A. 18A:33-21b1.a. shall:
 - a. Be communicated in a language that the parent understands;
 - b. Specify the limited purposes for which collected personal data may be used, as provided by N.J.S.A. 18A:33-21b1.c.; and
 - c. Be submitted to the parent either in writing or electronically. In the latter case, the school district shall use the usual means by which it communicates with parents electronically.
 3. A school meals application that is completed by a parent shall be confidential, and shall not be used or shared by the student's school or school district, except as may be necessary to:
 - a. Determine whether a student identified in the application is eligible for free or reduced price school meals;
 - b. Determine whether the school or school district is required, by N.J.S.A. 18A:33-11.3 or by N.J.S.A. 18A:33-24, to establish a breakfast after the bell program, or to participate as a sponsor or site in the Federal Summer Meals Service Program;
 - c. Ensure that the school receives appropriate reimbursement, from the State and Federal governments, for meals provided to eligible students, free of charge, through a school lunch program, a school breakfast program, a breakfast after the bell program, a summer meals program, or an emergency meals distribution program; and
 - d. Facilitate school aid determinations under the "School Funding Reform Act of 2008," N.J.S.A. 18A:7F-43 et seq.
- D. Free or Reduced Price Meals' Application Process – 7 CFR 245

School meals applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of receipt of the completed application pursuant to 7 CFR 245.6(c)(6). Any student found eligible shall be offered

free or reduced price meals or free milk immediately upon the establishment of their eligibility and shall continue to receive such meals during the pendency of any inquiry regarding their eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year's eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

In accordance with 7 CFR 245.6(c)(1) and (2), eligibility for free or reduced price meals, as determined through an approved application or by direct certification, must remain in effect for the entire school year and for up to thirty operating days in the subsequent school year. Prior to the processing of an application or the completion of direct certification procedures for the current school year, children from households with approved applications or documentation of direct certification on file from the preceding year, shall be offered reimbursable free and reduced price meals, as appropriate.

In accordance with 7 CFR 245.6(c)(6)(iii), children from households that notify the local educational agency that they do not want free or reduced price benefits must have their benefits discontinued as soon as possible.

Pursuant to 7 CFR 245.6(c)(7), if the district receives an incomplete school meals application or a school meals application that does not meet the eligibility criteria for free or reduced priced benefits, the school meals application must be denied. The district shall document and retain the denied school meals application and reasons for ineligibility for three years in accordance with 7 CFR 245.6(e).

In accordance with 7 CFR 245.6(c)(7), parents of students who are denied benefits must receive prompt, written notification of their denial. The notification may be provided by mail or e-mail to the individual who signed the school meals application. Posting the denial on the "notification" page of an online system does not meet this requirement. Likewise, informing the parent of denial via telephone does not meet this requirement. If the district uses an automated telephone information system to notify parents of denied benefits, the district must also provide the parents with written notification of the denial. The notification must provide the: reason for denial of benefits; right to appeal; instructions on how to appeal; and ability to reapply for free and reduced price benefits at any time during the school year.

In accordance with 7 CFR 245.6(e), the district shall record the eligibility determination and notification in an easily referenced format. The record shall include the: denial date; reason for denial; date the denial notice was sent; and signature or initials of the determining official (may be electronic, where applicable).

Any parents of students who have benefits that are to be reduced or terminated must be given ten calendar days' written notice of the change prior to the date the change will go into effect pursuant to 7 CFR 245.6a(j). The first day of the advance notice period shall be the day the notice is sent. The notice of adverse action may be sent via mail or to the

e-mail address of the parent. The district shall notify the household of adverse action by phone only.

Pursuant to 7 CFR 245.6a(j), the notice of adverse action must advise the parents of: change in benefits; reasons for the change; an appeal must be filed within the ten calendar days advance notice period to ensure continued benefits while awaiting a hearing and decision; instructions on how to appeal; and the parents may reapply for benefits at any time during the school year.

If the district participates in any National School Lunch Program, School Breakfast Program, or provides free milk under the Special Milk Program, the district shall submit to the New Jersey Department of Agriculture a free and reduced price policy statement pursuant to 7 CFR 245.10.

In accordance with 7 CFR 245.1(b), the district shall avoid any policy or practice leading to the overt identification of students receiving free or reduced price meal benefits. Overt identification is any action that may result in a child being recognized as potentially eligible for or certified for free or reduced price school meals. Unauthorized disclosure or overt identification of students receiving free and reduced price meal benefits is prohibited. The district shall ensure that a child's eligibility status is not disclosed at any point in the process of providing free and reduced price meals, including: notification of the availability of free and reduced price benefits; certification and notification of eligibility; provision of meals in the cafeteria; and the point of service. In addition, the district shall ensure students who receive free and reduced price benefits are not overtly identified when they are provided additional services under programs or activities available to low-income students based on their eligibility for free and reduced price meals.

Pursuant to 7 CFR 245.2, disclosure means revealing or using individual student's program eligibility information obtained through the free and reduced price meal or free milk eligibility process for a purpose other than the purpose for which the information was obtained. Disclosure includes, but is not limited to, access, release, or transfer of personal data about students by means of print, tape, microfilm, microfiche, electronic communication, or any other means. It includes eligibility information obtained through the school meals application or through direct certification.

If the district accepts both cash and electronic payments, the district shall ensure students are not overtly identified through the method of payment pursuant to 7 CFR 245.8(b). To the maximum extent practicable, the district must ensure the sale of non-program foods and the method of payment for non-program foods do not inadvertently result in students being identified by their peers as receiving free and reduced price benefits.

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

E. Meal Charge Program – N.J.S.A. 18A:33-21

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

“Unsubsidized student” means a student who is neither categorically eligible nor income-eligible for free or reduced price school meals, and who is, consequently, required to pay for any such meals that are served to the student under the National School Lunch Program or the Federal School Breakfast Program.

The Board of Education recognizes a student may not have breakfast or lunch (meal), as applicable, or money to purchase a meal at school on a school day causing the student’s meal charge account to fall into arrears. The district shall contact the student’s parent to provide notice of the arrearage and shall provide the parent with a period of ten school days to pay the amount due. If the student’s parent has not made full payment by the end of the designated ten school day period, then the district shall again contact the student’s parent to provide notice of any action to be taken by the school district in response to the arrearage.

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

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

A school district shall report at least biannually to the New Jersey Department of Agriculture the number of students who are denied school breakfast or school lunch in accordance with N.J.S.A. 18A:33-21.a.(2) and this Policy.

Nothing in N.J.S.A. 18A:33-21 or this Policy shall be construed to require the district to deny or restrict the ability of an unsubsidized student to access school breakfast or school lunch when the student’s school breakfast or school lunch bill is in arrears.

The school or school district shall not:

1. Publicly identify or stigmatize an unsubsidized student who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears. (For example, by requiring the student to sit at a separate table or by requiring that the student wear a wristband, hand stamp, or identifying mark, or by serving the student an alternative meal);
2. Require an unsubsidized student, who cannot pay for a school breakfast or a school lunch or whose school breakfast or school lunch bill is in arrears to do chores or other work to pay for the school breakfast or school lunch;
3. Require an unsubsidized student to discard a school breakfast or school lunch after it has been served because of the student's inability to pay for a school breakfast or school lunch or because money is owed for previously provided meals;
4. Prohibit an unsubsidized student, or sibling of such a student, from attending or participating in non-fee-based extracurricular activities, field trips, or school events, from receiving grades, official transcripts, or report cards, or from graduating or attending graduation events, solely because of the student's unresolved meal debt; or
5. Require the parent of an unsubsidized student to pay fees or costs in excess of the actual amounts owed for meals previously served to the student.

If an unsubsidized student owes money for the equivalent of five or more school meals, the Principal or designee shall:

1. Determine whether the student is categorically eligible or income-eligible for free or reduced price meals, by conducting a review of all available records related to the student, and by making at least two attempts, not including the initial attempt made pursuant to N.J.S.A. 18A:33-21.c.(2), to contact the student's parent and have the parent fill out a school meals application; and
2. Contact the parent of the unsubsidized student to offer assistance with respect to the completion of the school meals application; and to determine if there are other issues in the household that have caused the student to have insufficient funds to purchase a school breakfast or school lunch; and to offer any other appropriate assistance.

The school district shall direct communications about a student's school breakfast or school lunch bill being in arrears to the parent and not to the student. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

Notwithstanding the provisions of N.J.S.A. 18A:33-21 and the provisions of any other law, rule, or regulation to the contrary, an unsubsidized student shall not be denied access

to a school meal, regardless of the student's ability to pay or the status of the student's meal arrearages, during any period of time in which the school is making a determination, pursuant to N.J.S.A. 18A:33-21.c., as to whether the student is eligible for, and can be certified to receive, free or reduced price meals.

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

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

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

F. Provision of Meals to Homeless Children – N.J.S.A. 18A:33-21c.

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

G. Provision of School Meals During Period of School Closure – N.J.S.A. 18A:33-27.2

In the event the Board is provided a written directive, by either the New Jersey Department of Health or the health officer of the jurisdiction, to institute a public health-related closure due to the COVID-19 epidemic, the district shall implement a program, during the period of the school closure, to provide school meals, at meal distribution sites designated pursuant to N.J.S.A. 18A:33-27.2.b., to all students enrolled in the district who are either categorically eligible or income-eligible for free or reduced price school meals.

In the event of an emergency closure, as described in N.J.S.A. 18A:33-27.2.a., the district shall identify one or more school meal distribution sites that are walkable and easily accessible to students in the district. The district shall collaborate with county and municipal government officials in identifying appropriate sites. A school meals distribution site may include, but need not be limited to: faith-based locations; community centers, such as YMCAs; and locations in the district where meals are made available through a summer meals program. In a district that includes high density housing, the district shall make every effort to identify a school meal distribution site in that housing area.

The district shall identify students enrolled in the district who are categorically eligible or income-eligible for free or reduced price meals, and for whom a school meal distribution site, identified pursuant to N.J.S.A. 18A:33-27.2.b., is not within walking distance. In the

case of these students, the district shall distribute the school meals to the student's residence or to the student's bus stop along an established bus route, provided that the student or the student's parent is present at the bus stop for the distribution. Food distributed pursuant to N.J.S.A. 18A:33-27.2.c. may include up to a total of three school days' worth of food per delivery.

The district may use school buses owned and operated by the district to distribute school meals pursuant to N.J.S.A. 18A:33-27.2. If the district does not own and operate its own buses, the district may contract for the distribution of school meals, and these contracts shall not be subject to the public bidding requirements established pursuant to the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq.

The district shall collaborate, as feasible, with other districts and with local government units to implement the emergency meals distribution program, as required by N.J.S.A. 18A:33-27.2, in order to promote administrative and operational efficiencies and cost savings.

School lunches and breakfasts that are made available, through an emergency meals distribution program operating pursuant to N.J.S.A. 18A:33-27.2, shall be provided to eligible students, free of charge, in accordance with the provisions of N.J.S.A. 18A:33-4.a. and N.J.S.A. 18A:33-14a.

H. Statement of Compliance

All food service programs shall be operated pursuant to 7 CFR 245, as appropriate, and this Policy.

N.J.S.A. 18A:18A-42.1; 18A:33-4; 18A:33-5; 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.2; 18A:33-11.3; 18A:33-14a.; 18A:33-21; 18A:33-21a.; 18A:33-21b1; 18A:33-21c.; 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26; 18A:33-27.2; 18A:58-7.1; 18A:58-7.2
N.J.A.C. 2:36
N.J.A.C. 6A:23-2.6 et seq.
N.J.A.C. 8:24-2.1 through 7.5
7 C.F.R. 210.1 et seq.

Adopted: 02 December 2010

Revised:

POLICY

East Brunswick Board of Education

Section: Operations
8540. SCHOOL NUTRITION PROGRAMS (M)
Date Created: December 2010
Date Edited: January 2022

8540. SCHOOL NUTRITION PROGRAMS (M)

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

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

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

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

The Superintendent or designee shall annually notify parents of all children in the school district of the availability, eligibility requirements, and application procedures for free or reduced price meals or free milk in accordance with the notification requirements and procedures of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

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

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

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

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

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

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

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

7 C.F.R. 210.1 et seq.
N.J.S.A. 18A:33-5; 18A:33-11.1 et seq.; 18A:58-7.2
N.J.A.C. 2:36

Adopted: 02 December 2010
Revised: 09 August 2018
Revised: 20 January 2022

© 2023 [Strauss Esmay Associates, LLP](#)
1886 Hinds Road, Suite 1, Toms River, NJ 08753
ph: (732)255-1500 fax: (732)255-1502

POLICY

East Brunswick Board of Education

Section: Operations
8550. MEAL CHARGES/OUTSTANDING FOOD SERVICE BILL (M)
Date Created: August 2018
Date Edited: January 2022

8550. MEAL CHARGES/OUTSTANDING FOOD SERVICE BILL (M)

M

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

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

The school district shall not:

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

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

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

The school district shall direct communications about a student's school meal bill being in arrears to the parent and not the student. The school district's contact with the parent may be via email or telephone call. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

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

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

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

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

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

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

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

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

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

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

Adopted: 09 August 2018
Revised: 20 January 2022

FOR DELETION

1140 EDUCATIONAL EQUITY POLICIES/AFFIRMATIVE ACTION PROGRAM (M)

The Board of Education shall adopt and implement written educational ~~equality and~~ equity policies in accordance with the provisions of N.J.A.C. 6A:7 – Managing ~~F~~or ~~Equality And~~ Equity ~~I~~n Education.

The Board's ~~educational equity policies~~Affirmative Action Program (AAP) shall recognize and value the diversity of persons and groups within ~~the community~~ society and promote the acceptance of persons of diverse backgrounds regardless of ~~the protected categories listed at N.J.A.C. 6A:7-1.1(a) and pursuant to N.J.A.C. 6A:7-1.4(a)1~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status. The ~~educational equity policies~~ Affirmative Action Program will ~~also~~ promote equitable equal educational opportunity and foster a learning environment that is free from all forms of prejudice, discrimination, and harassment based upon ~~the protected categories listed at N.J.A.C. 6A:7-1.1(a) and pursuant to N.J.A.C. 6A:7-1.4(a)2~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status in the policies, programs, and practices of the Board.

The Board shall inform the school community ~~it serves~~ of these policies in a manner including, but not limited to, the district website, employee handbook, and other customary methods of information dissemination pursuant to N.J.A.C. 6A:7-1.4(b). ~~The Board shall develop a Comprehensive Equity Plan once every three years, which shall identify and correct all discriminatory and inequitable educational and hiring policies, patterns, programs, and practices affecting its facilities, programs, pupils, and staff.~~

~~The Board shall assess the district's needs for achieving equality and equity in educational programs based on an analysis of pupil performance data such as: National Assessment of Educational Progress and State assessment results, Pre-Kindergarten through grade twelve promotion/retention data, Pre-Kindergarten through grade twelve completion rates; re-examination and re-evaluation of classification and placement of pupils in special education programs if there is an over-representation within certain groups; staffing practices; pupil demographic and behavioral data; quality of program data; and stakeholder satisfaction data prior to developing the Comprehensive Equity Plan. The purpose of the needs assessment is to identify and eliminate discriminatory practices and other barriers in achieving equality and equity in educational programs.~~

Pursuant to N.J.A.C. 6A:7-1.5, ~~T~~he Board shall annually shall approve a female member and a male member of its staff as the Affirmative Action Officers and form an Affirmative Action Team, ~~of whom the Affirmative Action Officers are members,~~ to coordinate and implement the requirements of N.J.A.C. 6A:7 – Managing ~~f~~or ~~Equality And~~ Equity in Education. The Board

shall ~~ensure~~assure that all stakeholders know who the Affirmative Action Officers are and how to contact the Affirmative Action Officers~~access him/her~~.

The Affirmative Action Officers ~~must~~ shall have a New Jersey standard ~~certificate~~certification with an administrative, instructional, or educational services endorsement, pursuant to N.J.A.C. 6A:9B – State Board of Examiners and Certification~~et seq~~. The Affirmative Action Officers shall: coordinate the required professional development training for all personnel ~~certificated and non-certificated staff~~ pursuant to N.J.A.C. 6A:7-1.6; notify all ~~pupils~~students and employees of the district's grievance procedures for handling discrimination complaints; ~~and~~ ensure the district's grievance procedures, ~~including which~~include investigative responsibilities and reporting information, are followed; and serve as a member of the Affirmative Action Team. The Affirmative Action Officers may also serve as the school district's Title IX Coordinator.

In accordance with the N.J.A.C. 6A:7-1.5(a)4., ~~t~~The Affirmative Action Team shall: include, to the extent possible, members who represent the diversity of the school district's student population; develop the Comprehensive Equity Plan (CEP) pursuant to N.J.A.C. 6A:7-1.4(c); oversee the implementation of the school district's ~~Comprehensive Equity Plan~~ pursuant to N.J.A.C. 6A:7-1.4(c); collaborate ~~with the Affirmative Action Officers~~ on coordination of the required professional development training for ~~certificated and non-certificated staff~~all personnel pursuant to N.J.A.C. 6A:7-1.6; monitor the implementation of the ~~Comprehensive Equity Plan~~; and conduct the annual district internal monitoring to ensure continuing compliance with State and Federal statutes governing educational ~~equality and~~ equity, pursuant to N.J.A.C. 6A:7-1.4(d).

In accordance with the N.J.A.C. 6A:7-1.6, ~~t~~The Board shall provide, on a continuing basis, ~~for~~ professional development training ~~to~~for all ~~certificated and non-certificated school staff members on a continuing basis~~school personnel to identify and resolve problems associated with the ~~pupil-student~~ achievement and opportunity gaps and other inequities ~~arising from prejudice~~ on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~face, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status.~~ The professional development training shall be differentiated based on staff position type and shall be based on the analysis of data conducted pursuant to N.J.A.C. 6A:7-1.4(c)1.~~All new certificated and non-certificated staff members shall be provided with professional development training on educational equality and equity issues within the first year of employment.~~ The district shall ensure that ~~Provide~~ parents and other community members are aware of ~~with opportunities to participate in~~ professional development training provided to school district personnel regarding topics around equity. The district shall ensure all new personnel are provided within the first ninety days of employment with professional development training on educational equity issues.

The ~~Affirmative Action Officers shall participate in the~~ Commissioner or ~~his/her~~ designee's shall provide technical assistance to local school districts for the development of policy guidelines, procedures, and in-service training so as to aid in the elimination of prejudice on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a) ~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status.~~

N.J.A.C. ~~6A:7-1.1; 6A:7-1.3;~~ 6A:7-1.4; 6A:7-1.5; 6A:7-1.6

Adopted: 11/20/2014 (Replaces Policy No. 4111.1)

Revised: 10/12/2017

Revised:

1523 COMPREHENSIVE EQUITY PLAN (M)

The Board of Education shall ~~complete~~submit a Comprehensive Equity Plan (CEP) ~~based on an assessment of the district's needs for achieving equity in educational programs~~ that includes a cohesive set of policies, programs, and practices that ensure high expectations and positive achievement patterns and ~~equitable~~equal access to educational ~~opportunities~~opportunity for all learners, including students and teachers, in accordance with the provisions of N.J.A.C. 6A:7-1.8.

The Board's obligation to be accountable for the requirements in N.J.A.C. 6A:7 is not precluded or alleviated by any rule or regulation of any recreational organization, club, athletic association, or other league or organizing group.

Pursuant to N.J.A.C. 6A:7-1.4(c), the district shall develop, once every three years, a CEP that shall identify and correct all discriminatory and inequitable educational policies, patterns, programs, and practices affecting its facilities, programs, students, and staff.

1. Prior to developing the CEP, the district shall assess its needs for achieving equity in educational activities and programs pursuant to N.J.A.C. 6A:7-1.4(c)1. The needs assessment shall identify discriminatory practices and other barriers to achieving equity in educational activities and programs, if applicable.
2. The CEP shall address:
 - a. Professional development, pursuant to N.J.A.C. 6A:7-1.6; and
 - b. Equity in school and classroom practices, educational activities, and programs pursuant to N.J.A.C. 6A:7-1.7.
3. The CEP shall include measurable and actionable goals, objectives, timelines, and benchmarks for measuring progress.
4. The Board shall submit the CEP to the Executive County Superintendent for confirmation of completion.
 - a. If the Executive County Superintendent determines that the CEP is not complete, the Board shall revise the plan in accordance with the Executive County Superintendent's instructions and shall submit to the Executive County Superintendent the revised plan within thirty days of the notification of incompleteness.

Pursuant to N.J.A.C. 6A:7-1.8©, the ~~CEP~~Comprehensive Equity Plan shall include the following:

1. An assessment of the school district's needs for achieving equity in educational ~~activities and~~ programs. The assessment shall include staffing practices;_; quality-of-program data;_; stakeholder-satisfaction data;_; and student assessment ~~and behavioral~~ data disaggregated by gender;_; race;_; ethnicity;_; multilingual learner

~~status; homeless status; limited English proficiency;~~ special education;~~;~~ migrant;~~;~~ date of enrollment;~~;~~ student suspension;~~;~~ expulsion;~~;~~ Child Study Team referrals;~~;~~ preschool through grade twelve promotion/retention data;~~;~~ preschool through grade twelve completion rates;~~;~~ attendance data; and re-examination and re-evaluation of classification and placement process of students in special education programs if there is disproportionality overrepresentation within ~~a~~ certain groups;

2. A description of how other Federal, State, and district policies, programs, and practices are aligned to the CEP Comprehensive Equity Plan;
3. Progress targets for closing the achievement and opportunity gaps;
4. Professional development targets regarding the knowledge and skills needed to provide a thorough and efficient education as defined by the New Jersey Student Learning Standards (NJSLS), Core Curriculum Content Standards; differentiated instruction and formative assessments aligned to the NJSLS, Core Curriculum Content Standards; and professional standards for teachers and school leaders ~~high expectations for teaching and learning~~; and
5. Annual targets that address ~~addressing~~ district needs in equity in school and classroom practices and that are aligned to professional development targets.

~~The~~ A Comprehensive Equity Plan shall be written every three years and the Board of Education shall implement ~~initiate~~ the CEP Comprehensive Equity Plan within sixty days of the Executive County Superintendent's certification of completion ~~its approval and shall implement the plan in accordance with the timelines approved by the New Jersey Department of Education.~~

~~If in the event~~ the Board ~~of Education~~ does not implement the CEP Comprehensive Equity Plan within ~~sixtyone hundred eighty~~ days of the Executive County Superintendent's certification of completion ~~its approval~~ date, or fails to report its progress annually, sanctions deemed to be appropriate by the Commissioner of Education or ~~his/her~~ designee shall be imposed, and may include action to suspend, terminate, or refuse to award continued Federal or State financial assistance, pursuant to N.J.S.A. 18A:55-2.

N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.4; 6A:7-1.79; 6A:7-1.8

Adopted: 01 December 2016

Revised:

1530 EQUAL EMPLOYMENT OPPORTUNITIES (M)

The Board of Education shall, in accordance with law, guarantee equal employment opportunity throughout the district.

The Board shall ensure all persons shall have equal and bias free access to all categories of employment and equal pay for equal work in this district without discriminating on the basis of any of regard to the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~candidate's race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability, pursuant to N.J.A.C. 6A:7-1.1.~~

The school district's employment applications and pre-employment inquiries will conform to the guidelines of the New Jersey Division of Civil Rights.

The Board will use equitable hiring practices that correct~~prevent~~ imbalance and isolation based on any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability~~ among the district's certificated~~and non-certificated~~ staff and within every category of employment, including administration. Promotions and transfers will be monitored to ensure non-discrimination.

The Board shall not assign, transfer, promote, or retain staff, or fail to assign, transfer, promote, or retain staff, on the sole basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability or socioeconomic status, pursuant to N.J.A.C. 6A:7-1.1.~~

The Board will target underutilized groups in every category of employment. The Board will provide among the faculty of each school role models of diverse ~~racial and cultural~~ backgrounds.

The Board shall not enter into or maintain~~a~~ contracts with ~~a~~ persons, agencies~~agency~~, or organization that discriminates in employment practices or in the provision of benefits or services, on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability~~, either in employment practices or in the provision of benefits or services to students or employees, ~~pursuant to N.J.A.C. 6A:7-1.1.~~

The Superintendent shall promulgate a complaint procedure for the adjudication of disputes alleging violation of the law prohibiting discrimination in employment or this ~~policy~~Policy.

The Board shall not discriminate against any person for that person's exercise of rights under the laws prohibiting discrimination in employment or this ~~policy~~Policy.

N.J.S.A. 10:5-4; 10:5-12;

N.J.S.A. 18A:6-5; 18A:6-6; 18A:28-10; 18A:29-2
N.J.A.C. 6A:7-1.1-~~et seq.~~; 6A:7-1.3~~6A:7-1.8~~

Adopted: 09 August 2018

Revised:

1530 EQUAL EMPLOYMENT OPPORTUNITY COMPLAIN PROCEDURE (M)

A. Purpose and Application

1. The purpose of this procedure is to give any district employee or candidate for employment the opportunity to appeal an alleged denial of equal employment opportunity in violation of State statutes and administrative codes, and Federal laws and Policy 1530, guaranteeing “equal access to all categories of employment without ~~discriminating on the basis of regard to any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) candidate’s race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability.~~”
2. This procedure is intended to facilitate an equitable and just resolution of a dispute at the most immediate level and should be implemented in an informal manner.
3. Every reasonable effort will be made to expedite the process in the interest of a prompt resolution. Time limits may, however, be extended with the consent of all parties.
4. All participants in the procedure will respect the confidentiality that this district accords to information about individual employees.

B. Definitions

1. “Board of Education” means the Board of Education of ~~this~~the East Brunswick ~~S~~school District.
2. “Complaint” means an alleged discriminatory act or practice.
3. “Complainant” means a staff member who alleges a discriminatory act or practice.
4. “Day” means a working or calendar day as identified.
5. “Discriminatory act or practice” means denial of equal employment opportunity in violation of State statutes and administrative codes and Federal laws and Policy 1530.
6. “School district” means ~~this~~the East Brunswick ~~S~~school District.

C. Procedure

1. A complainant who believes that ~~they have~~he/she has been harmed or adversely affected by a discriminatory practice or act prohibited by law and/or policy shall discuss the matter with ~~their~~his/her immediate supervisor in an attempt to resolve the matter informally.

2. If the matter is not resolved to the satisfaction of the complainant within thirty working days ~~of the discussion with their supervisor~~, the complainant may submit a written complaint to the Affirmative Action Officer. The complaint may be reported: in person; in writing; verbally by telephone; by mail to the office address; or be electronic mail. The complaint may be reported during business or non-business hours.

3. The complaint ~~shall~~will include:

- a. The complainant's name and address;~~;~~
- b. The specific act or practice of which~~that~~ the complainant complains ~~of~~~~;~~
- c. The school employee, if any, responsible for the allegedly discriminatory act;~~;~~
- d. The results of discussions conducted in accordance with ~~paragraph~~C.1. above~~;~~ and
- e. The reasons why ~~the~~these results of the discussions were ~~are~~ not satisfactory to the complainant.

43. The Affirmative Action Officer will investigate the matter informally and will respond to the complaint in writing no later than seven working days after receipt of the ~~written~~ complaint filed in accordance with C.2. above. A copy of the complaint and the response will be forwarded to the Superintendent.

54. The ~~response of the~~ Affirmative Action Officer's written response may be appealed to the Superintendent in writing within three working days after it has been received by the complainant. The appeal will include the original complaint, the response to the complaint, and the complainant's reason for rejecting the response. A copy of the appeal must be given to the staff member alleged to have acted discriminatorily.

65. On ~~their~~his/her timely request (that is, submitted before the expiration of the time within which the Superintendent must render a decision), the complainant will be given an informal hearing before the Superintendent, at a time and place convenient to the parties, but no later than seven working days after the request for a hearing has been submitted. The Superintendent may also require the presence at the hearing of the staff member charged with a discriminatory act and any other person with knowledge of the act ~~complained of~~.

76. The Superintendent will render a written decision in the matter no later than seven working days after the appeal was filed or the hearing was held, whichever occurred later. Copies of the decision will be given to all parties.

87. The complainant may appeal the Superintendent's decision to the Board by filing a written appeal with the Board Secretary no later than three working days after receipt of the Superintendent's decision. The appeal shall include:

- a. The original complaint~~;~~
- b. The response to the complaint~~;~~
- c. The Superintendent's decision~~;~~
- d. A transcript of the hearing, if one has been made, or a summary of the hearing to which all parties have consented~~;~~ and
- e. The complainant's reason for believing the Superintendent's decision should be changed.

98. A copy of the appeal to the Board must be given to the staff member, if any, charged with a discriminatory act.

109. The Board will review all papers submitted and may render a decision on the basis of the proceedings below. If the complainant so requests, the Board may convene a hearing, at which all parties may be represented by counsel and may present and examine witnesses, who will testify under oath.

1140. The Board will render a written decision no later than forty-five calendar days after the appeal was filed or the hearing held, whichever occurred later. Copies of the decision will be given to all parties.

1244. The complainant will be informed of ~~their~~his/her right to appeal the Board's decision to the:

- a. Commissioner of Education
New Jersey State Department of Education
P.O. Box 500
Trenton, New Jersey 08625-0500 or the
~~Telephone: (877) 900-6960 or the~~
- b. New Jersey Division on Civil Rights
~~Central Trenton~~ Regional Office
Office of the Attorney General
140 East Front Street – 6th Floor
Trenton, New Jersey 08625-0090
~~Telephone: (609) 292-4605~~

D. Record

1. The records of any complaint processed in accordance with this procedure shall be maintained in a file kept by the Affirmative Action Officer.
2. A copy of the decision rendered at the highest level of appeal finding a discriminatory act has occurred shall~~will~~ be kept in the personnel file of the employee found to have committed a discriminatory act~~employee's personnel file~~.

Issued: 09 August 2017

Revised:

1550 EQUAL EMPLOYMENT/ANTI-DISCRIMINATION PRACTICES (M)

The Board of Education shall, in accordance with State statutes and administrative code and Federal law and regulations, strive to overcome the effects of any previous patterns of discrimination in district employment practices and shall systematically monitor district procedures to ensure continuing compliance with current Federal and State anti-discrimination laws and regulations.

The Board will ensure all persons regardless of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~ shall have equal and bias-free access to all categories of employment in the public educational system of New Jersey, ~~pursuant to N.J.A.C. 6A:7-1.1.~~

The Board will not enter into any contract with a person, agency, or organization that discriminates on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~, either in employment practices or in the provision of benefits or services to students or employees. In addition, the Board will encourage minority businesses, women's business enterprises, and labor surplus area firms to submit bids to be considered for the awarding of contracts.

The Board shall not assign, transfer, promote or retain staff, or fail to assign, transfer, promote or retain staff, on the sole basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~.

The Board shall ensure equal pay for equal work among members of the district's staff, regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~, pursuant to N.J.A.C. 6A:7-1.1.

N.J.S.A. 10:5-4; 10:5-12

N.J.A.C. 6A:7-1.1 ~~et seq.~~; 6A:7-1.3~~6A:7-1.8~~

Adopted: 20 November 2014

Revised: 09 August 2018

Revised:

2200 CURRICULUM CONTENT (M)

Courses of study and instructional materials and programs shall be designed to eliminate discrimination on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) and promote understanding and mutual respect between children ~~regardless of race, color, creed, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, ancestry, national origin, socioeconomic status, and/or disability.~~

The Superintendent or designee shall develop a procedure to address and eliminate any possible bias in the curriculum.

~~In order to eliminate possible bias in the curriculum, staff shall use the following criteria:~~

~~A. When instructional material contains stereotypes or discriminatory statements, staff should help students identify the stereotypes or discriminatory statement(s) and discuss with students the consequences of repeated stereotyping and discriminatory statements.~~

~~B. If a particular instructional material is highly objectionable, staff should not use it, such material should be brought to the attention of the Building Principal so that the Affirmative Action Officer can evaluate the objectionable material. Alternatively, the teacher might discuss the questionable material instead of eliminating it, depending on the makeup and maturity of the class and the purposes of the instruction.~~

~~C. Another recommended technique for handling materials that contain biases or stereotypes is to offset it by using unbiased supplementary materials.~~

~~D. Community involvement when developing instructional programs and attendant materials shall be encouraged.~~

Issued: 09 August 2017

Revised:

2260 EQUITY IN AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (M)

The Board of Education shall provide all students with equitable and bias-free access ~~for all students~~ to all school facilities, courses, programs, activities, and services, regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~, by:

1. Ensuring ~~equal and~~ barrier-free access to all school and classroom facilities;
2. Attaining within each school, minority representation ~~within each school, that which~~ approximates the district's overall minority representation. Exact apportionment is not required, ~~however~~, the ultimate goal is a reasonable plan achieving the greatest degree of a representative~~racial~~ balance, ~~that which~~ is feasible and consistent with sound educational values and procedures;
3. Utilizing on an annual basis, a State-approved English language proficiency assessment that evaluates a student's English language proficiency on the four domains of listening, speaking, writing, and reading~~measure on an annual basis~~ for determining the eligibility and placements~~special needs~~ of students who may be identified as multilingual~~English language learners and their progress in learning English~~ pursuant to N.J.A.C. 6A:15-1.3(a)~~3(b)~~;
4. Utilizing bias-free multiple measures for determining the special needs of students with disabilities, pursuant to N.J.A.C. 6A:14-3.4;
5. Ensuring ~~that~~ support services, including intervention and referral services and school health services pursuant to N.J.A.C. 6A:16, are available to all students; and
6. Ensuring that a student is not discriminated against because of a medical condition. A student shall not be excluded from any education program or activity because of a long-term medical condition unless a physician certifies ~~that~~ such exclusion is necessary. ~~If excluded, the student shall be provided with equivalent and timely instruction that may include home instruction, without prejudice or penalty.~~
 - a. If excluded, the student shall be provided with equivalent and timely instruction that may include home instructions, without prejudice or penalty.

Pursuant to N.J.A.C. 6A:7-1.7(b), ~~t~~The Board ~~of Education~~ shall ensure ~~that~~ the district's curriculum and instruction are aligned to the New Jersey Student Learning Standards (NJSL) State's Core Curriculum Content Standards and The Board also shall ensure its curriculum and instruction address the elimination of discrimination by narrowing the achievement and opportunity gaps, by providing equity in educational activities and programs, and by providing opportunities for students to interact positively with others regardless the protected categories

~~listed at N.J.A.C. 6A:7-1.1(a) of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status, by:~~

1. Ensuring there are no differential requirements for completion of course offerings or programs of study solely on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status;~~
2. Ensuring courses shall not be offered separately on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status;~~
 - a. Portions of classes ~~that~~which deal exclusively with human sexuality may be conducted in separate developmentally appropriate sessions based on gender identity~~for male and female students~~, provided that the course content for such separately conducted sessions is the same.
3. Increasing and promoting equitable representation~~Reducing or preventing the underrepresentation of all~~minority, female, and male students in all classes and programs ~~including gifted and talented, accelerated, and advanced classes;~~
4. Ensuring ~~that~~ schools demonstrate the inclusion of a multicultural curriculum in its instructional content, materials and methods, and ensuring that students understand the basic tenet of multiculturalism;
5. Ensuring the Amistad Commission Curriculum~~that African American history, as well as the history of other cultures,~~ is infused into the curriculum and is taught ~~as part of the history of the United States, pursuant to N.J.S.A. 18A:35-1 and the New Jersey Core Curriculum Content Standards; and~~
6. Ensuring the Commission that instruction on the Holocaust Education curriculum and other acts of genocide is included in the curriculum of all elementary and secondary schools, as developmentally appropriate, pursuant to N.J.S.A. 18A:35-28; and-
7. Ensuring all curricular requirements pursuant to N.J.A.C. 6A:8 and the NJSLS are taught, including any curriculum developed concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) or curriculum developed by any commissions constituted for the development of curriculum concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

~~The Board of Education shall ensure all students have access to adequate and appropriate counseling services. When informing students about possible careers, professional or vocational~~

~~opportunities, the Board shall not restrict or limit the options presented to students on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status. The district will not use tests, guidance, or counseling materials which are biased or stereotyped on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status.~~

The Board of Education shall ensure ~~that~~ the district's physical education ~~program and its athletic programs are~~ is in equitable, co-educational setting that is developmentally appropriate, and ~~does~~ not discriminate on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a) ~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~, as follows:

1. The district shall provide separate restroom, locker room, and shower facilities on the basis of gender, but such facilities provided for students of each gender shall be comparable;
2. ~~The A school within the school~~ district may choose to operate separate teams based on sex for both genders in one or more sports or single teams open competitively to members of all sexes both genders, ~~as~~ long as the athletic program as a whole provides equal opportunities for students of all sexes both genders to participate in sports at comparable levels of difficulty and competency; and
3. The activities comprising such athletic programs shall receive equitable treatment, including, but not limited to, staff salaries, purchase and maintenance of equipment, quality and availability of facilities, scheduling of practice and game time, length of season, and all other related areas or matters.

N.J.S.A. 18A:36-20

N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7

Adopted: 28 August 2008

Revised: 09 August 2018

Revised:

2260 EQUITY IN AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES

A. Purpose and Application

1. The purpose of this procedure is to give any student or the parent(s) ~~or legal guardian(s)~~ of a student the opportunity to appeal an alleged violation of the district's Affirmative Action Plan for school and classroom practices, as set forth in Policy No. 2260.
2. This procedure is intended to facilitate an equitable and just resolution of a dispute at the most immediate level and will be implemented in an informal manner.
3. Every reasonable effort will be made to expedite the process in the interest of a prompt resolution. Time limits may, however, be extended with the consent of all parties.
4. All participants in the procedure will respect the confidentiality that this district accords to information about individual students.

B. Definitions

1. "Affirmative Action Officer" means the district official responsible for the coordination of activities relating to compliance with the Affirmative Action Plan.
2. "Affirmative Action Plan" means the Affirmative Action Plan for school and classroom practices adopted by the Board of Education.
3. "Board of Education" means the Board of Education of ~~this the East Brunswick School District~~.
4. "Complainant" means a student or parent(s) ~~or legal guardian(s)~~ who believes that ~~they have~~she has been harmed or adversely affected by a failure to enforce the district's Affirmative Action Plan.
5. "Complaint" means an unresolved problem concerning the interpretation or application by an officer or employee of this school district of law and regulations regarding the Affirmative Action Plan.
6. "Day" means a working or calendar day as identified.
7. "Student" means an individual enrolled in any formal educational program provided by the school district.
8. "School district" means ~~this the East Brunswick School District~~.

9. “Violation” means the failure of a district official or employee to take the positive steps outlined in Policy No. 2260 and/or included in the Affirmative Action Plan.

C. Procedure

1. A complainant shall discuss ~~their~~his/her complaint with the staff member most closely involved in an attempt to resolve the matter informally.
2. If the matter is not resolved to the satisfaction of the complainant within thirty working days of the discussion with the staff member most closely involved, the complainant may submit a written complaint to the Affirmative Action Officer. The complaint may be reported: in person; in writing; verbally by telephone; by mail to the office address; or by electronic mail. The complaint may be reported during business or non-business hours.
3. The complaint ~~shall~~will include:
 - a. The student’s name and, in the complaint of a person acting on behalf of the student, the name and address of the complainant,
 - b. The specific failure to act ~~of which~~that the complainant complains of,
 - c. The school employee, if any, responsible for the alleged violation of the Affirmative Action Plan,
 - d. The results of discussions conducted in accordance with ~~paragraph C1 above;~~ and
 - e. The reasons why ~~the~~those results ~~of the discussions were~~are not satisfactory to the complainant.
43. The Affirmative Action Officer will investigate the matter informally and will respond to the complaint in writing no later than seven working days after receipt of the ~~written~~ complaint filed in accordance with C.2. above. A copy of the complaint and the response will be forwarded to the Superintendent.
54. The ~~response of the~~ Affirmative Action Officer’s written reponse may be appealed to the Superintendent in writing within three working days after it has been received by the complainant. The appeal will include the original complaint, the response to the complaint, and the complainant’s reason for rejecting the response. A copy of the appeal must be given to the staff member alleged to have violated the Affirmative Action Plan.
65. On ~~their~~his/her timely request (that is, submitted before the expiration of the time within which the Superintendent must render a decision), the complainant will be given an informal hearing before the Superintendent, at a time and place convenient

to the parties, but no later than seven working days after the request for a hearing has been submitted. The Superintendent may also require the presence at the hearing of the staff member charged with violation of the Affirmative Action Plan and any other person with knowledge of the violation ~~complained of~~.

76. The Superintendent will render a written decision in the matter no later than seven working days after the appeal was filed or the hearing was held, whichever occurred later. Copies of the decision will be given to all parties and to the Board.

87. The complainant may appeal the Superintendent's decision to the Board by filing a written appeal with the Board Secretary no later than three working days after receipt of the Superintendent's decision. The appeal shall include:

- a. The original complaint~~;~~
- b. The response to the complaint~~;~~
- c. The Superintendent's decision~~;~~
- d. A transcript of the hearing, if one has been made, or a summary of the hearing to which all parties have consented~~;~~ and
- e. The complainant's reason for believing the Superintendent's decision should be changed.

98. A copy of the appeal to the Board must be given to the staff member, if any, charged with a violation of the Affirmative Action Plan.

109. The Board will review all papers submitted and may render a decision on the basis of the proceedings below. If the complainant so requests, the Board may convene a hearing, at which all parties may be represented by counsel and may present and examine witnesses, who will testify under oath.

1140. The Board will render a written decision no later than forty-five calendar days after the appeal was filed or the hearing held, whichever occurred later. Copies of the decision will be given to all parties.

1244. The complainant will be informed of ~~their~~his/her right to appeal the Board's decision to the Commissioner of Education or to the New Jersey Division on Civil Rights.

D. Record

1. The records of any complaint processed in accordance with this procedure shall be maintained in a file separate from the student's cumulative file. A notation shall be made in the student's file of the presence of the record in the separate file.

2. A copy of the decision rendered at the highest level finding a violation of the Affirmative Action Plan has occurred shall be kept in the personnel file of the employee found to have committed a violation of the Affirmative Action Plan.

Issued: 28 August 2008

Revised:

2411 GUIDANCE COUNSELING (M)

The Board of Education requires that a planned program of guidance and counseling be an integral part of the educational program of the schools to assist students in making and implementing informed educational and occupational choices including academic, career, and personal/social development.

A program of guidance and counseling, including developmental career guidance and exploration, shall be offered to all students in this school district and shall involve the coordinated efforts of all teaching staff members under the leadership of certified guidance and counseling personnel.

The Superintendent is directed to implement a guidance program that carries out the purposes of this Policy and:

1. Involves teaching staff members at all appropriate levels;
2. Honors the individuality of each student;
3. Is integrated with the total educational program;
4. Is coordinated with available resources of the community;
5. Provides for cooperation of school staff with parents and shares parents' concern for the development of their children;
6. Provides for the means of sharing information among appropriate staff members in the student's interest;
7. Ensures all students have access to adequate and appropriate counseling services, pursuant to N.J.A.C. 6A:7-1.7(c).
 - a. When informing students about possible careers or professional or vocational opportunities, the Board shall not restrict or limit the options presented to students on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).
 - b. The Board shall not use tests or guidance or counseling materials that are biased or stereotyped on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a); and
is available equitably to all students and prohibits biased counseling and the use of materials that discriminate among students on the basis of their race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability; and
8. Establishes a referral system that utilizes all the aid the schools and community offer, guards the privacy of the student, and monitors the efficacy of such referrals.

N.J.A.C. 6A:19-1.2; 6A:8-2.2

N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7; 6A:8-3.2

Adopted: 13 November 2008

Revised: 09 August 2018

Revised:

3211 CODE OF ETHICS

The Board of Education endorses the code of ethics for professional educators published by the National Education Association (NEA).

Preamble

The educator, believing in the worth and dignity of each human being, recognizes the supreme importance of the pursuit of truth, devotion to excellence, and the nature of democratic principles. Essential to these goals is the protection of freedom to learn and to teach and the guarantee of equal educational opportunity for all. The educator accepts the responsibility to adhere to the highest ethical standards.

The educator recognizes the magnitude of the responsibility inherent in the teaching process. The desire for the respect and confidence of one's colleagues; of students; of parent(s) ~~or legal guardian(s)~~; and of the members of the community provides the incentive to attain and maintain the highest possible degree of ethical conduct. The Code of Ethics of the Education Profession indicates the aspiration of all educators and provides standards by which to judge conduct.

The remedies specified by the NEA and/or its affiliates for the violation of any provision of this Code shall be exclusive and no such provision shall be enforceable in any form other than one specifically designated by the NEA or its affiliates.

Principle I -- Commitment to the Student

The educator strives to help each student realize ~~their~~his/her potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the educator--

1. ____ Shall not unreasonably restrain the student from independent action in the pursuit of learning.
2. ____ Shall not unreasonably deny the student access to varying points of view.
3. ____ Shall not deliberately suppress or distort subject matter relevant to the student's progress.
4. ____ Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety.
5. ____ Shall not intentionally expose the student to embarrassment or disparagement.

6. ____ Shall not on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) race, color, creed, sex, national origin, marital status, political or religious beliefs, family, social or cultural background, or sexual orientation, unfairly:--
 - a. ____ Exclude any student from participation in any program;
 - b. ____ Deny benefits to any student; or
 - c. ____ Grant any advantage to any student.
7. ____ Shall not use professional relationships with students for private advantage.
8. ____ Shall not disclose information about students obtained in the course of professional service, unless disclosure serves a compelling professional purpose or is required by law.

Principle II -- Commitment to the Profession

The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards to promote a climate that encourages the exercise of professional judgment, to achieve conditions which attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation to the profession, the educator:--

1. ____ Shall not in an application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications.
2. ____ Shall not misrepresent their/his/her professional qualifications.
3. ____ Shall not assist entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute.
4. ____ Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
5. ____ Shall not assist a non-educator in the unauthorized practice of teaching.
6. ____ Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.

7. ____ Shall not knowingly make false or malicious statements about a colleague.
8. ____ Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or actions.

N.J.A.C. 6A:7-1.1; N.J.A.C. 6A:7-1.3

Adopted: 09 August 2018

Revised:

5570 SPORTSMANSHIP

The Board of Education requires that all individuals involved in or attending the athletic and intramural programs sponsored by the Board exhibit sportsmanship when representing the school at any athletic event. Sportsmanship is defined as abiding by the rules of the contest as defined or accepted by the participating teams ~~and the gracious acceptance of victory or defeat~~. In exhibiting sportsmanship all participants shall:

1. Respect~~Understand~~ and follow the rules of the contest;
2. Recognize skilled performance of others regardless of affiliation;
3. Display respect for all individuals participating in the athletic event;
4. Treat opponents in an empathetic manner; and
5. Congratulate opponents in victory or defeat.

Unsportsmanlike conduct~~Failure to exhibit good sportsmanship~~ shall include, but not be limited to the following ~~conduct~~:

1. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who strikes or physically abuses an official, coach, player or spectator;
2. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who intentionally incites participants or spectators to violent or abusive action;
3. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who uses obscene gestures or profane or unduly provocative language or action towards officials, coaches, opponents or spectators;
- ~~4. Any school or athletic staff member who is publicly critical of a game official or opposing coaches and/or players;~~
- ~~45. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who engages in harassing verbal or physical conduct which exhibits bias based on any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) ~~race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability; and~~~~
5. Any school or athletic staff member who is publicly critical of a game official, opponents, and/or opposing coaches/players;

~~6. Schools or school organizations engaging in pre-event activities of an intimidating nature, e.g. use of fog machines, blaring sirens, unusual sound effects or lighting, or similar activities.~~

~~67. ___ Other conduct judged by the Superintendent of Schools or his/her designee to be unsportsmanlike in character; and-~~

~~78. ___ Any violation of the rules of the New Jersey State Interscholastic Athletic Association.~~

Schools are not permitted to conduct pre-meet/game activities of an intimidating nature, e.g., the use of fog machines, the blaring of sirens or loud music/unusual sound effects, strobe/unusual lighting effects, or similar type activities.

~~Failure to exhibit good sportsmanship may subject the individual to disciplinary action as deemed appropriate by the Board result in the Board denying the opportunity for any individual to participate in the athletic program or attend athletic events.~~

NJSIAA General Information Constitution By-laws Rules and Regulations 2023-2024 Guidelines N.J.A.C. 6A:7-1.1; 6A:7-1.3

Adopted: 09 August 2018

Revised:

5750 ~~EQUITABLE~~EQUAL EDUCATIONAL OPPORTUNITY (M)

The Board of Education ~~will ensure~~directs that all students enrolled in the schools of this district shall be afforded ~~an equitable~~equal educational ~~opportunities~~opportunities in strict accordance with law. No student shall be denied access to or benefit from any educational program or activity or from a co-curricular or athletic activity on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability~~. The Board shall assure that all students are free from harassment, sexual or otherwise.

The Board directs the Superintendent to allocate faculty, administrators, support staff members, curriculum materials, and instructional equipment supplies among and between the schools and classes of this district in a manner that ensures equivalency of educational opportunity throughout this district. The school district's curricula in the following areas will ~~eliminate discrimination,~~ promote mutual acceptance and respect among students, and enable students to interact effectively with others, regardless of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability~~:

1. School climate/learning environment;
2. Courses of study, including ~~p~~Physical ~~e~~Education;
3. Instructional materials and strategies;
4. Library materials;
5. Software and audio-visual materials;
6. Guidance and counseling;
7. Extra-curricular programs and activities; and
8. Testing and other assessments.

~~The school district's curricula will include Multi-cultural Education content and practices, instruction on African American History in the teaching of U.S. History and instruction on the Holocaust and other acts of genocide.~~

Affirmative action shall be taken to ensure that students are protected from the effects of discrimination, in accordance with Policy 2260. Students who experience less than equal educational opportunities or experience discrimination shall use the procedure established by Regulation 5750 to report and or appeal any harassment or discriminatory practice.

The conduct of teaching staff members shall exemplify the highest principles of equality and democracy. Conduct and attitudes that display discrimination are contrary to the policies of this Board and, further, are destructive to the self-esteem that this Board wishes to encourage in all students. A teaching staff member's act of derision or enmity, in any form, against a person or persons on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability~~ shall be considered to be conduct unbecoming to a professional staff member of this district and shall be subject to appropriate discipline.

The Superintendent shall develop and promulgate a procedure by which a student or parent may appeal Board policy, district practice, or the act or omission of any district employee that allegedly violates this policy.

42 U.S.C.A. 12101

N.J.S.A. 10:5-1 et seq.

N.J.S.A. 18A:4A-1, et seq.;

~~N.J.S.A.~~ 18A:6-5 et seq.; 18A:36-20

N.J.A.C. 6A:7-1.1 ~~et seq.~~; 6A:7-1.3; 6A:14-1.2

Adopted: 28 August 2008

Revised: 09 August 2018

Revised:

EQUITY IN EDUCATIONAL PROGRAMS AND SERVICES (M)

5755 EQUITY IN EDUCATIONAL PROGRAMS AND SERVICES (M)

M

Equity In Student Access

It is the policy of the Board of Education to ensure equal and bias-free access to all school facilities, courses, programs, activities, and services, regardless of race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability.

The school district administration will ensure: that all students will have equal and barrier-free access to all school and classroom facilities, that minority and female students are not under-represented in gifted and talented or accelerated/advanced courses and that minority and male students are not over-represented in detentions, suspensions, expulsions, dropouts, or special needs classifications. Support services will be available to all students and that all limited English-proficient students and students with disabilities will have equal and bias-free access to all school programs and activities. The school district will ensure equal and bias-free access for all students to computers, computer classes, vocational education classes, and technologically-advanced instructional assistance, regardless of race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability.

The Board of Education will refrain from locating new facilities in areas that will contribute to imbalanced, isolated, or racially identifiable school enrollments. The school district administration will assign students to ensure that the racial/national origin composition of each school's enrollment reflects the composition of the districtwide enrollment and so that school and classroom enrollments are not identifiable on the basis of race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability.

Students will not be separated or isolated by race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, socioeconomic status, or disability within schools, courses, classes, programs, or extracurricular activities. Bias-free multiple measures for determining the special needs of language-minority students and students with disabilities will be utilized. Pregnant students will be permitted to remain in the regular school program and activities and if not permitted to attend school by her doctor, the student will be provided equivalent instruction.



EQUITY IN EDUCATIONAL PROGRAMS AND SERVICES (M)

Equity in Guidance Programs and Support Services

The school district will ensure the guidance program and support services provide access to adequate and appropriate counseling services for all students, including, but not limited to, minority students, limited English-proficient students, non-college bound students, and students with disabilities. A full range of possible career, professional, and/or vocational choices will be presented to all students.

Equity in Physical Education Training

All school district physical education programs will be co-educational with any exceptions to be in accordance with Federal and State laws and regulations.

Equity in Athletic Programs

The school district's athletic program will provide equitable opportunities for female and male students to participate in athletics and equitable support for cheerleading programs and comparable facilities for male and female teams. The athletic program will have relatively equal numbers of varsity and sub-varsity teams for male and female teams and equitable scheduling of night games, practice times, and numbers of games for male and female teams.

Appeal Procedure

Any student or their parent may appeal school practices involving equity through the procedure established in Regulation 5750.

N.J.A.C. 6:4-1 et seq.
Title IX of the Education Amendments of 1972
N.J.A.C. 6A:7-1.1 et seq.

Adopted: 09 August 2018



5841 SECRET SOCIETIES

The Board of Education ~~prohibits certain~~affirms the legislative prohibition of student organizations ~~declared harmful as defined in N.J.S.A. 18A:42-5 and 18A:42-6 with closed membership practices as hostile to the democratic ideals of public education.~~

No ~~student~~social organization ~~of students~~ will be granted the use of school facilities or permitted the use of the name of the school or this school district unless that organization has first been approved by the Board of Education upon the recommendation of the Superintendent of Schools. The application for such approval will set forth the purposes, constitution, and bylaws of the organization; its membership qualifications; and the process by which a person becomes a member.

No student organization will be approved if its purposes conflict with the authority and goals of this Board or the best interests of the students of this district; if membership is drawn from outside the currently enrolled student body; if membership qualifications are based on considerations of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)~~race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, disability or political beliefs~~, or any other consideration not appropriate to the purpose of the organization; or if any qualifying student who applies may be denied membership.

Nothing in this Ppolicy shall prevent or otherwise deny participation in constitutionally protected prayer consistent with protections of the First Amendment of the United States Constitution.

A student who seeks to form or is a member of a fraternity, sorority, or other secret organization formed in whole or in part of students enrolled in this district may be disciplined by this Board. The Board reserves the right to require that any student attest as to their~~his/her~~ membership in a secret organization.

N.J.S.A. 18A:42-5; 18A:42-6
N.J.A.C. 6A:7-1.1; 6A:7-1.3

Adopted: 09 August 2018
Revised:

5842 EQUAL ACCESS OF STUDENT ORGANIZATIONS

The Board of Education will permit the use of school facilities by student-initiated organizations for non-curricular student activities. A student-initiated organization, regardless of the size of the group, will not be denied an opportunity to meet and use school facilities on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) or the political, philosophical, or other content of the speech at their meeting.

An application for permission to meet on school premises shall be made to the Principal or designee, who shall grant permission provided it is determined that:

1. The activity has been initiated by students;
2. Attendance at the meeting is voluntary;
3. The meeting is for a lawful purpose;
4. The meeting does not materially and substantially interfere with the orderly conduct of instructional activities in the school;
5. Nonschool persons do not direct, conduct, control, or regularly attend the activity; and
6. The activity is adequately supervised by appropriately certified school district staff.

A student-initiated group granted permission to meet on school premises shall be subject to the same rules and regulations that govern the meetings of student organizations sponsored by this Board, except as provided by this Policy.

Participation in a student-initiated meeting must be available to all students who wish to attend and cannot be denied on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a). The Board will not permit the organization of a fraternity, sorority, or secret society in accordance with N.J.S.A. 18A:42-5 and 18A:42-6.

Access to school facilities by student organizations will be provided within the governing principles of the First Amendment of the Constitution of the United States.

School district staff involvement in student organizations shall be in accordance with the governing principles of the First Amendment of the Constitution of the United States.

An appropriately certified staff member shall be assigned to attend a student-initiated meeting in a custodial capacity and shall not participate in the activity while serving in this custodial capacity. No teaching staff member shall be required to attend a student-initiated meeting if the content of the speech at the meeting is contrary to their beliefs.

The Principal or designee may take such actions as may be necessary to maintain order and discipline on school premises and to protect the safety and well-being of students and staff members.

20 U.S.C.A. 1701 et seq.

United State Department of Education – Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools

N.J.A.C. 6A:7-1.1; 6A:7-1.3

Adopted:

7610 VANDALISM

The Board of Education believes ~~that~~ all school district property should be respected and all persons who use or have access to school district property should respect such property and take pride in the institutions of this community and the schools of this district.

Any person who purposely or knowingly damages school district property or damages school district property recklessly or negligently in the employment of fire, explosives or another dangerous means listed in accordance with N.J.S.A. 2C:17-2 or purposely or recklessly tampers with the tangible property of the school district so as to endanger school district property shall be reported to the appropriate law enforcement agency. Pursuant to N.J.S.A. 18A:37-3, the parent(s) of any minor who shall injure any public or nonpublic school property shall be liable for damages for the amount of injury to be collected by the Board or the owner of the premises in any Court of competent jurisdiction, together with costs of suit. ~~Where the damage to district property is more than minimal or has been caused by a student or a minor not a student of this district, the Board will hold liable for the amount of the damage the parent(s) or legal guardian(s) having legal custody and control of the minor responsible for the damage.~~

A person convicted of an offense of criminal mischief that involves an act of graffiti may, in addition to any other penalty imposed by the court, will be required to pay/reimburse the school district monetary restitution in the amount of the pecuniary damage caused by the act of graffiti ~~the cost of damages~~ and ~~may be required~~ to perform community service, which may include removing the graffiti from the property, in accordance with N.J.S.A. 2C:17-3.c.the law. If community service is ordered by the Court, it shall be for either not less than twenty days or not less than the number of days necessary to remove the graffiti from the property. ~~In addition, the courts may suspend or postpone driving privileges of any person, at least thirteen and under eighteen years of age, if convicted of an act of graffiti.~~

A person who purposely defaces or damages district property with any symbol that exposes persons to violence, contempt, or hatred on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) ~~race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability~~ is may have committed/guilty of a crime and shall be reported to appropriate law enforcement agency in accordance with Policy and Regulation 8465, N.J.A.C. 6A:16-6.3, and the Memorandum of Agreement with Local Law Enforcement ~~authorities.~~

The Board may also report to the appropriate law enforcement agencies any person whose vandalism of school property is serious or chronic.

~~The Superintendent shall develop regulations to implement this policy and to protect textbooks, school equipment, and school facilities from undue wear, damage, or loss.~~

N.J.S.A. 2C:33-10 ~~et seq.~~

N.J.S.A. 18A:34-2; 18A:37-3

N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:16-6.3

Adopted: 09 August 2018

Revised:

7610 VANDALISM

A. Definitions

1. “Vandalism” means the willful and malicious acts of any person that result in the destruction, defacement, or damage of any property, real or personal, belonging to or entrusted to the Board of Education. Vandalism includes arson and ~~acts~~an act of graffiti.
2. “Arson” means the willful and malicious burning or setting on fire of any building or part of any building owned or operated by the Board, by any person.
3. “Act of graffiti” means the drawing, painting or making of any mark or inscription on school district real or personal property without the permission of the school district.

B. Reporting Vandalism

1. Any school employee who has reason to believe ~~that~~ an act of vandalism has occurred shall immediately report that belief or suspicion to the Principal of the affected building or, if the vandalism occurs at a facility other than a school, the supervisor in charge of the facility.
2. The Principal or supervisor shall promptly institute an investigation of the report by taking these steps as appropriate to the extent and seriousness of the vandalism:
 - a. Requesting the reporting employee to file a report of the evidence giving rise to ~~their~~his/her belief or suspicion that vandalism has occurred;
 - b. Visiting the site of the vandalism and examining its extent, taking photographs as necessary;
 - c. Determining and recording the names of witnesses, if any;
 - d. Interviewing witnesses and requesting their written reports of events;
 - e. Assessing the costs of repair and replacement of any parts of the building, furnishings, and/or equipment; and
 - f. Questioning the ~~person or~~ person(s), if any, identified as having caused the vandalism.
3. The Principal will complete and file with the Superintendent a detailed vandalism and property damage report.

4. The Principal will notify law enforcement~~the police~~ when appropriate and in accordance with applicable laws~~if the vandalism involves:~~
 -
 - a. ~~Significant damage, or~~
 -
 - b. ~~Arson, or~~
 -
 - c. ~~Theft or burglary, or~~
 -
 - d. ~~The use of any symbol that exposes persons to violence, contempt, or hatred on the basis of race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability, or~~
 -
 - e. ~~An act of graffiti.~~

C. Penalties and Restitution

1. A student who vandalizes school property is subject to discipline, which may include suspension or expulsion, in accordance with Board Policy, Board Regulation, and law~~Policy Nos. 5600, 5610, and 5620.~~
2. A student who vandalizes school property will be held liable for any damages caused by the act of vandalism.
3. The parent(s) ~~or legal guardian(s)~~ of any minor who shall injure~~injures/vandalizes~~ public or nonpublic school property, ~~whether or not the minor is enrolled in this district,~~ shall be liable for damages for~~to~~ the amount of the injury to be collected by the Board or the owner of the premises in any Court of competent jurisdiction, together with costs of suit in accordance with~~if the Board must resort to legal process to obtain payment of damages.~~ N.J.S.A. 18A:37-3.
 - a. The School Business Administrator or designee shall obtain a professional estimate of the cost of repairs and/or replacements necessitated by the vandalism.
 - b. The School Business Administrator or designee shall present the student's parent(s) ~~or legal guardian(s)~~ with an itemized bill based on the estimated costs.
 - c. If, within thirty calendar days, the student's parent(s) ~~or legal guardian(s)~~ has not paid the bill or made arrangements with the School Business Administrator for the payment of the bill in periodic installments, the Superintendent shall inform the Board and may recommend ~~that~~ the Board Attorney commence civil action for the amount due together with costs.

d. No diploma, transcript, transfer card, or report card will be issued to the student until all obligations to the Board have been met.

~~4. The Principal will recommend to the Superintendent and the Superintendent will recommend to the Board, a student whose vandalism of school property is so serious or chronic as to warrant reporting the student to the police.~~

~~45. Any person who purposely defaces or damages school property with any symbol that exposes persons to violence, contempt, or hatred on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability is may have committed guilty of a crime and shall be reported to the appropriate law enforcement agency in accordance with Policy and Regulation 8464; N.J.A.C. 6A:16-6.3; and the Memorandum of Agreement with Local Law Enforcement.~~

~~56. Any person who purposely or knowingly damages school district property recklessly or negligently in the employment of fire, explosives or another dangerous means listed in accordance with N.J.S.A. 2C:17-2 or purposely or recklessly tampers with the tangible property of the school district so as to endanger school district property, will be reported to the appropriate law enforcement agency.~~

~~67. A person convicted of an offense of criminal mischief that involves an act of graffiti may, in addition to any other penalty imposed by the court, will be required to pay reimburse the school district monetary restitution in the amount of the pecuniary damage caused by the act of graffiti ~~the cost of damages~~ and ~~may be required~~ to perform community service, which may include removing the graffiti from the property, in accordance with N.J.S.A. 2C:17-3.c ~~the law~~. If community service is ordered by the Court, it shall be for either not less than twenty days or not less than the number of days necessary to remove the graffiti from the property. ~~In addition, the courts may suspend or postpone driving privileges of any person, at least thirteen and under eighteen years of age, if convicted of an act of graffiti.~~~~

Issued: 09 August 2017

Revised:

9323 NOTIFICATION OF JUVENILE OFFENDER CASE DISPOSITION

~~School~~ Principals have a need to receive and have access to juvenile justice proceedings involving juveniles who are registered students in the school building. The ~~school~~-Principal or designee shall have access to information relating to juvenile justice proceedings in accordance with N.J.S.A. 2A:4A-60.

The ~~school~~-Principal or designee, on a confidential basis, may request from law enforcement agencies at the time of charge, adjudication or disposition, information as to the identity of a juvenile student charged, the offense charged, the adjudication, and the disposition. The ~~school~~ Principal or designee may inform school staff members of this information if the Principal or designee deems it appropriate for maintaining order, safety, or discipline in the school or for planning programs relevant to the juvenile's educational and social development. This information will not become part of the juvenile student's permanent school record and shall not be maintained except as authorized by regulation of the New Jersey Department of Education (NJDOE).

A law enforcement or prosecuting agency shall, at the time of a charge, adjudication, or disposition, send written notice to advise the school Principal or designee of the school where the juvenile is enrolled, of the identity of the juvenile charged, the offense charged, the adjudication, and the disposition if:

1. The offense occurred on school property or a school bus, occurred at a school-sponsored function or was committed against an employee or official of the school;
~~or~~
2. The juvenile was taken into custody as a result of information or evidence provided by school officials; or
3. The~~An~~ offense, if committed by an adult, would constitute a crime, and the offense:
 - a. Resulted in death or serious bodily injury or involved an attempt or conspiracy to cause death or serious bodily injury;~~or~~
-
 - b. Involved the unlawful use or possession of a firearm or other weapon;~~or~~
-
 - c. Involved the unlawful manufacture, distribution or possession with intent to distribute a controlled dangerous substance or controlled substance analog;~~or~~
-
 - d. Was committed by a juvenile who acted with a purpose to intimidate an individual or group of individuals because of race, color, ~~creed,~~ religion, ~~national origin, ancestry, age, marital status, affectational or sexual orientation~~~~or sex,~~ or ethnicity~~social or economic status, or disability~~; or
 - e. Would be a crime of the first, ~~or~~ second, or third degree.

Information provided ~~to the Principal or designee pursuant to in accordance with N.J.S.A. 2S:4A-60.d.the section above~~ shall be treated as confidential ~~but may be made available to such members of the staff and faculty of the school as- The school Principal may inform school staff members of this information if~~ the Principal or designee deems ~~it~~ appropriate for maintaining order, safety, or discipline in the school or ~~for~~ planning programs relevant to ~~at~~ the juvenile's educational and social development. This information will not become part of the juvenile student's permanent school record and shall not be maintained except as authorized by regulation of the ~~NJDOE~~Department of Education.

Law enforcement or the prosecuting agency may provide the ~~school~~ Principal or designee with information identifying one or more ~~juvenile students~~juveniles who are under investigation or ~~who~~ have been taken into custody for the commission of any act that would constitute an offense if committed by an adult when the law enforcement or prosecuting agency determines that the information may be useful to the Principal or designee in maintaining order, safety, or discipline in the school or in planning programs relevant to the juvenile's educational and social development. Information provided in accordance with ~~N.J.S.A. 2S:4A-60.d.the section above~~ shall be treated as confidential, but the ~~school~~ Principal or designee may inform school staff members of this information if the Principal or designee deems it appropriate for maintaining order, safety, or discipline in the school or for planning programs relevant to the juvenile's educational and social development. No information provided ~~pursuant to N.J.S.A. 2S:4A-60 in accordance with this paragraph~~ shall be maintained.

The Principal or designee who requests and/or receives information as specified in this Policy shall notify the Superintendent or designee within twenty-four hours of the request being made. In accordance with N.J.S.A. 53:1-20.6, the Principal or designee shall notify the Superintendent or designee of any applicable fees associated with the request.

The school district shall comply with the ~~NJDEO~~Department of Education rules and regulations concerning the creation, maintenance and disclosure of student records regarding ~~school~~ Principal or designee notification of juvenile offender case disposition and this Policy.

~~N.J.S.A. 2A:4A-60~~P.L.1982, c.79

~~N.J.S.A. R-S-53:1-15; 53:1-20.6~~

~~N.J.A.C. 6A:7-1.1; 6A:7-1.3~~

~~P.L.1985, c.69~~

Adopted: 09 August 2018

Revised:

[< Prev](#) [Next >](#)[To Regulation](#)[Search District Policies](#)[District Policies TOC](#)

District Policy

2423 - BILINGUAL AND ESL EDUCATION (M)

Section: Program
 Date Created: February 2009
 Date Edited: November 2023

M

The Board of Education will provide programs of bilingual education, English as a second language (ESL), and English language services program for English language learners (ELLs) as required by law and rules of the New Jersey State Board of Education. ELLs are those students whose native language is other than English and who have varying degrees of English language proficiency in any one of the domains of speaking, reading, writing, or listening and is synonymous with limited English speaking ability pursuant to N.J.S.A. 18:35-15 through 26.1.

Identification of Eligible ELLs

The district shall use a multi-step process at the time of enrollment to determine the native language of each ELL. The district shall:

1. Maintain a census indicating all identified students whose native language is other than English; and
2. Administer the Statewide home-language survey to determine which students in Kindergarten to grade twelve whose native language is other than English must be screened further to determine English language proficiency. The Statewide home-language survey shall be administered by a bilingual/ESL or other certified teacher and shall be designed to distinguish students who are proficient English speakers and need no further testing.

The district shall determine the English language proficiency of all Kindergarten to grade twelve students who are not screened out and whose native language is other than English by administering an English language proficiency test, assessing the level of reading in English, reviewing the previous academic performance of students, including their performance on standardized tests in English, and reviewing the input of teaching staff members responsible for the educational program for ELL's. Students who do not meet the New Jersey Department of Education (Department) standard on a language proficiency test and who have at least one other indicator shall be considered ELLs. The district shall also use age-appropriate methodologies to identify preschool ELLs to determine their individual language development needs.

Bilingual Programs for ELLs

The district shall provide the following programs:

1. An English language services program in accordance with N.J.A.C. 6A:15-1.2;
2. An ESL program in accordance with N.J.A.C. 6A:15-1.2; and
3. A bilingual education program in accordance with N.J.A.C. 6A:15-1.2.

All teachers in these programs shall be appropriately certified in accordance with the requirements as outlined in N.J.A.C. 6A:15-1.9. Every student participating in a bilingual, ESL, or English language services program shall be entitled to continue such participation for a period of three years pursuant to N.J.S.A. 18A:35-19.

Bilingual, English as a Second Language, and English Language Services Program Enrollment, Assessment, Exit, and Re-entry

Students enrolled in the bilingual, ESL, or English language services program shall be assessed annually using English Language Placement (ELP) assessments to determine their progress in achieving English language proficiency goals and readiness for exiting the program. Students who meet the criteria for Statewide alternate assessments, pursuant to N.J.A.C. 6A:14-4.10(a)2., shall be assessed annually using an alternate ELP assessment.

ELLs enrolled in a bilingual, ESL, or English language services program shall be placed in a monolingual English program when they have demonstrated readiness to exit a bilingual, ESL, or English language services program through a Department-established criteria on an ELP assessment and a Department-established English language observation form. A student shall first achieve the Department-established English proficiency standard as measured by an ELP assessment. The student's readiness shall be further assessed by the use of a Department-established English language observation form that, at a minimum: classroom performance; the student's reading level in English; the judgment of the teaching staff member or members responsible for the educational program of the student; and performance on achievement tests in English.

In accordance with provisions of N.J.S.A. 18A:35-22.1, a parent may remove a student who is enrolled in a bilingual education program at any time; except that during the first three years of a student's participation in a bilingual education program, the parent may only remove the student at the end of each school year. If a parent wishes to remove the student prior to the end of each school year, the removal shall be approved by the Executive County Superintendent. If the Executive County Superintendent determines the student should remain in the bilingual education program until the end of the school year, the parent may appeal the Executive County Superintendent's decision to the Commissioner of Education or designee pursuant to the provisions of N.J.S.A. 18A:35-19.2.

Newly exited students who are not progressing in the mainstream English program may be considered for re-entry to bilingual and ESL programs in accordance with the provisions of N.J.A.C. 6A:15-1.10(e)1 through (e)5.

When the review process for exiting a student from a bilingual, ESL, or English language services program has been completed, the student's parent shall be informed by mail of the placement determination. A parent or teaching staff member who disagrees with the proposed placement may appeal the decision in writing to the Superintendent of Schools or designee, who will provide a written explanation for the decision within seven working days. The complainant may appeal this decision in writing to the Board within seven calendar days of receiving the Superintendent's or designee's written explanation of the decision. The Board will review the appeal and respond in writing to the parent within forty-five calendar days of the Board's receipt of the parent's written appeal to the Board. Upon exhausting an appeal to the Board, the complainant may appeal to the Commissioner of Education.

Parental Involvement

The parents of ELLs will be notified in accordance with the provisions of N.J.A.C. 6A:15-1.13 that their child has been identified as eligible for enrollment in a bilingual, ESL, or English language services education program. Notice shall be in writing and in the language in which the parent(s) possesses a primary speaking ability, and in English. The notice must also include a statement that the parents have the option of declining their child's enrollment in a bilingual program, and shall be given an opportunity to do so if they choose.

The district will notify the parents of ELLs by mail within thirty days of the child's identification.

Parents shall receive progress reports of students enrolled in bilingual, ESL, or English language services programs in the same manner and frequency as progress reports are sent to parents of other students enrolled in the district.

The Superintendent or designee will provide for the maximum practical involvement of parent(s) of ELLs in the development and review of program objectives and dissemination of information to and from the district Boards of Education and communities served by the bilingual, ESL, or English language services education programs. A district that implements a bilingual education program shall establish a parent advisory committee on bilingual education of which the majority membership shall be parents of ELLs.

Graduation

ELLs will qualify for graduation from high school in accordance with N.J.A.C. 6A:8-5.1(a) and Policy 5460.

Program Plan

The Superintendent shall prepare and submit a plan for a bilingual, ESL, or English language services program every three years to the Board and the New Jersey Department of Education for approval in accordance with the provisions of N.J.A.C. 6A:15-1.6.

N.J.S.A. 18A:35-15 through 18A:35-26.1

N.J.A.C. 6A:14-4.10; 6A:15-1.1 et seq.

Adopted: 12 February 2009

Revised: 09 August 2018

Revised: 16 November 2023



2423 BILINGUAL AND ESL EDUCATION (M)

The Board of Education will provide programs of bilingual education, English as a second language (ESL), and culturally and linguistically responsive, researched-based, and effective language instruction educational programs (LIEP) to all multilingual learners (ML) as required by law and rules of the New Jersey State Board of Education. MLs are those students whose primary language is not English and who have varying degrees of English language proficiency in any one of the domains of speaking, reading, writing, or listening and is synonymous with limited English-speaking ability pursuant to N.J.S.A. 18A:35-15 through 18A:35-26.1 and N.J.A.C. 6A:15-1.1 et seq.

The school district shall use, at the time of enrollment, the multi-step process to identify MLs enrolled in the district in accordance with N.J.A.C. 6A:15-1.3. The district shall administer to each student enrolled in the district the Statewide home-language survey (HLS) to determine which students in preschool to twelfth-grade have a primary language(s) other than English and, therefore, may be a ML.

The district shall then determine the English language proficiency of all Kindergarten to twelfth-grade students who are found eligible through N.J.A.C. 6A:15-1.3(a)1 or (a)2 and whose primary language is other than English by administering an English language proficiency (ELP) assessment. Students who do not meet the New Jersey Department of Education (Department)-established cut score standard on the ELP assessment shall be considered MLs and shall be offered entry into the district's LIEP. Preschool students who are identified as having a primary language other than English shall be identified as MLs. Prior to the start of their Kindergarten year, the district shall administer an ELP assessment to preschool MLs as part of the screener process to determine the ML's English language proficiency level. The district shall also use age-appropriate methodologies to identify preschool MLs to determine their individual language development needs.

The district shall provide to all preschool to twelfth-grade MLs enrolled in the district pursuant to N.J.S.A. 18A:7F-46 and N.J.S.A. 18A:7F-54 with equal educational opportunities and all educational activities and programs in accordance with the provisions of N.J.A.C. 6A:15-1.4.

The school district providing a LIEP shall submit a plan every three years to the Department in accordance with the provisions of N.J.A.C. 6A:15-1.5.

Students enrolled in a LIEP shall have equal educational opportunities, including full access to educational opportunities and services available to other students in the school district pursuant to N.J.A.C. 6A:15-1.6.

As part of the district- and school-level plans for professional development requirements pursuant to N.J.A.C. 6A:9C-4.2, the Board shall describe professional learning for bilingual, ESL, and academic content teaching staff members whose classroom instruction is in English; administrators who supervise bilingual/ESL programs; and administrators and any personnel who observe and evaluate teaching staff members of MLs in accordance with the provisions of N.J.A.C. 6A:15-1.7.

All teachers of bilingual programs shall hold a valid New Jersey instructional certificate with an endorsement for the appropriate grade level and/or academic content area and a standard certificate with a bilingual/bicultural education endorsement, pursuant to N.J.S.A. 18A:6-38 et seq., N.J.S.A. 18A:35-15 to 26, and N.J.A.C. 6A:9B-11.5 in accordance with the provisions of N.J.A.C. 6A:15-1.8.

Students identified as MLs shall be assessed annually using English Language Placement (ELP) assessments to measure the progress toward English language proficiency and to determine readiness for exiting the LIEP in accordance with the provisions of N.J.A.C. 6A:15-1.9. Students who meet the criteria for Statewide alternate assessments, pursuant to N.J.A.C. 6A:14-4.10(a)2., shall be assessed annually using an alternate ELP assessment. Every student participating in a bilingual, ESL, or English language services program established pursuant to N.J.S.A. 18A:35-15 et seq. shall be entitled to continue such participation for a period of three years pursuant to N.J.S.A. 18A:35-19.

MLs enrolled in the LIEP shall be placed in a classroom(s) where the primary language of instruction is English when the ML has demonstrated readiness to exit a LIEP first by achieving the Department-established cut score on an ELP or alternate ELP assessment. The student's readiness shall be further assessed by the use of a Department-established English language observation form that considers, at a minimum: classroom performance; the student's reading level in English; the observations of the teaching staff members responsible for the educational program of the student; and performance on achievement tests in English.

In accordance with the provisions of N.J.S.A. 18A:35-22.1, a parent may remove a student who is enrolled in a bilingual education program at any time; except that during the first three years of a student's participation in a bilingual education program, a parent may only remove the student at the end of each school year.

If a parent wishes to remove the student prior to the end of each school year, the removal shall be approved by the Executive County Superintendent. If the Executive County Superintendent determines the student should remain in the bilingual education program until the end of the school year, the parent may appeal the Executive County Superintendent's decision to the Commissioner of Education or designee pursuant to the provisions of N.J.S.A. 18A:35-19.2.

Newly exited students who are not academically progressing in classes where English is the primary language of instruction may be considered for reentry to a LIEP in accordance with the provisions of N.J.A.C. 6A:15-1.9(g)1 through (g)5.

All MLs shall satisfy requirements for high school graduation pursuant to N.J.A.C. 6A:8-5.1(a) and Policy 5460 in accordance with the provisions of N.J.A.C. 6A:15-1.10.

All Kindergarten through twelfth-grade LIEPs shall be conducted within classrooms within the school district pursuant to N.J.S.A. 18A:35-20 in accordance with the provisions of N.J.A.C. 6A:15-1.11.

The parent of a ML shall be notified in accordance with the provisions of N.J.A.C. 6A:15-1.12 that their child has been identified as eligible for placement in a LIEP. Notice shall be in writing and in the language in which the parent possesses a primary speaking ability, and in English. The notice must also include the provisions detailed at N.J.A.C. 6A:15-1.12(b). Progress reports shall be written in English and in the primary language spoken by the parent of students enrolled in the LIEP.

Pursuant to N.J.A.C. 6A:15-1.13, with approval of the Executive County Superintendent on a case-by-case basis, the Board may join with another district Board to provide a LIEP and an individualized learning opportunity, pursuant to N.J.A.C. 6A:8-5.1(a)2, to a ML who chooses to utilize it to meet the 120-credit graduation requirement, in whole or in part.

The Superintendent or designee shall provide for the maximum practicable engagement of the parent of MLs in the development and review of program objectives and dissemination of information to and from the Boards and communities served by the LIEP in accordance with the provisions of N.J.A.C. 6A:15-1.14. With the exception of a Board implementing an English language services or ESL program, each Board implementing a LIEP shall establish a parent advisory committee on bilingual education of which the majority membership shall be the parents of MLs.

N.J.S.A. 18A:35-15 through 18A:35-26.1
N.J.A.C. 6A:14-4.10; 6A:15-1.1 et seq.

Adopted: 12 February 2009
Revised: 09 August 2018
Revised: 16 November 2023
Revised:

[< Prev](#) [Next >](#)**To Policy**[Search District Regulations](#)[District Regulations TOC](#)**District Regulation****2423 - BILINGUAL AND ESL EDUCATION (M)**

Section: Program
 Date Created: February 2009
 Date Edited: November 2023

M**A. Definitions (N.J.A.C. 6A:15-1.2)**

1. "Alternate English language proficiency assessment" (alternate ELP assessment) means a New Jersey Department of Education-approved assessment for students with the most significant cognitive disabilities that assesses a student's English language proficiency on the four domains of listening, speaking, reading, and writing, and that is aligned with the State's academic achievement standards, as permitted under the Every Student Succeeds Act (ESSA) and the Individuals with Disabilities Education Act (IDEA).
2. "Bilingual education program" means a full-time program of instruction in all courses or subjects that a child is required by law or rule to receive, given in the native language of English language learners (ELLs) enrolled in the program and also in English; in the aural comprehension, speaking, reading, and writing of the native language of ELLs enrolled in the programs, and in the aural comprehension, speaking, reading, and writing of English; and in the history and culture of the country, territory, or geographic area that is the native land of the parents of ELLs enrolled in the program, and in the history and culture of the United States.
3. "Bilingual part-time component" means a program alternative in which students are assigned to mainstream English program classes, but are scheduled daily for their developmental reading and mathematics instruction with a certified bilingual teacher.
4. "Bilingual resource program" means a program alternative in which students receive, on an individual basis, daily instruction from a certified bilingual teacher in identified subjects and with specific assignments.
5. "Bilingual tutorial program" means a program alternative in which students receive one period of instruction from a certified bilingual teacher in a content area required for graduation and a second period of tutoring in other required content areas.
6. "Dual-language bilingual education program" means a full-time program of instruction in elementary and secondary schools that provides structured English language instruction and instruction in a second language in all content areas for ELLs and for native English speaking students enrolled in the program.
7. "Educational needs" means the particular educational requirements of ELLs; the fulfillment of which will provide them with equal educational opportunities.
8. "English as a second language (ESL) program" means a daily developmental second-language program of at least one period of instruction based on student language proficiency that teaches aural comprehension, speaking, reading, and writing in English using second language teaching techniques, and incorporates the cultural aspects of the student's experiences in their ESL instruction. A period is the time allocated in the school schedule for instruction in core subjects.
9. "English language development standards" means the 2012 Amplification of the English Language Development Standards, Kindergarten - Grade 12, incorporated herein by reference, as amended and supplemented, developed by the World-Class Instructional Design and Assessment (WIDA) Consortium. They are the standards and language competencies ELLs in preschool programs and elementary and secondary schools need to become fully proficient in English and to have unrestricted access to grade-appropriate instruction in challenging academic subjects. The standards are published by the Board of Regents of the University of Wisconsin System, on behalf of the WIDA Consortium (www.wida.us) and are available for review at <http://www.wida.us/standards/eld.aspx>.
10. "English language learner" or "ELL" means a student whose native language is other than English. The term refers to students with varying degrees of English language proficiency in any one of the domains of speaking, reading, writing, or listening and is synonymous with limited English speaking ability as used in N.J.S.A. 18A:35-15 to 26.
11. "English language proficiency assessment" (ELP assessment) means a New Jersey Department of Education-approved assessment that evaluates a student's English language proficiency on the four domains of listening, speaking, reading, and writing

and that is aligned with the State's academic achievement standards as permitted under ESSA.

12. "English language services" means services designed to improve the English language skills of ELLs. The services, provided in school districts with less than ten ELLs, are in addition to the regular school program and are designed to develop aural comprehension, speaking, reading, and writing skills in English.
13. "Exit criteria" means the criteria that must be applied before a student may be exited from a bilingual, ESL, or English language services education program.
14. "High-intensity ESL program" means a program alternative in which students receive two or more class periods a day of ESL instruction. One period is the standard ESL class and the other period is a tutorial or ESL reading class.
15. "Instructional program alternative" means a part-time program of instruction that may be established by a Board of Education in consultation with and approval of the New Jersey Department of Education (Department). All students in an instructional program alternative receive English as a second language.
16. "Native language" means the language or mode of communication normally used by a person with a limited ability to speak or understand the English language. In the case of a student, the native language is the language normally used by the student's parents, except that in all direct contact with a student, including during the evaluation of the child, the native language is the language normally used by the student in the home or in the learning environment.
17. "NJSLS" means the New Jersey Student Learning Standards as defined in N.J.A.C. 6A:8-1.3.
18. "Parent(s)" for the purposes of Policy 2423 and this Regulation means the natural parent(s) or the legal guardian(s), foster parent(s), surrogate parent(s), or person acting in the place of a parent with whom the student legally resides. When parents are separated or divorced, parent means the person(s) who has legal custody of the student, provided such parental rights have not been terminated by a court of appropriate jurisdiction.
19. "Review process" means the process established by the Board to assess ELLs for exit from bilingual, ESL, or English language services programs.
20. "Sheltered English instruction" means an instructional approach used to make academic instruction in English understandable to ELLs. Sheltered English classes are taught by regular classroom teachers who have received training on strategies to make subject-area content comprehensible for ELLs.

B. Identification of Eligible English Language Learners (ELLs) (N.J.A.C. 6A:15-1.3)

1. The district shall use a multi-step process at the time of enrollment to determine the native language of each ELL. The district shall:
 - a. Maintain a census indicating all identified students whose native language is other than English; and
 - b. Administer the Statewide home-language survey to determine which students in Kindergarten to grade twelve, whose native language is other than English must be screened further to determine English language proficiency. The Statewide home-language survey shall be administered by a bilingual/ESL or other certified teacher and shall be designed to distinguish students who are proficient English speakers and need no further testing.
2. The district shall determine the English language proficiency of all Kindergarten to grade twelve students who are not screened out and whose native language is other than English by administering an English language proficiency test, assessing the level of reading in English, reviewing the previous academic performance of students, including their performance on standardized tests in English, and reviewing the input of teaching staff members responsible for the educational program for ELLs. Students who do not meet the Department standard on a language proficiency test and who have at least one other indicator shall be considered ELLs. The district shall also use age-appropriate methodologies to identify preschool ELLs to determine their individual language development needs.

C. Bilingual Programs for English Language Learners (ELLs) (N.J.A.C. 6A:15-1.4)

1. The Board shall provide all Kindergarten to grade twelve ELLs enrolled in the district pursuant to N.J.S.A. 18A:7F-46 with all required courses and support services outlined in N.J.A.C. 6A:15-1.4 (b) through (h) and C.2. through C.8. below to prepare ELLs to meet the NJSLS for high school graduation. This may include tutoring, after-school programs, summer programs, and remedial services as needed by ELLs. The district shall also provide appropriate instructional programs to eligible pre-school ELLs based on need

according to the New Jersey Preschool Program Implementation Guidelines, 2015. The guidelines provide developmentally appropriate recommendations for good practice and are intended for school districts that provide preschool programs.

2. The Board shall establish English language services designed to improve the English language proficiency of ELLs whenever there are at least one, but fewer than ten ELLs enrolled in the school district. English language services shall be provided in addition to the regular school program.
3. The Board shall establish an ESL program that provides at least one period of ESL instruction based on student language proficiency whenever there are ten or more ELLs enrolled in the school district.
 - (a) An ESL curriculum that addresses the WIDA English language development standards shall be developed and adopted by the Board to address the instructional needs of ELLs.
 - (b) The ESL curriculum shall be cross-referenced to the district's bilingual education and content area curricula to ensure that ESL instruction is correlated to all the content areas taught.
4. The Board shall establish bilingual education programs whenever there are twenty or more ELLs in any one-language classification enrolled in the school district pursuant to N.J.S.A. 18A:35-18. Bilingual education programs shall:
 - (a) Be designed to prepare ELLs to acquire sufficient English skills and content knowledge to meet the NJSLs. All ELLs participating in the bilingual programs shall also receive ESL instruction;
 - (b) Include a curriculum that addresses the NJSLs, the WIDA English language development standards, and the use of two languages. The bilingual education curriculum shall be adopted by the Board; and
 - (c) Include the full range of required courses and activities offered on the same basis and under the same rules that apply to all students within the school district.
5. ELLs shall be provided with equitable instructional opportunities to participate in all non-academic courses necessary to meet the NJSLs, including comprehensive health and physical education, the visual and performing arts, and career awareness programs. The instructional opportunities shall be designed to assist ELLs to fully comprehend all subject matter and demonstrate their mastery of the content matter.
6. The Board shall offer sufficient courses and other relevant supplemental instructional opportunities in grades nine through twelve to enable ELLs to meet the NJSLs for graduation. When sufficient numbers of students are not available to form a bilingual class in a subject area, the Board shall develop plans in consultation with and approved by the Department to meet the needs of the students.
7. In addition to N.J.A.C. 6A:15-1.4(a) through (f) and C.1. through C.6 above, the Board shall design additional programs and services to meet the special needs of eligible ELLs and include, but not be limited to: remedial instruction through Title I programs; special education; school-to-work programs; computer training; and gifted and talented education services.
8. The Board may establish dual-language bilingual education programs in its schools and may make provisions for the coordination of instruction and services with the school district's world languages program. Dual-language bilingual education programs shall also enroll students whose primary language is English, and shall be designed to help students achieve proficiency in English and in a second language while mastering subject-matter skills. To the extent necessary, instruction shall be in all courses or subjects of study that allow students to meet all grade promotion and graduation standards. Where possible, classes in dual-language bilingual programs shall be comprised of approximately equal numbers of ELLs and of students whose native language is English.
9. The Board may establish a program in bilingual education for any language classification with fewer than twenty students.

D. Waiver Process Provided by Statute (N.J.A.C. 6A:15-1.5)

The school district may request a waiver from N.J.A.C. 6A:15-1.4(d) and C.4 above to establish annually an instructional program alternative with the approval of the Department when there are twenty or more students eligible for the bilingual education program in grades Kindergarten through twelve, and the school district is able to demonstrate that it would be impractical to provide a full-time bilingual program due to age range, grade span, and/or geographic location of eligible students.

1. Instructional program alternatives shall be developed in consultation with and approved annually by the Department after review of student enrollment and achievement data. All bilingual instructional program alternatives shall be designed to assist ELLs to develop sufficient English skills and subject-matter skills to meet the NJSLs.
 2. The instructional program alternatives that shall be established include, but are not limited to: the bilingual part-time component; the bilingual resource program; the bilingual tutorial program; the sheltered English instruction program; and the high-intensity ESL program.
 3. In the event the district implements program alternatives, the district shall annually submit student enrollment and achievement data that demonstrate the continued need for these programs.
- E. Approval Procedures (N.J.A.C. 6A:15-1.6)
1. If the district provides a bilingual program, ESL program, or English language services, the district shall submit a plan every three years to the Department for approval. At its discretion, the Department may request modifications, as appropriate.
 - a. Plans submitted by the Board for approval shall include information on the following:
 - (1). Identification of students;
 - (2). Program description;
 - (3). The number of certified staff hired for the program;
 - (4). Bilingual and ESL curriculum development;
 - (5). Evaluation design;
 - (6). Review process for exit; and
 - (7). A budget for bilingual and ESL programs or English language services.
- F. Supportive Services (N.J.A.C. 6A:15-1.7)
1. Students enrolled in bilingual, ESL, or English language services programs shall have full access to educational services available to other students in the school district.
 2. To the extent that it is administratively feasible, supportive services to ELLs, such as counseling, tutoring, and career guidance, should be provided by bilingual personnel who are familiar with and knowledgeable of the unique needs and background of the ELLs and their parents.
- G. In-service Training (N.J.A.C. 6A:15-1.8)
1. The Board shall develop a plan for in-service training for bilingual, ESL, and mainstream teachers; administrators who supervise bilingual/ESL programs; and administrators and any personnel who observe and evaluate teachers of ELLs. The plan shall include instructional strategies and appropriate assessments to help ELLs meet the NJSLs and the WIDA English language development standards. All bilingual and ESL teachers shall receive training in the use of the ESL curriculum.
 2. The Professional Development Plan of the school district shall include the needs of bilingual and ESL teachers, which shall be addressed through in-service training.
- H. Certification (N.J.A.C. 6A:15-1.9)
1. All teachers of bilingual classes shall hold a valid New Jersey instructional certificate with an endorsement for the appropriate grade level and/or content area, as well as an endorsement in bilingual education pursuant to N.J.S.A. 18A:6-38 et seq. and 18A:35-15 to 26.1.
 2. All teachers of ESL classes shall hold a valid New Jersey instructional certificate in ESL pursuant to N.J.S.A. 18A:6-38 et seq. and N.J.A.C. 6A:9B-10.5.
 3. All teachers providing English Language Services shall hold a valid New Jersey instructional certificate.
- I. Bilingual, English as a Second Language, and English Language Services Program Enrollment, Assessment, Exit, and Re-entry (N.J.A.C. 6A:15-1.10)

1. All ELLs from Kindergarten through grade twelve shall be enrolled in the bilingual, ESL, or English language services education program established by the Board as prescribed in N.J.A.C. 6A:15-1.4(b) through (e) and 1.5(a), C.2 through C.5 and D. above, and P.L. 1995, c. 59 and c. 327.
2. Students enrolled in the bilingual, ESL, or English language services program shall be assessed annually using ELP assessments to determine their progress in achieving English language proficiency goals and readiness for exiting the program. Students who meet the criteria for Statewide alternate assessments, pursuant to N.J.A.C. 6A:14-4.10(a)2, shall be assessed annually using an alternate ELP assessment.
3. ELLs enrolled in the bilingual, ESL, or English language services program shall be placed in a monolingual English program when they have demonstrated readiness to exit a bilingual, ESL, or ELS program through Department-established criteria on an ELP assessment and a Department-established English language observation form. A student shall first achieve the Department-established English proficiency standard as measured by an ELP assessment. The student's readiness shall be further assessed by the use of a Department-established English language observation form that considers, at a minimum: classroom performance; the student's reading level in English; the judgment of the teaching staff member or members responsible for the educational program of the student; and performance on achievement tests in English.
 - a. Pursuant to §C.F.R. 200.6(h)(4)(ii), an ELL with a disability whose disability makes it impossible for the student to be assessed in a particular domain because there are no appropriate accommodations for assessing the student in that domain may be exited from ELL status based on the student's score on the remaining domains in which the student was assessed.
4. A parent may remove a student who is enrolled in a bilingual education program pursuant to provisions in N.J.S.A. 18A:35-22.1.
5. Newly exited students who are not progressing in the mainstream English program may be considered for reentry to bilingual and ESL programs as follows:
 - a. After a minimum of one-half of an academic year and within two years of exit, the mainstream English classroom teacher may recommend retesting with the approval of the Principal.
 - b. A waiver of the minimum time limitation may be approved by the Executive County Superintendent upon request of the Superintendent if the student is experiencing extreme difficulty in adjusting to the mainstream program.
 - c. The recommendation for retesting shall be based on the teacher's judgment that the student is experiencing difficulties due to problems in using English as evidenced by the student's inability to: communicate effectively with peers and adults; understand directions given by the teacher; and/or comprehend basic verbal and written materials.
 - d. The student shall be tested using a different form of the test or a different language proficiency test than the one used to exit the student.
 - e. If the student scores below the State-established standard on the language proficiency test, the student shall be re-enrolled into the bilingual or ESL program.
6. When the review process for exiting a student from a bilingual, ESL, or English language services program has been completed, the district shall notify by mail the student's parent(s) of the placement determination. If the parent or teaching staff member disagrees with the placement, they may appeal the placement decision in writing to the Superintendent or designee, who will provide a written explanation for the decision within seven working days of receiving the written appeal. The complainant may appeal this decision in writing to the Board within seven calendar days of receiving the Superintendent's or designee's written explanation of the decision. The Board will review the appeal and respond in writing to the parent within forty-five calendar days of the Board's receipt of the parent's written appeal to the Board. Upon exhausting an appeal to the Board, the complainant may appeal to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:3.

J. Graduation Requirements for English Language Learners (N.J.A.C. 6A:15-1.11)

All ELLs shall satisfy requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a).

K. Location (N.J.A.C. 6A:15-1.12)

All bilingual, ESL, and English language services programs shall be conducted within classrooms within the regular school buildings of the school district pursuant to N.J.S.A. 18A:35-20.

L. Notification (N.J.A.C. 6A:15-1.13)

1. The school district shall notify by mail the parents of ELLs of the fact that their child has been identified as eligible for enrollment in a bilingual, ESL, or English language services education program. The district shall issue the notification within thirty days of the child's identification. Notice shall include a statement that the parents may decline their child's enrollment in a bilingual program, and they shall be given an opportunity to do so if they choose. The notice shall be in writing and in the language in which the parent(s) possesses a primary speaking ability, and in English, and shall include the following information:
 - a. Why the student was identified as an ELL;
 - b. Why the student needs to be placed in a language instructional educational program that will help them develop and attain English proficiency and meet the NJSLS;
 - c. The student's level of English proficiency, how the level of English proficiency was assessed, and the student's academic level;
 - d. The method of instruction the school district will use to serve the student, including a description of other instruction methods available and how those methods differ in content, instructional goals, and the use of English and a native language, if applicable;
 - e. How the program will meet the student's specific needs in attaining English and meeting State standards;
 - f. The program's exit requirements, the expected rate of transition into a classroom not tailored for ELLs and, in the case of high school students, the expected rate of graduation; and
 - g. How the instructional program will meet the objectives of the individualized education program of a student with a disability.
2. The school district shall send progress reports to parent(s) of students enrolled in a bilingual, ESL, or English language services programs in the same manner and frequency as progress reports are sent to parents of other students enrolled in the school district.
3. Progress reports shall be written in English and in the native language of the parent(s) of students enrolled in the bilingual and ESL program unless the school district can demonstrate and document in the three-year plan required in N.J.A.C. 6A:15-1.6(a) that the requirement would place an unreasonable burden on the district.
4. The school district shall notify the parent when a student meets the exit criteria and are placed in a monolingual English program. The notice shall be in English and in the language in which the parent(s) possesses a primary speaking ability.

M. Joint Programs (N.J.A.C. 6A:15-1.14)

With the approval of the Executive County Superintendent on a case-by-case basis, a school district may join with another Board to provide bilingual, ESL, or English language services programs.

N. Parental Involvement (N.J.A.C. 6A:15-1.15)

1. The district shall provide for the maximum practicable involvement of parents of ELLs in the development and review of program objectives and dissemination of information to and from the district Boards of Education and communities served by the bilingual, ESL, or English language services education programs.
2. If the district implements a bilingual education program, the district shall establish a parent advisory committee on bilingual education of which the majority membership shall be parents of ELLs.

Adopted: 12 February 2009
 Revised: 09 August 2018
 Revised: 16 November 2023



2423 BILINGUAL AND ESL EDUCATION (M)

A. Definitions – N.J.A.C. 6A:15-1.2

1. “Alternate English language proficiency assessment” (alternate ELP assessment) means a New Jersey Department of Education (Department)-approved assessment for students with the most significant cognitive disabilities that assesses a student’s English language proficiency (ELP) on the four domains of listening, speaking, reading, and writing, and that is aligned with the English Language Development (ELD) standards and the Individuals with Disabilities Education Act (IDEA).
2. “Bilingual education program” means a full-time language instruction educational program (LIEP) in all courses or subjects provided in accordance with N.J.S.A. 18A:35-18. Students in a bilingual education program receive instruction in the primary language of multilingual learners (ML) enrolled in the program and in English, while also receiving English as a second language (ESL) instruction. Educators use the primary language of instruction to enhance literacy in the primary language and as a support in the development of listening, speaking, reading, and writing skills in English. Students also receive instruction in the history and culture of the country, territory, or geographic area that is the native land of the parents and families of MLs enrolled in the program, and in the history and culture of the United States.
3. “Bilingual part-time program” means an instructional program alternative in which students receive their academic content area classes in English language arts (ELA) and mathematics instruction with a certified bilingual teacher who provides instruction in the primary language of the MLs in the program, as well as ESL instruction.
4. “Bilingual resource program” means an instructional program alternative in which students receive instruction and resources that are individualized for each student, daily instruction from a certified bilingual teacher in academic content areas as identified by the school district, as well as ESL instruction.
5. “Bilingual tutorial program” means an instructional program alternative in which students receive one period of instruction from a certified bilingual teacher in an academic content area required for graduation, a second period of tutoring in another required content area, as well as ESL instruction.
6. “Class period” means the time allocated for instruction in academic content areas as part of the regular school schedule for each day in session as set forth at N.J.A.C. 6A:32-8.3. In a block schedule, weekly instruction is equivalent to one class period for each day of school in a given week.
7. “Cut score” means the same as that term is defined pursuant to N.J.A.C. 6A:8-1.3.

8. “Dual language immersion program” means, for the purpose of meeting the LIEP requirements at N.J.S.A. 18A:35-18 and N.J.A.C. 6A:15, a full-time LIEP that provides students structured English language instruction and instruction in a second language in all academic content areas. MLs in the program receive instruction in their primary language, as well as ESL instruction. A dual language immersion program provides daily instruction in English and a minimum of fifty percent of instruction in the primary language of enrolled MLs. A dual language immersion program that is designed to support MLs is sometimes referred to as a two-way bilingual education program.
9. “Early Language Development Standards” means the preschool English language development standards for preschool students developed by WIDA. The standards correspond to five domains of children’s development and learning: approaches to learning, language and communication development, cognition and general knowledge, physical well-being and motor development, and social and emotional development. The standards incorporated herein by reference, are published by the Board of Regents of the University of Wisconsin System, on behalf of the WIDA Consortium and are available at <https://wida.wisc.edu/teach/early>.
10. “Educational activities and programs” means the same as that term is defined pursuant to N.J.A.C. 6A:7-1.3.
11. “Educational equity” means the same as that term is defined pursuant to N.J.A.C. 6A:7-1.3.
12. “Educational needs” means the particular educational requirements of MLs; the fulfillment of which will provide them with equal educational opportunities.
13. “English as a second language (ESL) program” means a daily class period of second-language acquisition instruction within a LIEP and based on a student’s English language proficiency that teaches the English language development standards and incorporates the cultural aspects of the students’ experiences in their ESL instruction.
14. “English language development standards” or “ELD standards” means the 2020 Amplification of the English Language Development Standards, Kindergarten – Grade 12 incorporated herein by reference, as amended and supplemented, developed by WIDA. They are the standards and language competencies in listening, speaking, reading, and writing that MLs in preschool programs, and elementary and secondary schools, need to become fully proficient in English and to have unrestricted access to grade-appropriate instruction in challenging academic content areas. The standards are a version of ELA that have been crafted to address the specific developmental stages of students learning English. The standards are published by the Board of Regents of the University of Wisconsin System, on behalf of the WIDA Consortium (www.wida.us) and are available for review at

<https://wida.wisc.edu/sites/default/files/resource/WIDA-ELD-Standards-Framework-2020.pdf>

15. “English language proficiency assessment” or “ELP assessment” means a Department-approved assessment that evaluates a student’s English language proficiency on the four domains of listening, speaking, reading, and writing, and that is aligned with the ELD standards.
16. “English language services” means services designed to improve the English language skills of MLs. The services, provided in school districts with less than ten MLs in Kindergarten through twelfth-grade, are part of the regular school program and are designed to develop proficiency in the ELD standards.
17. “Equal educational opportunity” means the same as that term is defined pursuant to N.J.A.C. 6A:7-1.3.
18. “Exit criteria” means the criteria that must be applied before a student may be exited from a LIEP.
19. “High-intensity ESL program” means an instructional program alternative in which students receive two or more class periods each day in session of ESL instruction. One period is the standard ESL class, and the other period is a tutorial or ESL reading class.
20. “Instructional program alternative” means a LIEP, other than bilingual education and/or dual language immersion, that may be established by the Board of Education in consultation with, and approval of, the New Jersey Department of Education through a waiver request pursuant to N.J.S.A. 18A:35-18. All students in an instructional program alternative receive an ESL class period each day in session.
21. “Language instruction educational program” or “LIEP” means the program of services in which a ML receives instruction and support to develop and attain English language proficiency while meeting or exceeding the New Jersey Student Learning Standards (NJSLS) in academic content areas. MLs in a LIEP develop proficiency in the English language while they develop skills and knowledge within the academic content areas. A LIEP includes the services that all MLs are entitled to receive, pursuant to N.J.S.A. 18A:35-16 and N.J.A.C. 6A:15. LIEP includes “programs of bilingual education,” pursuant to N.J.S.A. 18A:35-16, and “instructional alternative programs,” pursuant to N.J.S.A. 18A:35-18.
22. “Multicultural curriculum” means the same as that term is defined pursuant to N.J.A.C. 6A:7.
23. “Multilingual learner” or “ML” means a student whose primary language is not English, who is identified through the process set forth in N.J.A.C. 6A:15, and who

is developing proficiency in multiple languages (e.g., English and a primary language). The term is synonymous with “English learner” or “English language learner.”

24. “Newcomer” means any student born outside of the United States who has recently arrived in the United States. Newcomer is an umbrella term that includes a heterogenous group of immigrants; some newcomers may also be MLs or students with interrupted formal education (SIFE).
25. “NJSLS” means the New Jersey Student Learning Standards as defined at N.J.A.C. 6A:8-1.3.
26. “Parent(s)” means the natural or adoptive parent, legal guardian, surrogate parent appointed pursuant to N.J.A.C. 6A:14-2.2, or a person acting in the place of a parent (such as a grandparent or stepparent with whom the student lives or a person legally responsible for the student’s welfare). Unless parental rights have been terminated by a court of appropriate jurisdiction, the parent retains all rights pursuant to N.J.A.C. 6A:32. In addition, a resource family parent may act as a parent pursuant to N.J.A.C. 6A:32 if the parent’s authority to make education decisions on the student’s behalf has been terminated by a court of appropriate jurisdiction.
27. “Primary language” means the language or mode of communication in which a ML is most fluent or speaks more regularly than any other language. In the case of a student, the primary language is the language normally used by the student’s parent.
28. “Sheltered English instruction” means an instructional program alternative to make academic instruction in English understandable to MLs. Sheltered English classes are taught by classroom teachers who deliver instruction in English, may not hold a bilingual/ESL endorsement, but have received training on strategies for instructional adaptation, pursuant to N.J.A.C. 6A:8-1.3, to make academic content areas comprehensible for MLs.
29. “State Seal of Biliteracy” means a recognition awarded pursuant to N.J.A.C. 6A:8-5.3.
30. “Statewide home-language survey” or “Statewide HLS” means a standardized questionnaire developed by the Department for school districts to use to help identify which students are potential MLs and which students will require a record review and an ELP assessment to determine whether they are eligible for placement in a LIEP.
31. “Student with interrupted formal education” or “SIFE” means a ML in grades four to twelve who has experienced disruptions in their formal education that took place outside of the United States.

B. Identification of Eligible Multilingual Learners – N.J.A.C. 6A:15-1.3

1. The school district shall use, at the time of enrollment, the multi-step process set forth at N.J.A.C. 6A:15-1.3(a)1 through (a)3 and B.1.a. through B.1.c. below to identify MLs enrolled in the school district.
 - a. The district shall administer to each student enrolled in the school district the Statewide HLS. The district shall use the Statewide HLS to determine which students in preschool to twelfth-grade have a primary language(s) other than English and, therefore, may be a ML. The Statewide HLS shall be completed, in writing, or by verbal interview by an individual with knowledge of the student, such as a parent(s), trained school district personnel, or a bilingual or ESL teacher;
 - b. Following the administration of the Statewide HLS, the district shall conduct a records review process to determine whether the student is a ML.
 - (1) The records review process may include, but is not limited to, reviewing available information about the student's overall academic performance from current or prior years; observations of teaching staff members who have worked with the student; interviews with the student or the student's parent or family in their primary language; and/or additional school records as needed in compliance with State and Federal student privacy laws; and
 - c. The district shall then determine the English language proficiency of all Kindergarten to twelfth-grade students who are found eligible through N.J.A.C. 6A:15-1.3(a)1 or (a)2 and B.1.a. or B.1.b. above and whose primary language is other than English by administering an ELP assessment. Students who do not meet the Department-established cut score on the ELP assessment shall be considered MLs and shall be offered entry into the district's LIEP.
 - (1) Preschool students who are identified, pursuant to the processes set forth at N.J.A.C. 6A:15-1.3(a)1 and (a)2 and B.1.a. and B.1.b. above, as having a primary language other than English shall be identified as MLs. Prior to the start of their Kindergarten year, the district shall administer an ELP assessment to preschool MLs as part of the screener process to determine the ML's English language proficiency level.
 - (2) The district shall also use age-appropriate methodologies to identify preschool MLs to determine their individual language development needs.
2. The district shall maintain a roster indicating all identified students whose primary language is other than English and who are MLs.

C. Board Requirements, Including Language Instruction Educational Programs for Multilingual Learners – N.J.A.C. 6A:15-1.4

1. The district shall provide all preschool to twelfth-grade MLs enrolled in the school district pursuant to N.J.S.A. 18A:7F-46 and 18A:7F-54 with equal educational opportunities and all educational activities and programs, including required courses and support services defined at N.J.A.C. 6A:15-1.4(b) through (e) and C.2. through C.5. below to prepare MLs to meet or exceed the NJSLs for high school graduation. The instructional opportunities shall be designed to assist MLs to fully comprehend all subject matter and demonstrate their mastery of all NJSLs academic content areas.
 - a. Instructional opportunities may also include individualized and targeted supports, as needed by MLs.
 - b. The district shall ensure that all educational services, activities, and programs incorporate a linguistically and culturally responsive, multicultural curriculum in accordance with N.J.S.A. 18A:35-4.35, 18A:35-4.36, and 18A:35-4.36a. to ensure educational equity aligned to the Board of Education’s Comprehensive Equity Plan, pursuant to N.J.A.C. 6A:7.
2. The Board shall provide all MLs with a LIEP.
 - a. The Board shall provide appropriate instructional programs to preschool MLs pursuant to N.J.A.C. 6A:15-1.4(c) and C.3. below.
 - b. Whenever there are twenty or more MLs in Kindergarten through twelfth-grade in any one language classification enrolled in the school district, a LIEP shall include bilingual education or dual language immersion programs pursuant to N.J.A.C. 6A:15-1.4(e) and C.5. below, unless waived pursuant to N.J.A.C. 6A:15-1.15 and N. below.
 - c. Whenever there are ten or more MLs in Kindergarten through twelfth-grade enrolled in the school district, an ESL program shall be provided.
 - d. Whenever there are at least one, but fewer than ten MLs in Kindergarten through twelfth-grade enrolled in the school district, the Board shall provide the MLs with English language services. English language services shall be provided as part of the regular school program.
 - e. Instructional program alternatives may be implemented pursuant to N.J.A.C. 6A:15-1.15 and N. below.
3. The Board shall provide appropriate instructional programs to eligible preschool MLs based on the New Jersey Preschool Program Implementation Guidelines and

the New Jersey Preschool Teaching and Learning Standards of Quality, pursuant to N.J.A.C. 6A:13A – Elements of High-Quality Preschool Programs.

- a. A program that meets the New Jersey Preschool Teaching and Learning Standards of Quality and is approved, pursuant to N.J.A.C. 6A:13A, will be considered a preschool LIEP.
4. The Board shall establish bilingual education or dual language immersion programs whenever there are twenty or more MLs in any one language classification enrolled in the school district in Kindergarten through twelfth-grade, pursuant to N.J.S.A. 18A:35-18. Bilingual education or dual language immersion programs shall:
 - a. Be designed to prepare MLs to acquire sufficient English knowledge and skills to meet the NJSLS. All MLs participating in bilingual and dual language immersion programs shall also receive a class period of ESL instruction each day in session;
 - b. Include a curriculum that is aligned to the NJSLS and the ELD standards and includes primary language instruction delivered to further master literacy in the primary language and as a support in the development of English proficiency;
 - c. Include the full range of required courses and activities offered on the same basis and under the same rules that apply to all students within the school district; and
 - d. Utilize a curriculum for bilingual education programs that is adopted by the Board.
 5. The Board shall provide at least one class period of ESL instruction each day in session based on a student’s English language level to all MLs placed in a LIEP.
 - a. The Board shall develop and adopt an ESL curriculum that addresses the ELD standards to address the instructional needs of MLs.
 - b. The ESL curriculum shall be cross-referenced to the school district’s bilingual education and academic content area curricula to ensure that ESL instruction is correlated to all academic content areas taught.
 6. The Board may establish dual language immersion programs to meet the requirement at N.J.A.C. 6A:15-1.4(b)2. and C.2.b. above and N.J.S.A. 18A:35-15 through 18A:35-26.
 - a. Dual language immersion programs shall be designed to help students achieve proficiency in English and in a second language while mastering academic content area skills.

- b. Instruction shall be in all courses or subjects of study that allow students to meet all grade promotion and graduation standards.
 - c. Classes in dual language immersion programs shall be comprised of at least fifty percent MLs.
 - d. The program may be coordinated with the school district's world languages program.
 - e. Dual language immersion programs that are not established to provide the LIEP services required pursuant to N.J.S.A. 18A:35-15 through 18A:35-26 do not have to comply with the requirements of N.J.A.C. 6A:15, Policy 2423, and this Regulation.
- 7. The Board may establish a newcomer program for a limited duration in time to address the needs of recent immigrant students, particularly SIFEs, before the students transition to a general education classroom. A high-quality newcomer program shall:
 - a. Be age-appropriate;
 - b. Include content that relates to the NJSLs;
 - c. Include social-emotional learning; and
 - d. Include courses that are credit-bearing and count toward graduation pursuant to N.J.A.C. 6A:8, or promotion requirements to allow students to meet grade-level standards within a reasonable period of time.
- 8. The Board shall offer sufficient courses and other relevant supplemental instructional opportunities in grades nine through twelve to enable MLs to meet or exceed the NJSLs for graduation. When sufficient numbers of students are not available to form a bilingual class in an academic content area, the Board shall develop, in consultation with and approved by the Department, plans to meet the needs of the students.
- 9. In addition to N.J.A.C. 6A:15-1.4(a) through (h) and C.1. through C.8. above, the Board shall design additional programs and services to meet the special needs of eligible MLs. The additional programs and services shall include, but not be limited to, individualized and targeted supports through Title I programs; special education; career and technical education programs; gifted and talented education services; supports to help MLs earn a State Seal of Biliteracy pursuant to N.J.A.C. 6A:8-5.3; and individualized learning opportunities pursuant to N.J.A.C. 6A:8-5.1.

10. The Board may establish a program in bilingual education or dual language immersion for any language classification with fewer than twenty students.
11. The Board shall establish a process for how MLs in high school may meet the world language or ELA course graduation requirements, pursuant to N.J.A.C. 6A:8-5.1, by applying credits earned in an ESL course. The Board shall verify on a student's record that the applicable ESL credits meet or exceed the NJSLs at the high school level.

D. Approval Procedures – N.J.A.C. 6A:15-1.5

1. The school district providing a LIEP shall submit a plan every three years to the Department for approval.
2. The Board of Education's LIEP plan shall demonstrate that:
 - a. For Kindergarten through twelfth-grade, LIEP curricula include or are aligned with:
 - (1) The NJSLs;
 - (2) The ELD standards; and
 - (3) A multicultural curriculum, pursuant to N.J.S.A. 18A:35-4.36a and N.J.A.C. 6A:7.
 - b. For preschool, the ML instruction and support meets the language instruction requirements in the New Jersey Preschool Program Implementation Guidelines and the New Jersey Preschool Teaching and Learning Standards of Quality, pursuant to N.J.A.C. 6A:13A and the curricula include or are aligned with:
 - (1) The NJSLs;
 - (2) The ELD standards for preschool; and
 - (3) A multicultural curriculum, pursuant to N.J.S.A. 18A:35-4.36a and N.J.A.C. 6A:7.
 - c. MLs have equitable access to educational activities and programs in a manner aligned to the Board's Comprehensive Equity Plan, pursuant to N.J.A.C. 6A:7.
 - d. School district staff engage in ongoing and continuous program evaluations that shall include regular reviews of student performance data (for example, graduation rates and assessment results) and other measures (for example,

absenteeism, disciplinary records, and course enrollment) to evaluate whether MLs in the district have equitable access to educational opportunities, including, but not limited to, gifted and talented programs; advanced coursework and dual enrollment; work-based learning opportunities; extra-curricular activities; and career counseling.

e. Preschool students participate in instructional activities pursuant to N.J.A.C. 6A:13A.

f. Bilingual and dual language immersion programs promote bilingualism, biliteracy, cross-cultural competency, high levels of academic achievement in both languages, and a path, if available, toward attaining the State Seal of Biliteracy.

3. The Board's LIEP plan submitted to the Department for approval shall include information on the following:

a. Identification of MLs in preschool through twelfth-grade;

b. LIEP description;

c. The number of staff hired for the LIEP by certificate type;

d. Bilingual and ESL curriculum;

e. Evaluation design;

f. Review process for a student's exit from ML status; and

g. A budget for all components of the LIEP.

4. The Department will review the plan to ensure the Board has a system of support for all MLs that is aligned to N.J.A.C. 6A:15, Policy 2423, and this Regulation. The Department may request modifications of the plan, as appropriate, and shall determine whether to approve the Board's plan.

E. Supportive Services – N.J.A.C. 6A:15-1.6

1. Students enrolled in a LIEP shall have equal educational opportunities, including full access to educational opportunities and services available to other students in the district.

2. The school district shall provide MLs with linguistically and culturally responsive supportive services, such as academic counseling; tutoring; career guidance; and mental health counseling. Bilingual personnel who are trained in social-emotional learning and are familiar with and knowledgeable about the unique assets and needs

of the MLs, including newcomers and SIFEs, and their parents, shall provide the services.

F. Professional Development – N.J.A.C. 6A:15-1.7

1. As part of the district- and school-level plans for professional development requirements at N.J.A.C. 6A:9C-4.2, the Board of Education shall describe professional learning for bilingual, ESL, and academic content teachers whose classroom instruction is in English; administrators who supervise bilingual/ESL programs; and administrators and any personnel who observe and evaluate teachers of MLs.
2. The district- and school-level professional development plan shall:
 - a. Include instructional adaptational strategies, pursuant to N.J.A.C. 6A:8-3.1, and training on appropriate assessments to help MLs meet the NJSLs and the ELD standards;
 - b. Address the needs of bilingual and ESL teachers, who shall receive training in the use of the ESL curriculum and the ELD standards; and
 - c. Ensure all teachers receive training on the ELD standards and how to provide linguistically and culturally accessible instruction and appropriate modifications and accommodations for MLs.

G. Certification – N.J.A.C. 6A:15-1.8

1. All teachers of bilingual programs shall hold a valid New Jersey instructional certificate with an endorsement for the appropriate grade level and/or academic content area and a standard certificate with a bilingual/bicultural education endorsement, pursuant to N.J.S.A. 18A:6-38 et seq., N.J.S.A. 18A:35-15 to 26, and N.J.A.C. 6A:9B-11.5.
2. Dual language immersion programs, for the purpose of meeting the LIEP requirements at N.J.S.A. 18A:35-18; N.J.A.C. 6A:15; Policy 2423; and this Regulation may be taught by one or more teaching staff members. In these dual language immersion programs, the following endorsements to an instructional certificate shall be fulfilled by one or more teaching staff members:
 - a. An endorsement for the appropriate grade level and/or academic content area being taught; and
 - b. An endorsement in bilingual/bicultural education or world languages.

(1) A teaching staff member of a language other than English has demonstrated linguistic competence in the language of their instruction, pursuant to N.J.A.C. 6A:9B-10.5 or 11.5(a)2.

3. All teaching staff members of ESL classes shall hold a valid New Jersey instructional certificate with an ESL endorsement, pursuant to N.J.S.A. 18A:6-38 et seq. and N.J.A.C. 6A:9B-11.6.

4. All teaching staff members providing English language services shall hold a valid New Jersey instructional certificate.

H. Language Instruction Educational Program Placement, Assessment, Exit, and Reentry – N.J.A.C. 6A:15-1.9

1. All MLs from Kindergarten through twelfth-grade shall be enrolled in a LIEP established by the Board of Education in accordance with N.J.A.C. 6A:15-1.4(b) through (f) and C.2. through C.6. above, N.J.A.C. 6A:15-1.15(a) and N.1. below, and N.J.S.A. 18A:35-18 and N.J.S.A. 18A:35-22.

2. Students identified as MLs shall be assessed annually using ELP assessments to measure the progress toward English language proficiency and to determine readiness for exiting the LIEP. Students who meet the criteria for Statewide alternate assessments, pursuant to N.J.A.C. 6A:14-4.10(a)2, shall be assessed annually using an alternate ELP assessment.

3. A ML enrolled in the LIEP shall be placed in a classroom(s) where the primary language of instruction is English when the ML has demonstrated readiness to exit a LIEP first by achieving the Department-established cut score on an ELP or alternate ELP assessment. The student's readiness shall be further assessed by the use of a Department-established English language observation form that considers, at a minimum: classroom performance; the student's reading level in English; the observations of the teaching staff members responsible for the educational program of the student; and performance on achievement tests in English.

a. Pursuant to 34 CFR §200.6(h)(4)(ii), a ML with a disability whose disability makes it impossible for the student to be assessed in a particular domain because there are no appropriate accommodations for assessing the student in that domain may be exited from ML status based on the student meeting the Department-determined cut score on the remaining domains in which the student was assessed.

4. When the review process for exiting a student from a LIEP has been completed, the district shall notify, by written communication, the student's parent of the placement determination. If the parent or a teaching staff member disagrees with the student's placement, the parent or teaching staff member may appeal the

placement to the Commissioner of Education, pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:3, after exhausting the school district's appeal process.

5. A parent may remove a student who is enrolled in a LIEP pursuant to N.J.S.A. 18A:35-22.1.

a. A student who is identified as a ML and whose parent refuses placement in a LIEP shall still access and meet the academic expectations of the NJSLS. Pursuant to N.J.A.C. 6A:8, N.J.A.C. 6A:15-1.6, and E. above, the district shall ensure that students whose parents refuse placement are provided the appropriate instructional adaptations and appropriate assessment modifications and accommodations for Statewide assessments.

6. The district shall monitor, for a minimum of two years, the academic progress of students who are exited from a LIEP to ensure that the students are continually meeting or exceeding the NJSLS when the curriculum and instruction are delivered in English.

7. Newly exited students who are not academically progressing in classes where English is the primary language of instruction may be considered for reentry to a LIEP as follows:

a. After a minimum of one-half an academic year and within two years of exit, the teaching staff member delivering instruction in English may recommend retesting with the approval of the Principal.

b. A waiver of the minimum time limitation may be approved by the Executive County Superintendent upon request of the Superintendent if the student is experiencing extreme difficulty in adjusting to classes where English is the primary language of instruction.

c. The recommendation for retesting shall be based on the teaching staff member's documented observation of a student's academic performance and data-based determination that the student is experiencing difficulties due to problems in using the English language to communicate effectively with peers and adults; understand directions given by the teaching staff member; and/or comprehend basic verbal and written materials.

d. The student shall be tested using a different form of the English language proficiency assessment than the one used to exit the student from the LIEP.

e. If the student scores below the Department-determined cut score on the English language proficiency assessment, the student shall be reenrolled into a LIEP.

I. Graduation Requirements for Multilingual Learners – N.J.A.C. 6A:15-1.10

All MLs shall satisfy requirements for high school graduation pursuant to N.J.A.C. 6A:8-5.1(a).

J. Location – N.J.A.C. 6A:15-1.11

1. All Kindergarten through twelfth-grade LIEPs shall be conducted within classrooms within the school district pursuant to N.J.S.A. 18A:35-20, except under the following circumstances:

- a. A LIEP is conducted in another school district as part of a joint program, pursuant to N.J.A.C. 6A:15-1.13 and L. below; or
- b. A ML's individualized learning opportunity, pursuant to N.J.A.C. 6A:8-5.1(a)2, occurs outside of the school district's classrooms.

K. Notification – N.J.A.C. 6A:15-1.12

1. The district shall notify, by written communication, the parent of a ML of the fact that their child has been identified as eligible for placement in a LIEP.

- a. The district shall issue the notification within thirty calendar days of the start of the school year.
- b. For a student who enrolls after the beginning of the school year, the district shall issue the notification within fourteen calendar days of the student being placed in a LIEP.

2. The notice shall be in writing and in the language in which the parent possesses a primary speaking ability, and in English, and shall include the following information:

- a. Why the student was identified as a ML;
- b. Why the school district determined the student needs to be placed in a LIEP that will help the student develop and attain English proficiency and meet the NJSLS;
- c. The student's level of English language proficiency, how the level of English language proficiency was assessed, and the student's performance in academic content areas;
- d. The method of instruction the school district will use to serve the student, including a description of other instruction methods available and how those methods differ in content, instructional goals, and the use of English and a primary language, if applicable;

- e. How the program will meet the student’s specific needs in attaining English language proficiency and meeting or exceeding the NJSLs;
 - f. The program’s exit requirements, the expected amount of time that the ML will need to successfully achieve in classrooms where the language of instruction is English, and, in the case of high school students, the expected rate of graduation;
 - g. How the LIEP will meet the objectives of the individualized education program of a student with a disability; and
 - h. A statement that the parent may decline the child’s enrollment in a LIEP, and that the parent shall be given an opportunity to do so or to select a different type of LIEP service available at the child’s school.
- 3. The district shall send progress reports to the parents of students enrolled in a LIEP in the same manner and frequency as progress reports are sent to the parent of other students enrolled in the school district.
 - 4. Progress reports shall be written in English and in the primary language spoken by the parent of students enrolled in the LIEP.
 - 5. The district shall notify the parent when the student meets the exit criteria and is placed in a monolingual English program. The notice shall be in English and in the language in which the parent possesses a primary speaking ability.

L. Joint Programs – N.J.A.C. 6A:15-1.13

- 1. With approval of the Executive County Superintendent on a case-by-case basis, the Board of Education may join with another district Board to provide:
 - a. A LIEP; and
 - b. An individualized learning opportunity, pursuant to N.J.A.C. 6A:8-5.1(a)2, to a ML who chooses to utilize it to meet the 120-credit graduation requirement, in whole or in part.

M. Parental and Family Engagement – N.J.A.C. 6A:15-1.14

- 1. The Superintendent or designee shall provide for the maximum practicable engagement of the parent of MLs in the development and review of program objectives and dissemination of information to and from the Boards of Education and communities served by the LIEP.

- a. This duty includes ensuring all information regarding a ML's educational experience is available in the language in which the parent possesses a primary speaking ability, and in English. This information includes, but it not limited to: district- and school-level policies; invitational letters regarding school or district programs; information regarding student discipline policies and procedures; registration and enrollment; report cards; requests for parent permission for student participation in district or school activities; parent-teacher conferences; parent handbooks; and gifted and talented programs.
2. With the exception of a Board implementing an English language services or ESL program, each Board implementing a LIEP shall establish a parent advisory committee on bilingual education of which the majority membership shall be the parents of MLs.

N. Waiver Process Provided by Statute – N.J.A.C. 6A:15-1.15

1. A school district that has twenty or more students eligible for the bilingual education program in Kindergarten through twelfth-grade may request annual approval from the Department to waive the requirement at N.J.A.C. 6A:15-1.4(d) and C.4. above and, instead, to establish an instructional program alternative if the school district is able to demonstrate that it would be impractical to provide a full-time bilingual program due to the age range, grade span, and/or geographic location of eligible students.
 - a. Instructional program alternatives that shall be established include, but are not limited to: the bilingual part-time program; the bilingual resource program; the bilingual tutorial program; the sheltered English instruction program; and the high-intensity ESL program.
 - b. All instructional program alternatives shall be designed to assist MLs to develop English language proficiency while learning the knowledge and skills for academic content areas to meet or exceed the NJSLs.
 - c. Instructional program alternatives shall be developed in consultation with the Department based on student enrollment and achievement data.
 - d. A Board of Education implementing instructional program alternatives annually shall submit to the Department student enrollment and achievement data that demonstrate the continued need for the programs.
 - e. Instructional program alternatives shall be approved annually by the Department based on the Department's review of student enrollment and achievement data.

Adopted: 12 February 2009

Revised: 09 August 2018

Revised: 16 November 2023

Revised:

[< Prev](#) [Next >](#)[To Regulation](#)[Search District Policies](#)[District Policies TOC](#)

District Policy

2431.4 - PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

Section: Program
Date Created: November 2011
Date Edited: March 2022

M

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

For the purpose of this Policy and Regulation 2431.4, programs of athletic competition shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

The school district shall adopt an athletic head injury safety training program. The program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse. The training program shall be in accordance with guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

The school district shall annually distribute the NJDOE-developed educational fact sheet regarding sports-related concussions and other head injuries to all parents of students participating in any athletic competition or practice and shall obtain a signed acknowledgement of the receipt of the fact sheet by the student and their parent in accordance with N.J.S.A. 18A:40-41.2(c).

A student who participates in an athletic competition or practice and who sustains or is suspected of sustaining a concussion or other head injury shall be immediately removed from athletic competition or practice. A student removed from athletic competition or practice shall not participate in further athletic competition or practice until they are evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to athletic competition or practice; and the student returns to regular school activities and is no longer experiencing symptoms of the injury when conducting those activities in accordance with N.J.S.A. 18A:40-41.4.

The return of a student to athletic competition or practice shall also be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or other updates to these recommendations as developed by the Centers for Disease Control and Prevention (CDC). The Board shall revise this Policy and Regulation 2431.4 whenever the CDC changes or otherwise updates the "Return to Play Progression" recommendations.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy of an amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with this Policy and Regulation 2431.4.

Pursuant to N.J.S.A. 18A:40-41.5 and for the purpose of this Policy, a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

This Policy and Regulation 2431.4 shall be reviewed and approved by the school physician annually and updated as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and other head injuries in accordance with N.J.S.A. 18A:40-41.3.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3; 18A:40-41.4; 18A:40-41.5

Adopted: 17 November 2011
Revised: 27 September 2012
Revised: 17 March 2022



FOR REVISION

2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

This Policy and Regulation 2431.4 are consistent with the requirements of N.J.S.A. 18A:40-41.1 et seq., the New Jersey Department of Education Model Policy and Guidance for Districts on the Prevention and Treatment of Sports-Related Head Injuries and Concussions, and the recommendations developed by the Center for Disease Control and Prevention (CDC).

For the purpose of this Policy and Regulation 2431.4, “programs of athletic competition” shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

For the purpose of this Policy and Regulation 2431.4, “student-athlete” shall mean any student enrolled in a public or nonpublic school in New Jersey who is a participant in a program of athletic competition organized by the school district.

The staff member supervising the program of athletic competition shall take steps to prevent concussions and head injuries; ensure student-athletes have appropriate supervision and safety equipment; and ensure student-athletes avoid unsafe conditions.

School staff members supervising programs of athletic competition; licensed athletic trainers; nurses; and school/team physicians shall be trained on the possible signs or symptoms of a concussion. Any possible signs or symptoms of a concussion shall be reported by the student-athlete or an observer to the staff member supervising the program of athletic competition; athletic trainer; school/team physician; school nurse; and/or parent.

The district will adopt an Interscholastic Head Injury Training Program to be completed by the school/team physician, licensed athletic trainer, coaches, and other appropriate district personnel pursuant to N.J.S.A. 18A:40-41.2.

Pursuant to N.J.S.A. 18A:40-41.4, a student-athlete who participates in a program of athletic competition and who sustains or is suspected of having sustained a concussion or other head injury while engaged in a program of athletic competition shall be immediately removed from the program of athletic competition by the staff member supervising the program or athletic competition. A student-athlete who was removed from a program of athletic competition shall not

participate in further programs of athletic competition until the student-athlete: is examined by a physician or other licensed healthcare provider trained in the evaluation and management of concussions; receives written medical clearance from a physician trained in the evaluation and management of concussions to return to a program of athletic competition; and progresses through the steps outlined in the CDC's Six-Step Return to Play Progression. The student-athlete's written medical clearance shall be reviewed and approved by the school physician.

School personnel shall contact the parent of a student-athlete to inform them of a suspected sports-related concussion or head injury as soon as possible after the incident. School personnel shall provide the parent with a checklist or copy of the return to play protocols outlined in this Policy and Regulation 2431.4.

The student-athlete may not begin the CDC's Six-Step Return to Play Progression until the student-athlete receives a medical examination, provides the required written medical clearance, and the medical clearance is approved by the school physician.

Some symptoms may require immediate medical treatment. Emergency medical responders (911) shall be called if the student-athlete is experiencing a deterioration of symptoms; loss of consciousness; direct neck pain associated with the injury; or any other symptom that may require immediate medical treatment.

The district will provide temporary supports to a student-athlete that has sustained a concussion or other head injury.

The Commissioner of Education and Commissioner of Health educational fact sheet that provides information concerning the use and misuse of opioid drugs in the event a student-athlete is prescribed an opioid for a sports-related injury shall be provided to the parents of student-athletes. The district shall obtain a signed acknowledgement of receipt by the student-athlete and their parent in accordance with the provisions of N.J.S.A. 18A:40-41.10.

The Board shall review this Policy and Regulation 2431.4 annually and update as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and head injuries pursuant to N.J.S.A. 18A:40-41.3.

The district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy of an amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with this Policy and Regulation 2431.4.

Pursuant to N.J.S.A. 18A:40-41.5 and for the purpose of this Policy, a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter

or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

New Jersey Department of Education Model Policy and Guidance for Districts on the Prevention and Treatment of Sports-Related Head Injuries and Concussions – August 2023

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.2a;
18A:40-41.3; 18A:40-41.3a; 18A:40-41.4;
18A:40-41.5

-
Adopted: 17 November 2011
Revised: 27 September 2012
Revised: 17 March 2022
Revised:

[< Prev](#) [Next >](#)**To Policy**[Search District Regulations](#)[District Regulations TOC](#)**District Regulation****2431.4 - PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)**

Section: Program
 Date Created: September 2012
 Date Edited: March 2022

M

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. Allowing a student to return to athletic competition or practice before recovering from a concussion increases the chance of a more serious brain injury. The following procedures shall be followed to implement N.J.S.A. 18A:40-41.1 et seq. and Policy 2431.4.

A. Athletic Head Injury Safety Training Program

1. The school district will adopt an athletic head injury safety training program.
2. The training program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse.
3. This training program shall be in accordance with the guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

B. Prevention

1. The school district may require pre-season baseline testing of students before the student begins participation in athletic competition or practice. The baseline testing program shall be reviewed and approved by the school physician trained in the evaluation and management of sports-related concussions and other head injuries.
2. The Principal or designee will review educational information for students participating in athletic competition or practice on the prevention of concussions.
3. All school staff members, students participating in athletic competition or practice, and parents of students participating in athletic competition or practice shall be annually informed through the distribution of the NJDOE Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form and other communications from the Principal and coaches on the importance of early identification and treatment of concussions to improve recovery.

C. Signs or Symptoms of Concussion or Other Head Injury

1. Possible signs of concussions may be observed by coaches, athletic trainer, school or team physician, school nurse, or other school staff members. Possible signs of a concussion may be, but are not limited to:
 - a. Appearing dazed, stunned, or disoriented;
 - b. Forgetting plays or demonstrating short-term memory difficulty;
 - c. Exhibiting difficulties with balance or coordination;
 - d. Answering questions slowly or inaccurately; and/or
 - e. Losing consciousness.
2. Possible symptoms of concussion shall be reported by the student participating in athletic competition or practice to coaches, athletic trainer, school or team physician, school nurse, and/or parent. Possible symptoms of a concussion may be, but are not limited to:
 - a. Headache;
 - b. Nausea/vomiting;
 - c. Balance problems or dizziness;
 - d. Double vision or changes in vision;

- e. Sensitivity to light or sound/noise;
- f. Feeling sluggish or foggy;
- g. Difficulty with concentration and short-term memory;
- h. Sleep disturbance; or
- i. Irritability.

D. Medical Attention for a Student Suspected of a Concussion or Other Head Injury

1. A student who participates in athletic competition or practice and who sustains or is suspected of having sustained a concussion or other head injury while engaged in an athletic competition or practice shall be immediately removed from athletic competition or practice.
 - a. A staff member supervising the student during the athletic competition or practice shall immediately contact the school physician, athletic trainer, or school nurse to examine the student.
 - (1) The school physician, athletic trainer, or school nurse shall determine if the student has sustained or may have sustained a concussion or other head injury. The school physician, athletic trainer, or school nurse shall determine if emergency medical responders shall be called to athletic competition or practice.
 - (2) In the event the school physician, athletic trainer, or school nurse determine the student did not sustain a concussion or other head injury, the student shall not be permitted to participate in any further athletic competition or practice until written medical clearance is provided in accordance with E. below.
2. The staff member supervising a student who has been removed from athletic competition or practice in accordance with D.1. above or another staff member shall contact the student's parent and the Principal or designee as soon as possible after the student has been removed from the athletic competition or practice.
 - a. A parent shall monitor their student for symptoms of a concussion or other head injury upon receiving such notification.

E. Medical Examination and Written Medical Clearance

1. A student who was removed from athletic competition or practice in accordance with D.1. shall not participate in further athletic competition or practice until:
 - a. The student is examined by a physician or other licensed healthcare provider trained in the evaluation and management of concussions;
 - b. The student receives written medical clearance from a physician trained in the evaluation and management of concussions to return to competition or practice; and
 - c. The student returns to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
2. The student's written medical clearance from a physician must indicate a medical examination has determined:
 - a. The student's injury was not a concussion or other head injury, the student is asymptomatic at rest, and the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities; or
 - b. The student's injury was a concussion or other head injury and the student's physician will monitor the student to determine when the student is asymptomatic at rest and when the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
3. The student's written medical clearance must be reviewed and approved by the school physician.
4. The student may not begin the graduated return to athletic competition and practice protocol in F. below until the student receives a medical examination and provides the required written medical clearance.
5. A written medical clearance not in compliance with the provisions of E. will not be accepted.

F. Graduated Return to Athletic Competition and Practice Protocol

1. The return of a student to athletic competition and practice shall be in accordance with the graduated, six-step “Return to Play Progression” recommendations and any subsequent changes or updates to those recommendations as developed by the Centers for Disease Control and Prevention.
 - a. Back to Regular Activities (Such as School)

The student is back to their regular activities (such as school) and has the green-light from the student’s physician approved by the school physician to begin the return to play process. A student’s return to regular activities involves a stepwise process. It starts with a few days of rest (two-three days) and is followed by light activity (such as short walks) and moderate activity (such as riding a stationary bike) that do not worsen symptoms.
 - b. Light Aerobic Activity

Begin with light aerobic exercise only to increase the student’s heart rate. This means about five to ten minutes on an exercise bike, walking, or light jogging. No weight lifting at this point.
 - c. Moderate Activity

Continue with activities to increase the student’s heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, and/or moderate-intensity weightlifting (less time and/or less weight from their typical routine).
 - d. Heavy, Non-Contact Activity

Add heavy non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, and/or non-contact sport-specific drills (in three planes of movement).
 - e. Practice and Full Contact

The student may return to practice and full contact (if appropriate for the athletic competition) in controlled practice.
 - f. Athletic Competition

The student may return to athletic competition or practice.
2. It is important for a student’s parent(s) and coach(es) to watch for concussion symptoms after each day’s “Return to Play Progression” activity. A student should only move to the next step if they do not have any new symptoms at the current step.
3. If a student’s symptoms return or if they develop new symptoms, this is a sign that a student is pushing too hard. The student should stop these activities and the student’s health care provider should be contacted. After more rest and no concussion symptoms, a student can start at the previous step if approved by the student’s healthcare provider and provides written medical clearance to the school physician.

G. Temporary Accommodations for Student’s Participating in Athletic Competition with Sports-Related Head Injuries

1. The concussed brain is affected in many functional aspects as a result of the injury. Memory, attention span, concentration, and speed of processing significantly impact learning. Further, exposing the concussed student to the stimulating school environment may delay the resolution of symptoms needed for recovery. Accordingly, consideration of the cognitive effects in returning to the classroom is also an important part of the treatment of sports-related concussions and head injuries.
2. To recover, cognitive rest is just as important as physical rest. Reading, studying, computer usage, testing, texting, and watching movies if a student is sensitive to light/sound can slow a student’s recovery. The Principal or designee may look to address the student’s cognitive needs as described below. Students who return to school after a concussion may need to:
 - a. Take rest breaks as needed;
 - b. Spend fewer hours at school;
 - c. Be given more time to take tests or complete assignments (all courses should be considered);
 - d. Receive help with schoolwork;
 - e. Reduce time spent on the computer, reading, and writing; and/or

f. Be granted early dismissal from class to avoid crowded hallways.

Adopted: 27 September 2012
Revised: 17 March 2022



FOR REVISION

2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

The following procedures shall be followed to implement N.J.S.A. 18A:40-41.1 et seq., the New Jersey Department of Education Model Policy and Guidance for Districts on the Prevention and Treatment of Sports-Related Head Injuries and Concussions, and Policy 2431.4.

A. Prevention

1. The following steps may be taken to prevent concussions and head injuries and ensure the safety of student-athletes:
 - a. Limit the number of stunts during cheerleading practice.
 - (1) When stunting is performed, spotters shall be used and the surface shall be soft and in good condition; and
 - (2) Safe stunting techniques shall be taught and student-athletes shall not be permitted to attempt new or difficult stunts without proper instruction and a coach on hand.
 - b. Ensure student-athletes have appropriate supervision during practices and a designated safe practice facility in good condition for the activity.
 - c. Ensure the use of appropriate fitted and maintained safety equipment.
 - d. Ensure student-athletes avoid unsafe actions such as:
 - (1) Hitting another student-athlete in the head;
 - (2) Using their head to contact another student-athlete;
 - (3) Making illegal contacts; and
 - (4) Trying to injure or put another student-athlete at risk for injury.
 - e. Limit the amount of contact during practices. This may include:
 - (1) Limiting the amount of practice time that includes scrimmages or full-speed drills.
 - f. Teach student-athletes proper techniques and ways to avoid hits to the head.
 - g. Keep a close eye on student-athletes in positions that are at increased risk for concussion to help spot a potential concussion.

B. Possible Signs or Symptoms of Concussion

1. Some mild traumatic brain injuries and concussion symptoms may appear right away, while others may not appear for hours or days after the injury. These symptoms may be observed by coaches, licensed athletic trainers, school/team physicians, school nurses, teachers, parents, or a teammate. Below are a few examples of possible signs and symptoms of a concussion:
 - a. The student-athlete grabs or holds head after a play or hit - “Hands to Head”;
 - b. The student-athlete appears to be “shaking it off”;
 - c. The student-athlete appears dazed or “foggy”;
 - d. The student-athlete forgets plays or demonstrates short term memory difficulty;
 - e. The student-athlete cannot recall injury or events just before or just after the injury;
 - f. The student-athlete answers questions slowly or inaccurately;
 - g. The student-athlete has a headache;
 - h. The student-athlete is nauseous or is vomiting;
 - i. The student-athlete is experiencing balance problems or dizziness;
 - j. The student-athlete is experiencing double vision or changes in vision;
 - k. The student-athlete is experiencing sensitivity to light or sound/noise;
 - l. The student-athlete is feeling sluggish or foggy;
 - m. The student-athlete is having difficulty with concentration and short-term memory;
 - n. The student-athlete is experiencing sleep disturbance; and
 - o. The student-athlete is experiencing irritability and/or mood changes.
2. Any possible signs or symptoms of a concussion shall be reported by the student-athlete participating in a program of athletic competition to the coach(es), athletic trainer, school or team physician, school nurse, and/or parent.

C. Treatment

1. Pursuant to N.J.S.A. 18A:40-41.4, a student-athlete who participates in a program of athletic competition and who sustains or is suspected of having sustained a concussion or other head injury while engaged in a program of athletic competition shall be immediately removed from the program of athletic competition by the staff member supervising the program of athletic competition.
2. The staff member supervising the student-athlete during the program of athletic competition shall immediately contact the school physician, athletic trainer, or school nurse to examine the student-athlete.
3. Emergency medical responders (911) shall be called if the student-athlete is experiencing a deterioration of symptoms, loss of consciousness, or direct neck pain associated with the injury pursuant to D. below.
4. A student-athlete who is removed from a program of athletic competition shall not participate in further programs of athletic competition until:
 - a. The student-athlete is evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to the program of athletic competition; and
 - (1) The student-athlete's written medical clearance from a physician must indicate a medical examination has determined:
 - (a) The student-athlete's injury was not a concussion or other head injury, the student-athlete is asymptomatic at rest, and the student-athlete may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities; or
 - (b) The student-athlete's injury was a concussion or other head injury and the student-athlete's physician will monitor the student-athlete to determine when the student-athlete is asymptomatic at rest and when the student-athlete may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 - (2) The student-athlete's written medical clearance shall be reviewed and approved by the school physician.
 - (3) A student-athlete who has suffered a concussion or other head injury may not begin the CDC's Six-Step Return to Play Progression as

outlined in E. below until the student-athlete receives a medical examination and provides the required written medical clearance to the Principal or designee.

(4) A written medical clearance not in compliance with the provisions of C.4.a. above will not be accepted.

b. A student-athlete who has suffered a concussion or other head injury returns to regular school activities without the need for additional support and is no longer experiencing symptoms of the injury when conducting those activities.

(1) If school is in session, a student-athlete who has suffered a concussion or other head injury must return to regular school activities without symptoms or need for additional support before returning to a program of athletic competition as part of the CDC's Six-Step Return to Play Progression.

(2) If school is not in session, a student-athlete who has suffered a concussion or other head injury must return to their normal daily activities without symptoms as part of the CDC's Six-Step Return to Play Progression.

D. Symptoms Requiring Immediate Medical Assessment (911/Emergency Evaluation)

1. The following symptoms requiring immediate medical assessment include, but are not limited to:

a. The student-athlete loses consciousness;

b. The student-athlete has a headache that gets worse and does not go away;

c. The student-athlete is experiencing weakness, numbness, decreased coordination, convulsions, or seizure;

d. The student-athlete is experiencing repeated vomiting and/or intractable retching;

e. The student-athlete is slurring speech or exhibiting unusual behavior (disoriented);

f. The student-athlete has one pupil (the black part in the middle of the eye) larger than the other; and

g. The student-athlete cannot recognize people or places and/or gets confused, restless, or agitated.

E. CDC's Six-Step Return to Play Progression for Students Who Have Suffered a Concussion or Other Head Injury

1. The return of a student-athlete to a program of athletic competition shall be in accordance with the CDC's Six-Step Return to Play Progression recommendations and any subsequent changes or other updates to those recommendations as developed by the CDC. Recovery is individual.

a. As applicable, the student-athlete's treating healthcare provider may guide the student-athlete through the return to play protocol while experiencing mild symptoms as part of the treatment.

b. In addition, the student-athlete's treating healthcare provider may adjust the treatment plan prior to Step Six, full return to competition.

c. Clearance from a student-athlete's physician trained in the evaluation and management of concussions is required before returning to full competition.

2. Six-Step Return to Play Progression

a. Step 1: Back to Regular Activities

The student-athlete is back to their regular activities (such as school).

b. Step 2: Light Aerobic Activity

The student-athlete shall begin with light aerobic exercise only to increase a student-athlete's heart rate. This means about five to ten minutes on an exercise bike, walking, or light jogging. No weightlifting at this point.

c. Step 3: Moderate Activity

The student-athlete shall continue with activities to increase a student-athlete's heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, or moderate-intensity weightlifting (less time and/or less weight from their typical routine).

d. Step 4: Heavy, Non-Contact Activity

The student-athlete shall add heavy, non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, or non-contact sport-specific drills (in three planes of movement).

e. Step 5: Practice & Full Contact

The student-athlete may return to practice and full contact (if appropriate for the sport) in controlled practice.

f. Step 6: Competition

The student-athlete may return to competition.

3. It is important for a student-athlete's parent(s), coach(es), and teachers to watch for concussion symptoms after each day's Six-Step Return to Play Progression activity.
4. A student-athlete should only move to the next step if they do not exhibit any new symptoms at the current step.
5. If a student-athlete's symptoms return or if they develop new symptoms, this could be a sign the student-athlete is overexerting. The student-athlete shall stop these activities and the student-athlete's medical provider shall be contacted. After more rest and no concussion symptoms, the student-athlete can start at the previous step.

F. Temporary Supports for Student-Athletes with Sports-Related Head Injuries or Concussions

1. Initial rest followed by a gradual return to activity during healing is recommended. Accordingly, consideration of the cognitive effects in returning to the classroom is also an important part of the treatment of sports-related concussions and head injuries.
2. Mental exertion increases the symptoms from concussions and affects recovery. To recover, cognitive rest is just as important as physical rest. Reading, studying, computer usage, texting, even watching movies if a student-athlete is sensitive to light/sound, can slow a student-athlete's recovery. Managing the symptoms through a balance of rest and activity is the key to recovery.
 - a. The district will provide support for student-athletes diagnosed with a concussion.
 - b. The student-athlete's health care provider will handle short-term medical accommodations.
3. Collaboration between the student-athlete's health care provider and the school may be necessary. If accommodations are needed for an extended time, the district may want to consider implementing accommodations via a formalized 504 plan.
4. The Principal or designee may address the student-athlete's cognitive needs in the following ways:

- a. Limit the student-athlete's screen time;
 - b. Have the student-athlete take rest breaks as needed;
 - c. Have the student-athlete spend fewer hours at school;
 - d. Provide the student-athlete more time to take tests or complete assignments. (All courses should be considered);
 - e. Provide the student-athlete help with schoolwork;
 - f. Reduce the student-athlete's time spent on the computer, reading, and writing;
 - g. Provide or grant the student-athlete early passing time to avoid crowded hallways; and/or
 - h. Allow the student-athlete extra time to complete tests or coursework.
5. These supports and/or short-term medical accommodations may be addressed in an individualized healthcare plan for a student-athlete who has suffered a concussion or other head injury.
 6. Concussions affect several aspects of brain function, including cognition, balance and coordination, visual tracking and processing, behavior, and others. The symptoms experienced, difficulties faced, and timeline for recovery will vary for each individual.
 7. A brief period of relative rest followed by a gradual return to lighter activities is generally considered the best "medicine" for healing concussions or other head injuries. This may include relative rest from both physical and cognitive activities. Each injury, and therefore each treatment plan, is different. School personnel, in collaboration with the student-athlete, parents, and the student-athlete's health care provider, are in the best position to create flexible, temporary supports to meet the needs of each student-athlete.

G. Education

1. The CDC offers tips for health professionals and educators on their website. Interscholastic Head Injury Training Programs are available via the CDC website or the National Federation of State High School Associations.
2. This training shall be completed by the school/team physician, licensed athletic trainer, school nurses, coaches, and other relevant school personnel.

H. Other Considerations

1. Educational information for student-athletes on the prevention of concussions shall be reviewed.
2. The importance of early identification and treatment of concussions to improve recovery shall be reinforced.
3. School personnel shall contact the student-athlete's parent and inform them of the suspected sports-related concussion or head injury before allowing the student-athlete to go home after a program of athletic competition.
4. School personnel shall provide the parent of the student-athlete with a checklist or copy of the return to play protocols including the requirement of written clearance from a physician trained in the evaluation and management of concussions before the student-athlete is able to return to a program of athletic competition.

I. Interscholastic Head Injury Training Program

1. The district will adopt an Interscholastic Head Injury Training Program to be completed by the school/team physician, licensed athletic trainer, coaches, and other appropriate district personnel pursuant to N.J.S.A. 18A:40-41.2. The training program shall include:
 - a. The recognition of the signs of head and neck injuries, concussions, and second impact syndrome; and
 - (1) Pursuant to N.J.S.A. 18A:40-41.1.d., if a student-athlete sustains a second concussion while still having symptoms of a previous concussion, it can lead to the severe impairment and even the death of the student-athlete, and is referred to as second-impact syndrome.
 - b. The CDC's Six-Step Return to Play Progression or any subsequent changes or other updates developed by the CDC.

J. "Return to Play Progressions" vs. "Therapeutic Progressions"

1. In many cases, after the initial rest period, concussed individuals may be encouraged to resume limited activities, including light physical and cognitive activities, even in the presence of some continued symptoms. This may be referred to as "therapeutic progressions," and while some of the activities may overlap with the CDC's Six-Step Return to Play Progression, it is different in the goals and intent from "return to play."
 - a. "Return to play" progressions are intended to test the concussed individual's readiness to perform the activity correctly, and to do so with no symptoms.

- b. “Therapeutic” progressions are intended to help the individual recover and to help them improve their performance and tolerance to those activities. This may take several days, or longer, at any given step.
- c. “Therapeutic progressions” should be recommended and supervised by a health care provider familiar with the evaluation and management of concussions, and monitored by a team including the student-athlete, parents, health care provider, and school personnel. Adjustments to the program should be in response to the student-athlete's overall symptom load and progress. It should be remembered that student-athletes may progress at different rates for various aspects of their injury, such as tolerating light to moderate aerobic activity before tolerating being in the classroom, or tolerating schoolwork done at home before tolerating the classroom and school environment. Of note, progressions in one aspect of the treatment plan can have a positive effect on other areas as the brain is returning to a more typical overall level of function. A successful treatment plan is one that can adapt appropriately for each student-athlete.

K. Educating the Community on the District Sports-Related Concussions and Head Injuries Policy

- 1. The Board shall review Policy 2431.4 and this Regulation annually, and update as necessary to ensure Policy 2431.4 and this Regulation reflect the most current information available on the prevention, risk, and treatment of sports-related concussions and head injuries.
- 2. The district may provide regular education and training for staff including administrators, teachers, paraprofessionals, and school counselors regarding concussions and other head injuries as head injuries can happen at any time during the school day or outside of school.
- 3. The district is in a unique position to promote healthy behaviors. The district can embed education related to the prevention and treatment of concussions and head injuries through the New Jersey Student Learning Standards Comprehensive Health and Physical Education Standard 2.3 – Safety. In addition, N.J.S.A. 18A:6-2 requires education in accident and fire prevention and N.J.S.A. 18A:35-5 requires education in injury or illness emergencies.

Adopted: 27 September 2012

Revised: 17 March 2022

Revised:



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BOARD OF EDUCATION
Agenda Item: 8.

Date Prepared: 10/1/2024

Meeting Date: 10/10/2024

TO: Members, Board of Education

FROM: Bernardo Giuliana, SFO, QPA, Assistant Superintendent for Business & Support Operations/Board Sec'y

SUBJECT: Rescinding of Existing Contract And Approval of New Contract For The Superintendent of Schools (Roll Call Vote)

Recommendation:

Recommendation: WHEREAS, the East Brunswick Board of Education (hereinafter "the Board") and Dr. Victor P. Valeski (hereinafter "the Superintendent") have previously entered into a contract of employment effective July 1, 2022 through June 30, 2027; and

WHEREAS, the Board and the Superintendent are desirous of entering into a new contract effective July 1, 2024 through June 30, 2029; and

WHEREAS, in accordance with New Jersey Department of Education requirements, the existing contract must first be rescinded prior to the Board taking action upon the new contract; and

WHEREAS, the Board and the Superintendent are in agreement with the actions necessary to effect the contract changes; and

WHEREAS, the Middlesex County Executive County Superintendent of Schools has provided written approval of the new contract and the intended actions of the Board and Superintendent.

NOW, THEREFORE, BE IT RESOLVED that the East Brunswick Board of Education hereby rescinds the existing employment contract with Dr. Victor P. Valeski effective 11:59 p.m., June

30, 2024; and

BE IT FURTHER RESOLVED that the East Brunswick Board of Education hereby approves a new employment contract with Dr. Victor P. Valeski effective 12:00 a.m., July 1, 2024 through 11:59 p.m., June 30, 2029.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						
Ms. Guas						
Mrs. Herrick						
Mr. Hong						
Dr. James						
Mrs. Reiss						
Mrs. Lachs						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Contract	10/1/2024	Backup Material



State of New Jersey

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

MIDDLESEX COUNTY OFFICE OF EDUCATION
13-15 KENNEDY BOULEVARD
EAST BRUNSWICK, NEW JERSEY 08816
(732) 249-2900
FAX (732) 296-6567

KEVIN DEHMER
Acting Commissioner

KYLE M. ANDERSON
Interim Executive County Superintendent

August 7, 2024

Ms. Laurie Lachs
Board President
East Brunswick Public Schools
760 Route 18
East Brunswick, New Jersey 08816

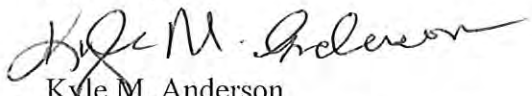
Dear Ms. Lachs:

I have reviewed the employment contract for Dr. Victor Valeski, Superintendent of Schools, in accordance with N.J.S.A. 18A:7-8(j) and to determine compliance with the standards adopted by the Commissioner of Education at N.J.A.C. 6A:23A-3.1. Based upon my review, I have determined that those provisions of the contract subject to my review are in compliance with applicable laws and regulations. Therefore, I approve the contract for a period commencing on July 1, 2024 through June 30, 2029.

A copy of the signed contract accompanied by the board resolution should be forwarded to my office immediately following the board meeting.

If there are any changes to the terms of this contract, you will need to submit it to the Executive County Superintendent for review and approval prior to the required public notice and hearing of such changes.

Sincerely,


Kyle M. Anderson
Interim Executive County Superintendent

KMA/dh

C: Leo Yanogacio, Executive County Business Official

EMPLOYMENT CONTRACT

This Employment Contract is made this ____ day of _____ 2024, between

THE EAST BRUNSWICK BOARD OF EDUCATION

in Middlesex County (hereinafter “the Board”)

with offices located at

760 Route 18

East Brunswick, New Jersey 08816

and

Dr. Victor Valeski (hereinafter “the Superintendent”).

This Employment Contract replaces and supersedes all prior employment contracts between the parties hereto. Signature of this Contract constitutes assent to a rescission of any and all prior contracts, as well as agreement to the terms herein.

PREAMBLE

WHEREAS, the Board desires to provide the Superintendent with a written employment contract in order to enhance administrative stability and continuity within the schools, which the Board believes generally improves the quality of its overall educational program; and,

WHEREAS, the Board and the Superintendent believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the schools; and,

WHEREAS, the Superintendent is the holder of an appropriate certificate as prescribed by the State Board of Education and as required by *N.J.S.A. 18A:17-17*;

NOW, THEREFORE, in consideration of the following mutual promises and obligations, the parties agree as follows:

ARTICLE I
EMPLOYMENT

Effective (retroactive to) July 1, 2024, the Board hereby agrees to employ Dr. Victor Valeski as Superintendent of Schools for the period of July 1, 2024 through 11:59 p.m. June 30, 2029. The parties acknowledge that this Contract must be approved by the Middlesex County Executive County Superintendent in accordance with applicable law and regulation.

ARTICLE II
CERTIFICATION

The parties acknowledge that the Superintendent currently possesses the appropriate New Jersey administrative certification and school administrator endorsement.

If, at any time during the term of this Contract, the Superintendent's certification(s) is revoked, this Contract shall be null and void as of the date of the revocation. The Superintendent will provide official course transcripts for all earned postsecondary degrees to the Board of Education. These transcripts will be kept on file in the Board office.

ARTICLE III
DUTIES

In consideration of the employment and in accordance with *N.J.S.A.* 18A:17-20, salary and fringe benefits established hereby, the Superintendent hereby agrees to the following:

A. To perform faithfully the duties of Superintendent of Schools for the Board and to serve as the chief school administrator in accordance with the laws of the State of New Jersey, Rules and Regulations adopted by the State Board of Education, existing Board policies and those which are adopted by the Board in the future. The specific job description adopted by the Board,

applicable to the position of Superintendent of Schools, is incorporated by reference into this Contract.

B. To devote the Superintendent's full time, skills, labor, and attention to this employment during the term of this Contract; and further agrees not to undertake consultative work, speaking engagements, writing, lecturing, or other professional duties for compensation without written permission of the Board. Should the Superintendent choose to engage in such outside activities on weekends, on his vacation time, or at other times when he is not required to be present in the district, he shall retain any honoraria paid. The Superintendent shall notify the Board President in the event he is going to be away from the district on district business for two (2) or more days in any week. Any time away from the district that is not for district business must be arranged in accordance with provisions in this Contract governing time off. The Board recognizes that the demands of the Superintendent's position require him to work long and irregular hours, and occasionally may require that he attend to district business outside of the district.

C. To assume the responsibilities for the selection, renewal, placement, removal, and transfer of personnel, subject to the approval of the Board, by recorded roll call majority vote of the full membership of the Board, and subject to applicable federal Law, state law, Board policies and directives.

D. To non-renew personnel pursuant to *N.J.S.A. 18A:27-4.1*, and to provide a written statement of reasons for non-renewal upon proper request to the employee.

E. To study and make recommendations with respect to all criticisms and complaints, which the Board, either by committee or collectively, shall refer to him. The Superintendent shall

have the right to contact the Board's attorney for legal assistance as the need arises in carrying out his duties.

F. To assume responsibility for the administration of the affairs of the school district, including but not limited to programs, personnel, fiscal operations, and instructional programs. All duties and responsibilities therein will be performed and discharged by the Superintendent, or by staff, at the Superintendent's direction.

G. To have a seat on the Board and have the right to speak (but not vote) on all issues before the Board in accordance with applicable law. The Superintendent shall attend all regular and special meetings of the Board, (except where a *Rice* notice has been served upon the Superintendent notifying him that his employment will be discussed in closed session, and the Superintendent had not requested that the meeting be conducted in public, or where the Superintendent has a conflict of interest), and all committee meetings thereof, and shall serve as advisor to the Board and said committees on all matters affecting the school district.

H. To suggest, from time to time, regulations, rules, policies, and procedures deemed necessary for compliance with law and/or for the well-being of the school district.

I. To perform all duties incident to the Office of the Superintendent and such other duties as may be prescribed by the Board from time to time. The Superintendent shall, at all times, adhere to all applicable federal and state statutes, rules, regulations, and executive orders, as well as district policies and regulations. The Board shall not substantially increase the duties of the Superintendent by assigning him the duties or responsibilities of another position or title unless the parties agree upon additional compensation commensurate with such increase in duties, the

additional compensation is reflected in an addendum to this Employment Contract, and such addendum has been approved by the Executive County Superintendent.

ARTICLE IV
SALARY AND BENEFITS

A. Any adjustment in salary made during the life of this Employment Contract shall be in the form of an amendment and shall become part of this Employment Contract, but it shall not be deemed that the Board and the Superintendent have entered into a new employment contract.

1. Salary. The Board shall provide the following salary as part of the Superintendent's compensation: For the 2024-2025 school year, retroactive to July 1, 2024, the Board and The Superintendent agree that the Superintendent shall receive a salary of Two-Hundred Eighty-Three Thousand One-Hundred Thirty Dollars (\$283,130.00). Thereafter for the 2025-2026 school year and each July 1st thereafter, the Superintendent shall receive an increase of two-and three-quarter percent (2.75%) raise. The Superintendent's annual salary rate shall be paid to the Superintendent in accordance with the schedule of salary payments in effect for other certified employees.

2. Notwithstanding the foregoing, no salary increase of any kind will take effect on midnight July 1, 2029 (the final day of this Contract) unless the parties have agreed to a contract extension and that extension has been approved by the Middlesex County Executive County Superintendent. The terms of the amendment/extension will govern all increases to take effect after July 1, 2029. Any renewal, extension, or modification of this Contract shall comply with the notice provisions of *P.L.2007, c. 53, The School District Accountability Act* and *N.J.A.C. 6A:23A-3.1, et seq.*

B. Sick Leave. The Superintendent shall receive 12 sick days annually. The Board, through its human resources office, shall be responsible for maintaining written documentation of the Superintendent's earned and accrued sick days. Unused sick leave days shall be cumulative in accordance with the provisions of Title 18A. Upon retirement and notice to the Board, unused sick days will be reimbursed, at the Superintendent's per diem rate (1/260 x annual salary). Reimbursement for sick days shall be consistent with the law in effect at the time this Contract is signed. Such payment shall not exceed \$15,000.00, and will be made within sixty (60) days of the Superintendent's last day of employment.

C. Professional Membership. The Superintendent shall be entitled to membership, at the Board's expense for professional dues in the following professional associations: NJASA, AASA, and the Middlesex County Administrators Association and/or other organizations deemed important by the Superintendent and the Board. The Superintendent also shall be entitled to reimbursement for expenses incurred for attendance at professional conferences within the limit set by the annual budget, and similar expenses which he may incur while discharging the duties of Superintendent in accordance with *P.L. 2007, c. 53, The School District Accountability Act* and affiliated regulations. (*N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7, et seq.*). Such reimbursement shall comply with all applicable provisions of state and federal statutory and regulatory provisions and guidance, and with Board policy.

The Superintendent shall be entitled to attend the annual NJSBA Workshop and Convention, the annual conference of the NJASA, and TechSpo. Reimbursement or payment for such expenses shall be made in accordance with *P.L. 2007, c. 53, The School District*

Accountability Act and affiliated regulations, and Board policies within the limit set in the annual budget.

D. The Superintendent may subscribe to appropriate educational and/or professional publications within the limit set in the annual budget.

E. Health Benefits:

1. The Board shall provide the Superintendent with individual or family health benefits coverage, at his choosing, as provided to all other District personnel. The Superintendent shall pay the premium costs for all such coverages set forth in Chapter 78, *P.L.* 2011 and any implementing regulations as the same provides on the date of execution of this Contract. The premium contribution shall be paid by the Superintendent through payroll deduction. The Board shall pay the Superintendent the lesser of \$5,000.00 or twenty-five percent (25%) of the cost of health benefits coverage less the Superintendent's contribution per school year should he elect to waive all health benefits coverage (medical, prescription and dental) for the entire school year. The Superintendent is also permitted to participate in the Board's established §125 Cafeteria Plan.

F. Vacation Leave:

1. The Superintendent shall be entitled to an annual vacation of twenty-four (24) working days per year, prorated. All of the vacation days shall be available for the Superintendent's use on July 1st of each year of the Contract.

2. The Superintendent shall take his vacation time after giving the Board President reasonable notice. School vacations do not constitute time off for the Superintendent, unless he uses his leave time. The Superintendent may take vacation days during the school year, upon notice to the Board President. The Superintendent is expected to attend to the business of

the district as required for the smooth and efficient operation of the school district. The Superintendent shall document the use of accrued vacation days with the Board Secretary.

3. The Board encourages the Superintendent to take his full vacation allotment each year with the majority being utilized when school is not in session; however, not more than twenty-four (24) vacation days may be carried over by the Superintendent from year to year. All days carried over must be used in the next year, or those days not taken will be forfeited. The Superintendent shall be permitted to take vacation days at any time pursuant to the approval of the Board. The Board, through its human resources office, shall be responsible for maintaining written documentation of the Superintendent's earned and accrued vacation days.

4. Upon separation from employment, the Superintendent shall be paid for his unused, accumulated vacation days. The per diem rate for unused vacation days shall be calculated as 1/260th of the Superintendent's final salary. The Board shall make any such payment within sixty (60) days after the Superintendent's last day of employment. In the event of the Superintendent's death, payment for his unused accumulated vacation days shall be made to his estate.

G. The Superintendent shall be entitled to all holidays granted to other administrators in the district as specified on the district calendar.

H. The Superintendent shall be entitled to five (5) personal days, to attend to personal business during the school day, with full pay during the work year. Personal days may be taken during the school year with the prior permission of the Board President. As much advance notice as possible of the request to take personal time will be given. Personal day usage shall be reflected on time-off slips filed with the human resources office. Personal days are non-cumulative and

non-reimbursable. Unused personal days shall convert to sick leave annually, subject to a maximum annual accumulation of fifteen (15) sick days.

I. In the event of death in the immediate family, an allowance of up to five (5) school days shall be granted. Immediate family shall be considered father, mother, father-in-law, mother-in-law, spouse, child, brother, sister, grandparents, daughter-in-law, son-in-law, grandchildren, or any relative or friend domiciled with the Superintendent.

J. The Superintendent shall be reimbursed for actual mileage when using his personal vehicle for Board business as annually established by the Annual Appropriations Act or the New Jersey Office of Management and Budget. Reimbursement for the use of a personal vehicle shall be tendered only upon proof of compliance with applicable regulations. The Superintendent shall be required to submit a travel reimbursement voucher monthly and within timelines in accordance with Board Policy and Regulation.

K. The Superintendent shall be reimbursed for the full monthly cost of maintaining cellular telephone and portable wireless handheld email service, which will be available and used for school-related business. Payment shall be made in accordance with Board policies and/or regulations, subsequent to his submission of the service provider's monthly invoice.

The Board will provide the Superintendent with the use of a district laptop/tablet for use the performance of his duties. The Superintendent shall be permitted incidental personal use.

L. With prior Board approval, the Board shall reimburse the Superintendent the full cost of registration fees, tuition expenses, and textbooks for graduate school coursework at an accredited institution of the Superintendent's choosing in accordance with *N.J.S.A.* 18A:6-8.5. The

Superintendent shall follow Board policy in supplying the necessary documentation when seeking reimbursement.

ARTICLE V
ANNUAL EVALUATION

A. In accordance with *N.J.S.A.* 18A:17-20.3 and *N.J.A.C.* 6A:10-7.1, the Board shall evaluate the performance of the Superintendent at least once a year, and shall complete the evaluation process by no later than July 1st. Each annual evaluation shall be in writing and shall represent a majority of the Board. Prior to the finalization, a copy of the evaluation shall be provided to the Superintendent, and the Superintendent and the Board shall meet to discuss the findings. The Board may meet in closed session to discuss the evaluation and the Superintendent's performance where a *Rice* notice has been served upon the Superintendent, giving notice that the Superintendent's employment will be discussed in closed session, and the Superintendent has not requested that the meeting be conducted in public. The evaluations shall be based upon the criteria adopted by the Board, the goals and objectives of the district, which shall include, but not limited to, encouragement of student achievement, the responsibilities of the Superintendent as set forth in the job description for the position of Superintendent, the district's placement on the NJQSAC continuum (with respect to those DPRs that are within the Superintendent's control), and such other criteria as established by the Board and/or established State Board of Education shall by regulation prescribe.

In the event that the Board determines that the performance of the Superintendent is unsatisfactory in any respect, it shall describe in writing, and in reasonable detail, the specific instances of unsatisfactory performance. The evaluation shall include specific recommendations for improvement in all instances where the Board deems performance to be unsatisfactory. The

Superintendent shall have the right to respond in writing to the evaluation; this response shall become a permanent attachment to the Superintendent's personnel file upon the Superintendent's request. On or before June 1st of each year of this Employment Contract, the Superintendent and the Board shall meet to review the evaluation format and to mutually determine the evaluation format to be used in the subsequent school year. For the first year of this contract, the Board and the Superintendent shall meet within sixty (60) days of the Superintendent's commencement of employment to determine the evaluation format for the remainder of the current school year.

The final draft of the annual evaluation shall be adopted by the Board on or before April 30th. The Superintendent shall propose a schedule for evaluation for the next year to the Board President by June 1st of each year. The Board and the Superintendent shall mutually agree on the evaluation format in each year of this contract.

B. Within sixty (60) days of the execution of this Employment Contract, the parties shall meet to establish the district's goals and objectives for the ensuing school year. Said goals and objectives shall be reduced to writing and shall be among the criteria by which the Superintendent is evaluated, as hereinafter provided. On, or prior to, June 1 of each succeeding school year, the parties will meet to establish the district's goals and objectives for the next succeeding school year, in the same manner and with the same effect as heretofore described.

C. The parties also agree that the Board shall not hold any discussions regarding the Superintendent's employment, unless the Superintendent is given written notice at least 48 hours in advance is given the opportunity to address the Board in closed session and is permitted to have a representative of his choosing speak on his behalf. In addition, the Board shall not hold any discussions with regard to the Superintendent's performance, or that may adversely affect the

Superintendent's employment, in public session, unless the Superintendent requests that such discussions be held in public session, pursuant to the Open Public Meetings Act.

ARTICLE VI
TERMINATION OF EMPLOYMENT CONTRACT

A. This Contract shall terminate, the Superintendent's employment will cease, and no salary shall thereafter be paid, under any one of the following circumstances:

- (1) failure to possess/obtain proper certification;
- (2) revocation or suspension of the Superintendent's certificate, in which case this Contract shall be null and void as of the date of revocation, as required by *N.J.S.A. 18A:17-15.1*;
- (3) forfeiture under *N.J.S.A. 2C: 51-2*;
- (4) mutual agreement of the parties;
- (5) notification in writing by the Board to the Superintendent, at least one (1) year prior to the expiration of this Contract, of the Board's intent not to renew this Contract; or
- (6) material misrepresentation of employment history, educational and professional credentials, and criminal background subject to *N.J.S.A. 18A:6-10*.

B. In the event the Superintendent is arrested and charged with a criminal offense, which could result in forfeiture under *N.J.S.A. 2C: 51-2*, the Board reserves the right to suspend him pending resolution of the criminal charges. Such suspension shall be with pay prior to indictment, and may be with or without pay, at the Board's discretion, subsequent to indictment, unless the Board certifies contractual tenure charges.

C. Nothing in this Contract shall affect the Board's rights with regard to suspension under *N.J.S.A.* 18A:6-8.3 and applicable case law.

D. The Superintendent may terminate this Employment Contract upon at least one hundred and fifty (150) calendar days written notice to the Board, filed with the Board Secretary, of his intention to resign.

E. The Superintendent shall not be dismissed or reduced in compensation during the term of this Contract, except as authorized by paragraphs B. and C. *supra* and *N.J.S.A.* 18A:17-20.2 and *N.J.S.A.* 18A:17-20.2a, provided, however, that the Board shall have the authority to relieve the Superintendent of the performance of his duties in accordance with *N.J.S.A.* 18A:27-9, so long as it continues to pay his salary and benefits for the duration of the term. The parties understand that any early termination must comply with the provisions of *P.L.2007, c. 53, The School District Accountability Act.*

F. Early termination of this Contract of Employment shall comply with N.J.S.A. 18A:17-20.2a (P.L. 2007 c 53). Any early termination agreement between the Board and the Superintendent wherein the payment of compensation is a condition of separation from service shall be reviewed in advance by the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:17-20.2a and N.J.A.C. 6A:23A-3.2. Any such payment may not exceed the amount permitted by N.J.A.C. 6A:23A-3.2(g).

ARTICLE VII
COMPLETE AGREEMENT

This Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties.

ARTICLE VIII
SAVINGS AND CONFLICTS CLAUSE

If, during the term of this Contract, it is found that a specific clause of the Contract is illegal under federal or state law, the remainder of the Employment Contract is not affected by such a ruling and shall remain in full force. In the event of any conflict between the terms, conditions and provisions of this Employment Contract and the provisions of the Board's policies or any permissive federal or State law, the terms of this Employment Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law, unless otherwise prohibited by law.

ARTICLE IX
RELEASE OF PERSONNEL INFORMATION
PERSONNEL RECORDS

The Superintendent shall have the right, upon request, to review the contents of his personnel file and to receive copies at Board expense of any documents contained therein. He shall be entitled to have a representative accompany him during such review. At least once every year, the Superintendent shall have the right to indicate those documents and/or other materials in his file that he believes to be obsolete or otherwise inappropriate to retain; and, upon final approval of the Board, such documents identified by him shall be removed from his personnel file.

No material derogatory to the Superintendent's conduct, service, character, or personality shall be placed in his personnel file unless he has had an opportunity to review the material. The Superintendent shall acknowledge that he has had the opportunity to review such material by affixing his signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The Superintendent shall also have the right to submit a written answer to such material.

ARTICLE X
INDEMNIFICATION

The Board shall defend, hold harmless and indemnify the Superintendent from any and all demands, claims, suits actions and legal proceedings of any kind brought against the Superintendent acting in his capacity as an agent and/or employee of the Board in accordance with Board policy and N.J.S.A. 18A:16-6.

IN WITNESS WHEREOF, the parties have set their hands and seals to this Employment Contract effective on the day and year first above written.

SUPERINTENDENT

EAST BRUNSWICK BOARD OF EDUCATION

Dr. Victor Valeski

Laurie Lachs, President

Date: _____

Date: _____

WITNESS:

WITNESS:



EAST BRUNSWICK PUBLIC SCHOOLS

FINANCIAL SERVICES
Agenda Item: 3.

Date Prepared: 8/15/2024

Meeting Date: 10/10/2024

TO: Members, Board of Education
FROM: Meryl Cohen, Accounts Payable Manager
SUBJECT: Bill List - Payments Issued

Summary:

The Board's *Payment of Claims* Policy No. 6470 and Regulation No. 6470 directs the prompt payment of legitimate claims by suppliers of goods and services to the school district, provided that each bill or obligation is fully itemized and verified before payment is made. The details in the accompanying bill list have been determined to be valid and payable in accordance with the aforementioned policy and regulation.

Recommendation:

Recommendation: That the attached bill list for payments issued from September 11, 2024 through October 1, 2024 is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						
Ms. Guas						
Mrs. Herrick						
Mr. Hong						
Dr. James						

Mrs. Reiss						
Mrs. Lachs						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Payments Issued - October 10, 2024	10/2/2024	Backup Material

BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024

<u>Payee ID</u>	<u>Vendor Name</u>			
<u>Check #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
T000004820 00124574	THOMAS, SANDRA REFY25MOSAIC	ENTERPRISE FUND-FOOD SERVICES-DFRD REV	09/26/2024	\$31.75
			Check # 00124574 Total:	\$31.75
T000005499 00124568	REED, EVA REFY25LUNCHBAL	ENTERPRISE FUND-FOOD SERVICES-DFRD REV	09/26/2024	\$57.20
			Check # 00124568 Total:	\$57.20
T000007628 00124556	KADAR, DANIEL REFY25CHROUS-NK	UNDISTRIBUTED-FEES	09/26/2024	\$15.00
			Check # 00124556 Total:	\$15.00
T000008128 00124546	DEGNAN-YOUNG, ALYSON REFY25VOLLBALL	UNDISTRIBUTED-FEES	09/26/2024	\$50.00
			Check # 00124546 Total:	\$50.00
T000008480 00124549	GHARAIBETH, DINA REFDUPPMT-NA	TECHNOLOGY COVERAGE FUND-AP	09/26/2024	\$70.44
			Check # 00124549 Total:	\$70.44
T000008627 00124343	GUPTA, SHILPA REFFYENRICHMENT-	ADULT & COMMUNITY PROGRAMS-MISC	09/19/2024	\$64.00
			Check # 00124343 Total:	\$64.00
T000008997 00124566	QUISPE, MICHEL REFFY25SOCCER-AQ	UNDISTRIBUTED-FEES	09/26/2024	\$15.00
			Check # 00124566 Total:	\$15.00
T000009255 00124542	ALONSO, CLAUDIA PEREZ REFFY25EMP-IP	ADULT & COMMUNITY PROGRAMS-MISC	09/26/2024	\$45.00
			Check # 00124542 Total:	\$45.00
T000009256 00124573	SHAKIR, ERUM REFFY25FTBALL-RS	UNDISTRIBUTED-FEES	09/26/2024	\$40.00
			Check # 00124573 Total:	\$40.00
T000009257 00124557	LEUNG, HON-BUN REFFY25BOOKRT-DT	UNDISTRIBUTED-FEES	09/26/2024	\$75.00
			Check # 00124557 Total:	\$75.00
T000009258 00124578	ZHANG, YAYUN REFFY25BOOKRT-ZL	UNDISTRIBUTED-FEES	09/26/2024	\$31.68
			Check # 00124578 Total:	\$31.68

BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024

<u>Payee ID</u>	<u>Vendor Name</u>			
<u>Check #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
T000009259 00124551	HUANG, HSIN HUI REFFY25BOOKRT-FH	UNDISTRIBUTED-FEES	09/26/2024	\$10.00
			Check # 00124551	Total: \$10.00
T000009263 00124548	GHANNAM, FATIMA REFF25BOOKRT-YB	UNDISTRIBUTED-FEES	09/26/2024	\$17.99
			Check # 00124548	Total: \$17.99
T000009264 00124572	SHAFER, MR. & MRS. REFFY25MOSAIC	ENTERPRISE FUND-FOOD SERVICES-DFRD REV	09/26/2024	\$8.00
			Check # 00124572	Total: \$8.00
T000009265 00124571	SAHA, BROOKE REFFY25MADSCIENC	ADULT & COMMUNITY PROGRAMS-MISC	09/26/2024	\$170.00
			Check # 00124571	Total: \$170.00
T000009266 00124554	JAMES, CRAIG REFFY25MADSCIENC	ADULT & COMMUNITY PROGRAMS-MISC	09/26/2024	\$170.00
			Check # 00124554	Total: \$170.00
T000009267 00124569	RIZVI, MUNAZZA REFFY25SCIENCEEN	ADULT & COMMUNITY PROGRAMS-MISC	09/26/2024	\$340.00
			Check # 00124569	Total: \$340.00
T000009268 00124558	MALIK, FAHAD REFFY25MADSCIENC	ADULT & COMMUNITY PROGRAMS-MISC	09/26/2024	\$170.00
			Check # 00124558	Total: \$170.00
T000009269 00124564	OMAR, RADWA REFFY25LUNCH	ENTERPRISE FUND-FOOD SERVICES-DFRD REV	09/26/2024	\$61.00
			Check # 00124564	Total: \$61.00
T000009271 00124570	ROWE, PATRICIA REFF25VOLLBALST	UNDISTRIBUTED-FEES	09/26/2024	\$50.00
T000009271 00124570	ROWE, PATRICIA REFFY25FOOTBLMS	UNDISTRIBUTED-FEES	09/26/2024	\$50.00
			Check # 00124570	Total: \$100.00
T000009272 00124567	RAMIREZ, IRMA VILLEDA & JOSE REFFY25LUNCHBAL	ENTERPRISE FUND-FOOD SERVICES-DFRD REV	09/26/2024	\$35.00
			Check # 00124567	Total: \$35.00
T000009273 00124562	MORALES, CESAR REFFY25EMP-JM	ADULT & COMMUNITY PROGRAMS-MISC	09/26/2024	\$375.00

BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024

<u>Payee ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
<u>Check #</u>	<u>Invoice #</u>			
			Check # 00124562 Total:	\$375.00
T000009274	HODUM, TARA			
00124550	REF25ELA-TH	ADULT & COMMUNITY PROGRAMS-MISC	09/26/2024	\$868.50
			Check # 00124550 Total:	\$868.50
V000003587	MATHEMATICS LEAGUES INC			
00124561	FY2025CJHS-ALG1	INSTRUCTION-OTHR OBJ	09/26/2024	\$45.00
			Check # 00124561 Total:	\$45.00
V000004627	CENGAGE LEARNING INC			
00124338	85553322	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/19/2024	\$3,896.16
			Check # 00124338 Total:	\$3,896.16
V000004627	CENGAGE LEARNING INC			
00124543	85615980	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/26/2024	\$2,155.60
V000004627	CENGAGE LEARNING INC			
00124543	85615981	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/26/2024	\$1,460.21
V000004627	CENGAGE LEARNING INC			
00124543	85633253	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/26/2024	\$2,662.54
			Check # 00124543 Total:	\$6,278.35
V000004952	IXL LEARNING INC.			
00124553	S515246	INSTRUCTION-GENERAL SUPPLIES	09/26/2024	\$5,438.00
			Check # 00124553 Total:	\$5,438.00
V000005066	GENESIS EDUCATIONAL SERVICES INC			
00124342	24-228	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	09/19/2024	\$58,778.50
			Check # 00124342 Total:	\$58,778.50
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00124335	AUG2024ACTCLMS	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/13/2024	\$6,149.50
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00124335	AUG2024RETCLMS	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/13/2024	\$400.00
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00124335	SEP2024COBADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/13/2024	\$3.74
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00124335	SEP2024RETADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/13/2024	\$29.92
			Check # 00124335 Total:	\$6,583.16
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00124577	OCT2024ACTADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/26/2024	\$1,851.30
			Check # 00124577 Total:	\$1,851.30

BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024

<u>Payee ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
<u>Check #</u>	<u>Invoice #</u>			
V000005473 00003681	DELTA DENTAL OF NEW JERSEY INC. 08/04-08/31/24AC	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/17/2024	\$115,671.94
		Check # 00003681	Total:	\$115,671.94
V000005473 00003682	DELTA DENTAL OF NEW JERSEY INC. 08/04-08/31/24CC	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/17/2024	\$1,000.00
		Check # 00003682	Total:	\$1,000.00
V000005473 00003683	DELTA DENTAL OF NEW JERSEY INC. 08/04-08/31/24RC	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/17/2024	\$1,222.20
		Check # 00003683	Total:	\$1,222.20
V000005473 00003684	DELTA DENTAL OF NEW JERSEY INC. AUG2024ACTADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/17/2024	\$5,631.80
		Check # 00003684	Total:	\$5,631.80
V000005473 00003685	DELTA DENTAL OF NEW JERSEY INC. AUG2024COBADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/17/2024	\$29.00
		Check # 00003685	Total:	\$29.00
V000005473 00003686	DELTA DENTAL OF NEW JERSEY INC. AUG2024RETADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/17/2024	\$191.40
		Check # 00003686	Total:	\$191.40
V000005579 00124322	CLEARY GIACOBBE ALFIERI & JACOBS LLC 137303	GENERAL ADMINISTRATION-LEGAL SERVICES	09/13/2024	\$40,000.00
		Check # 00124322	Total:	\$40,000.00
V000005641 00124345	LAZEL INC. 8207742	INSTRUCTION-GENERAL SUPPLIES	09/19/2024	\$3,615.00
V000005641 00124345	LAZEL INC. 8207803	INSTRUCTION-GENERAL SUPPLIES	09/19/2024	\$241.00
V000005641 00124345	LAZEL INC. 8207810	TITLE III-SUPPLS & MTRLS	09/19/2024	\$1,152.00
		Check # 00124345	Total:	\$5,008.00
V000005667 00124334	VERIZON WIRELESS SERVICES LLC 9972793990	ADULT & COMMUNITY PROGRAMS-PRCH SVC	09/13/2024	\$246.30
		Check # 00124334	Total:	\$246.30
V000005721 00124545	CURRICULUM ASSOCIATES LLC 90854287	INSTRUCTION-GENERAL SUPPLIES	09/26/2024	\$20,140.20
		Check # 00124545	Total:	\$20,140.20

BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024

<u>Payee ID</u>	<u>Vendor Name</u>			
<u>Check #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
V00005796 00124323	COMCAST HOLDINGS CORPORATION AUG2024-ADMIN	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/13/2024	\$75.89
V00005796 00124323	COMCAST HOLDINGS CORPORATION AUG2024-CJHS7311	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/13/2024	\$154.13
		Check # 00124323	Total:	\$230.02
V00005796 00124339	COMCAST HOLDINGS CORPORATION 216890201	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$1,295.40
		Check # 00124339	Total:	\$1,295.40
V00005796 00124340	COMCAST HOLDINGS CORPORATION SEP2024-CHITTICK	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$128.05
V00005796 00124340	COMCAST HOLDINGS CORPORATION SEP2024-CJHS0522	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$75.89
V00005796 00124340	COMCAST HOLDINGS CORPORATION SEP2024-EBHS	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$128.05
V00005796 00124340	COMCAST HOLDINGS CORPORATION SEP2024-HUES5936	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$75.89
V00005796 00124340	COMCAST HOLDINGS CORPORATION SEP2024-IRWIN	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$101.97
V00005796 00124340	COMCAST HOLDINGS CORPORATION SEP2024-LAWRBRK	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$101.97
V00005796 00124340	COMCAST HOLDINGS CORPORATION SEP2024-MEMORIAL	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$154.20
V00005796 00124340	COMCAST HOLDINGS CORPORATION SEP2024-WARNS	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$75.89
		Check # 00124340	Total:	\$841.91
V00005796 00124544	COMCAST HOLDINGS CORPORATION SEP2024-BOWNE	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/26/2024	\$101.97
V00005796 00124544	COMCAST HOLDINGS CORPORATION SEP2024-CENTRAL	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/26/2024	\$128.05
V00005796 00124544	COMCAST HOLDINGS CORPORATION SEP2024-FROST	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/26/2024	\$75.89
V00005796 00124544	COMCAST HOLDINGS CORPORATION SEP2024-HUES1215	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/26/2024	\$102.02
V00005796 00124544	COMCAST HOLDINGS CORPORATION SEP2024-SUPPOPS	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/26/2024	\$131.92
		Check # 00124544	Total:	\$539.85
V00005872 00124331	SHI INTERNATIONAL CORP B18768069	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS09/13/2024		\$13,416.00
		Check # 00124331	Total:	\$13,416.00
V00006223 00003687	HORIZON HEALTHCARE SERVICES INC. 09/02-09/08/24A	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/17/2024	\$163,188.20

BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024

<u>Payee ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
<u>Check #</u>	<u>Invoice #</u>			
			Check # 00003687 Total:	\$163,188.20
V00006223	HORIZON HEALTHCARE SERVICES INC.			
00003688	09/02-09/08/24J	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/17/2024	\$360,362.68
			Check # 00003688 Total:	\$360,362.68
V00006223	HORIZON HEALTHCARE SERVICES INC.			
00003689	08/26-08/31/24A	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/24/2024	\$298,171.28
			Check # 00003689 Total:	\$298,171.28
V00006223	HORIZON HEALTHCARE SERVICES INC.			
00003690	09/09-09/15/24A	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/24/2024	\$213,862.02
			Check # 00003690 Total:	\$213,862.02
V00006223	HORIZON HEALTHCARE SERVICES INC.			
00003691	08/26-08/31/24J	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/24/2024	\$615,785.84
			Check # 00003691 Total:	\$615,785.84
V00006223	HORIZON HEALTHCARE SERVICES INC.			
00003692	09/09-09/15/24J	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/24/2024	\$316,883.01
			Check # 00003692 Total:	\$316,883.01
V00006223	HORIZON HEALTHCARE SERVICES INC.			
00003694	09/16-09/22/24A	UNALLOCATED BENEFITS-HEALTH BENEFITS	10/01/2024	\$352,574.49
			Check # 00003694 Total:	\$352,574.49
V00006223	HORIZON HEALTHCARE SERVICES INC.			
00003695	09/16-09/22/24J	UNALLOCATED BENEFITS-HEALTH BENEFITS	10/01/2024	\$528,311.42
			Check # 00003695 Total:	\$528,311.42
V00006288	MATHEMATICAL ASSOCIATION OF AMERICA			
00124559	ORDER 933752A	INSTRUCTION-OTHR OBJ	09/26/2024	\$114.00
			Check # 00124559 Total:	\$114.00
V00006288	MATHEMATICAL ASSOCIATION OF AMERICA			
00124560	ORDER 933752B	INSTRUCTION-OTHR OBJ	09/26/2024	\$103.00
			Check # 00124560 Total:	\$103.00
V00006305	NATIONAL SCIENCE TEACHERS ASSOCIATION			
00124348	FY2025 #2328394	IMPROVEMENT OF INSTRUCTION-OTHR OBJ	09/19/2024	\$110.00
			Check # 00124348 Total:	\$110.00
V00006305	NATIONAL SCIENCE TEACHERS ASSOCIATION			
00124563	FY25-DIBENEDETTI	IMPROVEMENT OF INSTRUCTION-OTHR OBJ	09/26/2024	\$90.00

**BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024**

<u>Payee ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
<u>Check #</u>	<u>Invoice #</u>			
			Check # 00124563 Total:	\$90.00
V000006310	NEW JERSEY ASSOC OF SCHOOL ADMINISTRATORS			
00124349	FY2025 #M0028308	GENERAL ADMINISTRATION-MISC EXPEND	09/19/2024	\$450.00
			Check # 00124349 Total:	\$450.00
V000006348	MIDDLESEX COUNTY ASSOC OF SCHOOL ADMINSTRATORS			
00124346	FY2025-V.VALESKI	GENERAL ADMINISTRATION-MISC EXPEND	09/19/2024	\$600.00
			Check # 00124346 Total:	\$600.00
V000006364	TREASURER, STATE OF NEW JERSEY			
00003696	FY2025TPAF/FICA	UNALLOCATED BENEFITS-TPAF CONTRIB-REG	10/01/2024	\$214,595.14
			Check # 00003696 Total:	\$214,595.14
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-ADMIN	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$632.00
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-BARN	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$206.40
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-BOWNE	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$489.60
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-CENTRAL	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$686.25
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-CHITTICK	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$763.20
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-CJHS	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$1,801.60
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-EBHS	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$3,676.00
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-FROST	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$796.80
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-HUES	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$2,481.60
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-IRWIN	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$1,055.85
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-LAWRBRK	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$659.20
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-MEMORIAL	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$166.25
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-SMITH	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$611.20
V000006368	TOWNSHIP OF EAST BRUNSWICK			
00124575	FY25Q3-WARNS	CUSTODIAL SERVICES-PRCH PRPRTY SVC	09/26/2024	\$792.00
			Check # 00124575 Total:	\$14,817.95
V000006370	UNITED STATES POST OFFICE			
00003693	FY2025CJHS	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/24/2024	\$500.00

BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024

<u>Payee ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
<u>Check #</u>	<u>Invoice #</u>			
			Check # 00003693 Total:	<u>\$500.00</u>
V000006401	UNITED PARCEL SERVICE INC.			
00124332	17934W354	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/13/2024	\$32.90
V000006401	UNITED PARCEL SERVICE INC.			
00124332	17934W364	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/13/2024	\$32.90
			Check # 00124332 Total:	<u>\$65.80</u>
V000006401	UNITED PARCEL SERVICE INC.			
00124352	17934W374	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$32.90
			Check # 00124352 Total:	<u>\$32.90</u>
V000006401	UNITED PARCEL SERVICE INC.			
00124576	17934W384	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/26/2024	\$74.97
			Check # 00124576 Total:	<u>\$74.97</u>
V000006416	PUBLIC SERVICE ELECTRIC AND GAS COMPANY			
00124329	1301350001AUG24	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/13/2024	\$136,171.57
			Check # 00124329 Total:	<u>\$136,171.57</u>
V000006416	PUBLIC SERVICE ELECTRIC AND GAS COMPANY			
00124330	4109890297	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/13/2024	\$5,626.80
			Check # 00124330 Total:	<u>\$5,626.80</u>
V000006416	PUBLIC SERVICE ELECTRIC AND GAS COMPANY			
00124350	1301262404AUG24	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/19/2024	\$45,093.31
V000006416	PUBLIC SERVICE ELECTRIC AND GAS COMPANY			
00124350	7249147803AUG24	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/19/2024	\$1,681.35
			Check # 00124350 Total:	<u>\$46,774.66</u>
V000006416	PUBLIC SERVICE ELECTRIC AND GAS COMPANY			
00124565	4254251602SEP24	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/26/2024	\$5,371.31
V000006416	PUBLIC SERVICE ELECTRIC AND GAS COMPANY			
00124565	7240538303SEP24	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/26/2024	\$1,015.67
			Check # 00124565 Total:	<u>\$6,386.98</u>
V000006417	JERSEY CENTRAL POWER & LIGHT			
00124555	S313459500SEP24	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/26/2024	\$5,792.69
V000006417	JERSEY CENTRAL POWER & LIGHT			
00124555	S316386594SEP24	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/26/2024	\$6,334.04
			Check # 00124555 Total:	<u>\$12,126.73</u>
V000006427	PROQUEST LP			
00124328	70855533	EDUCATIONAL MEDIA SERVICES-PRCH PRF/TCH SVC	09/13/2024	\$3,875.06

**BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024**

<u>Payee ID</u>	<u>Vendor Name</u>			
<u>Check #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
V000006427 00124328	PROQUEST LP 70862019	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/13/2024	\$1,173.06
V000006427 00124328	PROQUEST LP 70862076	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/13/2024	\$3,459.38
		Check # 00124328	Total:	\$8,507.50
V000006461 00124325	MENC: NATIONAL ASSOCIATION FOR MUSIC EDUCATION FY2025-#2011314	INSTRUCTION-OTHR OBJ	09/13/2024	\$135.00
		Check # 00124325	Total:	\$135.00
V000006532 00124333	UNIVEST CAPITAL INC 198483-PAY#59	CENTRAL SERVICES-MISC PURCH SVC	09/13/2024	\$887.16
		Check # 00124333	Total:	\$887.16
V000006764 00124326	O.C.A. BENEFIT SERVICES LLC A1024532	UNALLOCATED BENEFITS-HEALTH BENEFITS	09/13/2024	\$468.00
		Check # 00124326	Total:	\$468.00
V000007278 00124351	QUADIENT LEASING USA INC Q1497618	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/19/2024	\$3,637.53
		Check # 00124351	Total:	\$3,637.53
V000007279 00124347	NATIONAL SCIENCE EDUCATION LEADERSHIP ASSOCIATION 01444	IMPROVEMENT OF INSTRUCTION-OTHR OBJ	09/19/2024	\$60.00
V000007279 00124347	NATIONAL SCIENCE EDUCATION LEADERSHIP ASSOCIATION 01445	IMPROVEMENT OF INSTRUCTION-OTHR OBJ	09/19/2024	\$60.00
		Check # 00124347	Total:	\$120.00
V000007319 00124353	T-MOBILE USA INC AUG2024	TITLE III SUP INST-PRCH SVC	09/19/2024	\$236.88
V000007319 00124353	T-MOBILE USA INC JUL2024	TITLE III SUP INST-PRCH SVC	09/19/2024	\$236.88
		Check # 00124353	Total:	\$473.76
V000007354 00124547	GARBANZO LLC D242FDFD-0001	INSTRUCTION-GENERAL SUPPLIES	09/26/2024	\$298.00
		Check # 00124547	Total:	\$298.00
V000007454 00124341	DELTAMATH SOLUTIONS INC 20738	INSTRUCTION-GENERAL SUPPLIES	09/19/2024	\$2,300.00
V000007454 00124341	DELTAMATH SOLUTIONS INC 20739	INSTRUCTION-GENERAL SUPPLIES	09/19/2024	\$2,300.00
		Check # 00124341	Total:	\$4,600.00

BOARD MEETING DATE: 10/10/2024
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 09/11/2024 THROUGH 10/01/2024

<u>Payee ID</u>	<u>Vendor Name</u>			
<u>Check #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Amt</u>
V000007460 00124336	WEVIDEO INC CINV9941	INSTRUCTION-GENERAL SUPPLIES	09/13/2024	\$740.75
		Check #	00124336	Total:
				\$740.75
V000007512 00124327	PPL SAFARI HOLDINGS LLC PPA090124040	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/13/2024	\$3,178.16
V000007512 00124327	PPL SAFARI HOLDINGS LLC PPA090124041	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/13/2024	\$5,628.52
V000007512 00124327	PPL SAFARI HOLDINGS LLC PPA090124042	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/13/2024	\$2,840.29
V000007512 00124327	PPL SAFARI HOLDINGS LLC PPA090124043	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/13/2024	\$1,276.53
V000007512 00124327	PPL SAFARI HOLDINGS LLC PPA090124044	CUSTODIAL SERVICES-ENERGY-ELECTRIC	09/13/2024	\$1,810.54
		Check #	00124327	Total:
				\$14,734.04
V000007680 00124324	CROWN CASTLE INC 1650590	GENERAL ADMINISTRATION-COMMUNIC/PHONE	09/13/2024	\$1,900.00
		Check #	00124324	Total:
				\$1,900.00
V000007705 00124337	WOOLY LEARNING INC 500822249	INSTRUCTION-GENERAL SUPPLIES	09/13/2024	\$1,109.64
		Check #	00124337	Total:
				\$1,109.64
V000007797 00124344	INFOBASE HOLDINGS INC. INV461347	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/19/2024	\$2,967.11
		Check #	00124344	Total:
				\$2,967.11
V000007797 00124552	INFOBASE HOLDINGS INC. INV461261	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/26/2024	\$4,141.83
		Check #	00124552	Total:
				\$4,141.83
			Grand Total:	\$3,623,654.81



EAST BRUNSWICK PUBLIC SCHOOLS

FINANCIAL SERVICES
Agenda Item: 4.

Date Prepared: 8/15/2024

Meeting Date: 10/10/2024

TO: Members, Board of Education
FROM: Meryl Cohen, Accounts Payable Manager
SUBJECT: Bill List - Payments Pending Issuance on October 11, 2024

Summary:

The Board's *Payment of Claims* Policy No. 6470 and Regulation No. 6470 directs the prompt payment of legitimate claims by suppliers of goods and services to the school district, provided that each bill or obligation is fully itemized and verified before payment is made. The details in the accompanying bill list have been determined to be valid and payable in accordance with the aforementioned policy and regulation.

Recommendation:

Recommendation: That the attached bill list for payments pending issuance on October 11, 2024 is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						
Ms. Guas						
Mrs. Herrick						
Mr. Hong						
Dr. James						
Mrs. Reiss						

Mrs. Lachs						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Payments Pending - October 10, 2024	10/2/2024	Backup Material

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
25375 P2503521	PM FY2025WORKSHOES	ABDALLA, SAFAA S ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$71.24
			Total:	\$71.24
V000007692 P2502285	B1 11078803	ACCESS INFORMATION MANAGEMENT ADULT & COMMUNITY PROGRAMS-PRCH SVC	08/31/2024	\$2,834.58
			Total:	\$2,834.58
V000005648 P2501861	B1 4729123772	ACCO BRANDS USA LLC INSTRUCTION-PRCH SVC	08/22/2024	\$506.00
V000005648 P2503150	B1 4729269927	ACCO BRANDS USA LLC INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$91.84
V000005648 P2503150	B1 4729269929	ACCO BRANDS USA LLC INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$104.96
			Total:	\$702.80
V000007086 P2501981	P1 24-305	ACKERSON DRAPERY & DECORATOR S ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/06/2024	\$2,560.00
			Total:	\$2,560.00
V000004070 P2501606	P1 35068675	ADORAMA INC INSTRUCTION-GENERAL SUPPLIES	08/13/2024	\$2,692.39
V000004070 P2501608	P1 35073902	ADORAMA INC INSTRUCTION-GENERAL SUPPLIES	08/14/2024	\$18.99
V000004070 P2501606	P1 35073912	ADORAMA INC INSTRUCTION-GENERAL SUPPLIES	08/14/2024	\$56.97
V000004070 P2501608	P1 3507465	ADORAMA INC INSTRUCTION-GENERAL SUPPLIES	08/13/2024	\$610.11
V000004070 P2501606	P1 35102436	ADORAMA INC INSTRUCTION-GENERAL SUPPLIES	08/21/2024	\$94.05
V000004070 P2501608	P1 35132514	ADORAMA INC INSTRUCTION-GENERAL SUPPLIES	08/28/2024	\$64.59
V000004070 P2501523	P1 35166389	ADORAMA INC INSTRUCTION-GENERAL SUPPLIES	09/05/2024	\$37.95
			Total:	\$3,575.05
V000007793 P2503033	P1 P2503033-082924	ALL 50 STATES MOVING LLC INSTRUCTION-PRCH SVC	09/16/2024	\$809.00
V000007793 P2503033	P1 P2503033-091424	ALL 50 STATES MOVING LLC INSTRUCTION-PRCH SVC	09/16/2024	\$777.75
V000007793 P2503134	P1 P2503134-092124	ALL 50 STATES MOVING LLC INSTRUCTION-PRCH SVC	09/24/2024	\$1,184.00
			Total:	\$2,770.75
V000007240 P2501920	B1 592370	ALLIANCE COMMERCIAL PEST CONTR CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/16/2024	\$57.75

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007240 P2501920	B1 592476	ALLIANCE COMMERCIAL PEST CONTR CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/16/2024	\$28.88
V000007240 P2501920	B1 592652	ALLIANCE COMMERCIAL PEST CONTR CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/16/2024	\$28.88
V000007240 P2501922	B1 594784	ALLIANCE COMMERCIAL PEST CONTR CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/12/2024	\$95.00
V000007240 P2501922	B1 594800	ALLIANCE COMMERCIAL PEST CONTR CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/12/2024	\$190.00
V000007240 P2501922	B1 595046	ALLIANCE COMMERCIAL PEST CONTR CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/19/2024	\$190.00
			Total:	\$590.51
21420 P2502288	PM TUITION-SUMM2024	AMBROSE, MICHAEL K UNALLOCATED BENEFITS-TUITION REIMB	09/13/2024	\$2,000.00
			Total:	\$2,000.00
V000007164 P2502843	B1 9202049	AMERICAN PAPER TOWEL CO LLC CUSTODIAL SERVICES-GENERAL SUPPLIES	09/03/2024	\$222.29
			Total:	\$222.29
12513 P2502927	PM AUG2024MILEAGE	ANGELINE, JANET GENERAL ADMINISTRATION-REG/TRAIN/TRAVEL	08/31/2024	\$15.00
			Total:	\$15.00
V000005428 P2502754	P1 47246	ANTHONY BAILES INC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/16/2024	\$512.96
			Total:	\$512.96
V000007744 P2503034	B1 S011662267.001	APR SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/10/2024	\$215.00
			Total:	\$215.00
V000006404 P2502014	B1 C01051907	ARAMARK MANAGEMENT SERVICES LT CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/30/2024	\$393,067.01
			Total:	\$393,067.01
V000003765 P2503310	B1 000016756-000142	ARAMARK SERVICES INC ADULT & COMMUNITY PROGRAMS-PRCH SVC	09/25/2024	\$3,453.82
			Total:	\$3,453.82
V000006041 P2503073	B1 227063989	B & H FOTO & ELECTRONICS CORP INSTRUCTION-GENERAL SUPPLIES	09/03/2024	\$104.16
V000006041 P2503116	B1 227262566	B & H FOTO & ELECTRONICS CORP INSTRUCTION-GENERAL SUPPLIES	09/10/2024	\$68.98
V000006041 P2503115	B1 227267733	B & H FOTO & ELECTRONICS CORP INSTRUCTION-GENERAL SUPPLIES	09/10/2024	\$1,416.92

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000006041 P2503200	B1 227400657	B & H FOTO & ELECTRONICS CORP INSTRUCTION-GENERAL SUPPLIES	09/16/2024	\$57.70
V000006041 P2503341	B1 227450207	B & H FOTO & ELECTRONICS CORP EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/17/2024	\$261.77
V000006041 P2503268	B1 227466876	B & H FOTO & ELECTRONICS CORP SCHOOL ADMINISTRATION-SUPPLS & MTRLS	09/17/2024	\$1,906.04
V000006041 P2503200	B1 227470730	B & H FOTO & ELECTRONICS CORP INSTRUCTION-GENERAL SUPPLIES	09/17/2024	\$156.75
			Total:	\$3,972.32
V000006173 P2502521	B1 4569621	BARNES & NOBLE BOOKSELLERS INC INSTRUCTION-GENERAL SUPPLIES	08/09/2024	\$1,433.50
			Total:	\$1,433.50
V000006329 P2502163	B1 19372497-0724R	BAYADA HOME HEALTHCARE INC. SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	07/31/2024	\$6,416.25
V000006329 P2502163	B1 19445529-0824R	BAYADA HOME HEALTHCARE INC. SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	08/31/2024	\$1,236.25
V000006329 P2502163	B1 19445620-0824R	BAYADA HOME HEALTHCARE INC. SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	08/31/2024	\$1,113.00
V000006329 P2502163	B1 19445698-0824R	BAYADA HOME HEALTHCARE INC. SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	08/31/2024	\$2,880.50
V000006329 P2502163	B1 19463642-0824R	BAYADA HOME HEALTHCARE INC. SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	08/31/2024	\$1,120.00
			Total:	\$12,766.00
V000006794 P2503123	P1 P2503123-1024	BAYSHORE JOINTURE COMMISSION SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	09/19/2024	\$15,800.00
			Total:	\$15,800.00
26655 P2503522	PM FY2025WORKSHOES	BHOLA, RINKI ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$62.99
			Total:	\$62.99
V000006503 P2501420	B1 3320111	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/05/2024	\$2,586.04
V000006503 P2501410	B1 3526917	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/09/2024	\$856.90
V000006503 P2501410	B1 3550834	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/13/2024	(\$19.44)
V000006503 P2501410	B1 3560861	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/14/2024	\$19.44
V000006503 P2501427	B1 3573793	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/16/2024	\$230.65
V000006503 P2501392	B1 3592223	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$7.46

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000006503 P2501420	B1 3632446	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	(\$590.57)
V000006503 P2501415	B1 3632583	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	(\$31.64)
V000006503 P2501424	B1 3632659	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	(\$129.58)
V000006503 P2501427	B1 3632677	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	(\$51.98)
V000006503 P2501427	B1 3649001	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/26/2024	\$51.98
V000006503 P2501424	B1 3650695	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/26/2024	\$129.58
V000006503 P2501420	B1 3651065	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/26/2024	\$527.36
V000006503 P2501415	B1 3652109	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/26/2024	\$31.64
V000006503 P2501381	B1 3660433	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/27/2024	(\$18.30)
V000006503 P2501407	B1 3667234	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/28/2024	\$15.96
V000006503 P2501381	B1 3672069	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	08/28/2024	\$18.30
V000006503 P2501420	B1 3723003	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	09/04/2024	\$27.95
V000006503 P2501427	B1 3771541	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	09/10/2024	\$58.14
			Total:	\$3,719.89
T000009276 P2503566	HO REFFY25ELA-YB	BOGA, PRATAP KUMAR ADULT & COMMUNITY PROGRAMS-MISC	09/27/2024	\$428.50
			Total:	\$428.50
21408 P2502931	PM AUG2024MILEAGE	BOLEY, JOYCE IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	08/31/2024	\$22.99
21408 P2502931	PM JUL2024MILEAGE	BOLEY, JOYCE IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	07/31/2024	\$17.96
			Total:	\$40.95
26151 P2502932	PM AUG2024MILEAGE	BRIFFA, VINCENT ADMIN INFORMATION TECHNOLOGY-REG/TRAIN/TRAVEL	08/31/2024	\$17.91
			Total:	\$17.91
V000005783 P2502171	P1 237922	BRUNSWICK URGENT CARE HEALTH SERVICES-PRCH PRF/TCH SVC	09/26/2024	\$220.00
			Total:	\$220.00

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000006022 P2501332	B2 926525602	BSN SPORTS INC INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$2,492.92
			Total:	\$2,492.92
22685 P2502933	PM JUL2024MILEAGE	BUCIOR, EDWARD SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	07/31/2024	\$14.81
			Total:	\$14.81
V000005099 P2501215	B1 2568209	CAMCOR INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/12/2024	\$166.70
			Total:	\$166.70
25768 P2502934	PM AUG2024MILEAGE	CANTO, COLLEEN IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	08/31/2024	\$33.92
			Total:	\$33.92
V000006018 P2500782	B1 52623904RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	07/03/2024	\$703.48
V000006018 P2500780	B1 52624844RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	07/05/2024	\$614.03
V000006018 P2502380	B1 52651031RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	08/02/2024	\$977.70
V000006018 P2502633	B1 52664311RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	08/15/2024	\$542.70
V000006018 P2502635	B1 52664317RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	08/15/2024	\$339.47
V000006018 P2502629	B1 52665741RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	08/16/2024	\$2,517.34
V000006018 P2500796	B1 52674721RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$5.36
V000006018 P2500776	B1 52686265RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	08/29/2024	\$16.20
V000006018 P2500780	B1 52686266RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	08/29/2024	\$113.40
V000006018 P2503051	B1 52703181RI	CAROLINA BIOLOGICAL SUPPLY COM INSTRUCTION-GENERAL SUPPLIES	09/10/2024	\$575.68
			Total:	\$6,405.36
V000006176 P2502417	B1 AA2993E	CDW GOVERNMENT INC. INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$55,375.00
V000006176 P2503197	B1 AA51R2P	CDW GOVERNMENT INC. ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	09/12/2024	\$183.80
			Total:	\$55,558.80
V000004683 P2502662	P1 9390	CENTER FOR BEHAVIORAL HEALTH M HEALTH SERVICES-PRCH PRF/TCH SVC	09/18/2024	\$575.00

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000004683 P2502662	P1 9408	CENTER FOR BEHAVIORAL HEALTH M HEALTH SERVICES-PRCH PRF/TCH SVC	09/28/2024	\$575.00
			Total:	\$1,150.00
V000002587 P2502676	B1 P2502676-1124	CENTER SCHOOL, THE INSTRUCTION-TUITN-PRV NJ-SPC	09/19/2024	\$7,837.51
			Total:	\$7,837.51
V000004658 P2501397	P1 49228595	CERAMIC SUPPLY INC INSTRUCTION-GENERAL SUPPLIES	09/05/2024	\$116.27
V000004658 P2501346	P1 49228761	CERAMIC SUPPLY INC INSTRUCTION-GENERAL SUPPLIES	09/10/2024	\$25.65
V000004658 P2501413	P1 49228763	CERAMIC SUPPLY INC INSTRUCTION-GENERAL SUPPLIES	09/10/2024	\$911.93
V000004658 P2501422	P1 49228764	CERAMIC SUPPLY INC INSTRUCTION-GENERAL SUPPLIES	09/10/2024	\$48.51
			Total:	\$1,102.36
V000002641 P2502863	B1 P2502863-1024	CEREBRAL PALSY ASSOCIATION OF INSTRUCTION-TUITN-PRV NJ-SPC	10/01/2024	\$25,705.26
			Total:	\$25,705.26
V000006842 P2503122	P1 P2503122-0924	CEREBRAL PALSY LEAGUE INC IDEA PRESCHOOL-PRCH SVC	09/01/2024	\$34,696.80
V000006842 P2503122	P1 P2503122-1024	CEREBRAL PALSY LEAGUE INC IDEA BASIC-PRCH SVC	10/01/2024	\$40,479.60
			Total:	\$75,176.40
V000003012 P2501294	P2 2001576-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	09/06/2024	\$8.07
			Total:	\$8.07
V000007277 P2503161	P1 10182	CHILD 1ST PUBLICATIONS LLC INSTRUCTION-GENERAL SUPPLIES	09/11/2024	\$140.00
			Total:	\$140.00
20093 P2502937	PM AUG2024MILEAGE	CIRKUS, JULIE INSTRUCTION-REG/TRAIN/TRAVEL	08/31/2024	\$35.06
20093 P2502937	PM JUL2024MILEAGE	CIRKUS, JULIE INSTRUCTION-REG/TRAIN/TRAVEL	07/31/2024	\$20.49
			Total:	\$55.55
V000005579 P2502356	B1 137862	CLEARY GIACOBBE ALFIERI & JACO GENERAL ADMINISTRATION-LEGAL SERVICES	08/31/2024	\$7,373.11
V000005579 P2502356	B1 137863	CLEARY GIACOBBE ALFIERI & JACO GENERAL ADMINISTRATION-LEGAL SERVICES	08/31/2024	\$17,786.00

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000005579 P2502356	B1 138372	CLEARY GIACOBBE ALFIERI & JACO GENERAL ADMINISTRATION-LEGAL SERVICES	08/31/2024	\$10,000.00
			Total:	\$35,159.11
22732 P2502295	PM TUITION-SUMM2024	COHEN, HAIM UNALLOCATED BENEFITS-TUITION REIMB	09/20/2024	\$1,175.46
			Total:	\$1,175.46
V000005445 P2503026	P1 OCT2024-C.G.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503026	P1 OCT2024-C.O.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503026	P1 OCT2024-J.B.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503026	P1 OCT2024-J.G.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503026	P1 OCT2024-N.T.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503026	P1 OCT2024-P.L.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503026	P1 OCT2024-S.M.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503026	P1 OCT2024-S.Z.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503026	P1 OCT2024-Z.B.	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/01/2024	\$8,127.00
V000005445 P2503129	P1 P2503129-0924	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	08/21/2024	\$3,300.00
V000005445 P2503129	P1 P2503129-1024	COLLIER YOUTH SERVICES IDEA BASIC-PRCH SVC	09/13/2024	\$3,900.00
			Total:	\$80,343.00
V000007691 P2502683	P1 P2502683-1024	CORNERSTONE DAY SCHOOL LLC INSTRUCTION-TUITN-PRV NJ-SPC	10/01/2024	\$10,400.50
			Total:	\$10,400.50
V000007292 P2503111	P1 24DBS10804	D&B SERVICE GROUP LLC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/19/2024	\$3,530.00
			Total:	\$3,530.00
20394 P2502942	PM AUG2024MILEAGE	DAGROSA, MICHELLE IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	08/31/2024	\$33.24
20394 P2502942	PM JUL2024MILEAGE	DAGROSA, MICHELLE IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	07/31/2024	\$19.01
			Total:	\$52.25

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
24331 P2502296	PM TUITION-SUMM2024	DALTON, REBECCA UNALLOCATED BENEFITS-TUITION REIMB	09/11/2024	\$798.00
			Total:	\$798.00
V000007151 P2503572	P1 200847236	DELTA-T GROUP NORTH JERSEY INC CHILD STUDY TEAMS-PRCH PRF-ED SVC	09/01/2022	\$400.00
			Total:	\$400.00
V000006023 P2501787	B1 7508243	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/18/2024	\$1,048.14
V000006023 P2502815	B1 7522493	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/20/2024	\$73.39
V000006023 P2503194	B1 7537148	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/17/2024	\$551.17
			Total:	\$1,672.70
V000004770 P2501730	P2 25510	DIFFERENT ROADS TO LEARNING IN INSTRUCTION-GENERAL SUPPLIES	07/03/2024	\$28.45
			Total:	\$28.45
12349 P2502947	PM AUG2024MILEAGE	DININNO, DANIELLE INSTRUCTIONAL STAFF TRAINING S-REG/TRAIN/TRAVEL	08/31/2024	\$6.58
			Total:	\$6.58
V000005413 P2501804	B1 P42995000102	EARLYCHILDHOOD LLC INSTRUCTION-GENERAL SUPPLIES	07/20/2024	\$62.05
			Total:	\$62.05
V000007092 P2502152	B1 M0215888	EBS HEALTHCARE INC SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	09/13/2024	\$1,716.00
V000007092 P2502152	B1 M0215889	EBS HEALTHCARE INC SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	09/13/2024	\$19,356.25
V000007092 P2502152	B1 M0215890	EBS HEALTHCARE INC SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	09/13/2024	\$5,216.00
V000007092 P2502152	B1 M0215891	EBS HEALTHCARE INC SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	09/13/2024	\$1,956.00
			Total:	\$28,244.25
V000006097 P2501825	P1 126-P2501825	EDVOCATE INC. ENTERPRISE FUND-FOOD SERVICES-PRCH PRF/TCH SVC	09/30/2024	\$1,879.00
V000006097 P2501826	P1 126-P2501826	EDVOCATE INC. CUSTODIAL SERVICES-PRCH PRF/TCH SVC	09/30/2024	\$1,879.00
			Total:	\$3,758.00
25041 P2503516	PM FY2025WORKSHOES	EID, RANA ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$75.00

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
			Total:	\$75.00
V000007017 P2503018	B1 131996	ELECTRONIC SERVICE SOLUTIONS (SECURITY-GENERAL SUPPLIES	09/12/2024	\$4,488.20
			Total:	\$4,488.20
V000004504 P2501975	P2 4467	ENVIRONMENTAL DESIGN INC CUSTODIAL SERVICES-PRCH PRF/TCH SVC	09/18/2024	\$325.20
			Total:	\$325.20
V000007330 P2503221	B1 CR018608	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/28/2024	(\$80.00)
V000007330 P2503221	B1 INV555053	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	07/13/2024	\$160.00
V000007330 P2503221	B1 INV555054	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	07/13/2024	\$80.00
V000007330 P2503221	B1 INV555055	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	07/13/2024	\$320.00
V000007330 P2503221	B1 INV556122	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	07/20/2024	\$211.71
V000007330 P2503221	B1 INV556123	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	07/20/2024	\$1,440.00
V000007330 P2503221	B1 INV556854	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	07/27/2024	\$240.00
V000007330 P2503221	B1 INV556856	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	07/27/2024	\$1,680.00
V000007330 P2503221	B1 INV557679	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/03/2024	\$400.00
V000007330 P2503221	B1 INV557681	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/03/2024	\$3,040.00
V000007330 P2503221	B1 INV558464	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/10/2024	\$400.00
V000007330 P2503221	B1 INV558465	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/10/2024	\$3,200.00
V000007330 P2503221	B1 INV558466	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/10/2024	\$400.00
V000007330 P2503221	B1 INV558993	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/17/2024	\$237.28
V000007330 P2503221	B1 INV558994	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/17/2024	\$2,080.00
V000007330 P2503221	B1 INV558995	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	08/17/2024	\$80.00
			Total:	\$13,888.99
V000006010 P2502240	B1 961855	FACSIMILE COMMUNICATIONS INDUS INSTRUCTION-PRCH SVC	09/25/2024	\$17,982.50

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
			Total:	\$17,982.50
23633 P2502949	PM AUG2024MILEAGE	FERRO, TERRI SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	08/31/2024	\$6.44
			Total:	\$6.44
V000006125 P2404257	P1 P2404257-APP#001	FIELDTURF USA INC. INTERLOCAL SVC AGRMNT-CNSTRCT SVCS	08/31/2024	\$544,171.66
			Total:	\$544,171.66
V000006030 P2501478	B1 4695360	FISHER SCIENTIFIC COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$41.92
			Total:	\$41.92
V000006228 P2501470	B1 3015565	FLINN SCIENTIFIC INC. INSTRUCTION-GENERAL SUPPLIES	07/08/2024	\$762.91
V000006228 P2501475	B1 3016097	FLINN SCIENTIFIC INC. INSTRUCTION-GENERAL SUPPLIES	07/08/2024	\$1,398.95
			Total:	\$2,161.86
V000007489 P2502091	B1 421685	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/02/2024	\$327.43
V000007489 P2502091	B1 421685F	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/21/2024	\$59.70
V000007489 P2502583	B1 424673	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/13/2024	\$42.38
V000007489 P2502628	B1 430226	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/22/2024	\$591.82
V000007489 P2502713	B1 430230F	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/22/2024	\$97.03
V000007489 P2502711	B1 430233	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/22/2024	\$477.88
V000007489 P2502710	B1 430236F	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/22/2024	\$411.76
V000007489 P2502789	B1 430284	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/22/2024	\$1,237.61
V000007489 P2502811	B1 430291	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/23/2024	\$1,267.51
V000007489 P2502712	B1 430643	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/22/2024	\$326.17
V000007489 P2502913	B1 433314	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/04/2024	\$734.31
V000007489 P2503053	B1 437077	FOLLETT CONTENT SOLUTIONS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/11/2024	\$840.00
			Total:	\$6,413.60

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007133 P2502918	B1 86922474	FW WEBB COMPANY ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/13/2024	\$173.10
V000007133 P2503252	B1 87118264	FW WEBB COMPANY ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/19/2024	\$215.83
V000007133 P2503253	B1 87143882	FW WEBB COMPANY ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/19/2024	\$70.56
V000007133 P2503294	B1 87245639	FW WEBB COMPANY ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/19/2024	\$448.72
			Total:	\$908.21
12077 P2503529	PM FY2025WORKSHOES	GARGANO, BARBARA ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$56.99
			Total:	\$56.99
10729 P2503196	PM PD09/17-09/21/24	GIULIANA, BERNARDO J CENTRAL SERVICES-REG/TRAIN/TRAVEL	09/30/2024	\$2,334.42
			Total:	\$2,334.42
V000007564 P2503146	P1 2868172	GLOBAL PAYMENTS INC ENTERPRISE FUND-FOOD SERVICES-SUPPLS & MTRLS	09/28/2024	\$1,783.00
			Total:	\$1,783.00
V000003044 P2503078	B2 75659861	GOVCONNECTION ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	09/05/2024	\$89.00
V000003044 P2503086	B2 75667395	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	09/06/2024	\$1,999.00
			Total:	\$2,088.00
V000932 P2502109	P1 OCT2024	GREATER BRUNSWICK CHARTER SCHO INSTRUCTION-TUITION-NJLEA-RE	10/08/2024	\$3,776.00
			Total:	\$3,776.00
26444 P2503520	PM FY2025WORKSHOES	GROVE, KRIS ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$64.99
			Total:	\$64.99
T000007612 P2503569	HO REFUNDFY25ASK	HAN, JIHEE ADULT & COMMUNITY PROGRAMS-MISC	09/26/2024	\$125.00
			Total:	\$125.00
V000007777 P2503120	B1 P2503120-1024	HARBOR SCHOOL LLC SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	10/01/2024	\$12,736.29
			Total:	\$12,736.29
V000007352 P2503187	B1 X055.555513	HART HALSEY LLC SECURITY-PRCH PRF/TCH SVC	09/24/2024	\$1,807.04

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
			Total:	\$1,807.04
V000005485 P2502108	P1 OCT2024	HATIKVAH INTERNATIONAL ACADEMY INSTRUCTION-TUITION-NJLEA-RE	10/08/2024	\$502,214.00
			Total:	\$502,214.00
V000005409 P2502690	P1 P2502690-1124	HAWKSWOOD INC SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	09/26/2024	\$41,428.80
			Total:	\$41,428.80
V000002751 P2501555	B1 12172606	HENRY SCHEIN INC. HEALTH SERVICES-SUPPLS & MTRLS	08/08/2024	\$3.63
V000002751 P2501582	B1 97819639	HENRY SCHEIN INC. ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2024	\$35.19
V000002751 P2501573	B1 98870715	HENRY SCHEIN INC. INSTRUCTION-SUPPLS & MTRLS	07/19/2024	\$8.18
V000002751 P2501573	B1 99196809	HENRY SCHEIN INC. INSTRUCTION-SUPPLS & MTRLS	07/23/2024	\$139.06
			Total:	\$186.06
26742 P2503524	PM FY2025WORKSHOES	HOELZ-ALPAUGH, MADELINE ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$59.99
			Total:	\$59.99
26490 P2503082	PM TUITION-FALL2024	HORN, ALEXIS UNALLOCATED BENEFITS-TUITION REIMB	09/26/2024	\$803.85
			Total:	\$803.85
V000006239 P2503350	B1 956175263	HOUGHTON MIFFLIN HARCOURT PUBL TITLE I, PART A-SUPPLS & MTRLS	09/20/2024	\$641.13
			Total:	\$641.13
V000007724 P2404389	B1 9927521	INTERSTATE WASTE SERVICES INC CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	08/20/2024	\$9,374.73
			Total:	\$9,374.73
V000004588 P2502203	P1 1028864	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	08/05/2024	\$499.58
V000004588 P2502203	P1 1029813	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/04/2024	\$340.50
V000004588 P2502203	P1 1030213	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/16/2024	\$260.00
V000004588 P2502203	P1 1030216	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/16/2024	\$325.00
V000004588 P2502203	P1 1030304	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/19/2024	\$241.96

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000004588 P2502203	P1 1030306	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/19/2024	\$260.00
V000004588 P2502203	P1 1030314	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/19/2024	\$414.18
V000004588 P2502203	P1 1030348	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/19/2024	\$265.65
V000004588 P2502203	P1 1030351	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/19/2024	\$1,077.69
V000004588 P2502203	P1 1030470	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/23/2024	\$260.00
V000004588 P2502203	P1 1030607	JA-HILL CO ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	09/26/2024	\$195.00
			Total:	\$4,139.56
V000006484 P2502825	P1 144991	JAMES A FOX INCORPORATED ADULT & COMMUNITY PROGRAMS-PRCH SVC	08/12/2024	\$6,936.00
			Total:	\$6,936.00
V000006149 P2503346	P1 8990344	JM&F LLC INSTRUCTION-PRCH SVC	09/17/2024	\$99.00
V000006149 P2502431	P1 8997814	JM&F LLC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/24/2024	\$791.04
			Total:	\$890.04
V000006243 P2502922	B1 INV-4787730	JOHNNY ON THE SPOT LLC CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/13/2024	\$720.00
			Total:	\$720.00
V000007474 P2502398	P1 P2502398-ESY2024	K&D BUS SERVICE LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$22,847.75
V000007474 P2502755	P1 P2502755-ESY2024	K&D BUS SERVICE LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/29/2024	\$5,415.00
			Total:	\$28,262.75
V000002625 P2503260	B1 321	KEAN UNIVERSITY CENTRAL SERVICES-MISC PURCH SVC	09/24/2024	\$100.00
			Total:	\$100.00
V000007186 P2501885	P1 INV-155906C	KENCOR INC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/01/2024	\$604.00
			Total:	\$604.00
V000007690 P2502879	B1 21684	KENNETH MARSHALL ELECTRIC INC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/17/2024	\$2,840.00
			Total:	\$2,840.00

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007666 P2502748	P1 P2502748-AUG2024	KERO TRANS LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$3,267.06
V000007666 P2502748	P1 P2502748-JUN/JUL	KERO TRANS LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$12,323.64
			Total:	\$15,590.70
V000005820 P2501258	P1 37991.00	KURTZ BROS. INC. INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$9.56
V000005820 P2501278	P1 38008.00	KURTZ BROS. INC. ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/12/2024	\$30.81
			Total:	\$40.37
26744 P2503542	PM AUG2024MILEAGE	KWIECINSKI, JOCELYNE CENTRAL SERVICES-REG/TRAIN/TRAVEL	08/31/2024	\$7.66
			Total:	\$7.66
V000006017 P2501161	B1 635021090924	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	09/09/2024	\$103.50
V000006017 P2503084	B1 845334090424	LAKESHORE EQUIPMENT COMPANY ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	09/04/2024	\$1,030.27
V000006017 P2503148	B1 878543091124	LAKESHORE EQUIPMENT COMPANY ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	09/11/2024	\$2,111.35
			Total:	\$3,245.12
V000007376 P2503264	P1 P75983954	LAND OF HOPE AND DREAMS CUSTODIAL SERVICES-GENERAL SUPPLIES	09/16/2024	\$578.00
			Total:	\$578.00
13324 P2502959	PM AUG2024MILEAGE	LATRONICA, NICHOLAS ADMIN INFORMATION TECHNOLOGY-REG/TRAIN/TRAVEL	08/31/2024	\$17.82
			Total:	\$17.82
13566 P2502960	PM AUG2024MILEAGE	LIDOSHORE, SHARON L ADMIN INFORMATION TECHNOLOGY-REG/TRAIN/TRAVEL	08/31/2024	\$40.19
			Total:	\$40.19
20463 P2503530	PM FY2025WORKSHOES	LOUREIRO, ARLEEN ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$48.74
			Total:	\$48.74
V000005526 P2503395	B1 972359	LOWE'S HOME CENTERS INC. ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/18/2024	\$94.03
V000005526 P2503387	B1 972377	LOWE'S HOME CENTERS INC. CARE AND UPKEEP OF GROUNDS-GENERAL SUPPLIES	09/18/2024	\$42.24
V000005526 P2503293	B1 999223	LOWE'S HOME CENTERS INC. ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/17/2024	\$58.84

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
			Total:	\$195.11
20804 P2502900	PM AUG2024MILEAGE	MAHAPATRA, CHETNA FACILITIES RENTAL-REG/TRAIN/TRAVEL	08/31/2024	\$14.10
			Total:	\$14.10
23611 P2502963	PM AUG2024MILEAGE	MANDLEUR, KAREN GENERAL ADMINISTRATION-REG/TRAIN/TRAVEL	08/31/2024	\$15.00
			Total:	\$15.00
V000002396 P2503100	B1 32849381	MCMaster CARR SUPPLY COMPANY ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/05/2024	\$905.65
			Total:	\$905.65
21090 P2502966	PM AUG2024MILEAGE	MCNAMARA, NICOLE IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	08/31/2024	\$15.75
			Total:	\$15.75
V000007655 P2501554	B1 9815	MD BUYING GROUP LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	09/25/2024	\$18.85
V000007655 P2501558	B1 9816	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$27.00
V000007655 P2501559	B1 9817	MD BUYING GROUP LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	09/25/2024	\$28.95
V000007655 P2501546	B1 9818	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$4.21
V000007655 P2501542	B1 9819	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$13.24
V000007655 P2501528	B1 9820	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$40.00
V000007655 P2501532	B1 9822	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$1.73
V000007655 P2501536	B1 9823	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$87.48
V000007655 P2501563	B1 9824	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$76.21
V000007655 P2501572	B1 9825	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$133.64
V000007655 P2501568	B1 9827	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$64.72
V000007655 P2501552	B1 9828	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	07/03/2024	\$140.04
V000007655 P2501791	B1 9829	MD BUYING GROUP LLC HEALTH SERVICES-SUPPLS & MTRLS	09/25/2024	\$5.90
			Total:	\$641.97

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000005657 P2501605	P1 113657	METCO SUPPLY INC. INSTRUCTION-GENERAL SUPPLIES	08/21/2024	\$285.50
V000005657 P2501607	P1 113658	METCO SUPPLY INC. INSTRUCTION-GENERAL SUPPLIES	08/21/2024	\$639.80
V000005657 P2501609	P1 113659	METCO SUPPLY INC. INSTRUCTION-GENERAL SUPPLIES	08/21/2024	\$91.80
			Total:	\$1,017.10
V000006014 P2501496	B1 2146121-00	MIDWEST SHOP SUPPLIES INC. INSTRUCTION-GENERAL SUPPLIES	09/11/2024	\$459.48
			Total:	\$459.48
V000006140 P2502906	P2 89931	MIK MEDIA LLC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	09/16/2024	\$119.00
V000006140 P2503152	P2 89959	MIK MEDIA LLC ENTERPRISE FUND-FOOD SERVICES-SUPPLS & MTRLS	09/16/2024	\$141.00
			Total:	\$260.00
T000007175 P2503409	HO AUG2024	MIKHAIL, ENGY TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$630.00
T000007175 P2503409	HO JUL2024	MIKHAIL, ENGY TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$1,540.00
			Total:	\$2,170.00
26461 P2503485	PM FY2025WORKSHOES	MIKHAIL, MARIAM ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$63.74
			Total:	\$63.74
V000006862 P2501893	B1 PSVI733559	MODERN GROUP LTD. ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	08/30/2024	\$760.00
V000006862 P2501893	B1 PSVI734041	MODERN GROUP LTD. ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	08/30/2024	\$760.00
V000006862 P2501893	B1 PSVI734042	MODERN GROUP LTD. ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	08/30/2024	\$385.00
V000006862 P2501893	B1 PSVI734404	MODERN GROUP LTD. ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/10/2024	\$510.00
V000006862 P2501893	B1 PSVI734407	MODERN GROUP LTD. ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/10/2024	\$440.00
			Total:	\$2,855.00
V000006275 P2502698	P1 P2502698-1024	MONTGOMERY ACADEMY INSTRUCTION-TUITN-PRV NJ-SPC	10/01/2024	\$9,187.50
			Total:	\$9,187.50
T000009275 P2503565	HO REFFY25LUNCHBLA	MOON, ARAM ENTERPRISE FUND-FOOD SERVICES-DFRD REV	09/27/2024	\$18.80

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
			Total:	\$18.80
V000006787 P2502703	P1 P2502703-1024	MOUNTAIN LAKES BOARD OF EDUCAT INSTRUCTION-TUITN-NJLEA-SPCL	10/01/2024	\$8,300.00
			Total:	\$8,300.00
V000005555 P2503366	P1 3053	MTS INTELLIGENT SURVEILLANCE S SECURITY-CLNG/RPR/MNT SVC	09/12/2024	\$18,433.67
			Total:	\$18,433.67
V000006284 P2501611	P1 00795145	MUSIC IN MOTION INC. INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$476.95
V000006284 P2502252	P1 00795843	MUSIC IN MOTION INC. INSTRUCTION-GENERAL SUPPLIES	09/12/2024	\$75.00
			Total:	\$551.95
V000006296 P2502479	P1 12983840	MUSIC SHOP LLC, THE INSTRUCTION-GENERAL SUPPLIES	09/02/2024	\$437.15
V000006296 P2502479	P1 12987200	MUSIC SHOP LLC, THE INSTRUCTION-GENERAL SUPPLIES	09/06/2024	\$21.00
V000006296 P2502316	P1 193122	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/20/2024	\$284.00
V000006296 P2502316	P1 193123	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	09/04/2024	\$244.00
V000006296 P2502316	P1 193124	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	09/07/2024	\$167.50
V000006296 P2502316	P1 193125	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	09/07/2024	\$203.80
V000006296 P2502316	P1 193126	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/19/2024	\$279.00
V000006296 P2502316	P1 193127	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	09/07/2024	\$89.00
V000006296 P2502316	P1 193128	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	09/03/2024	\$553.99
V000006296 P2502316	P1 193129	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	09/04/2024	\$352.50
V000006296 P2502060	P1 195135	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/14/2024	\$98.50
V000006296 P2502060	P1 195136	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/09/2024	\$85.00
V000006296 P2502060	P1 195137	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/14/2024	\$70.25
V000006296 P2502060	P1 195138	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/14/2024	\$98.50
V000006296 P2502060	P1 195139	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/15/2024	\$123.50

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000006296 P2502060	P1 195140	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/14/2024	\$98.50
V000006296 P2502060	P1 195141	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/10/2024	\$576.00
V000006296 P2502060	P1 195360	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/21/2024	\$209.00
V000006296 P2502060	P1 195361	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/20/2024	\$217.50
V000006296 P2502060	P1 195362	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/28/2024	\$339.00
V000006296 P2502060	P1 195363	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/27/2024	\$279.00
V000006296 P2502060	P1 195364	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/30/2024	\$159.00
V000006296 P2502060	P1 195365	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/30/2024	\$119.00
V000006296 P2502060	P1 195366	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/30/2024	\$287.25
V000006296 P2502060	P1 195367	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/14/2024	\$98.99
V000006296 P2502060	P1 195368	MUSIC SHOP LLC, THE INSTRUCTION-PRCH SVC	08/20/2024	\$169.00
			Total:	\$5,659.93
V000002336 P2503208	P1 9922443	MUSIC THEATRE INTERNATIONAL INSTRUCTION-OTHR OBJ	09/04/2024	\$740.00
			Total:	\$740.00
12025 P2502968	PM AUG2024MILEAGE	MYER, ERIK IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	08/31/2024	\$10.48
			Total:	\$10.48
V000007241 P2501442	B1 614191	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$334.02
V000007241 P2501310	B1 615235	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$235.80
V000007241 P2501807	B1 615236	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$11.86
V000007241 P2501800	B1 615237	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$28.86
V000007241 P2501798	B1 615238	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$16.98
V000007241 P2501769	B1 615240	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$18.62
V000007241 P2501765	B1 615241	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$12.71

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007241 P2501766	B1 615242	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$32.36
V000007241 P2501760	B1 615243	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$13.52
V000007241 P2501758	B1 615244	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$4.38
V000007241 P2501710	B1 615246	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$6.76
V000007241 P2501707	B1 615247	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$13.56
V000007241 P2501672	B1 615248	NASCO EDUCATION LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/15/2024	\$23.34
V000007241 P2501658	B1 615249	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$12.71
V000007241 P2501652	B1 615250	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$12.96
V000007241 P2501473	B1 615251	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$116.94
V000007241 P2501452	B1 615253	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$197.25
V000007241 P2501446	B1 615887	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$331.99
V000007241 P2501333	B1 615888	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$84.97
V000007241 P2501325	B1 615889	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$22.73
V000007241 P2501318	B1 615890	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$26.26
V000007241 P2501315	B1 615891	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$113.49
V000007241 P2501306	B1 615892	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$75.26
V000007241 P2501812	B1 615893	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$28.86
V000007241 P2501779	B1 615894	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$47.10
V000007241 P2501759	B1 615895	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$14.84
V000007241 P2501761	B1 615896	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$20.94
V000007241 P2501758	B1 615897	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$24.55
V000007241 P2501477	B1 615899	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$234.36
V000007241 P2501466	B1 615900	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$100.80

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007241 P2501442	B1 616504	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/17/2024	\$589.96
V000007241 P2501329	B1 616505	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/17/2024	\$1,073.43
V000007241 P2501810	B1 616506	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/17/2024	\$17.81
V000007241 P2501675	B1 616507	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/17/2024	\$19.56
V000007241 P2501482	B1 616508	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/17/2024	\$79.92
V000007241 P2501472	B1 616509	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/17/2024	\$15.84
V000007241 P2501469	B1 616510	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/17/2024	\$56.10
V000007241 P2501425	B1 617567	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/19/2024	\$374.00
V000007241 P2501421	B1 618379	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$647.16
V000007241 P2501345	B1 618380	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$167.08
V000007241 P2501345	B1 618380CR	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	09/23/2024	(\$55.16)
V000007241 P2501342	B1 618381	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$170.04
V000007241 P2501732	B1 618382	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$1.92
V000007241 P2501729	B1 618383	NASCO EDUCATION LLC CHILD STUDY TEAMS-SUPPLS & MTRLS	07/22/2024	\$2.04
V000007241 P2501720	B1 618384	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$0.24
V000007241 P2501717	B1 618385	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$3.04
V000007241 P2501711	B1 618386	NASCO EDUCATION LLC CHILD STUDY TEAMS-SUPPLS & MTRLS	07/22/2024	\$5.20
V000007241 P2501694	B1 618387	NASCO EDUCATION LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2024	\$8.48
V000007241 P2501665	B1 618388	NASCO EDUCATION LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2024	\$15.60
V000007241 P2501485	B1 618390	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$94.16
V000007241 P2501440	B1 6190075	NASCO EDUCATION LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/23/2024	\$1.08
V000007241 P2501351	B1 619065	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$166.44
V000007241 P2501342	B1 619066	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$16.16

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007241 P2501419	B1 619067	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$262.72
V000007241 P2501402	B1 619068	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$318.80
V000007241 P2501387	B1 619069	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$123.94
V000007241 P2501385	B1 619070	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$18.24
V000007241 P2501376	B1 619071	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$184.44
V000007241 P2501369	B1 619072	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$15.02
V000007241 P2501361	B1 619073	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$59.04
V000007241 P2501355	B1 619074	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$10.52
V000007241 P2501428	B1 619076	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$136.56
V000007241 P2501411	B1 619648	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/24/2024	\$25.20
V000007241 P2501405	B1 619649	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/24/2024	\$44.88
V000007241 P2501396	B1 619650	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/24/2024	\$25.78
V000007241 P2501363	B1 619653	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/24/2024	\$151.16
V000007241 P2501358	B1 619654	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/24/2024	\$80.03
V000007241 P2501763	B1 619655	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/24/2024	\$76.27
V000007241 P2501351	B1 620325	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/25/2024	\$31.92
V000007241 P2501408	B1 620326	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/25/2024	\$52.20
V000007241 P2501416	B1 620828	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$23.30
V000007241 P2501452	B1 623406	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	07/31/2024	\$119.52
V000007241 P2501419	B1 625745	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	08/05/2024	\$73.60
V000007241 P2501411	B1 625746	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	08/05/2024	\$39.60
V000007241 P2501442	B1 633362	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	08/16/2024	\$346.71
V000007241 P2501477	B1 633364	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	08/16/2024	\$198.90

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007241 P2502705	B1 636699	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$60.96
V000007241 P2502704	B1 636700	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$60.96
V000007241 P2501363	B1 644514	NASCO EDUCATION LLC INSTRUCTION-GENERAL SUPPLIES	09/09/2024	\$6.40
			Total:	\$8,235.55
22754 P2502969	PM AUG2024MILEAGE	NATALICCHIO, PAUL SECURITY-REG/TRAIN/TRAVEL	08/31/2024	\$15.00
			Total:	\$15.00
V000007550 P2502840	P1 1	NATIONAL CSI CAMP LLC ADULT & COMMUNITY PROGRAMS-PRCH SVC	09/04/2024	\$1,360.00
			Total:	\$1,360.00
V000007323 P2501951	P1 0735059	NATIONAL DUST CONTROL SERVICES CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/11/2024	\$47.17
V000007323 P2501951	P1 0735060	NATIONAL DUST CONTROL SERVICES CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/11/2024	\$141.78
V000007323 P2501951	P1 0735061	NATIONAL DUST CONTROL SERVICES CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/11/2024	\$47.17
V000007323 P2501951	P1 0735706	NATIONAL DUST CONTROL SERVICES CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/18/2024	\$47.17
V000007323 P2501951	P1 0735707	NATIONAL DUST CONTROL SERVICES CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/18/2024	\$47.17
V000007323 P2501951	P1 0735708	NATIONAL DUST CONTROL SERVICES CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/18/2024	\$47.17
			Total:	\$377.63
V000002419 P2502599	P1 687815	NATIONAL TICKET COMPANY, THE INSTRUCTION-SUPPLS & MTRLS	09/11/2024	\$471.50
			Total:	\$471.50
21577 P2502302	PM TUITION-SUMM2024	NESCI, DANIELLE UNALLOCATED BENEFITS-TUITION REIMB	09/18/2024	\$1,175.46
			Total:	\$1,175.46
23215 P2502970	PM AUG2024MILEAGE	NESCI, JOSEPH ADMIN INFORMATION TECHNOLOGY-REG/TRAIN/TRAVEL	08/31/2024	\$57.38
			Total:	\$57.38
V000006474 P2503303	P1 CON-0000036029EO	NEW JERSEY SCHOOLS INSURANCE G GENERAL ADMINISTRATION-MSC PRCH SVC	08/28/2024	\$273,564.90
V000006474 P2503303	P1 CON-0000036029M	NEW JERSEY SCHOOLS INSURANCE G CUSTODIAL SERVICES-INSURANCE	08/28/2024	\$63,271.64

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000006474 P2503619	P1 CON-0000036029PK	NEW JERSEY SCHOOLS INSURANCE G TRANSPORTATION SERVICES-MSC PRCH SVC-TRN	08/28/2024	\$1,083,800.96
V000006474 P2503300	P1 CON-0000036029WC	NEW JERSEY SCHOOLS INSURANCE G UNALLOCATED BENEFITS-WORKERS COMP	08/28/2024	\$120,901.28
V000006474 P2503300	P1 CON-0000036221	NEW JERSEY SCHOOLS INSURANCE G ADULT & COMMUNITY PROGRAMS-WORKERS COMP	09/04/2024	\$49,133.34
			Total:	\$1,590,672.12
V000005946 P2503228	P1 24426151-00	NEW PIG CORPORATION ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/18/2024	\$357.29
			Total:	\$357.29
V000002591 P2502039	P1 00027565	NICKERSON CORPORATION ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/11/2024	\$17,475.00
			Total:	\$17,475.00
V000007683 P2502891	P1 8051	NORTHEASTERN INTERIOR SERVICES CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	09/25/2024	\$12,580.20
			Total:	\$12,580.20
T000009008 P2503473	P1 JMPAC REF-NOV24	NRITYALINA CENTER FOR PERFORMI FACILITIES RENTAL-MISC	09/25/2024	\$4,165.00
			Total:	\$4,165.00
V000007681 P2502753	P1 P2502753-AUG2024	NUHEIGHTS TRANSPORTATION TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$4,980.00
V000007681 P2502753	P1 P2502753-JUL2024	NUHEIGHTS TRANSPORTATION TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$7,470.00
			Total:	\$12,450.00
V000005949 P2502000	P1 76842	OAK SECURITY GROUP LLC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/12/2024	\$1,077.10
			Total:	\$1,077.10
T000009242 P2503261	HO ESY2024-2025	OFFER, CONSTANCE INSTRUCTION-TUITN-PRV NJ-SPC	08/31/2024	\$2,045.50
			Total:	\$2,045.50
V000003527 P2502227	P1 3330092827	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$330.00
V000003527 P2502227	P1 3330092841	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$1,556.80
V000003527 P2502227	P1 3330092844	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$600.00
V000003527 P2502227	P1 3330092852	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$2,304.04

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000003527 P2502227	P1 3330092886	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$2,788.70
V000003527 P2502227	P1 3330092911	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$105.00
V000003527 P2502227	P1 3330092916	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$761.94
V000003527 P2502227	P1 3330092923	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$1,981.14
V000003527 P2502227	P1 3330092931	ON SITE FLEET SERVICES INC SECURITY-CLNG/RPR/MNT SVC	08/30/2024	\$242.94
V000003527 P2502227	P1 3330092932	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$1,671.53
V000003527 P2502227	P1 3330092941	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$477.05
V000003527 P2502227	P1 3330092942	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$54.14
V000003527 P2502227	P1 3330092947	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/30/2024	\$70.23
V000003527 P2502227	P1 3330092973	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	09/13/2024	\$612.54
V000003527 P2502227	P1 3330092974	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	09/13/2024	\$895.19
V000003527 P2502227	P1 3330093019	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	09/20/2024	\$626.33
V000003527 P2502227	P1 3330093087	ON SITE FLEET SERVICES INC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	09/24/2024	\$102.56
			Total:	\$15,180.13
V000006938 P2502436	P1 47822	ON SITE LANDSCAPE MANAGEMENT CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	09/05/2024	\$3,700.00
V000006938 P2405384	P1 47846	ON SITE LANDSCAPE MANAGEMENT CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	09/16/2024	\$39,164.58
V000006938 P2503334	P1 47856	ON SITE LANDSCAPE MANAGEMENT CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	09/16/2024	\$675.00
			Total:	\$43,539.58
V000002691 P2501883	P1 64810	OPEN SYSTEMS INTEGRATORS INC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/06/2024	\$987.00
V000002691 P2501884	P1 64863	OPEN SYSTEMS INTEGRATORS INC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/10/2024	\$973.30
V000002691 P2501884	P1 64864	OPEN SYSTEMS INTEGRATORS INC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/10/2024	\$348.65
V000002691 P2501884	P1 64865	OPEN SYSTEMS INTEGRATORS INC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/10/2024	\$107.65
V000002691 P2503286	P1 65052	OPEN SYSTEMS INTEGRATORS INC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/18/2024	\$1,506.60

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000002691 P2501884	P1 65153	OPEN SYSTEMS INTEGRATORS INC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/26/2024	\$613.88
V000002691 P2502736	P1 65154	OPEN SYSTEMS INTEGRATORS INC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/26/2024	\$916.32
			Total:	\$5,453.40
V000005647 P2501521	P1 0061333-001	PAPER CLIPS INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/20/2024	\$687.47
V000005647 P2501517	P1 0061336-001	PAPER CLIPS INC. INSTRUCTION-GENERAL SUPPLIES	09/23/2024	\$65.90
V000005647 P2501516	P1 0061337-001	PAPER CLIPS INC. INSTRUCTION-GENERAL SUPPLIES	09/23/2024	\$34.49
V000005647 P2501524	P1 0061388-001	PAPER CLIPS INC. INSTRUCTION-GENERAL SUPPLIES	09/20/2024	\$93.57
			Total:	\$881.43
V000005649 P2501471	P1 PU122297	PARCO SCIENTIFIC COMPANY INSTRUCTION-GENERAL SUPPLIES	08/09/2024	\$440.00
			Total:	\$440.00
V000005951 P2404892	P1 50042	PARETTE SOMJEN ARCHITECTS LLC INTERLOCAL SVC AGRMNT-ARCHT/ENG SVCS	09/10/2024	\$1,615.04
V000005951 P2404890	P1 50043	PARETTE SOMJEN ARCHITECTS LLC INTERLOCAL SVC AGRMNT-ARCHT/ENG SVCS	09/10/2024	\$4,875.00
V000005951 P2202698	P1 50044	PARETTE SOMJEN ARCHITECTS LLC FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	09/10/2024	\$45.45
V000005951 P1603590	P1 50045	PARETTE SOMJEN ARCHITECTS LLC FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	09/10/2024	\$44.74
V000005951 P2306124	P1 50046	PARETTE SOMJEN ARCHITECTS LLC INTERLOCAL SVC AGRMNT-CNSTRCT SVCS	09/10/2024	\$5,113.25
V000005951 P2405290	P1 50047	PARETTE SOMJEN ARCHITECTS LLC FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	09/10/2024	\$2,000.00
V000005951 P2405133	P1 50048	PARETTE SOMJEN ARCHITECTS LLC FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	09/10/2024	\$1,746.00
V000005951 P2105814	P1 50049	PARETTE SOMJEN ARCHITECTS LLC FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	09/10/2024	\$33.50
V000005951 P2205614	P1 50063	PARETTE SOMJEN ARCHITECTS LLC FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	09/11/2024	\$3,225.00
			Total:	\$18,697.98
V000006314 P2502861	B3 26548805	PEARSON EDUCATION INC. SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	09/09/2024	\$2,598.70
V000006314 P2502491	B3 26628075	PEARSON EDUCATION INC. CHILD STUDY TEAMS-SUPPLS & MTRLS	09/11/2024	\$6,510.80
			Total:	\$9,109.50

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
21064 P2502973	PM AUG2024MILEAGE	PELUZZO, HERBERT IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	08/31/2024	\$11.61
21064 P2502973	PM JUL2024MILEAGE	PELUZZO, HERBERT IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	07/31/2024	\$12.41
			Total:	\$24.02
V000005808 P2501562	B2 IN97773681	PERFORMANCE HEALTH SUPPLY INC HEALTH SERVICES-SUPPLS & MTRLS	07/03/2024	\$70.40
V000005808 P2501531	B2 IN97780628	PERFORMANCE HEALTH SUPPLY INC HEALTH SERVICES-SUPPLS & MTRLS	07/06/2024	\$72.90
			Total:	\$143.30
20023 P2503519	PM FY2025WORKSHOES	PETERSON, LOUISE ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$42.74
			Total:	\$42.74
V000006300 P2503164	B1 3056274	PRO ED INC INSTRUCTION-GENERAL SUPPLIES	09/16/2024	\$726.00
			Total:	\$726.00
13205 P2502976	PM AUG2024MILEAGE	PULCINE MOORE, CHERYL IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	08/31/2024	\$12.83
			Total:	\$12.83
V000004280 P2503282	P1 42194	QUALITY ELECTRIC MOTOR SERVICE ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	09/17/2024	\$245.00
			Total:	\$245.00
V000007780 P2502095	P1 10026	RELYANT EDUCATION LLC ADULT & COMMUNITY PROGRAMS-PRCH SVC	08/18/2024	\$578.00
			Total:	\$578.00
24530 P2503513	PM FY2025SORACARD	RETTE, WILLIAM SECURITY-OTHR OBJ	09/30/2024	\$80.87
			Total:	\$80.87
26745 P2503523	PM FY2025WORKSHOES	RODRIGUEZ RODRIGUEZ, MARIA D L ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$52.49
			Total:	\$52.49
V000007787 P2502761	B1 P2502761-AUG2024	ROOTS TRANSPORTATION LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$5,218.00
V000007787 P2502761	B1 P2502761-JUL2024	ROOTS TRANSPORTATION LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$7,316.00
			Total:	\$12,534.00

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
11795 P2502901	PM AUG2024MILEAGE	ROWE-MCKENZIE, CATHERINE ENTERPRISE FUND-FOOD SERVICES-REG/TRAIN/TRAVEL	08/31/2024	\$42.45
			Total:	\$42.45
V000007782 P2502762	B1 P2502462-JUL2024	ROYAL CROWN TRANSPORTATION LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$1,545.00
V000007782 P2502762	B1 P2502762-AUG2024	ROYAL CROWN TRANSPORTATION LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$824.00
			Total:	\$2,369.00
V000006812 P2503121	P1 P2503121-1024	RUGBY SCHOOL, THE INSTRUCTION-TUITN-PRV NJ-SPC	09/16/2024	\$17,740.38
			Total:	\$17,740.38
25499 P2503515	PM FY2025AICPA	RUSINAK, JANE CENTRAL SERVICES-MISC EXPEND	09/30/2024	\$350.00
			Total:	\$350.00
V000006202 P2502218	B1 P2502218-0824	RUTGERS UNIVERSITY BEHAVIORAL INSTRUCTION-TUITN-NJLEA-SPCL	08/31/2024	\$16,620.00
			Total:	\$16,620.00
V000002669 P2501757	B1 IN101429376	S & S WORLDWIDE INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/11/2024	\$31.02
V000002669 P2501699	B1 IN101431605	S & S WORLDWIDE INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/15/2024	\$15.03
V000002669 P2501689	B1 IN101442452	S & S WORLDWIDE INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/30/2024	\$32.40
V000002669 P2501688	B1 IN101450795	S & S WORLDWIDE INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/12/2024	\$18.79
V000002669 P2501689	B1 IN101452196	S & S WORLDWIDE INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/13/2024	\$37.59
V000002669 P2501698	B1 IN101453200	S & S WORLDWIDE INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/14/2024	\$36.53
V000002669 P2501806	B1 IN101454158	S & S WORLDWIDE INC INSTRUCTION-GENERAL SUPPLIES	08/15/2024	\$4.69
V000002669 P2501632	B1 IN101454326	S & S WORLDWIDE INC INSTRUCTION-GENERAL SUPPLIES	08/15/2024	\$39.47
V000002669 P2501719	B1 IN101458827	S & S WORLDWIDE INC INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$9.29
V000002669 P2501304	B1 IN101467994	S & S WORLDWIDE INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	09/10/2024	\$62.01
V000002669 P2503354	B1 IN101472659	S & S WORLDWIDE INC INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$436.08
			Total:	\$722.90

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000006631 P2503361	P1 05850110100	SAKER SHOPRITES INC INSTRUCTION-GENERAL SUPPLIES	09/23/2024	\$41.93
V000006631 P2502673	P1 05850442388	SAKER SHOPRITES INC INSTRUCTION-GENERAL SUPPLIES	09/19/2024	\$81.05
V000006631 P2502673	P1 05850448342	SAKER SHOPRITES INC INSTRUCTION-GENERAL SUPPLIES	09/12/2024	\$110.46
			Total:	\$233.44
25108 P2503527	PM FY2025WORKSHOES	SANTIAGO, BETZAIDA ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$63.74
			Total:	\$63.74
V000007325 P2502050	B1 4027195431	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$6,063.00
V000007325 P2502050	B1 4027195521	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$3,880.00
V000007325 P2502050	B1 4027195539	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$4,361.00
V000007325 P2502050	B1 4027195554	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$24,807.50
V000007325 P2502050	B1 4027195701	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$6,599.50
V000007325 P2502050	B1 4027195733	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$8,116.50
V000007325 P2502050	B1 4027195763	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$7,099.00
V000007325 P2502050	B1 4027195787	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$7,709.50
V000007325 P2502050	B1 4027195844	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$8,246.00
V000007325 P2502050	B1 CM6001679594	SAVVAS LEARNING COMPANY LLC INSTRUCTION-GENERAL SUPPLIES	09/06/2024	(\$314.50)
			Total:	\$76,567.50
13528 P2502980	PM AUG2024MILEAGE	SCE, CHRISTINE INSTRUCTIONAL STAFF TRAINING S-REG/TRAIN/TRAVEL	08/31/2024	\$29.75
			Total:	\$29.75
V000006016 P2501550	B1 CINV000073556	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	07/22/2024	\$93.43
V000006016 P2501540	B1 CINV000076292	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	07/25/2024	\$28.14
V000006016 P2501540	B1 CINV000078133	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	07/27/2024	\$12.55
V000006016 P2501574	B1 CINV000089743	SCHOOL HEALTH CORP INSTRUCTION-SUPPLS & MTRLS	08/09/2024	\$145.79

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V00006016 P2501534	B1 CINV000089746	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/09/2024	\$42.84
V00006016 P2501530	B1 CINV000089776	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/09/2024	\$24.99
V00006016 P2501789	B1 CINV000091760	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/12/2024	\$17.80
V00006016 P2501534	B1 CINV000091798	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/12/2024	\$305.96
V00006016 P2501540	B1 CINV000092593	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/13/2024	\$11.15
V00006016 P2501330	B1 CINV000094571	SCHOOL HEALTH CORP INSTRUCTION-GENERAL SUPPLIES	08/15/2024	\$32.39
V00006016 P2501570	B1 CINV000097825	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/20/2024	\$159.50
V00006016 P2501789	B1 CINV000097829	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/20/2024	\$80.22
V00006016 P2501566	B1 CINV000098697	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/21/2024	\$7.12
V00006016 P2501556	B1 CINV000098734	SCHOOL HEALTH CORP HEALTH SERVICES-SUPPLS & MTRLS	08/21/2024	\$7.12
V00006016 P2501735	B1 CINV000100760	SCHOOL HEALTH CORP CHILD STUDY TEAMS-SUPPLS & MTRLS	08/23/2024	\$34.54
			Total:	\$1,003.54
V000007302 P2500251	B1 208134209536	SCHOOL SPECIALTY LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/01/2024	\$32.00
V000007302 P2500266	B1 208134306436	SCHOOL SPECIALTY LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2024	\$39.67
V000007302 P2500190	B1 208134308226	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/08/2024	\$187.85
V000007302 P2500186	B1 208134308337	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/08/2024	\$423.85
V000007302 P2500202	B1 208134323136	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/09/2024	\$21.37
V000007302 P2500214	B1 208134323246	SCHOOL SPECIALTY LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/09/2024	\$7.94
V000007302 P2500253	B1 208134323888	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/09/2024	\$5.02
V000007302 P2500218	B1 208134324259	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/09/2024	\$79.94
V000007302 P2500239	B1 208134324350	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/09/2024	\$58.94
V000007302 P2500252	B1 208134324363	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/09/2024	\$27.89
V000007302 P2500262	B1 208134324466	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/09/2024	\$24.44

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500209	B1 208134324468	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/09/2024	\$52.64
V000007302 P2500238	B1 208134325750	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/09/2024	\$19.27
V000007302 P2500210	B1 208134330932	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$47.38
V000007302 P2500219	B1 208134330967	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$21.37
V000007302 P2500224	B1 208134331153	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$25.64
V000007302 P2500249	B1 208134331171	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$32.92
V000007302 P2500274	B1 208134331199	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$7.57
V000007302 P2500212	B1 208134331234	SCHOOL SPECIALTY LLC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	07/10/2024	\$226.87
V000007302 P2500277	B1 208134331614	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$74.98
V000007302 P2500192	B1 208134331890	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$53.67
V000007302 P2500290	B1 208134331898	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$16.89
V000007302 P2500214	B1 208134332016	SCHOOL SPECIALTY LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/10/2024	\$39.89
V000007302 P2500257	B1 208134332646	SCHOOL SPECIALTY LLC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	07/10/2024	\$61.16
V000007302 P2500235	B1 208134332932	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$60.52
V000007302 P2500252	B1 208134332953	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$32.69
V000007302 P2500278	B1 208134332963	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$7.57
V000007302 P2500226	B1 208134332966	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$101.66
V000007302 P2500275	B1 208134332985	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$7.57
V000007302 P2500298	B1 208134334548	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$426.75
V000007302 P2500269	B1 208134334581	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$15.14
V000007302 P2500241	B1 208134334582	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$8.77
V000007302 P2500177	B1 208134334612	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$50.98
V000007302 P2500245	B1 208134334638	SCHOOL SPECIALTY LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2024	\$31.41

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500218	B1 208134334683	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2024	\$21.88
V000007302 P2500125	B1 208134340819	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$78.76
V000007302 P2500015	B1 208134341206	SCHOOL SPECIALTY LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/11/2024	\$13.11
V000007302 P2500032	B1 208134341446	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$11.40
V000007302 P2500043	B1 208134341628	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$1,902.45
V000007302 P2500040	B1 208134341638	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$20.69
V000007302 P2500261	B1 208134347606	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$142.58
V000007302 P2500218	B1 208134347607	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$240.91
V000007302 P2500207	B1 208134347608	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$349.92
V000007302 P2500266	B1 208134347609	SCHOOL SPECIALTY LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/11/2024	\$1.24
V000007302 P2500258	B1 208134347613	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$298.11
V000007302 P2500233	B1 208134347641	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$87.50
V000007302 P2500240	B1 208134347642	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$252.87
V000007302 P2500241	B1 208134347643	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$288.86
V000007302 P2500260	B1 208134347644	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$257.40
V000007302 P2500252	B1 208134347646	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$220.83
V000007302 P2500259	B1 208134347648	SCHOOL SPECIALTY LLC CHILD STUDY TEAMS-SUPPLS & MTRLS	07/11/2024	\$33.64
V000007302 P2500251	B1 208134347650	SCHOOL SPECIALTY LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/11/2024	\$67.86
V000007302 P2500246	B1 208134347651	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$297.51
V000007302 P2500256	B1 208134347652	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$74.88
V000007302 P2500250	B1 208134347653	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$281.23
V000007302 P2500236	B1 208134347656	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$296.83
V000007302 P2500234	B1 208134347657	SCHOOL SPECIALTY LLC HEALTH SERVICES-SUPPLS & MTRLS	07/11/2024	\$9.20

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500238	B1 208134347659	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$280.37
V000007302 P2500253	B1 208134347661	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$228.32
V000007302 P2500262	B1 208134347662	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$243.56
V000007302 P2500235	B1 208134347663	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$227.58
V000007302 P2500155	B1 208134347709	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$82.70
V000007302 P2500221	B1 208134347832	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$349.93
V000007302 P2500282	B1 208134347839	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$2.47
V000007302 P2500227	B1 208134347849	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$346.77
V000007302 P2500257	B1 208134347851	SCHOOL SPECIALTY LLC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	07/11/2024	\$2,576.31
V000007302 P2500254	B1 208134347853	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$297.04
V000007302 P2500263	B1 208134347854	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$170.68
V000007302 P2500231	B1 208134347857	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$299.91
V000007302 P2500249	B1 208134347859	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$266.05
V000007302 P2500247	B1 208134347860	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$99.95
V000007302 P2500237	B1 208134347861	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$13.08
V000007302 P2500230	B1 208134347865	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$74.91
V000007302 P2500239	B1 208134347866	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$195.23
V000007302 P2500244	B1 208134347867	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$60.81
V000007302 P2500232	B1 208134347869	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$37.58
V000007302 P2500243	B1 208134347870	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$68.12
V000007302 P2500248	B1 208134347872	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$74.67
V000007302 P2500255	B1 208134347873	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$96.84
V000007302 P2500294	B1 208134347901	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$14.51

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500281	B1 208134347904	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$8.01
V000007302 P2500267	B1 208134347932	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$5.68
V000007302 P2500271	B1 208134347934	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$50.03
V000007302 P2500284	B1 208134347938	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$4.14
V000007302 P2500276	B1 208134347942	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$4.57
V000007302 P2500293	B1 208134347952	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$10.70
V000007302 P2500269	B1 208134347995	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$1.40
V000007302 P2500229	B1 208134348230	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$235.47
V000007302 P2500288	B1 208134348232	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$24.74
V000007302 P2500287	B1 208134348233	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$4.77
V000007302 P2500228	B1 208134348257	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$346.34
V000007302 P2500264	B1 208134348262	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$0.77
V000007302 P2500272	B1 208134348264	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$7.41
V000007302 P2500283	B1 208134348272	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$6.25
V000007302 P2500208	B1 208134348279	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$32.31
V000007302 P2500202	B1 208134348348	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$328.57
V000007302 P2500277	B1 208134348349	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$4.94
V000007302 P2500206	B1 208134348359	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$32.53
V000007302 P2500201	B1 208134348367	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$228.10
V000007302 P2500212	B1 208134348368	SCHOOL SPECIALTY LLC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	07/11/2024	\$214.74
V000007302 P2500203	B1 208134348369	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$70.28
V000007302 P2500225	B1 208134348372	SCHOOL SPECIALTY LLC GUIDANCE SERVICES-SUPPLS & MTRLS	07/11/2024	\$26.98
V000007302 P2500197	B1 208134348374	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$169.89

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500215	B1 208134348375	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$1.89
V000007302 P2500200	B1 208134348378	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$32.00
V000007302 P2500213	B1 208134348379	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$186.37
V000007302 P2500204	B1 208134348380	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$108.01
V000007302 P2500209	B1 208134348381	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$107.61
V000007302 P2500226	B1 208134348383	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$78.28
V000007302 P2500211	B1 208134348384	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$334.77
V000007302 P2500222	B1 208134348385	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$347.85
V000007302 P2500217	B1 208134348386	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$349.09
V000007302 P2500216	B1 208134348391	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$119.93
V000007302 P2500214	B1 208134348392	SCHOOL SPECIALTY LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/11/2024	\$315.93
V000007302 P2500280	B1 208134348431	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/11/2024	\$8.60
V000007302 P2500290	B1 208134351731	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$251.51
V000007302 P2500270	B1 208134351732	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$280.04
V000007302 P2500280	B1 208134351925	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$66.36
V000007302 P2500273	B1 208134351926	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$298.53
V000007302 P2500298	B1 208134351927	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$1,977.05
V000007302 P2500294	B1 208134351929	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$250.85
V000007302 P2500268	B1 208134351930	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$195.28
V000007302 P2500278	B1 208134351931	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$274.72
V000007302 P2500271	B1 208134351932	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$236.83
V000007302 P2500267	B1 208134351933	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$272.49
V000007302 P2500297	B1 208134351934	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$203.09

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500295	B1 208134351935	SCHOOL SPECIALTY LLC GUIDANCE SERVICES-SUPPLS & MTRLS	07/12/2024	\$122.23
V000007302 P2500282	B1 208134351936	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$54.09
V000007302 P2500274	B1 208134351937	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$279.69
V000007302 P2500279	B1 208134351938	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$100.00
V000007302 P2500292	B1 208134351939	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$64.55
V000007302 P2500299	B1 208134351942	SCHOOL SPECIALTY LLC CHILD STUDY TEAMS-SUPPLS & MTRLS	07/12/2024	\$1.01
V000007302 P2500286	B1 208134351943	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$60.96
V000007302 P2500284	B1 208134351944	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$168.66
V000007302 P2500291	B1 208134351945	SCHOOL SPECIALTY LLC INSTRUCTION-SUPPLS & MTRLS	07/12/2024	\$196.54
V000007302 P2500281	B1 208134351946	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$91.91
V000007302 P2500283	B1 208134351947	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$54.14
V000007302 P2500287	B1 208134351949	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$65.43
V000007302 P2500272	B1 208134351950	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$285.95
V000007302 P2500285	B1 208134351951	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$75.00
V000007302 P2500289	B1 208134351952	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$299.38
V000007302 P2500293	B1 208134351953	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$203.04
V000007302 P2500288	B1 208134351954	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$49.85
V000007302 P2500265	B1 208134351955	SCHOOL SPECIALTY LLC CHILD STUDY TEAMS-SUPPLS & MTRLS	07/12/2024	\$49.95
V000007302 P2500296	B1 208134351957	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$298.95
V000007302 P2500269	B1 208134351958	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$276.56
V000007302 P2500264	B1 208134351959	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$288.58
V000007302 P2500275	B1 208134351960	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$280.26
V000007302 P2500214	B1 208134352148	SCHOOL SPECIALTY LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/12/2024	\$7.78

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500224	B1 208134352375	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/12/2024	\$159.00
V000007302 P2500284	B1 208134364851	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$6.84
V000007302 P2500003	B1 208134383260	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$15.31
V000007302 P2500227	B1 208134383719	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$3.14
V000007302 P2500236	B1 208134383720	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$3.14
V000007302 P2500261	B1 208134383736	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$1.57
V000007302 P2500223	B1 208134383737	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$1.57
V000007302 P2500290	B1 208134383800	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$26.85
V000007302 P2500262	B1 208134383841	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$31.64
V000007302 P2500229	B1 208134384127	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/16/2024	\$5.99
V000007302 P2500274	B1 208134414863	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/19/2024	\$12.74
V000007302 P2500213	B1 208134414869	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/19/2024	\$12.74
V000007302 P2500269	B1 208134431218	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$6.22
V000007302 P2500284	B1 208134431224	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$6.22
V000007302 P2500208	B1 208134431225	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$4.17
V000007302 P2500282	B1 208134443470	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$17.60
V000007302 P2500205	B1 208134446313	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$1.12
V000007302 P2500218	B1 208134446315	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$2.24
V000007302 P2500228	B1 208134446316	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$2.24
V000007302 P2500268	B1 208134446320	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$4.48
V000007302 P2500254	B1 208134454884	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/24/2024	\$2.39
V000007302 P2500225	B1 208134466897	SCHOOL SPECIALTY LLC GUIDANCE SERVICES-SUPPLS & MTRLS	07/25/2024	\$8.84
V000007302 P2500022	B1 208134480160	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$15.22

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500278	B1 208134490028	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/27/2024	\$1.71
V000007302 P2500264	B1 208134490031	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/27/2024	\$3.42
V000007302 P2500272	B1 208134490036	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/27/2024	\$5.86
V000007302 P2500293	B1 208134490041	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/27/2024	\$5.86
V000007302 P2500003	B1 208134490481	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/27/2024	\$208.20
V000007302 P2500259	B1 208134502962	SCHOOL SPECIALTY LLC CHILD STUDY TEAMS-SUPPLS & MTRLS	07/29/2024	\$29.84
V000007302 P2500271	B1 208134509910	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/30/2024	\$4.38
V000007302 P2500255	B1 208134509914	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/30/2024	\$2.86
V000007302 P2500267	B1 208134510133	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/30/2024	\$2.86
V000007302 P2500277	B1 208134510197	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	07/30/2024	\$2.95
V000007302 P2500214	B1 208134510682	SCHOOL SPECIALTY LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/30/2024	\$89.97
V000007302 P2500220	B1 208134543120	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/01/2024	\$4.77
V000007302 P2500287	B1 208134543122	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/01/2024	\$4.77
V000007302 P2500252	B1 208134562308	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/03/2024	\$18.50
V000007302 P2500283	B1 208134612095	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/08/2024	\$1.57
V000007302 P2500264	B1 208134622205	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/09/2024	\$7.05
V000007302 P2500241	B1 208134622305	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/09/2024	\$2.35
V000007302 P2500286	B1 208134622306	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/09/2024	\$12.88
V000007302 P2500290	B1 208134622319	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/09/2024	\$4.70
V000007302 P2500242	B1 208134716754	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/20/2024	\$19.94
V000007302 P2500270	B1 208134717249	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/20/2024	\$19.94
V000007302 P2500233	B1 208134738239	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/21/2024	\$11.99
V000007302 P2500240	B1 208134761898	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$19.94

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000007302 P2500219	B1 208134761932	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$19.94
V000007302 P2500263	B1 208134761936	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$9.97
V000007302 P2500246	B1 208134763021	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$2.48
V000007302 P2500259	B1 208134763022	SCHOOL SPECIALTY LLC CHILD STUDY TEAMS-SUPPLS & MTRLS	08/23/2024	\$1.24
V000007302 P2500292	B1 208134763023	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$9.30
V000007302 P2500275	B1 208134763026	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$6.20
V000007302 P2500278	B1 208134774109	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/26/2024	\$13.64
V000007302 P2500211	B1 208134774110	SCHOOL SPECIALTY LLC INSTRUCTION-GENERAL SUPPLIES	08/26/2024	\$15.07
			Total:	\$26,094.90
V000006440 P2503024	P1 P2503024-1024	SEARCH DAY PROGRAM INC. SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	10/01/2024	\$30,791.94
			Total:	\$30,791.94
V000007267 P2503540	P1 852	SETON HALL UNIVERSITY CENTRAL SERVICES-MISC PURCH SVC	09/16/2024	\$150.00
			Total:	\$150.00
23559 P2503518	PM FY2025WORKSHOES	SFEIR, RANIA ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$48.74
			Total:	\$48.74
V000006340 P2501851	B1 506180	SHEFFIELD POTTERY INC INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$1,366.40
			Total:	\$1,366.40
V000007783 P2502763	P1 P2502763-AUG2024	SHEPHERD TRANSPORTATION LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$7,212.00
V000007783 P2502763	P1 P2502763-JUL2024	SHEPHERD TRANSPORTATION LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$12,054.00
			Total:	\$19,266.00
V000006500 P2502144	B1 B-6646	SHOP SPECIALTIES INC. INSTRUCTION-PRCH SVC	08/29/2024	\$709.60
			Total:	\$709.60
V000002434 P2502643	B1 01060127731	SHOPRITE SUPERMARKETS INC INSTRUCTION-GENERAL SUPPLIES	09/09/2024	\$191.85

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000002434 P2502602	B1 01060237314	SHOPRITE SUPERMARKETS INC INSTRUCTION-GENERAL SUPPLIES	09/17/2024	\$244.69
V000002434 P2502602	B1 01060357550	SHOPRITE SUPERMARKETS INC INSTRUCTION-GENERAL SUPPLIES	09/04/2024	\$321.97
V000002434 P2502602	B1 01060575686	SHOPRITE SUPERMARKETS INC INSTRUCTION-GENERAL SUPPLIES	09/20/2024	\$202.87
V000002434 P2502602	B1 01060584571	SHOPRITE SUPERMARKETS INC INSTRUCTION-GENERAL SUPPLIES	09/06/2024	\$235.77
			Total:	\$1,197.15
V000007547 P2501996	B1 4507	SIMONIK TRANSPORTATION & WAREH CUSTODIAL SERVICES-MSC PRCH SVC	08/20/2024	\$8,980.00
			Total:	\$8,980.00
V000006692 P2502684	P1 P2502182-1124	SOMERSET HILLS LEARNING INSTIT INSTRUCTION-TUITN-PRV NJ-SPC	09/10/2024	\$13,196.26
			Total:	\$13,196.26
V000006833 P2503457	B1 6659	SOURCES OF STRENGTH INC GUIDANCE SERVICES-SUPPLS & MTRLS	09/24/2024	\$79.69
			Total:	\$79.69
V000005855 P2501840	P1 44900	SPORTS PARADISE INSTRUCTION-SUPPLS & MTRLS	08/26/2024	\$8,990.00
V000005855 P2502872	P1 45384	SPORTS PARADISE INTERLOCAL SVC AGRMNT-EQUIPMENT	09/23/2024	\$6,030.00
			Total:	\$15,020.00
V000005200 P2500602	B2 6007145150	STAPLES CONTRACT & COMMERCIAL EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/20/2024	\$603.33
V000005200 P2500635	B2 6007145202	STAPLES CONTRACT & COMMERCIAL SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/20/2024	\$60.63
V000005200 P2501941	B2 6007276246	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	07/23/2024	\$116.62
V000005200 P2502890	B2 6010465413	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	08/29/2024	\$157.22
V000005200 P2502924	B2 6010465414	STAPLES CONTRACT & COMMERCIAL SCHOOL ADMINISTRATION-SUPPLS & MTRLS	08/29/2024	\$72.40
V000005200 P2502907	B2 6010465415	STAPLES CONTRACT & COMMERCIAL GUIDANCE SERVICES-SUPPLS & MTRLS	08/29/2024	\$29.16
V000005200 P2502899	B2 6010528099	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	08/30/2024	\$250.41
V000005200 P2502899	B2 6010528101	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	08/30/2024	\$79.23
V000005200 P2502899	B2 6010528104	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	08/30/2024	\$77.70

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000005200 P2503002	B2 6010528106	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-SUPPLS & MTRLS	08/30/2024	\$118.00
V000005200 P2502899	B2 6010528108	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	08/30/2024	\$77.70
V000005200 P2502907	B2 6010586654	STAPLES CONTRACT & COMMERCIAL GUIDANCE SERVICES-SUPPLS & MTRLS	08/31/2024	\$67.48
V000005200 P2503038	B2 6010586656	STAPLES CONTRACT & COMMERCIAL CENTRAL SERVICES-SUPPLS & MTRLS	08/31/2024	\$12.95
V000005200 P2503038	B2 6011235375	STAPLES CONTRACT & COMMERCIAL CENTRAL SERVICES-SUPPLS & MTRLS	09/04/2024	\$46.80
V000005200 P2503025	B2 6011373642	STAPLES CONTRACT & COMMERCIAL SCHOOL ADMINISTRATION-SUPPLS & MTRLS	09/06/2024	\$151.47
V000005200 P2503025	B2 6011373643	STAPLES CONTRACT & COMMERCIAL SCHOOL ADMINISTRATION-SUPPLS & MTRLS	09/06/2024	\$101.29
V000005200 P2503057	B2 6011373644	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	09/06/2024	\$29.96
V000005200 P2503057	B2 6011373645	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	09/06/2024	\$139.09
V000005200 P2502899	B2 6011450562	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	09/07/2024	\$12.95
V000005200 P2503143	B2 6011773793	STAPLES CONTRACT & COMMERCIAL SCHOOL ADMINISTRATION-SUPPLS & MTRLS	09/13/2024	\$243.34
V000005200 P2503132	B2 6011773794	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	09/13/2024	\$558.52
V000005200 P2503132	B2 6011773795	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	09/13/2024	\$29.96
V000005200 P2503143	B2 6011847031	STAPLES CONTRACT & COMMERCIAL SCHOOL ADMINISTRATION-SUPPLS & MTRLS	09/14/2024	\$10.29
V000005200 P2503307	B2 6011847033	STAPLES CONTRACT & COMMERCIAL CENTRAL SERVICES-SUPPLS & MTRLS	09/14/2024	\$9.46
V000005200 P2503307	B2 6011847034	STAPLES CONTRACT & COMMERCIAL CENTRAL SERVICES-SUPPLS & MTRLS	09/14/2024	\$32.13
V000005200 P2502073	B2 6012106269	STAPLES CONTRACT & COMMERCIAL INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$1,467.00
			Total:	\$4,555.09
V000007221 P2502839	P1 103	STEAM WORKS STUDIO LLC ADULT & COMMUNITY PROGRAMS-PRCH SVC	09/13/2024	\$5,950.00
			Total:	\$5,950.00
V000006937 P2501821	P1 INV3336	SUCCESS ADVERTISING INC CENTRAL SERVICES-MISC PURCH SVC	09/18/2024	\$45.24
V000006937 P2501821	P1 INV3414	SUCCESS ADVERTISING INC CENTRAL SERVICES-MISC PURCH SVC	09/30/2024	\$183.00
			Total:	\$228.24

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
23165 P2502983	PM JUL2024MILEAGE	SULTANA LOROCCO, LOUISE SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	07/31/2024	\$19.36
			Total:	\$19.36
V000006471 P2502858	P1 5023	SUPERIOR WASH NJ SOUTH LLC TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	08/26/2024	\$3,326.40
			Total:	\$3,326.40
24766 P2503514	PM FY2025CDLPHYS	SWAIN, MARY UNALLOCATED BENEFITS-OTHR EMP BNFTS	09/30/2024	\$65.00
			Total:	\$65.00
V000007798 P2503130	P1 42368819	SWEETWATER SOUND HOLDINGS LLC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	09/12/2024	\$180.00
			Total:	\$180.00
V000004488 P2503245	B1 S100838058.001	SWIFT ELECTRICAL SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/17/2024	\$212.00
V000004488 P2503047	B1 S100871084.001	SWIFT ELECTRICAL SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/23/2024	\$595.24
V000004488 P2503032	B1 S100871576.001	SWIFT ELECTRICAL SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/26/2024	\$91.80
V000004488 P2503048	B1 S100872535.001	SWIFT ELECTRICAL SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/20/2024	\$205.97
V000004488 P2503249	B1 S100874708.001	SWIFT ELECTRICAL SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/17/2024	\$136.70
V000004488 P2503285	B1 S100875189.001	SWIFT ELECTRICAL SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/25/2024	\$159.30
V000004488 P2503283	B1 S100875716.001	SWIFT ELECTRICAL SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/24/2024	\$32.29
V000004488 P2503423	B1 S100877388.001	SWIFT ELECTRICAL SUPPLY CO ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/26/2024	\$443.85
			Total:	\$1,877.15
V000007029 P2502503	P1 42	TALENT STOCK LLC TITLE II-A-SUPPLS & MTRLS	09/24/2024	\$360.00
			Total:	\$360.00
V000004681 P2502818	B1 INV203555	TEACHING STRATEGIES INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/30/2024	\$1,501.00
			Total:	\$1,501.00
13077 P2502985	PM AUG2024MILEAGE	TEMPERA, JOANNE SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	08/31/2024	\$2.16
13077 P2502985	PM JUL2024MILEAGE	TEMPERA, JOANNE SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	07/31/2024	\$2.16

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
			Total:	\$4.32
V000006629 P2503577	P1 P2503577-0924	THERAPEUTIC LEARNING CENTER IDEA BASIC-PRCH SVC	09/30/2024	\$7,080.40
V000006629 P2503577	P1 P2503577-1024	THERAPEUTIC LEARNING CENTER IDEA BASIC-PRCH SVC	10/01/2024	\$7,434.42
			Total:	\$14,514.82
V000005950 P2502110	P1 OCT2024	THOMAS EDISON ENERGYSMART CHAR INSTRUCTION-TUITION-NJLEA-RE	10/08/2024	\$2,790.00
			Total:	\$2,790.00
V000006607 P2503095	B1 2980	THOMPSON ROOF CLEANING & POWER CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/03/2024	\$1,540.00
V000006607 P2503095	B1 2981	THOMPSON ROOF CLEANING & POWER CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/03/2024	\$1,240.00
V000006607 P2503095	B1 2982	THOMPSON ROOF CLEANING & POWER CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	09/04/2024	\$1,107.00
			Total:	\$3,887.00
V000007361 P2502364	P1 P2502364-JUL2024	THREE BROTHERS TRANSPORTATION TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$6,264.00
V000007361 P2502822	P1 P2502822-AUG2024	THREE BROTHERS TRANSPORTATION TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$6,018.00
V000007361 P2502822	P1 P2502822-JUL2024	THREE BROTHERS TRANSPORTATION TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$7,788.00
			Total:	\$20,070.00
21427 P2502986	PM AUG2024MILEAGE	TIBBETTS, NICOLE CENTRAL SERVICES-REG/TRAIN/TRAVEL	08/31/2024	\$32.63
			Total:	\$32.63
25529 P2503039	PM AUG2024MILEAGE	TORRES, ANGELINE ADULT & COMMUNITY PROGRAMS-REG/TRAIN/TRAVEL	08/31/2024	\$7.05
			Total:	\$7.05
V000006368 P2503367	P1 24001404	TOWNSHIP OF EAST BRUNSWICK GENERAL ADMINISTRATION-OTHER PROF SVCS	09/09/2024	\$19,965.35
			Total:	\$19,965.35
V000004810 P2502723	B1 17411547	TRANE U.S. INC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	08/09/2024	\$31.13
V000004810 P2503219	B1 17645080	TRANE U.S. INC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/12/2024	\$1,695.80
			Total:	\$1,726.93

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
25094 P2503543	PM AUG2024MILEAGE	TREPTOW, ROBERT ADMIN INFORMATION TECHNOLOGY-REG/TRAIN/TRAVEL	08/31/2024	\$11.48
			Total:	\$11.48
V000007598 P2502823	P1 P2502823-AUG2024	TRIO TRANS ENT LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$4,830.72
V000007598 P2502823	P1 P2502823-JUL/AUG	TRIO TRANS ENT LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	08/31/2024	\$1,970.64
V000007598 P2502823	P1 P2502823-JUL2024	TRIO TRANS ENT LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	07/31/2024	\$6,340.32
			Total:	\$13,141.68
V000006430 P2501871	P1 141473	TRIPLE CROWN SPORTS INC. INSTRUCTION-SUPPLS & MTRLS	09/24/2024	\$216.80
			Total:	\$216.80
V000006642 P2503365	P1 81973	TRU STOR LLC ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	09/20/2024	\$374.30
			Total:	\$374.30
V000004945 P2503193	B1 183042459	ULINE INC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	09/13/2024	\$345.39
			Total:	\$345.39
V000005844 P2501134	P1 168088	UNITED SALES USA CORP INSTRUCTION-GENERAL SUPPLIES	09/16/2024	\$7.50
			Total:	\$7.50
V000005821 P2500801	P2 722722	UNITED SUPPLY CORP ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/23/2024	\$48.35
V000005821 P2500804	P2 722723	UNITED SUPPLY CORP ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/12/2024	\$3.79
V000005821 P2500889	P2 722764	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$53.58
V000005821 P2500911	P2 722775	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$25.80
V000005821 P2500919	P2 722779	UNITED SUPPLY CORP ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/01/2024	\$8.52
V000005821 P2500926	P2 722783	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	09/16/2024	\$42.73
V000005821 P2500929	P2 722785	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$26.60
V000005821 P2500931	P2 722786	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$162.49
V000005821 P2500939	P2 722790	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$5.94

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000005821 P2500954	P2 722797	UNITED SUPPLY CORP ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2024	\$18.99
V000005821 P2500960	P2 722799	UNITED SUPPLY CORP ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/19/2024	\$78.79
V000005821 P2500973	P2 722810	UNITED SUPPLY CORP GUIDANCE SERVICES-SUPPLS & MTRLS	07/26/2024	\$14.92
V000005821 P2501001	P2 722838	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$73.59
V000005821 P2501008	P2 722844	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	07/15/2024	\$4.56
V000005821 P2501016	P2 722847	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/28/2024	\$37.94
V000005821 P2501031	P2 722854	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$64.27
V000005821 P2501038	P2 722858	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$36.66
V000005821 P2501046	P2 722862	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/20/2024	\$59.09
V000005821 P2500889	P2 B722764-1	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$25.34
V000005821 P2500911	P2 B722775-1	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/30/2024	\$7.59
V000005821 P2500929	P2 B722785-1	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$7.89
V000005821 P2501001	P2 B722838-1	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/28/2024	\$4.74
V000005821 P2501031	P2 B722854-1	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	08/30/2024	\$3.79
V000005821 P2501038	P2 B722858-1	UNITED SUPPLY CORP INSTRUCTION-GENERAL SUPPLIES	09/23/2024	\$4.07
			Total:	\$820.03
26307 P2503517	PM FY2025WORKSHOES	UNKEL, JAIMEE ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$56.25
			Total:	\$56.25
23609 P2503600	PM AUG2024CELL	VALESKI, VICTOR GENERAL ADMINISTRATION-COMMUNIC/PHONE	08/31/2024	\$78.85
23609 P2502987	PM AUG2024MILEAGE	VALESKI, VICTOR GENERAL ADMINISTRATION-REG/TRAIN/TRAVEL	08/31/2024	\$20.92
23609 P2503600	PM JUL2024CELL	VALESKI, VICTOR GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/31/2024	\$74.52
			Total:	\$174.29
V000005151 P2003184	B1 1810EBT-22	VAN CLEEF ENGINEERING ASSOCIAT FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	08/16/2024	\$157.00

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000005151 P2405321	B1 2305EBT-6	VAN CLEEF ENGINEERING ASSOCIAT FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	08/16/2024	\$1,027.15
			Total:	\$1,184.15
V000004569 P2502534	B1 99401503	VARSITY SPIRIT FASHIONS & SUPP INSTRUCTION-SUPPLS & MTRLS	09/03/2024	\$1,147.50
			Total:	\$1,147.50
V000007715 P2502668	B1 2024061781	VOIANCE LANGUAGE SERVICES LLC GENERAL ADMINISTRATION-PURCH TECH SVCS	08/31/2024	\$98.28
			Total:	\$98.28
V000006032 P2501061	B1 8817038918	VWR INTERNATIONAL LLC INSTRUCTION-GENERAL SUPPLIES	09/09/2024	\$49.20
			Total:	\$49.20
V000006032 P2501050	B3 8816791323	VWR INTERNATIONAL LLC INSTRUCTION-GENERAL SUPPLIES	07/02/2024	\$314.95
V000006032 P2502015	B3 8817091138	VWR INTERNATIONAL LLC INSTRUCTION-GENERAL SUPPLIES	09/13/2024	\$870.59
V000006032 P2502015	B3 8817091139	VWR INTERNATIONAL LLC INSTRUCTION-GENERAL SUPPLIES	09/13/2024	\$16.98
V000006032 P2502015	B3 8817091140	VWR INTERNATIONAL LLC INSTRUCTION-GENERAL SUPPLIES	09/13/2024	\$82.82
			Total:	\$1,285.34
V000003441 P2501595	B2 247907239	W B MASON COMPANY INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/19/2024	\$34.20
V000003441 P2501594	B2 247928136	W B MASON COMPANY INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2024	\$17.10
V000003441 P2501398	B2 247928189	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	07/22/2024	\$10.36
V000003441 P2501593	B2 247928351	W B MASON COMPANY INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2024	\$17.10
V000003441 P2501786	B2 247987915	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	07/24/2024	\$448.11
V000003441 P2501398	B2 248053148	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$52.97
V000003441 P2501786	B2 248053196	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$24.89
V000003441 P2501352	B2 248053430	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	07/26/2024	\$74.84
V000003441 P2501829	B2 248145564	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	07/31/2024	\$608.60
V000003441 P2501437	B2 248231554	W B MASON COMPANY INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/05/2024	\$0.91

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000003441 P2501438	B2 248231572	W B MASON COMPANY INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/05/2024	\$56.64
V000003441 P2501437	B2 248381547	W B MASON COMPANY INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	08/12/2024	\$272.20
V000003441 P2501352	B2 248381664	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/12/2024	\$57.72
V000003441 P2502778	B2 248478476	W B MASON COMPANY INC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	08/15/2024	\$10.08
V000003441 P2502509	B2 248503555	W B MASON COMPANY INC IMPROVEMENT OF INSTRUCTION-SUPPLS & MTRLS	08/16/2024	\$67.20
V000003441 P2501352	B2 248530458	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$11.64
V000003441 P2501343	B2 248530703	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$8.78
V000003441 P2502312	B2 248530789	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$142.53
V000003441 P2501398	B2 248530791	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$175.56
V000003441 P2502461	B2 248531207	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$67.00
V000003441 P2502463	B2 248531217	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$747.90
V000003441 P2502465	B2 248531263	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$454.90
V000003441 P2502572	B2 248531730	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/19/2024	\$1,300.08
V000003441 P2502778	B2 248533374	W B MASON COMPANY INC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	08/19/2024	\$10.08
V000003441 P2502584	B2 248541335	W B MASON COMPANY INC GUIDANCE SERVICES-SUPPLS & MTRLS	08/19/2024	\$118.35
V000003441 P2501786	B2 248563987	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/20/2024	\$33.34
V000003441 P2501364	B2 248564153	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/20/2024	\$66.68
V000003441 P2502584	B2 248567447	W B MASON COMPANY INC GUIDANCE SERVICES-SUPPLS & MTRLS	08/20/2024	\$107.70
V000003441 P2502888	B2 248571079	W B MASON COMPANY INC ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	08/20/2024	\$166.27
V000003441 P2501347	B2 248599199	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/21/2024	\$1.93
V000003441 P2501423	B2 248632420	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$14.72
V000003441 P2501426	B2 248664618	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$60.84
V000003441 P2501356	B2 248670252	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$46.98

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000003441 P2501829	B2 248671853	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	\$755.20
V000003441 P2501409	B2 248723432	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$1.80
V000003441 P2502912	B2 248727296	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$66.00
V000003441 P2501786	B2 248729130	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$47.62
V000003441 P2501782	B2 248729312	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/27/2024	\$1.82
V000003441 P2502584	B2 248751917	W B MASON COMPANY INC GUIDANCE SERVICES-SUPPLS & MTRLS	08/28/2024	\$24.37
V000003441 P2502923	B2 248753635	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/28/2024	\$12.38
V000003441 P2502923	B2 248812313	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/30/2024	\$8.68
V000003441 P2501373	B2 248843037	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/03/2024	\$3.86
V000003441 P2503076	B2 248855124	W B MASON COMPANY INC ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	09/03/2024	\$231.50
V000003441 P2501347	B2 248875989	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/04/2024	\$44.68
V000003441 P2501373	B2 248876008	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/04/2024	\$7.72
V000003441 P2501786	B2 248876197	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/04/2024	\$9.26
V000003441 P2501441	B2 248899643	W B MASON COMPANY INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	09/04/2024	\$11.90
V000003441 P2501343	B2 248919913	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/05/2024	\$13.97
V000003441 P2501343	B2 248947633	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/06/2024	\$84.55
V000003441 P2501364	B2 248977247	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/09/2024	\$45.65
V000003441 P2501379	B2 248977346	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/09/2024	\$91.30
V000003441 P2501373	B2 248977476	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/09/2024	\$3.86
V000003441 P2501829	B2 248993664	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/09/2024	\$755.20
V000003441 P2502923	B2 249009711	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/10/2024	\$17.20
V000003441 P2503065	B2 249043767	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/11/2024	\$44.18
V000003441 P2501343	B2 249044657	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/11/2024	\$7.10

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000003441 P2503056	B2 249049360	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/11/2024	\$755.20
V000003441 P2502831	B2 249050122	W B MASON COMPANY INC CENTRAL SERVICES-SUPPLS & MTRLS	09/11/2024	\$317.49
V000003441 P2501829	B2 249077710	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/12/2024	\$608.60
V000003441 P2502831	B2 249141370	W B MASON COMPANY INC CENTRAL SERVICES-SUPPLS & MTRLS	09/16/2024	\$24.37
V000003441 P2502572	B2 249173029	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/17/2024	\$219.04
V000003441 P2501829	B2 249180470	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/17/2024	\$755.20
V000003441 P2503165	B2 249208899	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/18/2024	\$7,552.00
V000003441 P2502584	B2 249355077	W B MASON COMPANY INC GUIDANCE SERVICES-SUPPLS & MTRLS	09/24/2024	\$36.91
V000003441 P2502778	B2 CM3008265	W B MASON COMPANY INC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	08/16/2024	(\$10.08)
V000003441 P2501356	B2 CM3021287	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/21/2024	(\$46.98)
V000003441 P2501409	B2 CM3028442	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/23/2024	(\$1.80)
V000003441 P2501786	B2 CM3031873	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/26/2024	(\$47.62)
V000003441 P2501782	B2 CM3031923	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	08/26/2024	(\$1.82)
V000003441 P2502778	B2 CM3036292	W B MASON COMPANY INC SCHOOL ADMINISTRATION-SUPPLS & MTRLS	08/28/2024	(\$10.08)
V000003441 P2501343	B2 CM3053719	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/04/2024	(\$105.62)
V000003441 P2501441	B2 CM3055383	W B MASON COMPANY INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	09/05/2024	(\$11.90)
V000003441 P2501343	B2 CM3075477	W B MASON COMPANY INC INSTRUCTION-GENERAL SUPPLIES	09/12/2024	(\$98.52)
V000003441 P2502584	B2 CM3110305	W B MASON COMPANY INC GUIDANCE SERVICES-SUPPLS & MTRLS	09/24/2024	(\$40.76)
			Total:	\$17,471.63
V000002221 P2502828	B1 9235383362	W. W. GRAINGER INC. ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/03/2024	\$195.15
V000002221 P2503106	B1 9239223119	W. W. GRAINGER INC. ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/05/2024	\$292.56
V000002221 P2503101	B1 9239223127	W. W. GRAINGER INC. ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/05/2024	\$1,135.60
V000002221 P2503042	B1 9239463186	W. W. GRAINGER INC. CARE AND UPKEEP OF GROUNDS-GENERAL SUPPLIES	09/05/2024	\$256.66

BOARD MEETING DATE:10/10/2024
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 10/11/2024

<u>Payee ID</u> <u>PO #</u>	<u>Addr Code</u> <u>Invoice #</u>	<u>Vendor Name</u> <u>Description</u>	<u>Inv. Date</u>	<u>Amount</u>
V000002221 P2503031	B1 9240084278	W. W. GRAINGER INC. ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/06/2024	\$1,043.94
V000002221 P2502828	B1 9240397548	W. W. GRAINGER INC. ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	09/06/2024	\$273.21
V000002221 P2503258	B1 9248506355	W. W. GRAINGER INC. ALLOW MAINT FOR SCHOOL FACIL-EQUIPMENT	09/13/2024	\$2,412.59
			Total:	\$5,609.71
23621 P2503544	PM AUG2024MILEAGE	WEATHERLY, ANDREA SUP SVC-STU-EXTRAORDINARY SVCS-REG/TRAIN/TRAVEL	08/31/2024	\$71.11
23621 P2503544	PM JUL2024MILEAGE	WEATHERLY, ANDREA SUP SVC-STU-EXTRAORDINARY SVCS-REG/TRAIN/TRAVEL	07/31/2024	\$100.77
			Total:	\$171.88
21031 P2502307	PM TUITION-SUMM2024	WEINERT, LISA UNALLOCATED BENEFITS-TUITION REIMB	09/19/2024	\$1,175.46
			Total:	\$1,175.46
V000006373 P2502184	B1 INV73424	WILSON LANGUAGE TRAINING CORP INSTRUCTION-GENERAL SUPPLIES	08/20/2024	\$2,373.84
V000006373 P2502185	B1 INV73428	WILSON LANGUAGE TRAINING CORP INSTRUCTION-GENERAL SUPPLIES	08/20/2024	\$3,581.28
V000006373 P2502202	B1 INV73435	WILSON LANGUAGE TRAINING CORP INSTRUCTION-GENERAL SUPPLIES	08/20/2024	\$5,097.60
V000006373 P2502187	B1 INV74031	WILSON LANGUAGE TRAINING CORP INSTRUCTION-GENERAL SUPPLIES	08/22/2024	\$5,086.80
			Total:	\$16,139.52
26711 P2503528	PM FY2025WORKSHOES	YEH, TZUYING ENTERPRISE FUND-FOOD SERVICES-OTHR EMP BNFTS	09/30/2024	\$38.30
			Total:	\$38.30
			Grand Total:	\$4,211,529.54



EAST BRUNSWICK PUBLIC SCHOOLS

FINANCIAL SERVICES
Agenda Item: 11.

Date Prepared: 9/23/2024

Meeting Date: 10/10/2024

TO: Members, Board of Education
FROM: Joseph Crotchfelt, CPA, Director of Financial Services
SUBJECT: Travel Report - (Roll Call - Majority of Full Board Required)

Summary:

The travel report presented in the attachment complies with the requirements of N.J.A.C. 6A:23A-7.1 through 7.13, Board Policy No. 6471, and Board Regulation No. 6471. It has been reviewed and approved by the Financial Services Department and the Superintendent of Schools as required by the above legal requirements.

Recommendation:

Recommendation: That the attached travel report, pursuant to the recommendation of the Financial Services Department and Superintendent of Schools, is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						
Ms. Guas						
Mrs. Herrick						
Mr. Hong						
Dr. James						
Mrs. Reiss						

Mrs. Lachs						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report	10/1/2024	Backup Material

October 10, 2024
Request for Travel Expense Report
Board Approval Required

Employee Number	Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
11855	Andrew Scanlon	Supervisor	Administration	New Jersey Association for Supervision and Curriculum Development/Foundation for Educational Administration Conference: Illuminate	Atlantic City, NJ	10/17/2024 & 10/18/2024	\$ 493.94
14244	Leigh-Ann Young	Std. Asst. Splst.	EBHS	Nonviolent Crisis Intervention Training: Renewal	Edison, NJ	10/24/2024	\$ 1,949.00 *
26281	Agnes Michael	Std. Asst. Splst.	Lawrence Brook	Nonviolent Crisis Intervention Training: Renewal	Edison, NJ	10/24/2024	\$ 1,956.05 *
26094	Kimberly Cruz-Garcia	Supervisor	Administration	Neurodiversity and Bilingualism	Ewing, NJ	11/12/2024	\$ 303.24

* Title II A Grant Funded

 Financial Services Department Approval 10/1/2024
Date

 Superintendent of Schools 10/1/2024
Date



EAST BRUNSWICK PUBLIC SCHOOLS

HUMAN RESOURCES
Agenda Item: 1.

Date Prepared: 10/1/2024

Meeting Date: 10/10/2024

TO: Members, Board of Education
FROM: Nicole Y. Tibbetts, Director of Human Resources
SUBJECT: Personnel Actions (Roll Call - Majority of Full Board Required)

Summary:

The personnel actions listed in the attached report are in compliance with Board of Education policies and regulations, applicable collective bargaining agreements, practice, and other governing law and principles. All recommended appointments are within the allotted positions established by the budget or subsequently approved by the Board.

Fiscal Impact:

Recommendation:

Recommendation: That the attached personnel actions, pursuant to the recommendation of the Superintendent of Schools, is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						
Ms. Guas						
Mrs. Herrick						
Mr. Hong						
Dr. James						

Mrs. Reiss						
Mrs. Lachs						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Personnel Actions - Updated	10/8/2024	Backup Material

**EAST BRUNSWICK, NEW JERSEY
Office of the Superintendent
BOARD OF EDUCATION MEETING**

All certificated staff, support staff and substitutes are being employed contingent upon the completion of a criminal history background check required by P.L. 1986, c 116. This is in accordance with guidelines from the State Department of Education. All items are budgeted unless otherwise noted.

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
Attachment E.1 Certificated Personnel								
ALUSIK, JULIANA 25725	10	60DY 60 Day Non- Tenured	11/02/2024 - 1/1/2025	ELEMENTARY TEACHER	TE02/BA/04	Central	\$62,850.00	11-120-100-21010-000-00-0-070
CHECO, AMI 25417	10	LVAD Leave of Absence		ELEMENTARY TEACHER		Central		11-120-100-21010-000-00-0-070
EffectiveBegin: 9/1/2024 EffectiveEnd: 9/29/2024 LeaveType: FMLA/NJFLA - CRL CHANGE - AMENDED DATES								
DELBAR, ALEX 25714	10	TRNE Tenure	11/9/2024	MUSIC TEACHER	TE02/MA/04	District	\$66,825.00	11-130-100-21010-000-00-0-003 - 80%, 11-130-100-21010-000-00-0-002 - 20%
D'ONOFRIO, LAURA 24340	10	LVAD Leave of Absence		SPEECH LANGUAGE SPECIALIST		District		11-000-216-21000-000-00-0-000
EffectiveBegin: 9/16/2024 EffectiveEnd: 10/21/2024 LeaveType: PAID LEAVE								

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
FLEURMONT, SUFFRENS 26749	10	CHDT Hire Date Change	9/26/2024	FRENCH TEACHER	TE02/MA/13	Churchill	\$98,325.00	
11-130-100-21010-000-00-0-002								
GARLATTI, NICOLE 24397	10	LVAD Leave of Absence		SPECIAL ED TEACHER RESOURCE		Hammarskjold		
11-213-100-21010-000-00-0-056								
EffectiveBegin: 10/5/2024 EffectiveEnd: 11/12/2024 LeaveType: UNPAID LEAVE								
GAVARES, TAYLOR 26809	10	NEW Replacement	10/16/2024	SCHOOL NURSE	TE02/BA/08	Memorial	\$72,025.00	Degree: BS Cert: CERT PENDING* UNIVERSITY OF DELAWARE
11-000-213-21000-000-00-0-120								
HEITZHAUS, TAYLOR 25003	12	LVAD Leave of Absence		SCHOOL COUNSELOR		Hammarskjold		
11-000-218-21040-000-00-0-056								
EffectiveBegin: 10/1/2024 EffectiveEnd: 10/9/2024 LeaveType: FAMILY MEDICAL LEAVE EXTENSION								
EffectiveBegin: 10/10/2024 EffectiveEnd: 11/3/2024 LeaveType: PAID LEAVE								
LEON-TORRES, JUAN 26329	10	CHRS Hours/FTE Change	11/11/2024 - 2/7/2025	PHYSICAL EDUCATION TEACHER	TE02/MA/04	District	\$66,825.00	Full-time
11-120-100-21010-000-00-0-138 - 7.5%, 11-120-100-21010-000-00-0-130 - 7.5%, 11-120-100-21010-000-00-0-090 - 7.5%, 11-120-100-21010-000-00-0-100- 27.5%, 11-120-100-21010-000-00-0-070 - 50%								
LIPARITI, JENNIFER 24733	10	RSGN Resignation	11/26/2024	SCHOOL COUNSELOR 10M		EBHS		Resignation
11-000-218-21040-000-00-0-050								

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
MAGLEY, ERICA 14126	10	LVAD Leave of Absence		ELEMENTARY TEACHER		Lawrence Brook		
		11-120-100-21010-000-00-0-100						
		EffectiveBegin: 9/30/2024		EffectiveEnd: 10/15/2024		LeaveType: PAID LEAVE		
MARTINEZ, ALEXIS 25704	10	TRNE Tenure	11/9/2024	SCHOOL PSYCHOLOGIST	TE10/MA/04	District	\$71,307.00	
		11-000-219-21040-000-00-0-000						
MARTINEZ, ALIXIS 26812	10	SUBX Sub/Nurse*		N/A	N/A	N/A	0.00	Degree: BS Cert: SUB NURSE/TEACH FAIRLEIGH DICKINSON UNIVERSITY
MCMAHON, ALLYSON 26256	10	CHRS Hours/FTE Change	11/11/2024 - 2/7/2025	PHYSICAL EDUCATION TEACHER	TE02/MA/04	District	\$66,825.00	Full-time
		11-120-100-21010-000-00-0-090 - 50%, 11-120-100-21010-000-00-0-070 - 50%						
MILLER, KAITLYN 23972	10	RSGN Resignation	12/1/2024	ENGLISH/ILA TEACHER		Churchill		Resignation
		11-130-100-21010-000-00-0-002						
ORLANDO, AMANDA 22749	10	LVAD Leave of Absence		BASIC SKILLS TEACHER		Frost		
		11-230-100-21010-000-00-0-130						
		EffectiveBegin: 1/10/2025		EffectiveEnd: 3/21/2025		LeaveType: PAID LEAVE		
		EffectiveBegin: 3/22/2025		EffectiveEnd: 6/30/2025		LeaveType: UNPAID CHILDREARING LEAVE		

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
PFEIFFER, DANIEL 25423	10	LVAD Leave of Absence		ENGLISH/ILA TEACHER		Churchill		
			11-130-100-21010-000-00-0-002					
			EffectiveBegin: 11/18/2024	EffectiveEnd: 2/9/2025	LeaveType: FMLA/NJFLA			
RALPH, ALEXA 24309	10	LVAD Leave of Absence		SPEECH LANGUAGE SPECIALIST		District		
			11-000-216-21000-000-00-0-000					
			EffectiveBegin: 9/1/2024	EffectiveEnd: 10/25/2024	LeaveType: PAID LEAVE CHANGE 1 - AMENDED DATES			
			EffectiveBegin: 10/26/2024	EffectiveEnd: 1/26/2025	LeaveType: FAMILY MEDICAL LEAVE CHANGE - AMENDED DATES			
RIVERS, NYDIADRA 25678	12	TRNE Tenure	11/1/2024	SCHOOL COUNSELOR	TE08/MA/04	Churchill	\$75,580.00	
			11-000-218-21040-000-00-0-055					
ROTTER, ERICH 25693	10	CLOC Account Change	10/1/2024	PHYSICAL EDUCATION TEACHER		Frost		
			11-120-100-21010-000-00-0-130					
SKIDMORE, KATHERINE 21734	10	LVAD Leave of Absence		ENGLISH/ILA TEACHER		EBHS		
			11-140-100-21010-000-00-0-050					
			EffectiveBegin: 11/1/2024	EffectiveEnd: 12/31/2024	LeaveType: UNPAID LEAVE EXTENSION			
TORRES SIERRA, EGDANIS 14143	10	LVAD Leave of Absence		SPANISH TEACHER		Churchill		
			11-130-100-21010-000-00-0-002					
			EffectiveBegin: 10/1/2024	EffectiveEnd: 6/30/2025	LeaveType: MILITARY LEAVE			

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
VEGA, GABRIELLA 25672	10	TRNE Tenure	11/15/2024	TEACHER ILA/SOCIAL STUDIES	TE02/MA+30/11	Hammar skjold	\$91,400.00	
11-130-100-21010-000-00-0-003								

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

CERTIFICATED PERSONNEL

ATTACHMENT

SIXTH PERIOD 2024 - 2025

It is recommended that the following teachers be approved for a sixth teaching period for the 2024 - 2025 school year at the rate of \$4,188.00 per semester:

Churchill Junior High School

<u>Name</u>	<u>Period</u>	<u>Amount</u>	<u>Program</u>	<u>Account Code</u>
Suffrens Fleurmont	9/26/2024 to 6/30/2025	\$7,678.00	Gen Ed	11-130-100-21010-000-00-0-002
Lauren Kras	Full Year	\$8,376.00	Gen Ed	11-130-100-21010-000-00-0-002

East Brunswick High School

<u>Name</u>	<u>Period</u>	<u>Amount</u>	<u>Program</u>	<u>Account Code</u>
Suzanne Wong	Semester 1	\$4,188.00	Gen Ed	11-140-100-21010-000-00-0-050
Tiffany Yang	Semester 1	\$4,188.00	Gen Ed	11-140-100-21010-000-00-0-050

CLUB ADVISORS 2024 - 2025

It is recommended that the following advisors be approved for the 2024 - 2025 school year, pending enrollment:

Central Elementary School

<u>Name</u>	<u>Club</u>	<u>Position</u>	<u>Amount</u>
Erin Butler	STEAM Club	Co-advisor	\$ 608.50
Matthew Sturm	STEAM Club	Co-advisor	\$ 608.50

CERTIFICATED PERSONNEL

ATTACHMENT

CLUB ADVISORS 2024 – 2025 (Continued)

It is recommended that the following advisors be approved for the 2024 - 2025 school year, pending enrollment:

Frost Elementary School

<u>Name</u>	<u>Club</u>	<u>Position</u>	<u>Amount</u>
Julia Komosinsky	Art Enrichment (2)	Advisor	\$1,217.00

Hammerskjold Upper Elementary School

<u>Name</u>	<u>Club</u>	<u>Position</u>	<u>Amount</u>
Andrew Scala	Coding (2)	Advisor	\$1,217.00
Samantha Barret	Yearbook	Co-advisor	\$1,146.50
Clare Moloughney	Yearbook	Co-advisor	\$1,146.50

East Brunswick High School

<u>Name</u>	<u>Club</u>	<u>Position</u>	<u>Amount</u>
Yashin Chen	Chinese Honor Society	Advisor	\$1,217.00
Nicole Kenney	Future Business Leaders of America (FBLA)	Advisor	\$1,917.00
Shauna Murray	Unified Sports	Advisor	\$1,217.00
Ashley Hanania	Yearbook	Advisor	\$3,433.00

CERTIFICATED PERSONNEL

ATTACHMENT

STIPEND POSITIONS 2024 - 2025

It is recommended that the following stipend positions be approved for the 2024 - 2025 school year:

Hammar skjold Upper Elementary School

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Sarah Kramer	Choreographer	\$1,500.00

East Brunswick High School

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Ashley Hanania	Yearbook (Financial)	\$2,673.00

STUDENT TEACHERS/INTERNS/OBSERVERS:

It is recommended that the following Student Teacher, Intern and Observer be approved for Fall 2024:

Olivia Bergamotto

COACHING POSITIONS 2024 - 2025

It is recommended that the following be approved for a coaching position for the 2024 – 2025 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Juan Leon-Torres	Athletic Site Manager - Fall	\$2,673.00

CERTIFICATED PERSONNEL	ATTACHMENT
------------------------	------------

WORKSHOP PRESENTERS

It is recommended that the following individuals be approved for presenting Continuing Education and Curriculum Workshops, at the rate of \$56.00 per hour:

		Presentation Hours	Preparation Hours
<i>CPI Recertification:</i>			
Nicholas Russo	Churchill Junior High School	3	1
<i>Initial CPI Training:</i>			
Agnes Michael	District	6	1
<i>LLI Refresher 1-3: (grant funded)</i>			
Meghan Festa	Hammarskjold Upper Elementary School	0.5	1
Alison Skowronski	Hammarskjold Upper Elementary School	0.5	1
<i>LLI Refresher 4-6: (grant funded)</i>			
Meghan Festa	Hammarskjold Upper Elementary School	0.5	1
Alison Skowronski	Hammarskjold Upper Elementary School	0.5	1
<i>Visualizing & Verbalizing K-3: (grant funded)</i>			
Elissa DiTomasso	Central Elementary School	1	1
<i>Visualizing & Verbalizing 4-6: (grant funded)</i>			
Elissa DiTomasso	Central Elementary School	1	1
<i>VB MAPP Training Follow Up: (grant funded)</i>			
Virginia Littlefield	Chittick Elementary School	0.5	1

CERTIFICATED PERSONNEL

ATTACHMENT

WORKSHOP PRESENTERS (continued)

It is recommended that the following individuals be approved for presenting Continuing Education and Curriculum Workshops, at the rate of \$56.00 per hour:

		Presentation Hours	Preparation Hours
<i>Kindergarten Reading Interventions: (granted funded)</i>			
Kimberly Caporaso	Irwin Elementary School	1	1
<i>Writing Strategy Groups & Shared Writing: (grant funded)</i>			
Amanda Orlando	Frost Elementary School	2	2
<i>HUES ILA/SS Department Meeting: (grant funded)</i>			
Katherine Motusesky	Hammarskjold Upper Elementary School	1	1
<i>Bridging the Gap Intervention: (grant funded)</i>			
Kathryn Lehocky	Memorial Elementary School	1	1
<i>Progress Monitoring for Comprehension: (grant funded)</i>			
Carole Frey	Chittick Elementary School	0.5	1
Amanda Orlando	Chittick Elementary School	0.5	1
<i>Supporting Phonics & Phonics Awareness in BSI: (grant funded)</i>			
Rebecca Cohen	District	0.5	1
Kimberly Deacon	Chittick Elementary School	0.5	1

CERTIFICATED PERSONNEL

ATTACHMENT

WORKSHOP PRESENTERS (continued)

It is recommended that the following individuals be approved for presenting Continuing Education and Curriculum Workshops, at the rate of \$56.00 per hour:

		Presentation Hours	Preparation Hours
<i>K-1 ILA PD (am session): (granted funded)</i>			
Amanda Orlando	Frost Elementary School	3	1
<i>Grade 2-4 ILA PD: (grant funded)</i>			
Lauren Staats	Bowne-Munro Elementary School	2.5	1
<i>Grade 5-6 ILA PD: (grant funded)</i>			
Katherine Motusesky	Hammarskjold Upper Elementary School	5.5	1
<i>Math Kindergarten – Using Student Resources to Inform Classroom Instruction: (grant funded)</i>			
Jamie Spinato	Frost Elementary School	2.5	1
<i>Math Grade 1 – Using Student Resources to Inform Classroom Instruction: (grant funded)</i>			
Alice Yuen	Central Elementary School	2.5	1
<i>Math Grade 2 – Using Student Resources to Inform Classroom Instruction: (grant funded)</i>			
Kristy Cognata	District	3	1
<i>Math Grade 5 – Using Student Resources to Inform Classroom Instruction: (grant funded)</i>			
Amanda Robinovitz	Hammarskjold Upper Elementary School	3	1
<i>Math Grade 6 – Using Student Resources to Inform Classroom Instruction: (grant funded)</i>			
Kelly Carle	Hammarskjold Upper Elementary School	3	1

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
Attachment E.2 Non-Certificated Personnel								
AKTAR, HASINA 23297	10	NEW Replacement	9/18/2024	SUBSTITUTE	ELASUB	CP	\$16.75	
BASAVANAHALLI, JYOTHI 25967	10	RSGN Resignation	10/16/2024	ACTIVITY ASSISTANT		CP		Resignation
BRODY, MORGAN 26567	10	NEW Replacement	9/25/2024	ACTIVITY ASSISTANT	ASKAA	CP	\$16.00	
CHESSERE, MARYLOU 25191	10	CLOC Location Change	9/23/2024	INSTR ASSIST AUTISM		Central		11-214-100-21060-000-00-0-070
CHIMENTO, ROSEMARY 20231	12	LVAD Leave of Absence		SECRETARY		Hammarskjold		11-000-240-21050-000-00-0-056
			EffectiveBegin: 10/17/2024	EffectiveEnd: 12/1/2024	LeaveType: PAID LEAVE			
D'ANGELO, MICHAEL 25320	10	EXTC Contract Extension	10/1/2024 - 10/31/2024	SCHOOL SECURITY OFFICER	NONH/NONH/SS	District	\$32.86	11-000-266-21000-000-00-0-000
FARHAN, ANAM 25924	10	REMP Reemployment	10/1/2024	SCHOOL AIDE	AIDE/SCHL/02	Irwin	\$15.78	11-000-262-21070-000-00-0-090

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
FERAZ, MARYET 26570	10	CLOC Location Change	10/1/2024	INSTR ASSIST AUTISM		Churchill		
11-214-100-21060-000-00-0-055 - 50%, 11-204-100-21060-000-00-0-055 - 50%								
GNIEWEK, RIMA 26799	10	RSGN Resignation	9/27/2024	CHILD NUTRITION SUBSTITUTE		District		Resignation
HENSPERGER, EILEEN 12734	10	RTMT Retirement	1/1/2025	SCHOOL AIDE STUDENT ASSIGNED		Hammar skjold		Retirement
11-000-217-21000-000-00-0-056								
HOFF, KIMBERLY 26439	10	NEW Replacement	9/25/2024	ACTIVITY ASSISTANT	ASKAA	CP	\$16.00	
KATS, ELIANA 25964	10	NEW Replacement	9/25/2024	SITE LEADER SUBSTITUTE	ASKSL	CP	\$26.50	
KAUL, SHAUN 25775	10	NEW Replacement	9/25/2024	ACTIVITY ASSISTANT	ASKAA	CP	\$16.00	
KENNEY, CATHERINE 26797	10	RSGN Resignation	10/4/2024	SCHOOL AIDE STUDENT ASSIGNED		Hammar skjold		Resignation
11-000-217-21000-000-00-0-056								
LARocca, DONA 25153	10	CHRS Hours/FTE Change	10/1/2024	SCHOOL AIDE STUDENT ASSIGNED	AIDE/SCHL/07	EBHS	\$17.48	5.25 Hours
11-000-217-21000-000-00-0-050								

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
LASALLA, KERI 26577	10	RSGN Resignation	9/26/2024	SCHOOL AIDE		Frost		Resignation
MAHMANDAR, RIMA 26552	10	CLOC Location Change	9/1/2024	CLASSROOM ASSISTANT		CP		6G-993-320-21000-800-60-0-056
MATHEWS, GLENN 26808	10	SUBB Sub/Bus Driver*		N/A	N/A	N/A	0.00	
NAIR, DEEPTHY 26810	10	NEW Replacement	10/7/2024	INSTR ASSIST RESOURCE	AIDE/INSTR/02	Churchill	\$19,361.82	11-213-100-21060-000-00-0-055
NALYVAIKO, IRYNA 26553	10	RSGN Resignation	10/19/2024	CHILD NUTRITION		Hammar skjold		Resignation 6E-910-310-21000-000-75-0-056
PATWARDHAN, SUREKHA 21487	10	NEW Replacement	9/25/2024	SUBSTITUTE	ELASUB	CP	\$16.75	
PAYANO-HERNANDEZ, DENNY 25471	10	RSGN Resignation	10/12/2024	BUS DRIVER		SOF		Resignation 11-000-270-21600-000-00-0-000
PEARLMAN, ALLISON 25509	10	NEW Replacement	9/25/2024	NURSE SUBSTITUTE	EMPNURSE	CP	\$40.00	

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
ROY, PAROMITA 26806	10	NEW Replacement	10/1/2024	INSTR ASSIST RESOURCE	AIDE/INSTR/02	Lawrence Brook	\$19,361.82	
11-213-100-21060-000-00-0-100								
RUMI, FARZANA 26804	10	SUBF Sub/Child Nutrition*		N/A	N/A	N/A	0.00	
SADEK, HANAN 26802	10	NEW Replacement	10/1/2024	INSTR ASSIST RESOURCE	AIDE/INSTR/06	Central	\$21,879.72	
11-213-100-21060-000-00-0-070								
SANTIAGO, LISSETTE 26813	10	NEW Replacement	10/16/2024	BUS DRIVER	TRNS/BUS/BUS	SOF	\$31.53	
11-000-270-21600-000-00-0-000								
SARWAR, HALEEMA 26803	10	NEW Replacement	10/1/2024	SCHOOL AIDE	AIDE/SCHL/01	Irwin	\$15.68	
11-000-262-21070-000-00-0-090								
SEDLAK, FLORENCE 26417	10	CHRS Hours/FTE Change	9/1/2024	SCHOOL AIDE	AIDE/SCHL/03	Hammar skjold	\$15.98	4.5 Hours
11-000-262-21070-000-00-0-056								
SIRPOTDAR, NILAMBARI 26800	10	NEW Replacement	10/1/2024	INSTR ASSIST RESOURCE	AIDE/INSTR/03	Churchill	\$19,718.97	
11-213-100-21060-000-00-0-055 50%, 11-204-100-21060-000-00-0-055 - 50%								

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
SWAIN, MARY 24766	10	LVAD Leave of Absence 11-000-270-21600-000-0-000		BUS DRIVER		SOF		
EffectiveBegin: 9/12/2024 EffectiveEnd: 10/31/2024 LeaveType: PAID LEAVE								
TADROS, MEGAN 26811	10	NEW Replacement	10/2/2024	SUBSTITUTE	ASKSUB	CP	\$16.00	
TUFAIL, SHAZIA 25553	10	CPCN Position Change 6E-910-310-21000-000-75-0-056	10/1/2024	CHILD NUTRITION	CNUT/FSW/NEW	Hammarskjold	\$15.53	
WU, JANICE 26335	10	NEW Replacement	9/18/2024	SUBSTITUTE	EMPSUB	CP	\$15.68	
ZAMAN, LAMISA 26336	10	NEW Replacement	9/25/2024	ACTIVITY ASSISTANT	ASKAA	CP	\$16.00	

***Approved Substitute Rates for the 2024-2025 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$15.53 per hour. Clerical/School Aide or Secretary: \$15.68 per hour. Substitute Bus Drivers: \$31.53 per hour. Salaries listed will be pro-rated for employees who are contracted or work less than the full year. Maintenance/Custodial Second Shift Differential: \$1.25 per hour. LLSO/SSO Special Duty Differential: \$4.69 per hour.**

NON-CERTIFICATED PERSONNEL

ATTACHMENT

ASSISTANT TECHNICIAN/AV STUDENTS

It is recommended that the following student workers be approved for the 2024 - 2025 school year at the rate of \$15.13 per hour:

Shruti Aggarwal
Sophia Bosque
Ellen Kim

ADULT BASIC EDUCATION (Grant Funded)

It is recommended that the following individual be approved for the 2024-2025 Adult Education Program:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Leslie Dempkowski	Clerical Aide	\$19.00

TERMINATION

It is recommended that employee #2XXX5 be approved for termination effective October 1, 2024.

NON-CERTIFICATED PERSONNEL

ATTACHMENT

SCHOOL SAFETY AND SECURITY

It is recommended that the following employee be approved as armed School Safety and Security Officer for the 2024 - 2025 school year effective October 1, 2024:

Employee 2XXX9 - 74

SUBSTITUTE SCHOOL SAFETY AND SECURITY STAFF

It is recommended that the following substitute School Safety and Security Officers be approved for per diem work for the 2024 - 2025 school year at the rate of \$28.16:

Name

Maurice Finney
Howard Gordon

WORKSHOP PRESENTERS

It is recommended that the following individual be approved for presenting Continuing Education and Curriculum Workshops, at the rate of \$56.00 per hour:

	Presentation Hours	Preparation Hours
<i>VB MAPP Training Follow-Up: (grant funded)</i> Kellianne Rizk Chittick Elementary School	0.5	1



EAST BRUNSWICK PUBLIC SCHOOLS

STUDENT SERVICES
Agenda Item: 2.

Date Prepared: 7/18/2024

Meeting Date: 10/10/2024

TO: Members, Board of Education
FROM: Dr. Victor P. Valeski, Superintendent of Schools
SUBJECT: Confirmed Harassment, Intimidation and Bullying Incidents Report (Roll Call)

Summary:

N.J.S.A. 18A:37-15 sets forth the investigation and reporting requirements for all acts of harassment, intimidation, or bullying. Also, pursuant to N.J.S.A. 18A:37-15b(6)(c), “the results of each investigation shall be reported to the board of education no later than the date of the board of education meeting next following the completion of the investigation, along with information or any services provided, training established, discipline imposed, or other action taken or recommended by the superintendent.”

The accompanying report is provided in compliance with these requirements. Board Policy 5512, *Harassment, Hazing, Intimidation, Bullying and Cyber-bullying*, and Regulation No. 5512, *Hazing and/or Harassment, Intimidation or Bullying Investigation Procedure*.

Recommendation:

Recommendation: That the attached report of confirmed harassment, intimidation and bullying incidents is accepted for the period September 20, 2024 through October 10, 2024.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						

Ms. Guas						
Mrs. Herrick						
Mr. Hong						
Dr. James						
Mrs. Reiss						
Mrs. Lachs						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
HIB Report	10/10/2024	Backup Material

**East Brunswick Public Schools
Report of Confirmed Harassment, Intimidation, and Bullying Incidents**

Incident										Results of Investigation			
Incident Number	Incident Date	Grade Level	Protected Category	Effect of Incident	Mode of HIB Incident	Incident Reported By	# of Targets	# of Offenders	# of Witnesses	Actions Related to Target	Actions Related to Offender	Discipline Imposed	Other Actions Taken
CHU2425.001	9/19/2024	Target - Grade 7 Offender - Grade 8 Bystander - Grade 8	10	1,2,3 4 & 6	3 & 4	1	1	1	1	1 & 2	1 & 2	Offender received detention	No contact with target
EHS225.003	9/24/2024	Targets - Grade 10 Offender - Grade 11 Bystanders - Grades 10, 11 and Staff	1, 5 & 10	3	3 & 4	2	2	1	7	1 & 2	1 & 2	Offender received detention	Denial of Privileges

Protected Category (check all that apply)

Effect of HIB Incident (check all that apply)

- 1 - Race
- 2 - Color
- 3 - Religion
- 4 - Ancestry
- 5 - Origin
- 6 - Gender
- 7 - Sexual Orientation
- 8 - Gender Identify & Expression
- 9 - Mental, Physical, or Sensory disability
- 10 - Perceived to Weakness
- 11 - Other Distinguishing Characteristics

- 1 - Substantially disrupted or interfered with orderly operation of school or rights of other students
- 2 - Offender knew action would physically or emotionally cause harm to the victim or damage to the victims property
- 3 - Victim was in fear of physical or emotional harm or damage to personal property
- 4 - Insulted or demeaned a student of a group of students
- 5 - Interfered with victim's education
- 6 - Created a hostile educational environment by severely or pervasively causing physical or emotional harm to the student

Mode of HIB Incident (check all that apply)

- 1-Gesture
- 2-Written
- 3-Verbal
- 4-Physical (major or minor injury)
- 5-Electronic Communication
- 6 - Transportation

Incident Reported by

- 1 - Parent
- 2 - Target
- 3 - Witness
- 4 - Staff Member
- 5 - Anonymous

Actions Related to Target/Offender

- 1 - Parent Notification
- 2 - Counseling
- 3 - Apology from offender(s)
- 4 - Tolerance lessons
- 5 - Meeting with victim and/or offender

Discipline

- 1 - Detention
- 2 - Loss of free play/recess
- 3 - Bus suspension
- 4 - In-school suspension
- 5 - Out-of-school suspension
- 6 - Athletic suspension
- 7 - Restitution
- 8 - Reprimand
- 9 - Other
- 10 - None

Total Number of Investigations - 4
Staff Investigations - 0
Unfounded - 2
Confirmed HIBs - 2



EAST BRUNSWICK PUBLIC SCHOOLS

STUDENT SERVICES
Agenda Item: 4.

Date Prepared: 9/27/2024

Meeting Date: 10/10/2024

TO: Members, Board of Education
FROM: Dr. Victor P. Valeski, Superintendent of Schools
SUBJECT: Nursing Service Plan for 2024-2025

Summary:

School districts are annually required to submit a Nursing Service Plan pursuant to N.J.A.C. 6A:16-2.1(a). The plan contains the following; a description of the basic nursing services provided to all students, a summary of the specific medical needs of individual students and the nursing services required to address those needs; a description of how nursing services will be provided in all emergency situations; detailed nursing assignments sufficient to provide the services to students in all district buildings.

Recommendation:

Recommendation: That the 2024-2025 Nursing Service Plan is approved as attached.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Mrs. Becker						
Mr. Cummings						
Mr. Goswami						
Ms. Guas						
Mrs. Herrick						
Mr. Hong						
Dr. James						

Mrs. Reiss						
Mrs. Lachs						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
2024-2025 Nursing Service Plan	9/27/2024	Backup Material

EAST BRUNSWICK PUBLIC SCHOOLS



2024-2025 Nursing Service Plan

Excellence in Academic, Athletics and the Arts

I. SCHOOL HEALTH SERVICES - EAST BRUNSWICK PUBLIC SCHOOLS
2024-2025 SCHOOL YEAR

- Sports Physical: After review by the athletic director and medical clearance by the school physician, athletic office sends copies of physicals to school nurses. **Notes any unknown health concerns, charts scoliosis, vital signs, vision and physical exam date on health card in Genesis and health awareness list in Genesis.**
- Attends and disseminates information to all incoming preschool/kindergarten parents during registration process at both the prearranged registration time and prior to the opening day of school. Review all incoming physicals as well as immunizations for compliance prior to the first day of school and charts all immunizations and physicals on health card in Genesis.
- Attends both kindergarten and transfer student orientation prior to opening day of school and reviews health office procedures in a group setting for both. Reviews, evaluates and discusses any compliance issues with parents on a need-be basis.
- Immunizations: Updates immunization records as mandated by the New Jersey Department of Health and Senior Services. Monitor medical and religious exemptions during a period when a reportable disease is reported.
- Health Awareness List: Compiles and lists all medical problems of students in kindergarten through 12th grade. Reviews with all faculty members working directly with all students in a teaching capacity as well as with the administration and school counselor. Faculty updated with medical information as needed.
- Physical Education Excuses: Compiles a list of students that are excluded from PE due to injury, illness or surgery. Charts all PE excuses on health card in Genesis.
- Kindergarten: Reviews immunizations and physicals for entrance and enters information in Genesis to an electronic A-45 card.
- Pre-School Special Education: Reviews immunizations and physicals for entrance and enters information in Genesis to an electronic A-45 card.
- Heights, Weights and Blood Pressure/BMI's: Reviews and records on health card. Follow-up with parents on obvious deviations according to normal growth and development patterns. BMI's calculated for students in grades 4-7, 9 and 11.
- Tuberculosis Screening: Administers test, reads and records Mantoux tests on transfer students per state requirements. Refers positive reactors to the Middlesex County Health Department for chest x-ray and treatment if indicated. Follows up on all positive results. Completes yearly TB Report.

- Audio Logical Screening: Students screened in accordance with NJ State Guidelines. Recording of such on NJ Health Card (A45), referrals to parents as needed with subsequent follow-up.
- Vision Screening: Students screened in accordance with NJ State Guidelines. Recording of such on NJ Health Card (A45), referrals to parents as needed with subsequent follow-up.
- Scoliosis Screening: Performs screening every other year according to state statutes on all students age 10-18. Referrals forwarded to parents and follow-ups on physician visit outcomes.
- Health Room Supplies: Submits yearly order according to projected needs and budget.
- Accident Reports: Prepares reports for staff/students as needed under worker's comp/injury report.
- Health Room Visits: Daily assessment, evaluation and treatment of both student and staff emotional/physical health concerns on both an emergency and non-emergency basis and the recording of such. Parental contact and conferencing accomplished on a case-to-case basis. Utilization of local first aid squad/paramedics as required.
- Weekly Middlesex County Absentee Surveillance Form.
- Medication: Obtains proper physician/parent authorization on a yearly and as needed basis for all medications kept in health office and administrators according to physician's specific orders. Asthma Action Plan obtained from physician/parent on all students requiring possible use of inhalant medications as per NJ State Mandate. Secures Emergency Allergy Action Plan of all students requiring an Epi-Pen. Charts all medications at end of school year on health record. End of the year mailing to all parents whose child/children had medication in the nurse's office, including proper forms for the following school year as well as pick-up and drop-off procedures for medications. Forms also available online for parents.
- Substitute Nurses: Orients new nurses to office procedures as needed.
- Field Trips: Prepares first aid boxes, medications including EpiPen's, inhalers/nebulizer treatments with accompanying equipment and corresponding physician's orders. Copy of Health Awareness List for the specified group included.
- Policy Development: Reviews policy or change in policy as need arises either according to East Brunswick District Policy and/or State Mandates issued at department meetings.

- Continuing Education: Attends district in-services as well as outside workshops and in-services that relate directly to field of school nursing in order to grow professionally as well as to meet the 20 hours per year mandate required of all teachers.
- Transfer Students: Review all incoming student records for compliance of State Mandates and contacting parents with deficiencies.
- Intervention & Referral Services/Core Team/Section 504 Committee: Active member of team. Attends individual student meetings held with parent(s). Medical screening process performed and recorded on all new referrals. Individual findings discussed at meetings and appropriate referrals made at that time.
- Flu/Pneumonia Vaccine Clinic: Assists in coordinating yearly clinic with vendor and East Brunswick Education Association.
- Membership: Maintains current membership in the County School Nurse's Associations.
- Staff In-Service: In-services staff as required by mandates and needs. Annual training for staff on blood borne pathogens, emergency care, standard precautions and health procedures, GCN Training. (Epi-Pen and Glucagon training for all interested staff).
- Department Procedures developed for nutrition, transportation and workmen's comp reporting.
- Nurses module on Genesis for medication documentation and inputting of immunizations.
- Serves as school COVID-19 liaison. Stays up to date on changing guidance from the CDC and local Health Department to provide a safe school environment.
- Collects, documents, and reports all COVID-19 cases to district administration and to the Middlesex County Department of Health and New Jersey State Health Department through weekly surveillance report.

Level I: Nursing Dependent

Nursing dependent students require 24 hours/day, frequently one-to-one, skilled nursing care for survival. Many are dependent on technological devices for breathing, for example, a student on a ventilator, and/or requiring continuous nursing assessment and nursing assessment and intervention. Without the use of the correct medical technology and nursing care, the student will experience irreversible damage or death.

Level II: Medically Fragile

Students with complicated health care needs in this category face each day with the possibility of a life-threatening emergency requiring the skill and judgment of a professional nurse. Examples may include, but are not limited to, severe seizure disorder requiring medication, severe asthma, sterile procedures, and tracheotomy care with suctioning, unstable or newly diagnosed diabetic with unscheduled blood sugar monitoring and insulin injections, diabetics with insulin pumps requiring monitoring and asthmatics requiring nebulizer treatments.

Level III: Medically Complex

Students with medically complex concerns require daily treatments or close monitoring by a professional nurse. They may have unstable physical and/or social emotional conditions and the potential for a life-threatening event may exist. Examples include, but are not limited to, ADHD and on medication, anaphylactic event, cancer, immune disorders, moderate to severe asthma (inhaler, peak flow meter), preteen or teenage pregnancy, carefully timed medications, medications with major side effects, unstable metabolic conditions, continuous or intermittent oxygen and complex mental or emotional disorders.

Level IV: Health Concerns

In the category of health concerns, the student's physical and/or social-emotional condition is currently uncomplicated and predictable. Occasionally, the student requires monitoring, varying from biweekly to annually. Examples include, but are not limited to, dental disease, headaches, migraines, and sensory impairments, diabetes self-managed by the student, dietary restrictions, eating disorders, and orthopedic conditions requiring accommodations.

The certified school nurse fulfills her duties, develops and implements health services in accordance with the New Jersey Nurse Practice Act, ANA/NASN Standards of School Nursing and NJ Department of Education Health Services Guidelines.

II. ASSIGNMENT PLAN FOR CERTIFIED AND NON-CERTIFIED NURSES [N.J.A.C. 6A:16-2.1(b) and N.J.A.C. 6A:31-12.1(a)10]

The East Brunswick Public Schools has a Nursing Service Plan which describes school health services that are currently provided to student with medical concerns enrolled in our eleven schools. Certified School Nurses provide health services and education to over 8000 students according to regulations set forth by Administrative Code 6A:16-2. The goal for school health services is to strengthen and facilitate the educational process by improving and protecting the health status of the students and staff. The district contracts with the Middlesex County Regional Educational Services to provide School Nursing Services to students enrolled in non-public schools.

Current nursing staffing levels allow health services to be delivered efficiently. There is one school nurse assigned full time to every elementary school and two nurses assigned to the middle, junior high and high school. There is also a nurse's secretary assigned to the high school. Each school nurse maintains a summary of the specific medical needs of students and the nursing services required to address their needs.

The increasing population of special education and medically fragile students require ongoing assessment to ensure that all health needs (including health promotion) are met adequately. Additionally, as needed, some students have aides assigned to assist for specific medical conditions and some students have individual nurses as per their IEP's. Additional nurses (RNs) are utilized for field trips when students with medical needs leave the school building. The district has a Safety/Crisis Management Plan in place to accommodate the medical needs of students in case of emergency situations.

The certified school nurses have a crucial role in the provision of comprehensive health services. School Nurses promote health and safety, intervene with actual and potential health problems and actively collaborate with others to encourage self-management, self-advocacy, and learning.

The certified school nurses in the East Brunswick Public Schools have a multitude of roles within the scope of professional practice including assessing, planning, implementing, and evaluating the nursing care in an ongoing manner. The development of individualized health care plans, asthma action plans, and seizure action plans are carried out by the school nurses for each student with acute or chronic health concerns. The school nurses also provide health care for staff and complete necessary forms for accident reporting, workers compensation and OSHA.

The school nurses seek information regarding health histories, health practices, environmental concerns, safety issues, communicable disease patterns and current health information relevant to the practice of school nursing. Consultations with parents and guardians, pediatricians, specialists, health agencies, administrators, classroom teachers, guidance counselors, student assistance counselors, learning disability consultants, school psychologists, cafeteria staff and custodial and maintenance staff are sought in order to gather information. Students who require home instruction for medical needs are monitored by the school nurse.

School nurses serve in the role of counselor to students, parents and staff regarding health issues and personal concerns. Referrals are made to the school psychologist, student assistance specialist, school counselor and private physicians, or community health resources as needed. The school nurses play an active role in the Intervention and Referral Services Committee, 504 Committee and Child Study Team.

The role of educator is a vital role for the certified school nurses. Informal teaching takes place continuously on a one-on-one basis during the delivery of nursing care to both students and staff. Staff education on pertinent health topics such as asthma, allergies, diabetes and child abuse, etc. is provided at building meetings, faculty in-service or in small groups as appropriate. Parent education is provided through written materials, presentations, discussions and special programs. School nurses in each elementary school teach classes on drug/alcohol prevention and the family life curriculum. The school nurses work with many local groups and organizations to bring special programs into the schools.

The Assignment Plan for Certified and Noncertified Nurses was presented to the Board of Education and the public at a meeting on May 4, 2023. At this meeting, all nurses were approved for their present assignments.

III. EMERGENCY MANAGEMENT [N.J.A.C.6A:16-2.1(b)]

A. An Acute Care Management Plan:

- Emergency Management Kit (Emergency Boxes/Kit) in each nurses' office for utilization in Crisis, Emergency Evacuations
- Oxygen in each school
- Epinephrine Auto-Injector/Anaphylaxis Action Plan
- Asthma Action Plan/Diabetic Action Plan
- Seizure Action Plan

B. District Crisis Management Plan:

- East Brunswick Public Schools Safety/Crisis Management Plan

C. Community Rescue Squad and Emergency Paramedic Services:

- East Brunswick Police/Fire/Rescue Squad (911)
- Emergency Management Coordinator

IV. Nurses Services and Additional Medical Services provided to Non-Public Schools.

A. **Non-Public Nursing Services (NJAC 6A 6A:16-2.3 (b) through (d)**

- The Non-Public Nursing Services are provided by the Middlesex County Educational Services Commission.

On an annual basis the Non-Public School Nursing Services Report is sent to the Middlesex County Superintendents Office. This report contains individual non-public schools nursing services provided for the 2020-2021 school year, contract, copy of board meetings and statement verifying conferences was held with non-public schools.

District Recommendations

In preparing the Nursing Services Plan each year, it is critical to again review that each school continues to support the need for a full-time certified school nurse in each elementary school and two certified school nurses in each secondary school. A constantly escalating number of medically, emotionally fragile and multifaceted students, along with an ever-changing student body enrollment, lends itself to a mounting number of complex health room visits. The hiring of our own district substitute school nurses shall continue.

EAST BRUNSWICK PUBLIC SCHOOLS



2023-2024 School Nurses Services Report

Excellence in Academic, Athletics and the Arts

East Brunswick School District
Nursing Services Plan- End of Year Report
 2023-2024
 School Year
 Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: East Brunswick High School

Grades: 10,11,12

Address: 380 Cranbury Road

Phone: 732-613-6980

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	2	
Clerical	1	

1. Student Enrollment:

General Education: 1758
Special Education: 343
Preschool Enrollment: 12
Transfer In: 53
Transfer Out: 62
Number of Staff: 300

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 2

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 0
Hematological Disorder: 1
Diabetes: 5
CP/MD/Mobility: 1
Cardiac: 1
Seizures (Medication): 10
Other: 0
Total Number of Students: 18

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 19	Cardiac (history): 14	BP: 0
Food: 19	Cardiac (with PE restrictions): 2	Vision Impaired: 0
Latex: 0	ADHD (medication): 3	Hearing: 0
Insect: 0	Pregnancy: 3	Concussion: 16
Documented History of Anaphylaxis: 2	Toileting: 0	Home Instruction: 35
Number of Delegates Trained: 21	Immune: 0	Mental Health: 130
Asthma: 17	Transplant: 0	Autism: 0
Seizure (history): 23	Lymes: 0	Daily Medications: 13
Cancer: 5	JRA: 0	Drug Screens: 31
		Other: 0
Total Number of Students: 313		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 5
Headaches: 58
Eating Disorder: 4
Emotional: 130
Orthodontic: 1
PRN Medication Orders: 803
Total Number of Students: 1313

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 45
Emergency Health Care Plans Total: 43
Medical 504 Plans: 118
I&RS/504 Meetings: 70
CST Meetings: 2
Field Trips: 256
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 0	Provisional Immunization Status: 7
BMI/Height/Weight: 2101	Health Records Review: 2101	Restraint Follow Up Assessment: 0
Blood Pressure Screening: 2101	Hearing Screening: 704	Scoliosis Screening: 704
CST/I&RS Health Summary Form: 70	Incident Reports - Students: 19	Sports Physicals: 920
DCF: 0	Incident Reports – Staff: 20	Vision Screening: 706
Diapered/Toileted Students: 1	Mantoux Tests: 0	Total Visits to the Health Office: 10997
Elevator Pass: 41	Medications Dispensed Total: 2255	Workers Compensation: 20
Emergency Care/911 Calls: 5	PE Excuses: 204	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 41

6. Community:

Employee Flu Shots: 93
Holiday Food Assistance: 8
Spring County Food Drive: 4

Staff Trainings: 2 (Epi-Pen and Allergy Awareness)

Other:

Submitted By: Dana Pelliccia, RN and Katherine Hooper, RN

**East Brunswick School District
Nursing Services Plan- End of Year Report**

School Year
Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Churchill Junior High School

Grades: 7,8,9

Address: 18 Norton Road

Phone: 732-613-6807

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	2	
Clerical	1	

1. Student Enrollment:

General Education: 1671
Special Education: 337
Preschool Enrollment: 0
Transfer In: 150
Transfer Out: 0
Number of Staff: 250

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 1

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 3
Hematological Disorder: 6
Diabetes: 7
CP/MD/Mobility: 8
Cardiac: 3
Seizures (Medication): 7
Other: 0
Total Number of Students: 34

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 86	Cardiac (history): 14	BP: 4
Food: 63	Cardiac (with PE restrictions): 1	Vision Impaired: 47
Latex: 0	ADHD (medication): 155	Hearing: 9
Insect: 3	Pregnancy: 1	Concussion: 27
Documented History of Anaphylaxis: 86	Toileting: 2	Home Instruction: 26
Number of Delegates Trained: 10	Immune: 0	Mental Health: 67
Asthma: 128	Transplant: 0	Autism: 43
Seizure (history): 10	Lymes: 3	Daily Medications: 9
Cancer: 2	JRA: 0	Drug Screens: 20
		Other:
Total Number of Students: 664		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 5
Headaches: 21
Eating Disorder: 6
Emotional: 50
Orthodontic: 5
PRN Medication Orders: 1712
Total Number of Students: 1799

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 56
Emergency Health Care Plans Total: 56
Medical 504 Plans: 104
I&RS/504 Meetings: 42
CST Meetings: 4
Field Trips: 30
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 0	Provisional Immunization Status: 5
BMI/Height/Weight: 2008	Health Records Review: 2008	Restraint Follow Up Assessment: 5
Blood Pressure Screening: 2008	Hearing Screening: 668	Scoliosis Screening: 1344
CST/I&RS Health Summary Form: 20	Incident Reports - Students: 12	Sports Physicals: 1090
DCF: 3	Incident Reports – Staff: 22	Vision Screening: 1332
Diapered/Toileted Students: 2	Mantoux Tests: 0	Total Visits to the Health Office: 14990
Elevator Pass: 189	Medications Dispensed Total: 2184	Workers Compensation: 4
Emergency Care/911 Calls: 8	PE Excuses: 189	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 51

6. Community:

Employee Flu Shots: 54
Holiday Food Assistance: 4
Spring County Food Drive: 4

Staff Trainings: 3 (COVID Updates & Protocols, Epi Pen, Allergy Awareness)

Other:

Submitted By: Stephanie Dreher, RN and Jennifer Mackey, RN

East Brunswick School District
 Nursing Services Plan- End of Year Report
 2023-2024
 School Year
 Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Hammarskjold Upper Elementary School

Grades: 5,6

Address: 200 Rues Lane

Phone: 732-613-6623

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	2	
Clerical		1

1. Student Enrollment:

General Education: 1119
Special Education: 205
Preschool Enrollment: 0
Transfer In: 91
Transfer Out: 15
Number of Staff: 234

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 3
Hematological Disorder: 0
Diabetes: 7
CP/MD/Mobility: 2
Cardiac: 8
Seizures (Medication): 8
Other: 0
Total Number of Students: 28

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 49	Cardiac (history): 1	BP: 2
Food: 64	Cardiac (with PE restrictions): 1	Vision Impaired: 1
Latex:	ADHD (medication): 8	Hearing: 1
Insect: 3	Pregnancy: 0	Concussion: 14
Documented History of Anaphylaxis: 15	Toileting: 2	Home Instruction: 25
Number of Delegates Trained: 15	Immune: 3	Mental Health: 54
Asthma: 58	Transplant: 1	Autism: 21
Seizure (history): 1	Lymes: 4	Daily Medications: 13
Cancer: 4	JRA: 0	Drug Screens: 0
		Other: 0
Total Number of Students: 359		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 2
Headaches: 12
Eating Disorder: 0
Emotional: 19
Orthodontic: 56
PRN Medication Orders: 166
Total Number of Students: 255

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 85
Emergency Health Care Plans Total: 73
Medical 504 Plans: 12
I&RS/504 Meetings: 3
CST Meetings: 0
Field Trips: 23
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 0	Provisional Immunization Status: 38
BMI/Height/Weight: 1349	Health Records Review: 1349	Restraint Follow Up Assessment: 14
Blood Pressure Screening: 1338	Hearing Screening: 91	Scoliosis Screening: 282
CST/I&RS Health Summary Form: 6	Incident Reports - Students: 14	Sports Physicals: 0
DCF: 1	Incident Reports – Staff: 60	Vision Screening: 1349
Diapered/Toileted Students: 2	Mantoux Tests: 0	Total Visits to the Health Office: 12601
Elevator Pass: 152	Medications Dispensed Total: 2224	Workers Compensation: 3
Emergency Care/911 Calls: 17	PE Excuses: 122	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 33

6. Community:

Employee Flu Shots: 68
Holiday Food Assistance: 17
Spring County Food Drive: 2

Staff Trainings: 3 (Epi-Pen, Allergy Awareness, Glucagon)

Other:

Submitted By: Teresa Kominkiewicz, RN and Tammy Rella, RN

East Brunswick School District
 Nursing Services Plan- End of Year Report
 2023-2024
 School Year
 Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Bowne Munro Elementary School

Grades: PK-4

Address: 120 Main Street

Phone: 732-613-6810

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	1	
Clerical		

1. Student Enrollment:

General Education: 176
Special Education: 16
Preschool Enrollment: 23
Transfer In: 8
Transfer Out: 9
Number of Staff: 56

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 2
Hematological Disorder: 0
Diabetes: 0
CP/MD/Mobility: 0
Cardiac: 0
Seizures (Medication): 1
Other: 0
Total Number of Students: 3

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 14	Cardiac (history): 0	BP: 0
Food: 14	Cardiac (with PE restrictions): 0	Vision Impaired: 0
Latex: 0	ADHD (medication): 2	Hearing: 2
Insect: 0	Pregnancy: 0	Concussion: 0
Documented History of Anaphylaxis: 1	Toileting: 1	Home Instruction: 3
Number of Delegates Trained: 5	Immune: 0	Mental Health: 0
Asthma: 14	Transplant: 0	Autism: 2
Seizure (history): 2	Lymes: 0	Daily Medications: 3
Cancer: 0	JRA: 0	Drug Screens: 0
		Other: 0
Total Number of Students: 49		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 0
Headaches: 1
Eating Disorder: 0
Emotional: 0
Orthodontic: 0
PRN Medication Orders: 2
Total Number of Students: 3

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 26
Emergency Health Care Plans Total: 26
Medical 504 Plans: 0
I&RS/504 Meetings: 0
CST Meetings: 0
Field Trips: 15
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 2	Provisional Immunization Status: 0
BMI/Height/Weight: 215	Health Records Review: 46	Restraint Follow Up Assessment: 0
Blood Pressure Screening: 176	Hearing Screening: 141	Scoliosis Screening: 0
CST/I&RS Health Summary Form: 5	Incident Reports - Students: 0	Sports Physicals: 0
DCF: 0	Incident Reports – Staff: 3	Vision Screening: 121
Diapered/Toileted Students: 0	Mantoux Tests: 0	Total Visits to the Health Office: 4393
Elevator Pass: 0	Medications Dispensed Total: 153	Workers Compensation: 0
Emergency Care/911 Calls: 0	PE Excuses: 9	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 35

6. Community:

Employee Flu Shots: 24
Holiday Food Assistance: 18
Spring County Food Drive: 2

Staff Trainings: 2 (Epi-Pen, Allergy Awareness)

Other:

Submitted By: Amanda Rodriguez, RN

East Brunswick School District
 Nursing Services Plan- End of Year Report
 2023-2024
 School Year
 Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Central Elementary School

Grades: PK-4

Address: 371 Cranbury Road

Phone: 732-613-6822

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	1	
Clerical		

1. Student Enrollment:

General Education: 266
Special Education: 86
Preschool Enrollment: 69
Transfer In: 54
Transfer Out: 42
Number of Staff: 102

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 2
Hematological Disorder: 3
Diabetes: 3
CP/MD/Mobility: 0
Cardiac: 3
Seizures (Medication): 2
Other: 0
Total Number of Students: 13

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 11	Cardiac (history): 2	BP: 0
Food: 11	Cardiac (with PE restrictions): 0	Vision Impaired: 0
Latex: 1	ADHD (medication): 25	Hearing: 2
Insect: 0	Pregnancy: 0	Concussion: 2
Documented History of Anaphylaxis: 4	Toileting: 10	Home Instruction: 0
Number of Delegates Trained: 11	Immune: 0	Mental Health: 5
Asthma: 9	Transplant: 0	Autism: 24
Seizure (history): 3	Lymes: 1	Daily Medications: 4
Cancer: 0	JRA: 0	Drug Screens: 0
		Other: 0
Total Number of Students: 125		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 1
Headaches: 1
Eating Disorder: 0
Emotional: 3
Orthodontic: 0
PRN Medication Orders: 2
Total Number of Students: 7

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 24
Emergency Health Care Plans Total: 23
Medical 504 Plans: 12
I&RS/504 Meetings: 10
CST Meetings: 0
Field Trips: 15
Other: 24

4. Required Nursing Services:

AED Drills: 2	Health Classes: 3	Provisional Immunization Status: 1
BMI/Height/Weight: 352	Health Records Review: 394	Restraint Follow Up Assessment: 5
Blood Pressure Screening: 352	Hearing Screening: 272	Scoliosis Screening: 0
CST/I&RS Health Summary Form: 16	Incident Reports - Students: 15	Sports Physicals: 0
DCF: 2	Incident Reports - Staff: 50	Vision Screening: 183
Diapered/Toileted Students: 6	Mantoux Tests: 0	Total Visits to the Health Office: 5377
Elevator Pass: 0	Medications Dispensed Total: 1462	Workers Compensation: 2
Emergency Care/911 Calls: 1	PE Excuses: 10	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 36

6. Community:

Employee Flu Shots: 35
Holiday Food Assistance: 5
Spring County Food Drive: 3

Staff Trainings: 2 (Epi-Pen, Allergy Awareness)

Other:

Submitted By: Lisa Carney, RN

East Brunswick School District
Nursing Services Plan- End of Year Report
2023-2024
School Year
Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Chittick Elementary School

Grades: PK-4

Address: 5 Flagler Street

Phone: 732-613-6830

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	1	
Clerical		

1. Student Enrollment:

General Education: 234
Special Education: 95
Preschool Enrollment: 31
Transfer In: 81
Transfer Out: 29
Number of Staff: 102

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 0
Hematological Disorder: 0
Diabetes: 3
CP/MD/Mobility: 3
Cardiac: 0
Seizures (Medication): 1
Other: 0
Total Number of Students: 6

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 17	Cardiac (history): 2	BP: 0
Food: 17	Cardiac (with PE restrictions): 0	Vision Impaired: 17
Latex: 0	ADHD (medication): 1	Hearing: 2
Insect: 0	Pregnancy: 0	Concussion: 0
Documented History of Anaphylaxis: 0	Toileting: 0	Home Instruction: 1
Number of Delegates Trained: 6	Immune: 0	Mental Health: 10
Asthma: 13	Transplant: 0	Autism: 14
Seizure (history): 3	Lymes: 0	Daily Medications: 3
Cancer: 0	JRA: 0	Drug Screens: 0
		Other: 0
Total Number of Students: 96		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 0
Headaches: 0
Eating Disorder: 0
Emotional: 0
Orthodontic: 0
PRN Medication Orders: 56
Total Number of Students: 56

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 34
Emergency Health Care Plans Total: 34
Medical 504 Plans: 3
I&RS/504 Meetings: 3
CST Meetings: 0
Field Trips: 16
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 2	Provisional Immunization Status: 0
BMI/Height/Weight: 360	Health Records Review: 81	Restraint Follow Up Assessment: 0
Blood Pressure Screening: 329	Hearing Screening: 256	Scoliosis Screening: 0
CST/I&RS Health Summary Form: 10	Incident Reports - Students: 2	Sports Physicals: 0
DCF: 0	Incident Reports - Staff: 27	Vision Screening: 193
Diapered/Toileted Students: 0	Mantoux Tests: 0	Total Visits to the Health Office: 4100
Elevator Pass: 0	Medications Dispensed Total: 1200	Workers Compensation: 4
Emergency Care/911 Calls: 0	PE Excuses: 22	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 35

6. Community:

Employee Flu Shots: 40
Holiday Food Assistance: 8
Spring County Food Drive: 3

Staff Trainings: 3 (Diabetic Training, Epi-Pen, Allergy Awareness)

Other:

Submitted By: Allison Pearlman, RN

East Brunswick School District
 Nursing Services Plan- End of Year Report
 2023-2024
 School Year
 Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Robert Frost Elementary School

Grades: PK-4

Address: 65 Frost Avenue

Phone: 732-613-6853

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	1	
Clerical		

1. Student Enrollment:

General Education: 305
Special Education: 98
Preschool Enrollment: 9
Transfer In: 20
Transfer Out: 4
Number of Staff: 76

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 6
Hematological Disorder: 0
Diabetes: 1
CP/MD/Mobility: 1
Cardiac: 0
Seizures (Medication): 0
Other: 0
Total Number of Students: 8

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 20	Cardiac (history): 1	BP: 0
Food: 20	Cardiac (with PE restrictions): 0	Vision Impaired: 2
Latex: 0	ADHD (medication): 2	Hearing: 2
Insect: 0	Pregnancy: 0	Concussion: 2
Documented History of Anaphylaxis: 3	Toileting: 11	Home Instruction: 1
Number of Delegates Trained: 8	Immune: 0	Mental Health: 10
Asthma: 13	Transplant: 0	Autism: 32
Seizure (history): 0	Lymes: 0	Daily Medications: 5
Cancer: 2	JRA: 1	Drug Screens: 0
		Other: 3
Total Number of Students: 118		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 1
Headaches: 1
Eating Disorder: 0
Emotional: 5
Orthodontic: 0
PRN Medication Orders: 49
Total Number of Students: 56

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 34
Emergency Health Care Plans Total: 31
Medical 504 Plans: 11
I&RS/504 Meetings: 11
CST Meetings: 2
Field Trips: 14
Other: 2

4. Required Nursing Services:

AED Drills: 2	Health Classes: 7	Provisional Immunization Status: 1
BMI/Height/Weight: 405	Health Records Review: 405	Restraint Follow Up Assessment: 6
Blood Pressure Screening: 390	Hearing Screening: 301	Scoliosis Screening: 0
CST/I&RS Health Summary Form: 20	Incident Reports - Students: 5	Sports Physicals: 0
DCF: 0	Incident Reports – Staff: 52	Vision Screening: 227
Diapered/Toileted Students: 2	Mantoux Tests: 0	Total Visits to the Health Office: 5337
Elevator Pass: 0	Medications Dispensed Total: 600	Workers Compensation: 1
Emergency Care/911 Calls: 1	PE Excuses: 6	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 40

6. Community:

Employee Flu Shots: 34
Holiday Food Assistance: 8
Spring County Food Drive: 3

Staff Trainings: 5 (Epi-Pen, Glucagon, Baqsimi, Diabetes Management, Allergy Awareness)

Other:

Submitted By: Donielle Abbruscato, MSN, RNC, CSN

East Brunswick School District
 Nursing Services Plan- End of Year Report
 2023-2024
 School Year
 Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Irwin Elementary School

Grades: PK-4

Address: 75 Racetrack Road

Phone: 732-613-6837

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	1	
Clerical		

1. Student Enrollment:

General Education: 257
Special Education: 88
Preschool Enrollment: 97
Transfer In: 63
Transfer Out: 42
Number of Staff: 65

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 3
Hematological Disorder: 0
Diabetes: 1
CP/MD/Mobility: 0
Cardiac: 1
Seizures (Medication): 1
Other: 0
Total Number of Students: 6

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 15	Cardiac (history): 1	BP: 0
Food: 15	Cardiac (with PE restrictions): 0	Vision Impaired: 1
Latex: 0	ADHD (medication): 0	Hearing: 0
Insect: 0	Pregnancy: 0	Concussion: 1
Documented History of Anaphylaxis: 5	Toileting: 0	Home Instruction: 0
Number of Delegates Trained: 10	Immune: 0	Mental Health: 2
Asthma: 17	Transplant: 0	Autism: 16
Seizure (history): 1	Lymes: 0	Daily Medications: 1
Cancer: 0	JRA: 0	Drug Screens: 0
		Other: 0
Total Number of Students: 70		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 0
Headaches: 5
Eating Disorder: 0
Emotional: 20
Orthodontic: 2
PRN Medication Orders: 31
Total Number of Students: 53

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 28
Emergency Health Care Plans Total: 28
Medical 504 Plans: 11
I&RS/504 Meetings: 16
CST Meetings: 57
Field Trips: 15
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 3	Provisional Immunization Status: 0
BMI/Height/Weight: 330	Health Records Review: 352	Restraint Follow Up Assessment: 0
Blood Pressure Screening: 256	Hearing Screening: 199	Scoliosis Screening: 0
CST/I&RS Health Summary Form: 25	Incident Reports - Students: 28	Sports Physicals: 0
DCF: 6	Incident Reports – Staff: 16	Vision Screening: 152
Diapered/Toileted Students: 12	Mantoux Tests: 0	Total Visits to the Health Office: 2781
Elevator Pass: 0	Medications Dispensed Total: 1285	Workers Compensation: 2
Emergency Care/911 Calls: 1	PE Excuses: 15	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 36

6. Community:

Employee Flu Shots: 25
Holiday Food Assistance: 2
Spring County Food Drive: 2

Staff Trainings: 2 (Epi-Pen, Allergy Awareness)

Other:

Submitted By: Nikki Torrado, RN

East Brunswick School District
 Nursing Services Plan- End of Year Report
 2023-2024
 School Year
 Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Lawrence Brook Elementary School

Grades: PK-4

Address: 48 Sullivan Way

Phone: 732-613-6873

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	1	
Clerical		

1. Student Enrollment:

General Education: 293
Special Education: 75
Preschool Enrollment: 20
Transfer In: 53
Transfer Out: 39
Number of Staff: 86

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 3
Hematological Disorder: 0
Diabetes: 0
CP/MD/Mobility: 0
Cardiac: 0
Seizures (Medication): 0
Other: 0
Total Number of Students: 3

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 20	Cardiac (history): 4	BP: 0
Food: 19	Cardiac (with PE restrictions): 0	Vision Impaired: 1
Latex: 0	ADHD (medication): 2	Hearing: 0
Insect: 1	Pregnancy: 0	Concussion: 1
Documented History of Anaphylaxis: 0	Toileting: 0	Home Instruction: 3
Number of Delegates Trained: 10	Immune: 0	Mental Health: 6
Asthma: 18	Transplant: 0	Autism: 31
Seizure (history): 4	Lymes: 0	Daily Medications: 3
Cancer: 0	JRA: 0	Drug Screens: 0
		Other: 0
Total Number of Students: 121		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 0
Headaches: 1
Eating Disorder: 0
Emotional: 3
Orthodontic: 1
PRN Medication Orders: 23
Total Number of Students: 28

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 20
Emergency Health Care Plans Total: 20
Medical 504 Plans: 1
I&RS/504 Meetings: 5
CST Meetings: 2
Field Trips: 13
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 4	Provisional Immunization Status: 3
BMI/Height/Weight: 360	Health Records Review: 388	Restraint Follow Up Assessment: 11
Blood Pressure Screening: 360	Hearing Screening: 283	Scoliosis Screening: 0
CST/I&RS Health Summary Form: 15	Incident Reports - Students: 60	Sports Physicals: 0
DCF: 0	Incident Reports – Staff: 70	Vision Screening: 3
Diapered/Toileted Students: 57	Mantoux Tests: 0	Total Visits to the Health Office: 3243
Elevator Pass: 0	Medications Dispensed Total: 262	Workers Compensation: 4
Emergency Care/911 Calls: 0	PE Excuses: 22	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 41

6. Community:

Employee Flu Shots: 17
Holiday Food Assistance: 6
Spring County Food Drive: 4

Staff Trainings: 2 (Epi-Pen, Allergy Awareness)

Other:

Submitted By: Jessica Logan, RN, BSN

East Brunswick School District
 Nursing Services Plan- End of Year Report
 2023-2024
 School Year
 Pursuant to N.J.A.C. 6A: 16-2.1

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Memorial Elementary School

Grades: PK-4

Address: 14 Innes Road

Phone: 732-613-6860

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	1	
Clerical		

1. Student Enrollment:

General Education: 355
Special Education: 107
Preschool Enrollment: 40
Transfer In: 27
Transfer Out: 14
Number of Staff: 100

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 3
Hematological Disorder: 0
Diabetes: 2
CP/MD/Mobility: 0
Cardiac: 0
Seizures (Medication): 1
Other: 0
Total Number of Students: 6

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 15	Cardiac (history): 4	BP: 0
Food: 15	Cardiac (with PE restrictions): 0	Vision Impaired: 2
Latex: 0	ADHD (medication): 3	Hearing: 4
Insect: 0	Pregnancy: 0	Concussion: 0
Documented History of Anaphylaxis: 0	Toileting: 0	Home Instruction: 1
Number of Delegates Trained: 6	Immune: 1	Mental Health: 5
Asthma: 8	Transplant: 0	Autism: 4
Seizure (history): 1	Lymes: 0	Daily Medications: 10
Cancer: 2	JRA: 0	Drug Screens: 0
		Other: 0
Total Number of Students: 66		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 0
Headaches: 0
Eating Disorder: 0
Emotional: 5
Orthodontic: 0
PRN Medication Orders: 18
Total Number of Students: 23

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 30
Emergency Health Care Plans Total: 26
Medical 504 Plans: 11
I&RS/504 Meetings: 13
CST Meetings: 0
Field Trips: 17
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 3	Provisional Immunization Status: 2
BMI/Height/Weight: 409	Health Records Review: 150	Restraint Follow Up Assessment: 12
Blood Pressure Screening: 409	Hearing Screening: 312	Scoliosis Screening: 0
CST/I&RS Health Summary Form: 7	Incident Reports - Students: 15	Sports Physicals: 0
DCF: 0	Incident Reports – Staff: 19	Vision Screening: 205
Diapered/Toileted Students: 57	Mantoux Tests: 0	Total Visits to the Health Office: 5592
Elevator Pass: 22	Medications Dispensed Total: 1661	Workers Compensation: 0
Emergency Care/911 Calls: 0	PE Excuses: 48	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 28

6. Community:

Employee Flu Shots: 25
Holiday Food Assistance: 3
Spring County Food Drive: 2

Staff Trainings: 2 (Allergy Awareness, Epi-Pen)

Other:

Submitted By: Ebony Dixon-Samuels, RN

**East Brunswick School District
Nursing Services Plan- End of Year Report
2023-2024
School Year
Pursuant to N.J.A.C. 6A: 16-2.1**

District: East Brunswick Public Schools

Number of Schools in District: 11

School Name: Warnsdorfer Elementary School

Grades: PK-4

Address: 9 Hardenburg Lane

Phone: 732-613-6883

Nursing/Staff Credentials:

	Full Time	Part Time
Certificated	1	
Clerical		

1. Student Enrollment:

General Education: 274
Special Education: 67
Preschool Enrollment: 21
Transfer In: 73
Transfer Out: 20
Number of Staff: 92

2. Acuity Level of Students:

Level I: Nursing Dependent:

Total number of students: 0

Level II: Medically Fragile: "Regularly need nursing services, possibility of life-threatening emergency."

Severe Asthma: 0
Hematological Disorder: 0
Diabetes: 1
CP/MD/Mobility: 1
Cardiac: 0
Seizures (Medication): 0
Other: 0
Total Number of Students: 2

Level III: Medically Complex: "Daily treatments, close monitoring by a nurse, unstable physical/emotional conditions, and the potential for a life-threatening event may exist."

Epi-Pen/Action Plan: 12	Cardiac (history): 2	BP: 0
Food: 12	Cardiac (with PE restrictions): 0	Vision Impaired: 0
Latex: 0	ADHD (medication): 16	Hearing: 1
Insect: 1	Pregnancy: 0	Concussion: 0
Documented History of Anaphylaxis: 12	Toileting: 0	Home Instruction: 0
Number of Delegates Trained: 10	Immune: 0	Mental Health: 8
Asthma: 9	Transplant: 1	Autism: 11
Seizure (history): 1	Lymes: 2	Daily Medications: 1
Cancer: 1	JRA: 0	Drug Screens: 0
		Other: 0
Total Number of Students: 65		

Level IV: Health Concerns: "Condition is uncomplicated and predictable, occasionally needs monitoring"

Migraines (diagnosed by MD): 1
Headaches: 0
Eating Disorder: 0
Emotional: 8
Orthodontic: 0
PRN Medication Orders: 30
Total Number of Students: 39

3. Care Plans/Meetings:

Individualized Health Care Plans Total: 17
Emergency Health Care Plans Total: 17
Medical 504 Plans: 1
I&RS/504 Meetings: 15
CST Meetings: 25
Field Trips: 13
Other: 0

4. Required Nursing Services:

AED Drills: 2	Health Classes: 4	Provisional Immunization Status: 0
BMI/Height/Weight: 362	Health Records Review: 362	Restraint Follow Up Assessment: 3
Blood Pressure Screening: 362	Hearing Screening: 270	Scoliosis Screening: 0
CST/I&RS Health Summary Form: 35	Incident Reports - Students: 18	Sports Physicals: 0
DCF: 0	Incident Reports – Staff: 31	Vision Screening: 204
Diapered/Toileted Students: 0	Mantoux Tests:	Total Visits to the Health Office: 2900
Elevator Pass: 0	Medications Dispensed Total: 161	Workers Compensation: 0
Emergency Care/911 Calls: 1	PE Excuses: 18	

5. Reports Completed:

Annual State Tuberculosis: 1
Annual State Immunization: 1
Weekly Absentee Surveillance: 40

6. Community:

Employee Flu Shots: 40
Holiday Food Assistance: 9
Spring County Food Drive: 1

Staff Trainings: 2 (Epi-Pen, Allergy Awareness)

Other:

Submitted By: Kristen Goddeyne RN, BSN, CSN-NJ