



East Brunswick Board of Education
Board Meeting Minutes
August 14, 2025

CALL TO ORDER AND ROLL CALL AT 6:30 PM

Board Member	Present	Absent	Late
Anna Braun	X		
Timothy Cummings	X		
Jaime Falco	X		
Louis Figueroa	X		
Laurie Herrick			X
Liwu Hong, Board Vice President	X		
Wilbur Pan	X		
Heather Guas, Board President	X		
Totals	8	0	1

With a quorum of eight Board members being present, the meeting proceeded with Ms. Guas presiding.

Others Present
Dr. Victor P. Valeski Superintendent of Schools
Mr. Bernardo Giuliana, SFO, QPA Assistant Superintendent for Business and Support Operations/Board Secretary
Dr. Joyce Boley Assistant Superintendent of Academics
Mr. Joseph Crotchfelt, CPA Director of Financial Services/Assistant School Business Administrator/Assistant Board Secretary
Mr. Nicholas LaTronica Chief Information Officer
Mr. Matthew Giacobbe, Esq. Board Attorney

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: That the following resolution is approved:

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 individuals 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: East Brunswick Education Association.
- 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: Security.
- 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: Property encroachment licensing agreement update; legal advice re Township of East Brunswick; legal advice re private funding; legal advice re board governance.
- 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: EBEA Grievance No. 25-04-04; Employee Nos. 26829 and 13324.

- 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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						ABSENT
Liwu Hong						
Wilbur Pan	X					
Marianne Tanious		X				
Heather Guas						
Totals			8	0		

The above action was unanimously approved by a voice vote.

The meeting recessed into closed session at 6:32 PM and reconvened into open session at 7:41 PM.

Laurie Herrick arrived at 6:39 PM during the closed session.

SUPERINTENDENT'S REPORT

"Good Evening:

Over the past few weeks, our Early Learning Academy Preschool and Kindergarten Readiness Summer Programs have been filled with curiosity, creativity, and unforgettable adventures! Our little scientists in Kindergarten Readiness kicked things off with a dino-mite exploration, learning all about dinosaurs. Thanks to Mad Science, friends dug for dinosaur bones and even made their very own fossils of a T-Rex tooth!

From prehistoric times, we traveled straight to Italy, where a magical pasta pot just wouldn't stop! After reading *Strega Nona*, our littles discovered the magic of storytelling, friendship, and—of course—a whole lot of noodles.

Our weekly International Day with our very own German teacher Mr. Lavery added even more cultural fun to the mix!

Next, our young explorers set off on a Safari Day Adventure, creating vibrant sand art and crafts while learning all about safari animals. And to wrap up the excitement, our Summer ELA and Kindergarten Readiness students had the incredible opportunity to meet Detective Grant Korten—a real-life hero who keeps our community safe. The children were absolutely thrilled by his visit and inspired by his dedication.

At the high school, the Student Council met earlier this month and has planned a full calendar of activities, including some new events for students to enjoy.

Fall sports are underway with Tennis and Football already in action, with our other teams starting this Monday. Marching Band Camp begins Wednesday, August 20th, and the Bear Den will be ready to cheer at the first home football game on Thursday, August 28th.

The Robotics team proudly represented the school at the Middlesex County Fair this summer, and the Class of 2026 will start their senior year with the annual Senior Sunrise on the first day of school, complete with a PTSA-sponsored breakfast.

The High School Counseling Department is excited to present the annual Common Application Boot Camp this Monday, August 25th at 11AM at EBHS. The Class of 2026 has been invited to come to the high school and receive assistance from the Counseling team with filling out their Common Application for the colleges they plan to apply to. The Common Application is a tool that students use to apply to multiple colleges in one single application.

Even if students are not quite sure of where they are applying just yet, this session is beneficial to help them get kick-started on the college application process. Students must register on the Google Form that was sent to their email to attend.

Due to the communities incredible support for our past school supply drives, our district is well-stocked with backpacks and school supplies for students in need.

This year, the Student Services Department is shifting its focus to a Hygiene Supply Drive. To learn more or to arrange a drop-off, please contact the Student Services Department at 732-613-6797.

The Annual Student Information Forms are now available on Parent Access. All forms must be completed and submitted by Thursday, August 21st.

These forms are critical as they give us important information that protects your child.

Student schedules and teacher assignments will be available on Parent Access on

Friday, August 22nd at 3 PM. You will not be able to view your child's schedule or teacher assignment until the Annual Student Information Forms are submitted.

If you do not have internet access or need help filling out your forms, you can visit the Administration Building on the following dates and someone will assist you. Please remember to bring a photo ID.

- Monday, August 18th: 9 AM to 12 PM
- Monday, August 25th: 9 AM to 12 PM

Just a few important reminders as we begin the school year:

- The first day of school for all students is Thursday, September 4th
- Thursday, September 4th and Friday, September 5th are single session days for Churchill and the High School only.

I am wishing everyone a safe and successful school year.

Thank you.”

SUPERINTENDENT SEARCH UPDATE

Heather Guas updated the community on the Superintendent Search process underway noting that a rather high number of districts are currently searching for a Superintendent. She remarked on the Board's fairly aggressive schedule, which puts the out ahead of other districts and will offer East Brunswick a huge advantage. She thanked the Board for agreeing to the schedule and giving up quite a bit of summertime to make this happen so that East Brunswick can hopefully have the first pick of the best of the best. Ms. Guas noted that the Board will be giving up Saturdays during this process over the remainder of the summer.

PRESENTATIONS AND/OR SPECIAL REPORTS

2024-2025 Assessment and Achievement

Dr. Boley presented on 2024-2025 Assessment and Achievement results and she responded to Board member questions.

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;
1. 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;
2. No participant may speak more than once and there shall be no yielding of time among speakers;
3. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
4. There shall be no cross dialogue between the participant and the Board and/or Administration;
5. 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

Dom Sclafani spoke on needing to pave the Administration Building parking lot and remarked on the presentation.

Antoinette Evola spoke on the presentation and disadvantaged groups, and the 504 and IEP student services.

Rachel Botnick spoke on differentiated instruction.

Fran Snowise spoke on accountability for the teachers, vice principals and principals to help support each other.

BOARD OF EDUCATION

Prior to action items, Mr. Giacobbe provided an overview of bylaws and policies and the process related to those.

1. Bylaws and/or Policies - First Reading (Roll Call)

The bylaws, policies, and regulations presented below were reviewed and discussed at the August 11, 2025 Policy Committee meeting. The Policy Committee recommends action as noted.

The related regulations will be presented for approval on the September 18, 2025 board meeting agenda to coincide with the final adoption of the corresponding policies.

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

Alert 233

- Bylaw No. 0141 - Board Member Number and Term (Revised)
- Bylaw No. 0164.6 - Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
- Policy No. 2200 - Curriculum Content (M) (Revised)
- Policy Nos. 3160 & 4160 - Physical Examination (M) (Revised)
- Policy No. 5337 - Service Animals (Revised)
- Policy No. 5350 - Student Suicide Prevention (M) (Revised)
- Policy No. 8420 - Emergency and Crisis Situations (M) (Revised)
- Policy No. 8467 - Firearms and Weapons (M) (Revised)
- Policy No. 9181 - Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

Alert 234

- Policy No. 5512 - Harassment, Intimidation, or Bullying (M) (Revised)
- Policy No. 5533 - Student Smoking (M) (Revised)
- Policy No. 7441 - Electronic Surveillance In School Buildings and On School Grounds (M) (Revised)
- Policy No. 9320 - Cooperation with Law Enforcement Agencies (M) (Revised)
- Policy No. 5111 - Eligibility of Resident/Non-resident Students (M) (Revised)
- Policy No. 5460 - High School Graduation (M) (Revised)
- Policy No. 5516 - Use of Electronic Communication Devices (Revised)
- Policy No. 5701 - Academic Integrity (New)
- Policy No. 5710 - Student Grievance (New)
- Policy No. 8500 - Food Services (M) (Revised)

Alert 235

- Bylaw No. 0173 - Duties of Public School Accountant (Revised)
- Bylaw No. 0174 - Legal Services (M) (Revised)
- Bylaw No. 0177 - Professional Services (M) (Revised)

- Policy No. 1570 - Internal Controls (M) (Revised)
- Policy No. 1620 - Administrative Employment Contracts (M) (Revised)
- Policy No. 6111 - Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
- Policy No. 6220 - Budget Preparation (M) (Revised)
- Bylaw No. 0143 - Board Member Election and Appointment (Revised)
- Policy No. 1636.01 - Notification of Promotion, New Job, and Transfer Opportunities (New)
- Policy No. 1648.15 - Recordkeeping for Healthcare Settings in School Buildings COVID-19 (M) (Abolished)
- Policy No. 2422 - Statutory Curricular Requirements (M) (Revised)
- Policy No. 5339.01 - Student Sun Protection (M) (New)

Other

- Policy No. 2312 - Class Size
- Policy Nos. 3420 and 4420 - Benefits
- Policy No. 2624 - Grading System

And that said bylaws and/or policies shall be presented for second reading at the next board meeting after which they shall become effective.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

2. Minutes - July 17, 2025

Recommendation: That the July 17, 2025 open and closed session minutes are accepted.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			

Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

3. Regulations - First Reading and Approval (Roll Call)

The Superintendent of Schools is recommending action on the job description listed below resulting from the abolishment of positions in the FY2026 budget.

Recommendation: That regulations are approved on first reading as follows:

- 1400.22121 - Administration: Job Description - Supervisor of Alternative Programs for Grades K-12

And that said regulations shall be immediately effective.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

CURRICULUM AND INSTRUCTION

1. Contract - Arthur Moy

The budget for the Arts Education program includes funds to continue the district commitment to aesthetic education by bringing performances and workshops to the schools.

This artist in residence will work with the EBHS Marching Band to instruct and implement Color Guard drill and routines for 2025 Marching Band production. Mr. Moy will teach Color Guard routines and choreography to students in the Color Guard. This

instruction will begin in August 2025 and will continue until October 31, 2025 for 10 visits at a total cost of \$500.00.

This contract is funded through the general operating budget.

Recommendation: That Arthur Moy, Old Bridge, NJ is approved as an artist in residence for the period August 1, 2025 through October 31 2025 in the amount of \$500.00.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick	X					
Liwu Hong						
Wilbur Pan		X				
Marianne Tanious						
Heather Guas						
Totals			9	0		

The above action was unanimously approved by a voice vote.

2. Contract - Christopher Vitale

The budget for the Arts Education program includes funds to continue the district commitment to aesthetic education by bringing performances and workshops to the schools.

This artist in residence will work with the EBHS Marching Band designing the drill for the full band. This work involves conceptualization and design of the Marching Band drill that the students will use to learn the 2025 EBHS Marching Band show. Work will begin in August, 2025 and will continue until September 30, 2025 for 50 hours at a total cost of \$2,500.00.

This contract is funded through the general operating budget.

Recommendation: That Christopher Vitale, Somerset, NJ is approved as an artist in residence for the period August 1, 2025 through September 30, 2025 in the amount of \$2,500.00.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						

Laurie Herrick	X					
Liwu Hong						
Wilbur Pan		X				
Marianne Tanious						
Heather Guas						
Totals			9	0		

The above action was unanimously approved by a voice vote.

3. Contract - Daniel Matos

The budget for the Arts Education program includes funds to continue the district commitment to aesthetic education by bringing performances and workshops to the schools.

This artist in residence will work with the EBHS Marching Band as a visual instructor and marching consultant for the 2025 Marching Band production. Mr. Matos will work with students to improve their marching technique and ensure that the marching band drill is being executed and performed with excellence. This instruction will begin in August, 2025 and will continue through November 30, 2025 for 14 visits at a total cost of \$2,500.00.

This contract is funded through the general operating budget.

Recommendation: That Daniel Matos, Bronx, NY is approved as an artist in residence for the period August 1, 2025 through November 30, 2025 at a total cost of \$2,500.00.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick	X					
Liwu Hong						
Wilbur Pan		X				
Marianne Tanious						
Heather Guas						
Totals			9	0		

The above action was unanimously approved by a voice vote.

4. Contract Award - Implementation of a Comprehensive Literacy Screener (RFP No. 2025-04)

In support of New Jersey's new literacy legislation (P.L. 2024, Chapters 52 and 53), East Brunswick Public Schools (EBPS) is committed to strengthening early literacy

through the implementation of a Multi-Tiered System of Supports for Reading (MTSS-R), aligned with the New Jersey Literacy Framework (May 2025) and the Working Group on Student Literacy Recommendations (March 2025). Beginning next school year, all K–3 students statewide will be screened biannually using NJDOE-approved tools. EBPS will go further by screening students in Grades K–6 three times per year.

As part of this initiative, EBPS will:

- Notify families of screening results within 30 days
- Provide individualized, data-informed interventions
- Disaggregate data to monitor equity across student groups
- Submit screening data to NJDOE

These efforts align with NJTSS and I&RS, reflecting the district’s commitment to early identification and equitable support.

To implement this work, EBPS issued RFP #2025-04 to identify a qualified vendor for a comprehensive literacy screener. Of the twenty firms solicited, five submitted proposals. Proposals were publicly opened on July 11, 2025, and evaluated by a review committee consisting of Assistant Superintendent of Academics, Director of Elementary Education, Supervisor of English Language Arts, and Purchasing Manager. Evaluation criteria included alignment with state frameworks, tool quality, vendor experience, cost, and implementation support.

Amplify mClass DIBELS received the highest composite score and was selected as the preferred solution for its:

- NJDOE approval and alignment with NJ Literacy Framework and MTSS-R
- Research-based screeners with predictive indicators (e.g., phonemic awareness, decoding, fluency)
- Fast administration (under 10 minutes per student)
- Integrated progress monitoring and data platform
- Support for multilingual learners and students with disabilities
- User-friendly, translated family reports and sample letters
- Strong implementation and training plan
- Data privacy protections and clear cost breakdown

The contract will be funded through the FOCUS grant and the district’s general operating budget.

Recommendation: That a contract is awarded for Implementation of a Comprehensive Literacy Screener in accordance with (RFP Number 2025-04) to Amplify Education, Inc., Brooklyn, NY as per attached.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						

Laurie Herrick	X					
Liwu Hong						
Wilbur Pan		X				
Marianne Tanious						
Heather Guas						
Totals			9	0		

The above action was unanimously approved by a voice vote.

BUSINESS AND SUPPORT OPERATIONS

1. 2023-2024 Incoming Students On A Tuition Basis

Student No. 115950 was placed in a family resource home in East Brunswick. The student was registered at Chittick Elementary School. At the time of registration it was unknown whom the fiscally responsible district was. At this time, the State of New Jersey has determined they are fiscally responsible for tuition and transportation costs for this student for the 2023-2024 school year effective March 4, 2024.

Student Nos. 108879, 108881, 111244, and 108880 were displaced and residing in Milltown while continuing to attend East Brunswick Public Schools as permitted under McKinney-Vento provisions during the 2023-2024 school year. It was determined that the family obtained a permanent residence in Milltown effective November 15, 2023 and as a result Milltown Public schools would become financially responsible for tuition and transportation costs effective November 15, 2023 through the end of the 2023-2024 school year.

Recommendation: That the 2023-2024 enrollment is approved for incoming students on a tuition basis in accordance with N.J.A.C. 6A:23-3.1, N.J.A.C. 6A:17-2.4, N.J.A.C. 18A:7B-12, N.J.A.C. 6A:23A-19.2 and N.J.A.C. 6A:23A-19.3 et seq. as follows:

Sending District: State of New Jersey

Student No.: 115950

Program Placement: Preschool Disabilities Full Day

2023-2024 School Year Tuition: \$9,854.56

2023-2024 School Year Related Services: \$2,130.79

2023-2024 School Year Extraordinary Services: \$22,039.48

2023-2024 School Year Transportation: \$4,617.57

2023-2024 Total School Year Tuition: \$38,642.40

Sending District: Milltown

Student No.: 108879

Program Placement: Grade 12

2023-2024 School Year Tuition: \$13,304.86

2023-2024 School Year Transportation: \$9,916.00

2023-2024 Total School Year Tuition: \$23,220.86

Sending District: Milltown
 Student No.: 108881
 Program Placement: Grade 8
 2023-2024 School Year Tuition: \$12,445.92
 2023-2024 School Year Transportation: \$9,916.00
 2023-2024 Total School Year Tuition: \$22,361.92

Sending District: Milltown
 Student No.: 111244
 Program Placement: Grade 4
 2023-2024 School Year Tuition: \$13,213.74
 2023-2024 School Year Transportation: \$9,872.67
 2023-2024 Total School Year Tuition: \$23,086.41

Sending District: Milltown
 Student No.: 108880
 Program Placement: Grade 6
 2023-2024 School Year Tuition: \$12,445.92
 2023-2024 School Year Transportation: \$9,872.67
 2023-2024 Total School Year Tuition: \$22,318.59

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

2. Bid Award - District Wide Asbestos Floor Tile Abatement & Operations and Maintenance On Demand Services (Bid No. 2026-01)

The District prepared specifications and solicited bids for District Wide Asbestos Floor Tile Abatement & Operations and Maintenance On Demand Services. Bid specifications were sent to six vendors with five vendors responding. Bids were received and opened on Tuesday, August 5, 2025 at 11:00 a.m.

In order to fairly analyze the bid, each proposer's bid pricing, including unit pricing and labor rates, was applied to three hypothetical scenarios which are presented in the bid analysis attachment.

Shortly, after the bid opening, Shade Environmental, LLC notified the district that it was withdrawing its bid due to a misinterpretation of the pricing structure. As a result, VMC Company, Inc., Clifton, NJ has submitted the lowest responsible bid, and it is recommended that the contract be awarded to it in accordance with the pricing on their bid proposal form (attached).

Recommendation: That VMC Company, Inc., Clifton, NJ is awarded a contract for District Wide Asbestos Floor Tile Abatement & Operations and Maintenance On Demand Services (Bid No. 2026-01) in accordance with the pricing submitted on their bid proposal form.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

3. Bid Award - Student Transportation Services (Bid No. 2026-02)

The district prepared specifications and solicited bids for transportation services to and from school. Bids were received and opened on Wednesday, August 6, 2025 at 11:00 a.m. The bid results are presented in the "Bid Tabulation" attachment.

Recommendation: That Bid No. 2026-02 for transportation routes is awarded as presented in the "Bid Award" attachment.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			

Totals			9	0		

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

4. 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 July 9, 2025 through August 5, 2025 is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

5. Bill List - Payments Pending Issuance on August 15, 2025

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 August 15, 2025 is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			

Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

6. Contract - Branchburg Sports Complex

On the October 2, 2025 Yom Kippur holiday, the Community Programs Department will be offering a “school’s out” program to provide care from 9:00 AM until 5:00 PM for students in Kindergarten through sixth grade. Participating students will report to Hammarskjold, and at approximately 10:00 AM, buses will depart with all students and staff for the Branchburg Sports Complex in Branchburg, NJ. Students will be provided two games of laser tag, one hour of field play (i.e., Gaga/soccer); one hour of Playmaze, a \$10.00 arcade Fun Card, as well as lunch of pizza and a drink. Buses will depart for a return trip to Hammarskjold to arrive at approximately 4:00 PM. Care and play will be provided until dismissal at 5:00 PM. The cost per student is \$35.00.

This program is funded by participant-paid fees. Thus, there is no cost to the District.

Recommendation: That a contract is awarded to Branchburg Sports Complex, Branchburg, NJ to provide a school's out program on October 2, 2025 at a cost of \$35.00 per student.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

7. Contract - GovConnection

The Technology Department will purchase 200 Acer laptops from CDW for the incoming and current teaching staff at Churchill Junior High School and Hammarskjold Upper Elementary School. The laptops will be compatible with all district systems and will meet district security standards. The district will utilize CDW under its Educational Services Commission bid award, bid ESCNJ-AEPA22G.

This project will be fully funded through the general operating budget.

Recommendation: That CDW Chicago, IL is awarded a contract for the purchase of 200 Acer Laptops under ESCNJ/AEPA-22G bid award in the amount of \$80,000.00.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

8. Contract - Stafford FEC Partners (The Funplex)

On the September 23, 2025 Rosh Hashanah holiday, the Community Programs Department will be offering a “school’s out” program to provide care from 9:00 a.m. until 5:00 p.m. for students in Kindergarten through fifth grade.

Participating students arrive at HUES at 9 a.m., and the bus will depart at 9:30 a.m. for arrival to The Funplex in East Hanover, NJ. Buses will be leaving The Funplex at 3:00 p.m., and dismissal from HUES will be at 5:00 p.m. Each child will receive lunch of two slices of pizza and a beverage. Students will enjoy unlimited activities, including rides and attractions, one hour of bowling, and a \$10 game card. The cost is \$35.00 per student.

This program is funded by participant-paid fees. Thus, there is no cost to the District.

Recommendation: That a contract is awarded to Stafford FEC Partners (The Funplex), East Hanover, NJ to provide a school's out program on September 23, 2025 at a cost of \$35.00 per student.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			

Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

9. Contract - Sterling Hill Mining Museum

On the September 24, 2025 Rosh Hashanah holiday, the Community Programs Department will be offering a “school’s out” program to provide care from 9:00 AM until 5:00 PM for students in Kindergarten through sixth grade. Participating students will report to Hammarskjold, and at approximately 9:45 AM, buses will depart with all students and staff for the Sterling Hill Mining Museum in Ogdensburg, NJ. Students will be provided a 1.5 hour tour and a 30-minute rock discovery activity in which every child will bring home a rock or a gem. Students will bring their own lunch. Buses will depart for a return trip to Hammarskjold to arrive at approximately 4:30 PM. Care and play will be provided until dismissal at 5:00 PM. The cost per student is \$18.00.

This program is funded by participant-paid fees. Thus, there is no cost to the District.

Recommendation: That a contract is awarded to Sterling Hill Mining Museum, Ogdensburg, NJ to provide a school's out program on September 24, 2025 at a cost of \$18.00 per student.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

10. Contract - TableRex LLC

TableRex LLC will provide enrichment programs through the Community Programs Department.

Courses are funded by participant-paid fees. Thus, there is no cost to the District.

Recommendation: That a contract is awarded to TableRex LLC, North Brunswick, NJ to provide enrichment programs for the period July 1, 2025 through June 30, 2026 as follows:

- Table Tennis Enrichment Grades K-6: \$160.00 per student for 8 hours
- Table Tennis Enrichment Grades 7-12 \$360.00 per student for 12 hours
- Table Tennis Camp Grades1-9: \$75.00 for 1-day (3 hour camp) per student
- Table Tennis Camp Grades1-9: \$325.00 for 5-day (3 hour camp) per student

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

11. Contract - U.S. Department of Homeland Security

The staff development program provides professional development opportunities to meet the needs of the district's diverse learning community. On September 2, 2025, the U.S. Department of Homeland Security TSA division will provide a training for school bus drivers and aides entitled "First Observer Plus". The program provides the training and encouragement for U.S. transportation professionals to become active contributors in the spirit of "if you see something, say something". A follow-up hands-on training for bus drivers will occur during the school year to heighten their observation skills.

There is no cost for this training.

Recommendation: That U.S. Department of Homeland Security is approved to provide training between September 2, 2025 and June 30, 2026 at no cost to the district.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			

Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

12. Contract Rescission - Transportation

At the June 5, 2025 board meeting, school transportation routes were approved for the 2025- 2026 school year. One of the contracted routes has been determined to no longer be necessary due to a student moving out of district.

Recommendation: That the Board of Education rescind 2025-2026 transportation contract previously approved on June 5, 2025 as follows:

Emmanuel Trans, East Brunswick, NJ
DLCNP1A/P* \$329.46 per diem (bid 2025-01)

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

13. Gift - Lawrence Brook Elementary School PTA

Lawrence Brook Elementary School PTA has expressed a desire to donate \$1,930.00 to be used toward the purchase of an outdoor sensory path. An outdoor sensory path can be a powerful and valuable tool for elementary students. These paths allow children to experience movement, balance, touch, and proprioceptive input in a structured way, helping them regulate their sensory systems and improve focus in the classroom. Outdoor sensory paths create a safe, structured space for exploration and play, while also connecting students with nature, which reduces stress and boost mood.

Recommendation: That a gift in the amount of \$1,930.00 toward the purchase of an outdoor sensory path kit is accepted from the Lawrence Brook Elementary School PTA; and,

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

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

14. Surplus Equipment For Disposition

The District has identified and recommends materials to be declared surplus and disposed as listed in the attachment. Pursuant to N.J.S.A. 18A:18A-45, the Board must approve the sale or disposition of assets. The assets in the attachment are recommended for disposition.

Recommendation: WHEREAS, N.J.S.A. 18A:18A-45 authorizes boards of education to dispose of or sell its personal property not needed for school purposes by sealed bid or public auction; and

WHEREAS, the East Brunswick Public Schools has determined that the property described above and incorporated herein is no longer needed for school purpose use, is in disrepair, and should be disposed.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the East Brunswick Public Schools in the County of Middlesex, State of New Jersey, that the Assistant Superintendent for Business and Support Operations is hereby authorized to directly dispose of the attachment-listed surplus personal property.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			

Marianne Tanious		X	X			
Heather Guas			X			
Totals			9	0		

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

15. Travel Report - Anna Braun (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
Anna Braun					X	
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			8	0		

The above action was approved by a roll-call vote with Anna Braun abstaining.

16. Travel Report - Jaime Falco (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
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X				X	
Louis Figueroa			X			

Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			8	0		

The above action was approved by a roll-call vote with Jaime Falco abstaining.

17. Travel Report - Louis Figueroa (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
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa					X	
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			8	0		

The above action was approved by a roll-call vote with Louis Figueroa abstaining.

18. Travel Report - Heather Guas (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
Anna Braun			X			

Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas					X	
Totals			8	0		

The above action was approved by a roll-call vote with Heather Guas abstaining.

19. Travel Report - Laurie Herrick (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
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick					X	
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			8	0		

The above action was approved by a roll-call vote with Laurie Herrick abstaining.

20. Travel Report - Liwu Hong (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
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong					X	
Wilbur Pan			X			
Marianne Tanious		X	X			
Heather Guas			X			
Totals			8	0		

The above action was approved by a roll-call vote with Liwu Hong abstaining.

21. Travel Report - Wilbur Pan (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
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan					X	
Marianne Tanious		X	X			
Heather Guas			X			
Totals			8	0		

The above action was approved by a roll-call vote with Wilbur Pan abstaining.

22. Travel Report - Marianne Tanious (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
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco	X		X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious		X			X	
Heather Guas			X			
Totals			8	0		

The above action was approved by a roll-call vote with Marianne Tanious abstaining.

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
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco			X			
Louis Figueroa			X			
Laurie Herrick		X	X			
Liwu Hong			X			
Wilbur Pan	X		X			
Marianne Tanious			X			
Heather Guas			X			
Totals			9	0		

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

2. Personnel Actions - Addendum No. 1 (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 - addendum no. 1, pursuant to the recommendation of the Superintendent of Schools, is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun			X			
Timothy Cummings			X			
Jaime Falco			X			
Louis Figueroa			X			
Laurie Herrick		X	X			
Liwu Hong			X			
Wilbur Pan	X		X			
Marianne Tanious			X			
Heather Guas			X			
Totals			9	0		

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

SPECIAL EDUCATION AND STUDENT SERVICES

1. 2025-2026 Out-of-District placements

Student 109652 has social, emotional needs requiring structure and increased therapeutic support in an out-of-district placement.

Student 117523 has significant medical needs that cannot be met in district.

Student 110517 has social, emotional needs requiring structure and increased therapeutic support in an out-of-district placement.

Student 117041 is displaced from New Brunswick to East Brunswick. East Brunswick became the district of residence and financially responsible for the student after 365 days. The family remains displaced in East Brunswick and the student will continue to attend New Brunswick Schools under the McKinney-Vento Homeless Assistance Act.

Student 117042 is displaced from New Brunswick to East Brunswick. East Brunswick became the district of residence and financially responsible for the student after 365 days. The family remains displaced in East Brunswick and the student will continue to

attend New Brunswick Schools under the McKinney-Vento Homeless Assistance Act.

Student 112734 is displaced from Old Bridge to East Brunswick. East Brunswick became the district of residence and financially responsible for the student after 365 days. The family remains displaced in East Brunswick and the student will continue to attend Old Bridge Schools under the McKinney-Vento Homeless Assistance Act.

Other students are returning to out-of-district for 25-26 school year.

Recommendation: That 2025-2026 out-of-district placements are approved as follows:

Student No.: 109694
Effective date: September 4, 2025
Placement: Coastal Learning Center
Tuition: \$67,521.96

Student No.: 102831
Effective date: July 7, 2025
Placement: Collier School - Transition program
Tuition: \$9,750.00

Student No.: 109652
Effective date: July 7, 2025
Placement: Collier School
Tuition: \$68,940.00
ESY: \$11,490.00
Aide: \$33,300.00
ESY Aide: \$5,550.00

Student No.: 103656
Effective date: July 7, 2025
Placement: Collier School
Tuition: \$68,940.00
ESY: \$11,490.00

Student No.: 113536
Effective date: September 4, 2025
Placement: CPC High Point School
Tuition: \$104,554.80

Student No.: 117523
Effective date: July 22, 2025
Placement: Lakeview School
Tuition: \$105,906.60
ESY: \$11,179.03

Student No.: 109154
Effective date: July 1, 2025
Placement: Montgomery Academy

Tuition: \$89,040.60
ESY: \$9,893.40

Student No.: 111824
Effective date: July 1, 2025
Placement: Newmark School
Tuition: \$66,133.80
ESY: \$6,613.38

Student No.: 110517
Effective date: July 1, 2025
Placement: Newmark School
Tuition: \$66,133.80
ESY: \$6,613.38

Student No.: 107872
Effective date: July 7, 2025
Placement: Rugby School
ESY: \$12,756.00

Student No.: 105725
Effective date: September 3, 2025
Placement: Rugby School
Tuition: \$78,662.00

Student No.: 108239
Effective date: July 1, 2025
Placement: Schroth School
Tuition: \$71,104.96
ESY: \$15,071.16

Student No.: 104140
Effective date: July 7, 2025
Placement: Somerset Hills Learning Institute
Tuition: \$128,642.40
ESY: \$21,440.40

Student No.: 105072
Effective date: July 7, 2025
Placement: Collier School
ESY: \$11,490.00

Student No.: 105955
Effective date: July 22, 2025
Placement: Collier School
ESY: \$7,277.00

Student No.: 108761
Effective date: July 7, 2025

Placement: MCSSD - Mercer Elementary School
ESY: \$8,750.00

Student No.: 115686
Effective date: July 1, 2025
Placement: SCESC - Somerset Academy
ESY: \$7,970.00

Student No.: 113383
Effective date: July 1, 2025
Placement: SCESC - Somerset Academy
ESY: \$7,970.00

Student No.: 27116
Effective date: June 25, 2025
Placement: MUJC - Developmental Learning Center
Aide: \$76,569.00
ESY Aide: \$12,761.00

Student No.: 117041
Effective date: September 1, 2025
Placement: New Brunswick, NJ
Tuition: \$20,903.40

Student No.: 117042
Effective date: September 1, 2025
Placement: New Brunswick, NJ
Tuition: \$20,903.40

Student No.: 112734
Effective date: September 4, 2025
Placement: Old Bridge High School
Tuition: \$28,955.50

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun	X		X			
Timothy Cummings			X			
Jaime Falco		X	X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious			X			
Heather Guas			X			
Totals			9	0		

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

2. Contract - Lucky Strike North Brunswick

The District utilizes an off-site athletic facility for its high school bowling team try-out and practices.

This contract is funded through the general operating budget.

Recommendation: That Lucky Strike North Brunswick, North Brunswick, NJ, is approved to provide bowling lane rental services for the period November 1, 2025 through March 31, 2026 at the rate of \$4.50 per game.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun	X		X			
Timothy Cummings			X			
Jaime Falco		X	X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious			X			
Heather Guas			X			
Totals			9	0		

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

3. Contract - Middlesex County Improvement Authority

The District utilizes off-site athletic facilities for its high school golf team season.

This contract is funded through the general operating budget.

Recommendation: That Middlesex County Improvement Authority, (Tamarack Golf Course), Cranbury, NJ, is approved to provide golf course rental services for the period March 1, 2026 through June 30, 2026 at the rate of \$6.00 per match round of golf, \$15.00 per non-match round of golf, and \$5.00 per driving range token.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun	X		X			
Timothy Cummings			X			
Jaime Falco		X	X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			

Marianne Tanious			X			
Heather Guas			X			
Totals			9	0		

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

4. 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 harassment, intimidation and bullying incidents report is accepted for the period July 18, 2025 through August 14, 2025.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun	X		X			
Timothy Cummings			X			
Jaime Falco		X	X			
Louis Figueroa			X			
Laurie Herrick			X			
Liwu Hong			X			
Wilbur Pan			X			
Marianne Tanious			X			
Heather Guas			X			
Totals			9	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

Heather Guas reported on collaborating with the Township and the Parks and Recreation Advisory Board, and that the Parks and Recreation president will be speaking with the PTA presidents.

Wilbur Pan spoke on the District Facebook page post about the counselors taking college campus tours to be better resources for their students.

Anna Braun spoke about email and responses from the Board.

Laurie Herrick reported on her proposal to the New Jersey School Boards Association for the upcoming October conference, continuing discussion on how to increase communication with other Boards across the County and the State, and our East Brunswick student who attended and spoke at the New Jersey State Board of Education meeting. She also wished the students and staff luck as we begin the new school year and encouraged everyone to support our students and staff by showing up at events.

Heather Guas thanked Dr. Valeski, Randy Gagnon, and John McMenamin for the production of the Back to School video.

CLOSED SESSION

Closed Session Resolution

RECOMMENDATION: That the following resolution is approved:

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 individuals 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: Security.
- 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: Property encroachment licensing agreement update; legal advice re Township of East Brunswick; legal advice re private funding; legal advice re board governance.
- 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 MAY 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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan	X					
Marianne Tanious		X				
Heather Guas						
Totals			9	0		

The above action was unanimously approved by a voice vote.

The meeting recessed into closed session at 9:46 PM and reconvened into open session at 11:55 PM.

ADJOURNMENT

1. Adjournment

Recommendation: That the meeting be adjourned.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings		X				
Jaime Falco						
Louis Figueroa						
Laurie Herrick	X					
Liwu Hong						
Wilbur Pan						
Marianne Tanious						

Heather Guas						
Totals			9	0		

The above action was unanimously approved by a voice vote.

The meeting was adjourned at 11:56 PM.

Respectfully submitted,

Bernardo Giuliana, SFO, QPA
Assistant Superintendent for Business
And Support Operations/Board Secretary



Assessment and Achievement

2024-2025

Presented to the Board of Education
August 14, 2025

Dr. Joyce Boley
Assistant Superintendent of Academics



New Jersey Graduation Proficiency Assessment



Meeting the Needs of ALL Learners



ACCESS FOR ELLS

Assessing Comprehension and Communication in English State-to-State

Assessment for Multilingual Learners

The ACCESS for ELLs is a state-mandated assessment administered to students in Kindergarten through Grade 12 who qualify for ESL instruction.

Scoring and Proficiency:

Students receive scores in listening, speaking, reading and writing as well as an overall score. Proficiency levels are based on the following six indicators:

1 – Entering; 2 – Emerging; 3 – Developing; 4 – Expanding; 5 – Bridging; 6 – Reaching

The minimum overall proficiency score required for ESL students to exit the program is 4.5.





**EAST BRUNSWICK PUBLIC
SCHOOLS**

BOARD OF EDUCATION
Agenda Item: 1.

Date Prepared: 8/5/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

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

SUBJECT: Bylaws and/or Policies - First Reading (Roll Call)

Summary:

The bylaws, policies, and regulations presented below were reviewed and discussed at the August 11, 2025 Policy Committee meeting. The Policy Committee recommends action as noted.

The related regulations will be presented for approval on the September 18, 2025 board meeting agenda to coincide with the final adoption of the corresponding policies.

Recommendation:

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

Alert 233

- Bylaw No. 0141 - Board Member Number and Term (Revised)
- Bylaw No. 0164.6 - Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
- Policy No. 2200 - Curriculum Content (M) (Revised)
- Policy Nos. 3160 & 4160 - Physical Examination (M) (Revised)
- Policy No. 5337 - Service Animals (Revised)
- Policy No. 5350 - Student Suicide Prevention (M) (Revised)
- Policy No. 8420 - Emergency and Crisis Situations (M) (Revised)

- Policy No. 8467 - Firearms and Weapons (M) (Revised)
- Policy No. 9181 - Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

Alert 234

- Policy No. 5512 - Harassment, Intimidation, or Bullying (M) (Revised)
- Policy No. 5533 - Student Smoking (M) (Revised)
- Policy No. 7441 - Electronic Surveillance In School Buildings and On School Grounds (M) (Revised)
- Policy No. 9320 - Cooperation with Law Enforcement Agencies (M) (Revised)
- Policy No. 5111 - Eligibility of Resident/Non-resident Students (M) (Revised)
- Policy No. 5460 - High School Graduation (M) (Revised)
- Policy No. 5516 - Use of Electronic Communication Devices (Revised)
- Policy No. 5701 - Academic Integrity (New)
- Policy No. 5710 - Student Grievance (New)
- Policy No. 8500 - Food Services (M) (Revised)

Alert 235

- Bylaw No. 0173 - Duties of Public School Accountant (Revised)
- Bylaw No. 0174 - Legal Services (M) (Revised)
- Bylaw No. 0177 - Professional Services (M) (Revised)
- Policy No. 1570 - Internal Controls (M) (Revised)
- Policy No. 1620 - Administrative Employment Contracts (M) (Revised)
- Policy No. 6111 - Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
- Policy No. 6220 - Budget Preparation (M) (Revised)
- Bylaw No. 0143 - Board Member Election and Appointment (Revised)
- Policy No. 1636.01 - Notification of Promotion, New Job, and Transfer Opportunities (New)
- Policy No. 1648.15 - Recordkeeping for Healthcare Settings in School Buildings - COVID-19 (M) (Abolished)
- Policy No. 2422 - Statutory Curricular Requirements (M) (Revised)
- Policy No. 5339.01 - Student Sun Protection (M) (New)

Other

- Policy No. 2312 - Class Size
- Policy Nos. 3420 and 4420 - Benefits
- Policy No. 2624 - Grading System

And that said bylaws and/or policies shall be presented for second reading at the next board meeting after which they shall become effective.

Board	Moved	Second	Aye	Nay	Abstention	Did Not

Member						Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Alert 233	8/6/2025	Backup Material
Alert 234	8/6/2025	Backup Material
Alert 235	8/6/2025	Backup Material
Policy No. 2312 and Regulation No. 2312 - Class Size	8/6/2025	Backup Material
Policy Nos. 3420 and 4420 - Benefits	8/6/2025	Backup Material
Policy No. 2624 - Grading System	8/6/2025	Backup Material

POLICY ALERT 233 NARRATIVE

P 0141 – Board Member Number and Term (Revised)

Bylaw Guide 0141 addresses the number and term of Board members and the term of Board members filling a Board vacancy. Bylaw Guide 0141 includes strike through and bold revisions. A separate Bylaw Guide 0143 addresses the detailed process to be used by a Board when filling a vacancy and is not affected by the revisions in Bylaw Guide 0141.

P 0164.6 – Remote Public Board Meetings During a Declared Emergency (M) (Abolished)

Legislation was approved during the COVID-19 pandemic that authorized the Director of the Division of Local Government Services to promulgate emergency regulations, codified at N.J.A.C. 5:39-1.1 through 1.7, establishing required protocols for a public Board of Education to conduct remote public Board meetings during a Governor-declared state of emergency. In response, the New Jersey Department of Community Affairs (NJDCA) published Local Finance Notice, LFN 2020-21 – September 24, 2020 – New Emergency Regulations: Remote Public Meetings Held During a Declared Emergency to provide guidance on the new regulations (N.J.A.C. 5:39-1.1 through 1.7). Strauss Esmay developed Bylaw Guide 0164.6 that was aligned with the emergency administrative code, N.J.A.C. 5:39-1.1. These emergency regulations are now expired and Bylaw Guide 0164.6 should be abolished. Strauss Esmay has received inquiries from school districts as to whether a Board may conduct remote meetings or some version of hybrid in-person/remote Board meetings when there is not a declared emergency. Strauss Esmay recently requested an opinion from the NJDCA asking if remote Board meetings that were permitted during the COVID-19 declared emergency are still permitted, and if so, would the same protocols that were included in the emergency regulations be used. Furthermore, Strauss Esmay also requested clarification from the NJDCA if such a remote Board meeting is permitted under the Open Public Meetings Act. A Board that wants to consider conducting hybrid in-person/remote Board meetings should consult their Board Attorney. In the interim, the Board should abolish Bylaw Guide 0164.6 as the emergency administrative code that was adopted permitting remote Board meetings during the COVID-19 declared emergency has expired. Strauss Esmay is monitoring this issue and will provide policy guidance upon receiving legal authority from the State for a Board to conduct remote Board meetings.

P 2200 – Curriculum Content (M) (Revised)

Policy Guide 2200 has been revised to remove a list referencing numerous New Jersey Student Learning Standards (NJSLS). This list did not include all the standards, and since NJSLS standards are continually changing, it is appropriate to remove reference to specific NJSLS standards from Policy Guide 2200. Removal of the list avoids Policy Guide 2200 becoming non-compliant if any of the listed standards were to change or additional standards are added. Strauss Esmay is also updating any reference to “New Jersey Core Curriculum Content Standards” to “New Jersey Student Learning Standards” whenever a Policy or Regulation Guide is revised or newly developed and included in a Policy Alert. If an existing Policy or Regulation Guide still references “New Jersey Core Curriculum Content Standards,” it is because the Guide has not been revised in a Policy Alert since the change to “New Jersey Student Learning Standards.” Strauss Esmay

POLICY ALERT 233 NARRATIVE

previously addressed this issue by revising Bylaw Guide 0000.02 to add the following definition: *“Core Curriculum Content Standards” means the “New Jersey Student Learning Standards.”* This definition ensures anytime an existing Policy or Regulation Guide references standards from the “New Jersey Core Curriculum Content Standards” it means standards from the “New Jersey Student Learning Standards.” This also eliminates the need for a Board to revise a policy or regulation just to revise this term because eventually all statutes, administrative codes, and Policy and Regulation Guides will reference the “New Jersey Student Learning Standards.”

The current Comprehensive Equity Plan – Section III. – A. requires a Board policy to substantiate compliance making Policy Guide 2200 mandated. To substantiate compliance with the current Comprehensive Equity Plan – Section III. – A., a Board is required to adopt a policy to ensure curriculum and instruction are aligned with the New Jersey Student Learning Standards.

P 3160 – Physical Examination (M) (Revised)

R 3160 – Physical Examination (M) (Revised)

P 4160 – Physical Examination (M) (Revised)

R 4160 – Physical Examination (M) (Revised)

The New Jersey Department of Health (NJDOH) updated their Guidance for Tuberculosis (TB) Testing in New Jersey Schools (2023 Guidance). The NJDOH indicated this update limits TB screening in New Jersey schools for teachers/other employees and only those students who are at the highest risk for TB infection. The revisions in the 2023 Guidance recommend limiting or reducing some of the screening requirements from the 2016 Guidance regarding students coming from other countries and circumstances when a new staff member should be given a TB test. Strauss Esmay is recommending Policy and Regulation Guides 3160 and 4160 be revised to state the “Board of Education will follow the current NJDOH Guidance for Tuberculosis (TB) Testing in New Jersey Schools” so these Policy and Regulation Guides do not need to be revised every time the Guidance is updated by the NJDOH. School nurses are familiar with the details of the 2023 Guidance. Any reference to specific requirements of the 2016 Guidance included in Regulation Guides 3160 and 4160 has been removed. Policy and Regulation Guides 3160 and 4160 have been updated to indicate a district will comply with the most recent NJDOH Guidance.

A district that does not want to comply with the NJDOH 2023 Guidance should review any proposed revisions with district nurses and the school physician before incorporating any changes from the 2023 Guidance into Policy and Regulation Guides 3160 and 4160.

R 5200 – Attendance (M) (Revised)

On January 16, 2024, legislation was enacted to permit New Jersey public school students from grades six through twelve one State-excused absence each school year to attend a civic event for the purpose of recording attendance for the school register. School districts are permitted to provide additional excused absences for the purpose of tracking attendance locally. Parents of students seeking an excused absence for attendance at civic events must submit a signed written notice at least five school days

POLICY ALERT 233 NARRATIVE

prior to the event, along with any required documentation specified by the school district to satisfy the criteria for an excused absence. The Commissioner of Education will provide guidance to school districts regarding absences for civic events. This legislation does not require revisions to Policy Guide 5200. Regulation Guide 5200 has been updated to include the provision of a State-excused absence for attendance at a civic event, the definition of a civic event, and the required procedure for approval of such an absence. Regulation Guide 5200 has also been revised to include in Section D.1. that a student will be required to provide a written statement for an absence longer one consecutive school day. Regulation Guide 5200 is mandated as N.J.A.C. 6A:16-7.6 requires a Board to adopt and implement written policies and procedures regarding the attendance of students.

P 5337 – Service Animals (Revised)

Title II of the Americans with Disabilities Act (ADA), as amended by the ADA Amendments Act of 2008, requires public school districts to permit the use of service animals by individuals with disabilities who require such support. Policy Guide 5337 has been revised to include N.J.S.A. 18A:46-13.3 “Permitted Access for Service Animals.” This New Jersey statute outlines the requirements addressing service animals in schools. The language in the statute is consistent with Federal rules regarding service animals; however, Strauss Esmay believes it is important to incorporate the State law where appropriate. Policy Guide 5337 is recommended to provide guidance to a Board if a request is made to utilize a service animal on school grounds.

P 5350 – Student Suicide Prevention (M) (Revised)

N.J.S.A. 18A:6-112 was recently revised to include several new statute sections. The new requirements are as follows: training requirements for additional staff members; the requirement for any staff required by N.J.S.A. 18A:6-112 to be trained to warn and protect when they have information that a student intends to harm themselves; and a requirement to notify all staff who are required to be trained in accordance with N.J.S.A. 18A:6-112 of the district’s reporting and suicide prevention, awareness, and response protocols.

Policy Guide 5350 has been updated to reflect the revisions to N.J.S.A. 18A:6-112. Policy Guide 5350 is mandated as N.J.A.C. 6A:16-11.1 requires a Board to adopt policies and procedures for staff to report attempted or completed suicides.

P 8420 – Emergency and Crisis Situations (M) (Revised)

P.L. 2023 c.212 was signed into law on January 8, 2024, revising existing statutes N.J.S.A. 18A:41-1; 18A:41-7; App.A:9-86; and creating new statute sections N.J.S.A. 18A:41-15 and 18A:46-2.15. N.J.S.A. 18A:41-1 now provides all students and staff shall fully participate in each fire drill or school security drill conducted to the greatest extent practicable and to ensure that participation does not pose a safety risk to any individual involved. New language added to N.J.S.A. 18A:41-7 requires current staff training for school security be updated to include procedures for accommodating students with disabilities during drills and emergency situations. N.J.S.A. App.A:9-86 adds the Commissioner of Education shall update the current drill guide and training materials disseminated to school districts to incorporate information on the needs of students with

POLICY ALERT 233 NARRATIVE

disabilities and include standard protocols and procedures for accommodating these students during drills and emergency situations. N.J.S.A. 18A:46-2.15 requires a written plan detailing supports, modifications, accommodations, or services to allow safe and full participation in a drill or emergency situation be included in a student's individualized education program, individualized health care plan, 504 plan, or service plan. N.J.S.A. 18A:41-15 requires school districts demonstrate consideration and incorporation of the individual needs of each student with a disability into the districtwide school safety and security plan. Policy Guide 8420 has been updated to include the requirement of school safety and security plans to address the unique needs of students with disabilities during fire drills, school security drills, and emergency situations. Policy Guide 8420 is mandated as N.J.A.C. 6A:16-5.1 requires a district to develop and implement plans, procedures, and mechanisms that provide for the safety and security in the district's schools and that those plans, procedures, and mechanisms be in written form.

P 8467 – Firearms and Weapons (M) (Revised)

R 8467 – Firearms and Weapons (M) (Revised)

Policy Guide 8467 has been revised to provide some additional details included in the administrative code regarding student possession and/or use of firearms and weapons on school grounds. Regulation Guide 8467 has been completely rewritten to align with the current language in the statute and administrative code, mainly N.J.S.A. 2C:39-1 – Definitions, N.J.S.A. 2C:39-5 – Unlawful possession of weapons, N.J.A.C. 6A:16-6.3 – Reporting students or staff members to law enforcement authorities, and N.J.A.C.6A:16-6.4 – Handling of alcohol or other drugs, firearms, and other items. The title of Policy and Regulation Guides 8467 has been revised from “Weapons” to “Firearms and Weapons.” Several provisions in the revised Policy Guide 8467 are being relocated to better align with the statutes and administrative code. The revisions are not a result of any new or revised statute or administrative code and there are no new or additional requirements of school districts in the updates made to Policy and Regulation Guides 8467. The reporting to law enforcement and the handling of firearms and dangerous weapons requirements in Policy and Regulation Guides 8467 are aligned with N.J.A.C. 6A:16-6.3 and N.J.A.C. 6A:16-6.4. However, school officials should also consult the current Memorandum of Agreement Between Education and Law Enforcement for additional guidance in these areas. N.J.A.C. 6A:16-6.1(a)1. requires a Board adopt and implement policies and procedures in matters related to firearms and weapons. Therefore, Policy and Regulation Guides 8467 are mandated and should be adopted by the Board.

P 9181 – Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

The New Jersey Department of Health (NJDOH) updated their Guidance for Tuberculosis (TB) Testing in New Jersey Schools (2023 Guidance). The NJDOH's justification for the update is to limit TB screening in New Jersey schools to teachers/other employees and only those students who are at the highest risk for TB infection. The revisions in the 2023 Guidance limit or reduce some of the screening requirements recommended in the 2016 Guidance. Policy Guide 9181 had optional language for a volunteer athletic coach and/or co-curricular advisor/assistant to provide documentation they were screened for TB. This

POLICY ALERT 233 NARRATIVE

optional language has been removed from Policy Guide 9181 and a statement has been added indicating volunteers “will be screened for tuberculosis in accordance with the current NJDOH Guidance for Tuberculosis (TB) Testing in New Jersey Schools.” The 2023 Guidance indicates screening is not recommended for volunteers working with students for less than twenty hours per month. A district that does not want to comply with the recommendations in the 2023 NJDOE Guidance for TB screening of volunteer athletic coaches and co-curricular advisors/assistants may remove this provision from the Policy Guide. Any revisions to the NJDOH 2023 Guidance should be reviewed by the school nurses and the school physician. The other revision in Policy Guide 9181 indicates the Superintendent or designee will be responsible for the training of volunteers.

0141 BOARD MEMBER NUMBER AND TERM

The Board of Education shall consist of nine members.

The term of a Board member shall be three years. ~~Except vacancies in the membership of the Board shall be filled in accordance with the provisions of N.J.S.A. 18A:12-15. Each Board member appointed to fill a vacancy shall serve until the organizational meeting following the next annual election unless the Board member is appointed to fill a vacancy occurring within the sixty days immediately preceding such election if the annual election is held in April, or occurring after the third Monday in July if the election is held in November, to fill a term extending beyond such election, in which case the Board member shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy, and any vacancy for the remainder of the term shall be filled at the annual election or the second annual election next succeeding the occurrence of the vacancy, as the case may be.~~

~~The term of a Board member appointed to fill a vacancy shall be from the member's appointment to the organizational meeting following the next annual election. Any vacancy for the remainder of the term shall be filled at the next annual school election, except that~~

-

- ~~1. A Board member appointed to fill a vacancy occurring within sixty days immediately preceding an annual election occurring in April, to fill a term extending beyond the next election, shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy; or~~

-

- ~~2. A Board member appointed to fill a vacancy occurring after the third Monday in July for an annual election occurring in November, to fill a term extending beyond the next election, shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy.~~

-

~~Any vacancy for the remainder of a term shall be filled at the annual election or the second annual election next succeeding the occurrence of a vacancy, as the case may be.~~

The Superintendent is a non-voting ex-officio member of the Board.

N.J.S.A. 18A:12-6; 18A:12-9; 18A:12-11; 18A:12-15

Adopted: 16 October 2008

Revised: 09 August 2018

Revised:

0164.6 REMOTE PUBLIC BOARD MEETINGS DURING A STATE OF
EMERGENCY (M)

A. Purpose – N.J.A.C. 5:39-1.1

1. The purpose of N.J.A.C. 5:39-1.1 et seq. and Bylaw 0164.6 is to allow a Board of Education or Board of Trustees of a charter school to conduct official public business in an open and transparent manner whenever a declared emergency requires a local public body to conduct a public meeting without physical attendance by members of the public.
2. Nothing in N.J.A.C. 5:39-1.1 et seq. prevents a local public body from holding a remote public meeting under such other circumstances as may be permitted by the Open Public Meetings Act, N.J.S.A. 10:4-1 et seq.

B. Definitions – N.J.A.C. 5:39-1.2

For the purpose of this Bylaw and in accordance with N.J.A.C. 5:39-1.2, the following words and terms have the following meanings, unless the context clearly indicates otherwise:

"Adequate notice" shall have the same definition as at N.J.S.A. 10:4-8; however, for the purpose of N.J.A.C. 5:39-1.1 et seq., and to the extent not otherwise set forth at N.J.S.A. 10:4-8, the notice transmitted to at least two newspapers for publication may occur through electronic mail or other electronic means that is accepted or requested by the newspaper.

"Annual notice" means a schedule of regular meetings of the public body to be held in the succeeding year noticed pursuant to N.J.S.A. 10:4-8 and 10:4-18. For the purpose of N.J.A.C. 5:39-1.1 et seq., the annual notice may be transmitted through electronic mail to newspapers and persons requesting an annual notice pursuant to N.J.S.A. 10:4-18. If the declared emergency prevents the local public body from mailing an annual notice to individuals requesting notice pursuant to N.J.S.A. 10:4-18, it shall be mailed to individuals for whom the local public body does not have an electronic mail account as soon as practicable.

"Board" or "Board of Education" means a Board of Education or a Board of Trustees of a charter school as defined as a "local public body" or "public body" as per N.J.A.C. 5:39-1.2.

"Declared emergency" means a public health emergency, pursuant to the Emergency Health Powers Act, P.L. 2005, c. 222 (N.J.S.A. 26:13-1 et

seq.), or a state of emergency, pursuant to P.L. 1942, c. 251 (N.J.S.A. App.A.9-33 et seq.), or both, or a state of local disaster emergency that has been declared by the Governor and is in effect.

"Electronic notice" means advance notice available to the public via electronic transmission of at least forty-eight hours, giving the time, date, location and, to the extent known, the agenda of any regular, special, or rescheduled meeting, which shall accurately state whether formal action may or may not be taken at such meeting.

"Internet" means the international computer network of both Federal and non-Federal interoperable packet switched data networks.

"Live streaming" means the live audio and video transmission of a remote public meeting over the Internet.

"Local public body" means any "public body" as that term is defined in N.J.S.A. 10:4-8, with territorial jurisdiction equal to or less than a county. This term shall include Boards of Education, counties, municipalities, boards and commissions created by one or more counties or municipalities, and any authorities subject to N.J.S.A. 40A:5A-1 et seq., including fire districts and other special districts, along with joint meetings of regional service agencies as defined in N.J.S.A. 40A:65-3.

"Public business" means and includes all matters which relate in any way, directly or indirectly, to the performance of the public body's functions or the conduct of its business.

"Public meeting" means and includes any gathering whether corporeal or by means of communication equipment which is attended by, or open to, all of the members of a public body, held with the intent, on the part of the members of the body present, to discuss or act as a unit upon the specific public business of that body. Meeting does not mean or include any such gathering (1) attended by less than an effective majority of the members of a public body, or (2) attended by or open to all the members of three or more similar public bodies at a convention or similar gathering.

"Remote public meeting" means a public meeting that is conducted by any means of electronic communication equipment permitted pursuant to N.J.A.C. 5:39-1.1 et seq.

C. Circumstances Under Which a Board of Education May Hold a Remote Public Meeting During a Declared Emergency for Conducting Public Business – N.J.A.C. 5:39-1.3

1. In addition to any circumstances under which public meetings held by means of communication equipment may be authorized pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-1 et seq., the Board may hold a remote public meeting to conduct public business during a declared emergency if the emergency reasonably prevents the Board from safely conducting public business at a physical location with members of the public present.
2. If, during a declared emergency, the Board holds a physical meeting in a location where, pursuant to State and/or Federal guidelines meant to mitigate the risk of a contagious infection, the declared emergency necessitates capacity restrictions reducing the number of individuals that can be present in the meeting room to an amount below that reasonably expected for the public meeting of the Board, the Board must either hold the public meeting at another location with adequate capacity for the reasonably expected attendance by the public or hold the public meeting as both an in-person meeting and a remote public meeting.
 - a. As set forth in N.J.A.C. 5:39-1.4(c), no in-person meeting shall proceed if the room capacity does not permit any member of the public to attend.
3. Nothing in N.J.A.C. 5:39-1.3 shall be interpreted to prevent the Board from broadcasting the audio and/or video of, or taking remote public comment during, a public meeting that the public can physically attend without being subject to public health-related capacity restrictions.

D. Minimum Technological and Procedural Requirements for Remote Public Meetings Necessitated by a Declared Emergency – N.J.A.C. 5:39-1.4

1. If a declared emergency requires the Board to hold a remote public meeting to conduct public business, the Board shall use an electronic communications technology that is routinely used in academic, business, and professional settings, and can be accessed by the public at no cost.
 - a. Participant capacity on the selected platform should be consistent with the reasonable expectation of the public body for public

meetings of the type being held and shall not be limited to fewer than fifty public participants (beyond those persons required to conduct business at the meeting).

2. Remote public meetings may be held by means including, but not limited to, audio-only teleconferencing, electronic communications platforms with video and audio, and Internet-accessible technology, such as live-streaming.
 - a. If an electronic communications platform or Internet-accessible technology is being utilized for a remote public meeting, a telephonic conference line shall also be provided to allow members of the public to dial-in by telephone to listen and provide public comment as otherwise required by law.
 - b. The Board shall require members of the public to state, prior to providing public comment, whether they wish to speak and to identify themselves prior to speaking.
3. The Board shall provide the public with similar access to a remote public meeting as members of the Board, staff of the Board, and any individuals seeking one or more approvals from the Board.
 - a. If a remote public meeting is held by audio and video, the public shall also have the opportunity to participate in the meeting in both audio and video capacities.
 - b. The Board meeting held in-person shall not prohibit members of the public from attending in-person.
4. Any remote public meeting where sworn testimony is being taken shall be broadcast by video, as well as by audio.
 - a. All individuals giving sworn testimony at a remote public meeting shall appear by video in addition to audio.
5. Any presentations or documents that would otherwise be viewed or made available to members of the public physically attending the Board meeting shall be made visible on a video broadcast of the remote public meeting or made available on the Internet website or webpage of the entity governed

by the Board, or the Internet website or webpage of the entity responsible for appointing the members of the Board.

- a. If a document would be made available to individual members of the public in hard copy while physically attending the meeting, the document shall be made available in advance of the meeting for download through an internet link appearing either on the meeting notice, or near the posting of the meeting notice, both on the website and at the building where the meeting would otherwise be held.
 - b. If the Board does not have its own website, such documents shall be available upon request ahead of the meeting and provided through an official social media account if one exists.
6. The Board holding a remote public meeting shall allow members of the public to make public comment by audio, or by audio and video, if the remote public meeting is held over both audio and video, during the meeting.
 - a. In advance of the remote public meeting, the Board shall allow public comments to be submitted to the Office of the School Business Administrator/Board Secretary by electronic mail at EOE@ebnet.org and in written letter form by a reasonable deadline.
 - b. The Board shall not accept text-based public comment received during a remote public meeting held through an electronic communications platform or Internet-accessible technology. Public comments submitted before the remote public meeting through electronic mail or by written letter shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public.
 - c. The Board shall impose a reasonable time limit, where permitted by law, of three minutes on individual public comments and the same limits shall be placed on the reading of written comments. Each comment shall be read from the beginning, until the time limit is reached. The Board may pass over duplicate written comments; however, each duplicate comment shall be noted for the record with the content summarized. If the Board elects to

summarize duplicative comments, the Board must not summarize certain duplicative comments while reading other duplicative comments individually.

7. The electronic communications technology used for a remote public meeting must have a function that allows the Board to mute the audio of all members of the public, as well as allow members of the public to mute themselves.
 - a. Any electronic communications platform or Internet-accessible technology used for a remote public meeting shall also allow the Board to regulate participation by individual members of the public.
 - b. A telephonic audio conference call line must have a queueing or similar function for regulating public comment.
8. Subject to D.5. and D.6. above, the Board shall adopt, by resolution, standard procedures and requirements for public comment made during a remote public meeting, as well as for public comments submitted in writing ahead of the remote public meeting.
 - a. Such procedures and requirements shall include standards of conduct to be followed by members of the public when making comment.
 - b. The procedures and requirements for making public comment, along with an explanation of the audio muting function of the electronic communications platform being used, shall be announced at the beginning of the remote public meeting.
 - c. Regulation of conduct by members of the public on a remote public meeting shall be consistent with law and practices followed if a member of the public disrupts an in-person meeting. The following procedures shall be incorporated:
 - (1) The Board shall facilitate a dialogue with the commenter to the extent permitted by the electronic communications technology;

(2) If a member of the public becomes disruptive during a remote public meeting, including during any period for public comment, the member of the Board charged with running the remote public meeting shall mute or continue muting, or direct appropriate staff to mute or continue muting, the disruptive member of the public and warn that continued disruption may result in being prevented from speaking during the remote public meeting or removed from the remote public meeting.

(a) Disruptive conduct includes sustained inappropriate behaviors, such as, but not necessarily limited to, shouting, interruption, and use of profanity.

(3) A member of the public who continues to act in a disruptive manner after receiving an initial warning may be muted while other members of the public are allowed to proceed with their questions or comments.

(a) If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to make their comment. Should the person remain disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting, or removed from the remote public meeting.

9. Electronic communications platforms and Internet-accessible technologies used for remote public meetings shall be hosted on FedRAMP Moderate Impact Level Authorized dedicated servers or in a FedRAMP Moderate Impact Level Authorized Cloud, unless the host of the dedicated servers or cloud provides annual evidence of satisfactory cybersecurity internal controls through a SOC2 audit report.

a. When using cloud services, the technology vendor shall check provider credentials and contracts to ensure FedRAMP Moderate Impact compliance unless annual evidence of satisfactory internal controls is provided through a SOC2 audit report.

E. Notice of Remote Public Meetings; Statement in Minutes – N.J.A.C. 5:39-1.5

1. Adequate notice of a remote public meeting must include, in addition to the content required pursuant to N.J.S.A. 10:4-8, clear and concise instructions for accessing the remote public meeting, the means for making public comment, and where relevant documents, if any, will be made available.
2. In addition to adequate notice, the Board shall also provide electronic notice of a remote public meeting, except as may be permitted pursuant to N.J.S.A. 10:4-9.3 and E.3. below.
 - a. The electronic notice shall contain the content required pursuant to N.J.S.A. 10:4-8 and 10:4-9.1 and E.1. above, and shall be posted on the Internet website or webpage of Board and/or school district, or the entity responsible for appointing the members of the Board.
 - (1) If the Board does not have a website, electronic notice shall be provided on an official social media platform of the Board, however, electronic notice is not required if the Board does not have an internet presence.
 - (2) Unless otherwise prohibited by the declared emergency, the content of the electronic notice shall also be posted on the main access door of the building where the public would routinely attend public meetings of the Board in-person. The notice must be viewable from the outside.
3. If during a declared emergency the Board elects to issue electronic notice of a remote public meeting in lieu of, rather than in addition to, adequate public notice, as permitted pursuant to N.J.S.A. 10:4-9.3, the Board shall limit public business discussed or effectuated at the meeting to matters:
 - a. Necessary for the continuing operation of government and which relate to the emergency declaration connected with the declared emergency; or
 - b. Requiring decision during the remote public meeting due to imminent time constraints.

4. Nothing in N.J.A.C. 5:39-1.5 prohibits the Board from holding a remote public meeting, notwithstanding the failure to provide adequate notice and electronic notice where permitted pursuant to N.J.S.A. 10:4-9.
5. If the Board expects to conduct remote public meetings for a series of regularly scheduled meetings advertised in its annual notice, the annual notice shall be revised at least seven days prior to the next regularly scheduled meeting, indicating which meeting(s) will be held as a remote public meeting and shall contain clear and concise instructions for accessing those remote public meetings, the means for making public comment, and where relevant documents, if any, will be made available.
 - a. In addition to the means of notice transmission required pursuant to N.J.S.A. 10:4-18, the revised annual notice shall be posted on the Internet website or webpage of the Board and/or school district, or the entity responsible for appointing the members of the Board.
 - b. If the Board does not have its own website, the revised notice shall be provided on an official social media platform unless the Board does not have an internet presence.
 - c. Unless otherwise prohibited by the declared emergency, the content of the electronic notice shall also be posted on the door of the main public entrance to the building where the public would routinely attend public meetings held by the Board.
 - (1) Notice must also be posted on the door for any designated and clearly delineated handicap accessible entrance. These notices must be viewable from the outside.
6. If a previously scheduled Board meeting was to allow public attendance without a public health-related restriction as to capacity, but the Board intends to hold the same meeting as a remote public meeting due to a declared emergency and the change is not reflected in a revised annual notice issued pursuant to E.5. above, the Board shall issue adequate and electronic notice for said meeting pursuant to E.1. and E.2. above as if the meeting were not included in the annual notice.
7. At the commencement of every remote public meeting of the Board, the person presiding shall announce publicly, and shall cause to be entered in the minutes of the meeting, an accurate statement to the effect that:

- a. Both adequate and electronic notice of the meeting has been provided, specifying the time, place, and manner in which such notice was provided;
- b. Only electronic notice of the meeting has been provided, specifying the time, place, and manner in which such notice was provided, and that discussion and effectuation of public business shall be limited to only those matters:
 - (1) Necessary for the continuing operation of government and that relate to the applicable emergency declaration; or
 - (2) Requiring decision during the remote public meeting due to imminent time constraints; or
- c. That adequate notice and electronic notice was not provided, in which case such announcement shall state:
 - (1) The reason(s) why the matter(s) discussed are of such urgency and importance, as contemplated pursuant to N.J.S.A. 10:4-9(b)(1), and the nature of the substantial harm to the public interest likely to result from a delay in the holding of the meeting;
 - (2) That the remote public meeting will be limited to discussion of, and acting with respect to, such matters of urgency and importance;
 - (3) The time, place, and manner in which notice of the meeting was provided; and
 - (4) Either that the need for such meeting could not reasonably have been foreseen at a time when adequate notice and/or electronic notice could have been provided, in which event, such announcement shall specify the reason why such need could not reasonably have been foreseen; or that such need could reasonably have been foreseen at a time when adequate notice and/or electronic notice could have been provided, but such notice was not provided, in which event

the announcement shall specify the reason why adequate notice and/or electronic notice was not provided.

8. Where the Board is required by law to provide a meeting agenda, or otherwise provides a meeting agenda by practice at its regularly scheduled meetings, prior to the commencement of the remote public meeting, the Board shall also make a copy of the agenda available to the public for download through an Internet link appearing either on the meeting notice, or near the posting of the meeting notice on the website.
 - a. The notice shall also be posted at the building where the meeting would otherwise be held prior to the commencement of the remote public meeting.

F. Executive or Closed Session During Remote Public Meetings

1. A Board entering into an executive or closed session shall ensure that audio or video of the session cannot be accessed, except by those individuals that are participating in the session.
 - a. A separate non-public conference line or e-platform session may be employed for this purpose.
2. The secretary of the Board should take roll call with each individual affirmatively identifying themselves prior to commencing the closed session.
3. If a closed session is held through a telephonic conference call a separate call-in line should be made available to ensure confidentiality.
4. For closed sessions during remote public meetings held through video conferencing, audio recording should be muted and video recording blocked by a graphic labeled "Executive Session".
5. As with in-person meetings, the Board shall have read into the record the reason(s) for entering into executive session.

N.J.A.C. 5:39-1.1 et seq.

Adopted: 12 November 2020

2200 CURRICULUM CONTENT (M)

The Board of Education will provide the instruction and services mandated by law and rules as necessary for the implementation of a thorough and efficient system of free public education and such other instruction and services as the Board deems appropriate for the thorough and efficient education of the students of this district. The Board shall annually approve a list of all programs and courses that comprise the district's curriculum and shall approve any subsequent changes in the curriculum in accordance with Policy 2220 – Adoption of Courses.

Definitions:

-

1. ~~The district curriculum is the total set of PreKindergarten through twelve adopted courses of study and programs designed to enable pupils to achieve the intended outcomes of education.~~

-

2. ~~A course is a set of instructional objectives/proficiencies, activities and assessments designed to deliver a segment of the approved district curriculum content.~~

-

3. ~~A program is a set of objectives, activities and/or services and assessments designed to meet the specific needs of pupils.~~

-

4. ~~A course guide is the detailed description of study objectives, activities, instructional methods and assessments of course proficiencies to be used by staff for implementing a course in the classroom in order to enable students to achieve the intended outcomes of the course.~~

-

5. ~~A program guide sets forth in detail the objectives, activities, services and assessment strategies of an adopted program to be used by staff in implementing the program in order to enable students to achieve the intended outcomes of the program.~~

For the purposes of this Policy “curriculum” means planned learning opportunities designed to assist students toward the achievement of the intended outcomes of instruction.

The curriculum will be reviewed by the Superintendent and ~~approved annually by the Board. In accordance with law, the curriculum shall~~, as a minimum, include the curricular mandates of N.J.S.A. 18A – Education, ~~and~~ N.J.A.C. 6 ~~and~~ 6A – Education, and ~~all of the New Jersey Student Learning Standards Core Curriculum Content Standards and Cumulative Progress Indicators~~ and the courses required by Policy 5460 – High School Graduation and N.J.A.C. 6A:8-5 for high school graduation.

The Superintendent is responsible for implementing the curriculum approved by the Board.

The ~~Board directs the~~ curriculum shall be consistent with the educational goals and objectives of this district ~~and~~; the New Jersey Student Learning Standards ~~Core Curriculum Content Standards~~ and be responsive to identified student needs. The Superintendent shall, in consultation with

~~teaching~~ staff members, assure the effective articulation of curriculum across all grade levels and among the schools of this district.

~~The curriculum shall provide programs in accordance with Board policies and the New Jersey Core Curriculum Content Standards, including but not limited to:~~

- ~~-~~
 - 1. ~~Preparation of all students for employment or post secondary study upon graduation from high school;~~
 - ~~-~~
 - 2. ~~Instruction in workplace readiness skills, visual and performing arts, comprehensive health and physical education, language arts literacy, mathematics, science, social studies (including instruction on the Constitution of the United States, United States history, Community Civics, and the geography, history and civics of New Jersey), and World Languages;~~
 - ~~-~~
 - 3. ~~Continuous access to sufficient programs and services of a library/media facility, classroom collection, or both, to support the educational program of all students in accordance with Policy 2530;~~
 - ~~-~~
 - 4. ~~Guidance and counseling to assist in career and academic planning for all students, in accordance with Policy 2411;~~
 - ~~-~~
 - 5. ~~A continuum of educational programs and services for all children with disabilities, in accordance with Policy and Regulation 2460;~~
 - ~~-~~
 - 6. ~~Bilingual education, English as a Second Language, and English language services for students of limited English language proficiency, when the number of such students so necessitates, in accordance with Policy 2423;~~
 - ~~-~~
 - 7. ~~Programs and services for students at risk who require remedial assistance in accordance with Policies 2414, 2415, and 5460;~~
 - ~~-~~
 - 8. ~~Equal educational opportunity for all students in accordance with Policies 2260, 5750, and 5755;~~
 - ~~-~~
 - 9. ~~Career awareness and exploration as required, and vocational education as appropriate;~~
 - ~~-~~
 - 10. ~~Educational opportunities for students with exceptional abilities, in accordance with Policy 2464;~~
 - ~~-~~
 - 11. ~~Instruction in accident and fire prevention;~~
 - ~~-~~
 - 12. ~~A substance abuse prevention program;~~
 - ~~-~~
 - 13. ~~A program for family life education; and~~

- 14. ~~Programs that encourage the active involvement of representatives from the community, business, industry, labor and higher education in the development of educational programs aligned with the standards.~~

~~The Superintendent is responsible for the consistent implementation of the curriculum and the effective articulation of curriculum across all grade levels and among schools.~~

~~The Superintendent shall establish procedures and time lines to guide evaluation of the curriculum and educational program. Including the annual assessment and reporting to the Board of the progress of all pupils in developing the knowledge and skills specified by the Core Curriculum Content Standards, including content areas not currently included in the Statewide assessment program. Staff members shall study pupil assessment data, pupil work and instructional learning opportunities and make recommendations to the Superintendent when appropriate for the revision, elimination and/or the addition of courses.~~

N.J.S.A. ~~18A:6-2; 18A:6-3~~; 18A:35-1 et seq.

N.J.A.C. 6A:8-1.1 et seq.; 6A:14 et seq.

New Jersey Student Learning Standards~~Core Curriculum Content Standards~~

Adopted: 10 July 2008

Revised: 09 August 2018

Revised:

3160 PHYSICAL EXAMINATION (M)

The Board of Education ~~shall~~ requires ~~anyeach~~ candidate for employment who ~~has received~~~~receives~~ a conditional offer of employment to undergo a physical examination~~(s)~~ pursuant to N.J.S.A. 18A:16-2.a. to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA), pursuant to N.J.A.C. 6A:32-6.3.

If upon completing an examination~~(s)~~ it is determined a candidate for employment who received a conditional offer of employment is unable to perform with reasonable accommodation job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent of Schools, if the Board has not yet approved the appointment, or by the Board, if the Board had approved the appointment at a Board meeting.

In accordance with N.J.A.C. 6A:32-6.2(a), the Board will develop the requirements for the physical examination and provide for notification to candidates for employment regarding the requirements for the physical examination which shall include, but ~~not be~~~~is not~~ limited to, a health history to include past serious illnesses and injuries; current health problems; allergies; and a record of immunizations. The physical examination shall also include, but not be limited to, a health screening to include, but not ~~be~~ limited to: height and weight; blood pressure; pulse and respiratory rate; vision screening; and hearing screening.

Candidates for employment who have received a conditional offer of employment will ~~also~~ be required to undergo a comprehensive fitness for duty examination in addition to the physical examination required pursuant to N.J.S.A. 18A:16-2.a. This examination shall not be used to determine a candidate's disabilities and shall be used only to determine whether the applicant is able to perform with reasonable accommodation job-related functions pursuant to ADA. Comprehensive fitness for duty examinations, if required by the Board, will be required for all candidates for employment in a certificated position requiring training in the safe management of disruptive and assaultive behavior who receive a conditional offer of employment.

Candidates for employment who have received a conditional offer of employment will be required to be tested for the usage of controlled dangerous substances (CDS) as they are defined in N.J.S.A. 2C:35-2. This testing will be completed in accordance with New Jersey Department of Health and Department of Education guidelines. Testing for the usage of ~~CDS~~controlled or dangerous substances, if required by the Board, will be required for all candidates for employment in a certificated position who have received a conditional offer of employment.

Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of physical examinations required by this Policy performed by a physician or institution designated by the Board. However, the candidate shall bear the cost if the examination is performed by a physician or institution designated by the candidate with approval of the Board. In the event the Board approves the physician or institution designated by the candidate to complete an examination required by this Policy, the candidate will be provided with the detailed requirements of the examination.

Teaching staff member~~School employee~~ physicals, examinations, and/or annual medical updates do not require screening or disclosure of HIV status.

The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools. ~~A Mantoux tuberculosis test shall be given to all student teachers, school bus drivers on contract with the district, and contractors or volunteers who have contact with students.~~

Health records of candidates for employment and current teaching staff members~~All staff members' medical and health records~~, including computerized records, ~~shall~~will be secured, stored, and maintained separately from other personnel files pursuant to N.J.A.C. 6A:32-6.3(d). The information contained in medical records ~~shall~~will be kept confidential. Only the teaching staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual teaching staff member~~employee~~. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

Pursuant to N.J.A.C. 6A:32-6.3(c), an individual ~~The teaching~~ staff member may provide health-status information, including medications that may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, ~~the teaching~~ staff member may also choose to share with the ~~staff member's Building~~ Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency.

Pursuant to N.J.S.A. 18A:16-2, the Board may require~~Additional individual psychiatric or physical or psychiatric~~ examinations of a teaching~~any~~ staff member ~~may be required by the Board~~ whenever, in the Board's ~~judgment of the Board~~, a teaching staff member shows evidence of deviation from normal physical or mental health. Any additional individual examinations will be pursuant to the requirements of N.J.A.C. 6A:32-6.3**(b)**. Additional examinations and/or certifications may be required to verify fitness in accordance with Policy 3161 – Examination for Cause or disability in accordance with Policies 3425 – Work Related Disability Pay and 3435 – Anticipated Disability.

42 U.S.C.A. 12101

N.J.S.A. 18A:16-2; 18A:16-3; 18A:16-5

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3

Adopted: 28 August 2008

Revised: 09 August 2018

Revised:

R 3160 PHYSICAL EXAMINATION (M)

A. Definitions

1. “Employee” or “staff member” means the holder of any full-time or part-time position of employment.
2. “Health history” means the record of a person’s past health events obtained in writing, completed by the individual or their physician.
3. “Health screening” means the use of one or more diagnostic tools to test a person for the presence or precursors of a particular disease.
4. “Physical examination” means the assessment of an individual’s health by a professional licensed to practice medicine or osteopathy, or by an advanced practice nurse or physician assistant. Physical examination includes specific procedures required by statute as stated in N.J.A.C. 6A:16-2.2.
5. “Physician assistant” means a health care professional licensed to practice medicine with physician supervision.

B. Physical Examinations – Candidates for Employment Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment shall be required to undergo a physical examination. The physical examination shall include, but is not limited to, a health history and health screenings to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA). The candidate for employment will be provided the Board’s requirements for the physical examination.
 - a. A health history shall include, but is not limited to, the candidate’s:
 - (1) Past serious illnesses and injuries;
 - (2) Current health problems;
 - (3) Allergies; and
 - (4) A record of immunizations.
 - b. A health screening shall include, but is not limited to:
 - (1) Height;

- (2) Weight;
- (3) Pulse and respiratory rate;
- (4) Hearing screening;
- (5) Blood pressure;
- (6) Vision screening;

C. Medical Requirements Upon Employment

1. The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools. ~~A Mantoux tuberculosis test shall be given upon employment of all newly hired staff members (full-time and part-time), and to all student teachers, school bus drivers on contract with the district, and to contractors or volunteers who have contact with students. Tuberculosis testing is not required for volunteers working with students less than twenty hours per month.~~
 -
 - a. ~~Tuberculosis testing is not required:~~
 -
 - (1) ~~For new staff members, student teachers, and contractors of the school district with a documented negative tuberculosis test result in the last six months or a documented positive tuberculosis test, regardless of when this test was done; or~~
 -
 - (2) ~~For a school district staff member transferring between school districts or from a non-public school within New Jersey with a documented tuberculosis test result upon his/her initial employment by a New Jersey school.~~
 -
 - b. ~~Staff members, student teachers, contractors or volunteers who have contact with students and claim a religious exemption cannot be compelled to submit to tuberculosis testing. In these instances, a symptom assessment must be done (TB-8 Form). If TB-like symptoms are reported, a physician must document that the staff member, student teacher, contractor, or volunteer does not have an active disease.~~
 -
 - (1) ~~The school district shall determine the criteria essential to document a valid religious exemption.~~
 -
 - c. ~~Procedures for the administration of the Mantoux tuberculosis test, interpretation of reactions, follow-up procedures, and reporting shall be conducted in accordance with the guidelines and requirements of the New Jersey Department of Health.~~
 - 2. An individual teaching staff member may provide health-status information, including medications, that may be of value to medical personnel in the event of an

emergency requiring treatment. In such instances, the teaching staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency pursuant to N.J.A.C. 6A:32-6.3(c).

D. Health Records

1. ~~All~~ Health records of candidates for employment who have received a conditional offer of employment and of current employees, including computerized records, shall be secured, stored, and maintained separately from other personnel files in accordance with N.J.A.C. 6A:32-6.3(d).
2. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

E. ~~Teaching Staff Member~~Employees² Physical Examinations and Medical Updates

1. ~~Teaching Staff Member~~School employee physicals, examinations, and/or annual medical updates shall not require disclosure of HIV status.

F. Comprehensive Fitness for Duty Examination of Candidates for Employment Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment will also be required to undergo a comprehensive fitness for duty physical examination by a school district approved physician or institution at the Board's expense.
 - a. This pre-employment physical examination shall not be used to determine a candidate's disabilities; and
 - b. This examination shall be used only to determine whether the applicant is able to perform with reasonable accommodation job-related functions pursuant to ADA.
2. The physician or institution completing the examination will be provided the fitness requirements for each position.
3. Comprehensive fitness for duty examinations will be required for all candidates for employment who receive a conditional offer of employment in the following job classifications in the school district:
 - All certificated positions requiring training in the safe management of disruptive and assaultive behavior.

G. Testing for Usage of Controlled ~~or~~ Dangerous Substances (CDS) for Candidates Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment will be required to complete testing, conducted at the Board's expense, for the usage of ~~controlled dangerous substances~~CDS as ~~they are~~ defined in N.J.S.A. 2C:35-2.
 - a. Candidates will be allowed privacy during specimen collection. Control and accountability of specimens will be maintained with a chain of custody in accordance with accepted practices and as recommended by the approved laboratory. A laboratory approved by the New Jersey Department of Health will be selected by the Board for such testing.
 - b. The laboratory will conduct the test in accordance with industry standard practices for testing for ~~controlled dangerous substances~~CDS.
 - c. A Medical Review Officer, who ~~is~~shall be a licensed physician will review the final results of all positive tests to determine if there is a medical explanation for the results. The Medical Review Officer will review the candidate's medical history and may conduct a medical interview with the candidate to determine any relevant factors contributing to the results of the test. The Medical Review Officer will communicate the results of an investigation regarding positive ~~drug~~-tests for CDS to the candidate and to the Superintendent.
 - d. The ADA prohibits employment discrimination against qualified individuals with disabilities. Persons who use drugs illegally (the use of ~~controlled dangerous substances~~-(CDS)) and the illegal use of prescription drugs) are not protected by the ADA.
 - e. After a conditional offer of employment, the school district administration and/or the Medical Review Officer may ask the candidate questions concerning ~~current~~present ~~CDS drug~~ or alcohol use; however, information obtained may not be used to exclude an individual with a disability, based on the disability, unless it can be shown that the reason for exclusion meets the following three tests:
 - (1) It must be job-related and cannot be met with reasonable accommodation;
 - (2) It must be consistent with the demonstrated necessity of conducting business; and
 - (3) It must be related to legitimate job criteria.

- f. The school district may refuse to hire a candidate based upon a test result that indicates the illegal use of ~~a CDS~~~~drugs~~ as confirmed by the Medical Review Officer. This action may be taken even if the candidate claims ~~they/he/she~~ recently stopped ~~the illegal use of a CDS~~~~illegally using drugs~~.
2. The Superintendent will confer with the Medical Review Officer regarding all positive tests to prevent any ADA violation.
3. Testing for ~~controlled or dangerous substances~~~~CDS~~ will be required for all candidates for employment who receive a conditional offer of employment in the following job classifications in the school district:
 - All certificated positions.

H. Review of Examinations and Assessments

1. The results of ~~the~~ physical examination or testing of a candidate for employment who has received a conditional offer of employment will be reviewed by the Superintendent or designee and the school physician and/or the Medical Review Officer, ~~who, in consultation with the Superintendent, will to~~ determine ~~at~~ the candidate's physical and mental fitness to function with reasonable accommodation in the position for which ~~the candidate~~~~he/she~~ has made application. That determination will be made a part of the candidate's application.

I. Rescinding a Conditional Offer of Employment – Notice to Candidates for Employment Who Receive a Conditional Offer of Employment

1. All candidates for employment who receive a conditional offer of employment shall be informed by the district that:
 - a. An offer of employment by the Superintendent of Schools or designee is conditional upon completion of the Board's required physical examinations, tests, and assessments;
 - b. The required examinations, tests, and assessments will be used to determine the candidate's ability to perform with reasonable accommodations job-related functions pursuant to ADA; and
 - c. If it is determined upon completing the examination(s), tests, or assessment(s) the candidate is unable to perform with reasonable accommodations job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent if the Board has not yet approved the appointment or by the Board, if the Board had approved the appointment at a Board meeting.

Adopted: 28 August 2008

Revised: 09 August 2018

Revised:

4160 PHYSICAL EXAMINATION (M)

The Board of Education ~~shall~~ requires ~~anyeach~~ candidate for employment who ~~has received~~~~receives~~ a conditional offer of employment to undergo a physical examination~~(s)~~ pursuant to N.J.S.A. 18A:16-2.a. to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA), pursuant to N.J.A.C. 6A:32-6.3.

If upon completing an examination~~(s)~~ it is determined a candidate for employment who received a conditional offer of employment is unable to perform with reasonable accommodation job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent of Schools, if the Board has not yet approved the appointment, or by the Board, if the Board had approved the appointment at a Board meeting.

In accordance with N.J.A.C. 6A:32-6.2(a), the Board will develop the requirements for tThe physical examination and provide for notification to candidates for employment regarding the requirements for the physical examination which shall include, but ~~not be~~~~is not~~ limited to, a health history to include past serious illnesses and injuries; current health problems; allergies; and a record of immunizations. The physical examination shall also include, but no be limited to, a health screening to include, but not ~~be~~ limited to: height and weight; blood pressure; pulse and respiratory rate; vision screening; and hearing screening.

Candidates for employment who have received a conditional offer of employment will ~~also~~ be required to undergo a comprehensive fitness for duty examination in addition to the physical examination required pursuant to N.J.S.A. 18A:16-2.a. This examination shall not be used to determine a candidate's disabilities and shall be used only to determine whether the applicant is able to perform with reasonable accommodation job-related functions pursuant to ADA. Comprehensive fitness for duty examinations, if required by the Board, will be required for all candidates for employment in a support staff position who receive a conditional offer of employment.

Candidates for employment who have received a conditional offer of employment will be required to undergo psychological assessment in accordance with district procedures. A pPsychological assessments, if required by the Board, will be~~as~~ required for all Safety and Security Officer candidates for employment who have received a conditional offer of employment.

Candidates for employment who have received a conditional offer of employment will be required to be tested for the usage of controlled dangerous substances (CDS) as they are defined in N.J.S.A. 2C:35-2. This testing will be completed in accordance with New Jersey Department of Health and Department of Education guidelines. Testing for the usage of ~~CDS~~controlled or dangerous substances, if required by the Board, will be required for all candidates for employment in a support staff position who have received a conditional offer of employment.

Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of physical examinations required by this Policy performed by a physician or institution designated by the Board. However, the candidate shall bear the cost if the examination is performed by a physician or institution

designated by the candidate with approval of the Board. In the event the Board approves the physician or institution designated by the candidate to complete an examination required by this Policy, the candidate will be provided with the detailed requirements of the examination.

Support staff member~~School employee~~ physicals, examinations, and/or annual medical updates do not require screening or disclosure of HIV status.

The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools. ~~A Mantoux tuberculosis test shall be given to all student teachers, school bus drivers on contract with the district, and contractors or volunteers who have contact with students.~~

Health records of candidates for employment and current support staff members~~All staff members' medical and health records~~, including computerized records, ~~shall will~~ be secured, stored, and maintained separately from other personnel files pursuant to N.J.A.C. 6A: 32-6.3(d). The information contained in medical records ~~shall will~~ be kept confidential. Only the support staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual support staff member~~employee~~. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

Pursuant to N.J.A.C. 6A:32-6.3(c), an individual~~The support~~ staff member may provide health-status information, including medications that may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, ~~at the support~~ staff member may also choose to share with the ~~staff member's Building~~ Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency.

Pursuant to N.J.S.A. 18A:16-2, the Board may require~~Additional individual psychiatric or physical or psychiatric~~ examinations of a support~~any~~ staff member ~~may be required by the Board~~ whenever, in the ~~Board's judgment of the Board~~, a support staff member shows evidence of deviation from normal physical or mental health. Any additional individual examinations will be pursuant to the requirements of N.J.A.C. 6A:32-6.3**(b)**. Additional examinations and/or certifications may be required to verify fitness in accordance with Policy 4161 – Examination for Cause or disability in accordance with Policies 4425 – Work Related Disability Pay and 4435 – Anticipated Disability.

42 U.S.C.A. 12101

N.J.S.A. 18A:16-2; 18A:16-3; 18A:16-5

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3

Adopted: 28 August 2008

Revised: 09 August 2018

Revised:

R 4160 PHYSICAL EXAMINATION (M)

A. Definitions

1. “Employee” or “staff member” means the holder of any full-time or part-time position of employment.
2. “Health history” means the record of a person’s past health events obtained in writing, completed by the individual or their physician.
3. “Health screening” means the use of one or more diagnostic tools to test a person for the presence or precursors of a particular disease.
4. “Physical examination” means the assessment of an individual’s health by a professional licensed to practice medicine or osteopathy, or by an advanced practice nurse or physician assistant. Physical examination includes specific procedures required by statute as stated in N.J.A.C. 6A:16-2.2.
5. “Physician assistant” means a health care professional licensed to practice medicine with physician supervision.

B. Physical Examinations – Candidates for Employment Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment shall be required to undergo a physical examination. The physical examination shall include, but is not limited to, a health history and health screenings to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA). The candidate for employment will be provided the Board’s requirements for the physical examination.
 - a. A health history shall include, but is not limited to, the candidate’s:
 - (1) Past serious illnesses and injuries;
 - (2) Current health problems;
 - (3) Allergies; and
 - (4) A record of immunizations.
 - b. A health screening shall include, but is not limited to:
 - (1) Height;

- (2) Weight;
- (3) Pulse and respiratory rate;
- (4) Hearing screening;
- (5) Blood pressure; and
- (6) Vision screening.

C. Medical Requirements Upon Employment

1. The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools~~A Mantoux tuberculosis test shall be given upon employment of all newly hired staff members (full time and part-time), and to all student teachers, school bus drivers on contract with the district, and to contractors or volunteers who have contact with students. Tuberculosis testing is not required for volunteers working with students less than twenty hours per month.~~
 -
 - a. ~~Tuberculosis testing is not required:~~
 -
 - (1) ~~For new staff members, student teachers, and contractors of the school district with a documented negative tuberculosis test result in the last six months or a documented positive tuberculosis test, regardless of when this test was done; or~~
 -
 - (2) ~~For a school district staff member transferring between school districts or from a non-public school within New Jersey with a documented tuberculosis test result upon his/her initial employment by a New Jersey school.~~
 -
 - b. ~~Staff members, student teachers, contractors or volunteers who have contact with students and claim a religious exemption cannot be compelled to submit to tuberculosis testing. In these instances, a symptom assessment must be done (TB-8 Form). If TB-like symptoms are reported, a physician must document that the staff member, student teacher, contractor, or volunteer does not have an active disease.~~
 -
 - (1) ~~The school district shall determine the criteria essential to document a valid religious exemption.~~
 -
 - c. ~~Procedures for the administration of the Mantoux tuberculosis test, interpretation of reactions, follow-up procedures, and reporting shall be conducted in accordance with the guidelines and requirements of the New Jersey Department of Health.~~
 2. An individual support staff member may provide health-status information, including medications, that may be of value to medical personnel in the event of an

emergency requiring treatment. In such instances, the support staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency pursuant to N.J.A.C. 6A:32-6.3(c).

D. Health Records

1. ~~All~~ Health records of candidates for employment who have received a conditional offer of employment and of current employees, including computerized records, shall be secured, stored, and maintained separately from other personnel files in accordance with N.J.A.C. 6A:32-6.3(d).
2. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

E. ~~Support Staff Member~~Employees² Physical Examinations and Medical Updates

1. ~~School employee~~Support staff member physicals, examinations, and/or annual medical updates shall not require disclosure of HIV status.

F. Comprehensive Fitness for Duty Examination of Candidates for Employment Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment will also be required to undergo a comprehensive fitness for duty physical examination by a school district approved physician or institution at the Board's expense.
 - a. This pre-employment physical examination shall not be used to determine a candidate's disabilities; and
 - b. This examination shall be used only to determine whether the applicant is able to perform with reasonable accommodation job-related functions pursuant to ADA.
2. The physician or institution completing the examination will be provided the fitness requirements for each position.
3. Comprehensive fitness for duty examinations will be required for all candidates for employment who receive a conditional offer of employment in the following job classifications in the school district:
 - a. Building Maintenance Foreperson
 - b. Bus Aide
 - c. Bus Driver

- d. Custodian
- e. Food Service Cook
- f. Food Service Delivery Driver
- g. Food Service Lead/Cook
- h. Food Service Preparation Worker
- i. General Maintenance Technician
- j. Grounds Maintenance Foreperson
- k. Grounds Maintenance Lead
- l. Grounds Maintenance Technician
- m. Head Custodian
- n. Master Electrician
- o. Master Painter
- p. Master Plumber
- q. Plumber
- r. Safety and Security Officer

G. Psychological Assessments for Candidates Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment will be required to undergo a comprehensive psychological assessment by a school district approved physician or institution at the Board's expense~~in accordance with district procedures.~~
2. Psychological assessments will be required for all candidates for employment who receive a conditional offer of employment in the following job classifications in the school district:
 - Safety and Security Officer

H. Testing for Usage of Controlled or Dangerous Substances (CDS) for Candidates Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment will be required to complete testing, conducted at the Board's expense, for the usage of CDS~~controlled dangerous substances~~ as ~~they are~~ defined in N.J.S.A. 2C:35-2.
 - a. Candidates will be allowed privacy during specimen collection. Control and accountability of specimens will be maintained with a chain of custody in accordance with accepted practices and as recommended by the approved laboratory. A laboratory approved by the New Jersey Department of Health will be selected by the Board for such testing.
 - b. The laboratory will conduct the test in accordance with industry standard practices for testing for CDS~~controlled dangerous substances~~.

- c. A Medical Review Officer, who ~~is~~ shall be a licensed physician, will review the final results of all positive tests to determine if there is a medical explanation for the results. The Medical Review Officer will review the candidate's medical history and may conduct a medical interview with the candidate to determine any relevant factors contributing to the results of the test. The Medical Review Officer will communicate the results of an investigation regarding positive ~~drug~~ tests for CDS to the candidate and to the Superintendent.
 - d. The ADA prohibits employment discrimination against qualified individuals with disabilities. Persons who use drugs illegally (the use of ~~controlled dangerous substances (CDS)~~) and the illegal use of prescription drugs) are not protected by the ADA.
 - e. After a conditional offer of employment, the school district administration and/or the Medical Review Officer may ask the candidate questions concerning ~~current~~ present CDS ~~drug~~ or alcohol use; however, information obtained may not be used to exclude an individual with a disability, based on the disability, unless it can be shown that the reason for exclusion meets the following three tests:
 - (1) It must be job-related and cannot be met with reasonable accommodation;
 - (2) It must be consistent with the demonstrated necessity of conducting business; and
 - (3) It must be related to legitimate job criteria.
 - f. The school district may refuse to hire a candidate based upon a test result that indicates the illegal use of a CDS ~~drugs~~ as confirmed by the Medical Review Officer. This action may be taken even if the candidate claims ~~they/he/she~~ recently stopped the illegal use of a CDS ~~illegally using drugs~~.
2. The Superintendent will confer with the Medical Review Officer regarding all positive tests to prevent any ADA violation.
 3. Testing for CDS ~~controlled or dangerous substances~~ will be required for all candidates for employment who receive a conditional offer of employment in the following job classifications in the school district:
 - All support staff positions.

I. Review of Examinations and Assessments

1. The results of ~~the~~ physical examination or testing of a candidate for employment who has received a conditional offer of employment will be reviewed by the Superintendent and the school physician and/or Medical Review Officer, who, in consultation with the Superintendent, will to determine ~~the~~ candidate's physical and mental fitness to function with reasonable accommodation in the position for which ~~he/she~~ the candidate has made application. That determination will be made a part of the candidate's application.

J. Rescinding a Conditional Offer of Employment – Notice to Candidates for Employment Who Receive a Conditional Offer of Employment

1. All candidates for employment who receive a conditional offer of employment shall be informed by the district that:
 - a. An offer of employment by the Superintendent of Schools or designee is conditional upon completion of the Board's required physical examinations, tests, and assessments;
 - b. The required examinations, test, and assessments will be used to determine the candidate's ability to perform with reasonable accommodations job-related functions pursuant to ADA; and
 - c. If it is determined upon completing the examination(s), tests, or assessment(s) the candidate is unable to perform with reasonable accommodations job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent if the Board has not yet approved the appointment or by the Board, if the Board had approved the appointment at a Board meeting.

Adopted: 28 August 2008

Revised: 09 August 2018

Revised:

R 5200 ATTENDANCE (M)

A. Attendance Recording

1. School Register - ~~(N.J.A.C. 6A:32-8.1)~~

- a. ____ The Board of Education shall be required to carefully and accurately track enrollment and attendance of all students in a manual school register format or in an electronic format of the school district's choosing.
- b. ____ The Commissioner of Education will issue and publish on the New Jersey Department of Education's (NJDOE) website guidance for recording student attendance in all public schools of the State operated by district Boards ~~of Education~~, except adult high schools.
- c. Student attendance shall be recorded in the school register during school hours on each day in session, pursuant to N.J.A.C. 6A:32-8.3. An employee designated by the Superintendent shall keep in the school register, attendance of all students, and shall maintain the attendance records in accordance with N.J.A.C. 6A:32-8 and the guidance issued by the Commissioner in accordance with ~~N.J.A.C. 6A:32-8.1(c) and A.1.b.~~ above.
- d. ____ A student who has been placed on home instruction shall have their attendance status recorded on the regular register for the program in which the student is enrolled. The student shall be marked absent for the period beginning the first day the student is unable to attend school and ending the day before the first instructional day at the student's place of confinement. Absences shall not be recorded for the student while on home instruction, provided the hours of instruction are not less than required by N.J.A.C. 6A:14-4.8 and 4.9 and N.J.A.C. 6A:16-10.1 and 10.2. The number of possible days in membership for a student on home instruction shall be the same as for other students in the program in which the student is enrolled.
 - (1) ____ "Days in membership" means the number of school days in session in which a student is enrolled in accordance with N.J.A.C. 6A:32-2.1. A student's membership begins on the first possible day of attendance following enrollment during the school year, notwithstanding the actual day the student was recorded as present for the first time.

2. Day in Session - ~~(N.J.A.C. 6A:32-8.3)~~

- a. A day in session shall be a day on which the school is scheduled to provide instruction and students are under the guidance and direction of a teacher(s) engaged in the teaching process. A day on which school is closed for reasons such as holidays and teachers' institutes, or inclement weather not

under conditions set forth at N.J.A.C. 6A:32-13, shall not be considered a day in session.

- b. A day in session shall consist of not less than four hours, exclusive of recess and lunch periods, except that one continuous session of two and one-half hours may be considered a full day in Kindergarten.

3. Student Attendance ~~= (N.J.A.C. 6A:32-8.4)~~

- a. For all State attendance submissions, a student shall be recorded as present, absent, or excused for a State-excused absence, pursuant to N.J.A.C. 6A:32-8.4(e) and A.3.e. below, on every day the school is in session after the student enrolls until the date the student is transferred to another school or officially leaves the school district.
- b. A record of attendance of all students shall be kept in accordance with N.J.A.C. 6A:32-8.1(c) and A.1.b. above. The employee designated by the Superintendent shall keep the attendance records according to N.J.A.C. 6A:32-8 and the guidance issued by the Commissioner in accordance with N.J.A.C. 6A:32-8.1(c) and A.1.b. above.
- c. A student enrolled in a school shall be recorded in the school register as present if the student participates in instruction or instruction-related activities for at least half a day in session whether the student is physically on school grounds, at an approved off-grounds location, or in a virtual or remote instruction setting, pursuant to N.J.A.C. 6A:32-13.
- d. A student enrolled in a school who is not participating in instruction or instruction-related activities pursuant to N.J.A.C. 6A:32-8.4(c) and A.3.c. above shall be recorded in the school register as absent, unless the student is recorded as a State-excused absence, pursuant to N.J.A.C. 6A:32-8.4(e) and A.3.e. below.
- e. State-excused absences shall be as follows:
 - (1) ___ Religious observance, pursuant to N.J.S.A. 18A:36-14, 15, and 16.
 - (a) ___ The Commissioner, with approval of the State Board of Education, shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse students for religious observance upon the written request signed by the parent or person standing in loco parentis;
 - (2) ___ Participation in observance of Veterans Day, pursuant to N.J.S.A. 18A:36-13.2;
 - (3) ___ Participation in district board of election membership activities, pursuant to N.J.S.A. 18A:36-33;

- (4) ___ Take Our Children to Work Day;
- (5) ___ College visit(s), up to three days per school year for students in grades eleven and twelve; ~~and~~
- (6) ___ Closure of a busing school district that prevents a student from having transportation to the receiving school; ~~and-~~

(7) Attendance at a civic event, one day per school year for students in grades six through twelve, pursuant to N.J.S.A. 18A:36-33.2.

(a) “Civic event” means an event sponsored by a government entity, a community-based organization, or a nonprofit organization that incorporates elements of service learning whereby students learn and develop through organized service. A civic event shall address an issue of public concern such as community health and safety or environmental, economic, or community well-being in accordance with N.J.S.A. 18A:36-33.1.

(b) The parent of a student shall provide a signed written notice of an intended excused absence to attend a civic event at least five school days in advance of the intended excused absence and such other documentation as the Superintendent deems necessary to prove that the student meets the requirements for an excused absence pursuant to N.J.S.A. 18A:36.2.b.

- f. For absences that do not meet the criteria at N.J.A.C. 6A:32-8.4(e) and A.3.e. above, the Board may adopt policies that establish locally approved or excused absences consistent with N.J.A.C. 6A:16-7.6 for the purposes of expectations and consequences regarding truancy, student conduct, promotion, retention, and the award of course credit. However, an absence designated as excused by the Board pursuant to N.J.A.C. 6A:16-7.6 shall be considered as an absence in the submission to the State for the purpose of chronic absenteeism reporting, as set forth at N.J.A.C. 6A:32-8.6.

4. Average Daily Attendance ~~-(N.J.A.C. 6A:32-8.5)~~

The average daily attendance rate in a district school or program of instruction for a school year shall be the total number of the days present of all enrolled students, divided by the number of days in membership of all enrolled students. The student average daily attendance means the total number of days that a student is present in the school divided by the total possible number of days in session.

5. Absentee and Chronic Absenteeism Rates ~~-(N.J.A.C. 6A:32-8.6)~~

- a. A student's absentee rate shall be determined by subtracting the student's total number of days present from the student's days in membership and dividing the result by the student's days in membership.
- (1) State-excused absences shall not be included in a student's days in membership for purposes of calculating a student's absentee rate.
- b. If a student's absentee rate is equal to or greater than ten percent, the student shall be identified as chronically absent.
- c. Each school with ten percent or more of its enrolled students identified as chronically absent shall develop a corrective action plan to improve absenteeism rates. In accordance with N.J.S.A. 18A:38-25.1, the school will annually review and revise the corrective action plan and present the revisions to the Board, until the percentage of students who are chronically absent is less than ten percent.

B. Unexcused Absences That Count Toward Truancy/Excused Absences for Board Policy

1. Notwithstanding the requirement of reporting student absences in the school register for State and Federal reporting purposes, "excused" and "unexcused" student absences for the purpose of expectations and consequences regarding truancy, student conduct, promotion, retention, and the award of course credit is a Board decision outlined in Policy 5200 – Attendance and this Regulation.
2. N.J.A.C. 6A:16-7.6(a)3 requires the Board of Education policies and procedures contain, at a minimum, a definition of unexcused absence that counts toward truancy, student conduct, promotion, retention, and the award of course credit.
 - a. "An unexcused absence that counts toward truancy" is a student's absence from school for a full or a portion of a day for any reason that is not an "excused absence" as defined in B.2.b. below.
 - b. "An excused absence" is a student's absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, or any absence for the reasons listed below:
 - (1) The student's illness supported by notification to the school by the student's parent;
 - (2) The student's required attendance in court;
 - (3) Where appropriate, when consistent with Individualized Education Programs, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. §§-794 and 705(20), and individualized health care plans;
 - (4) The student's suspension from school;

- (5) ___ Family illness or death;
- (6) ___ College visit(s), up to three (3) days per school year for students in grades eleven and twelve;
- (7) ___ Interviews with a prospective employer or with an admissions officer of an institution of higher education;
- (8) ___ Examination for a driver's license;
- (9) ___ Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day;
- (10) ___ Take Our Children to Work Day;
- (11) ___ Religious observance, pursuant to N.J.S.A. 18A:36-14 through 16;
- (12) ___ Participation in observance of Veterans Day, pursuant to N.J.S.A. 18A:36-13.2;
- (13) ___ Participation in district board of election membership activities, pursuant to N.J.S.A. 18A:36-33;
- (14) Attendance at a civic event(s), pursuant to N.J.S.A. 18A:36-33.2;
- (15) ___ An absence considered excused by the Commissioner ~~of Education~~ and/or a ~~NJDOE New Jersey Department of Education~~ rule;
- (16) ___ An absence for a reason not listed above, but deemed excused by the Principal upon a written request by the student's parent stating the reason for the absence and requesting permission for the absence to be an excused absence.

- 3. "Unexcused tardiness" may constitute an unexcused absence that counts toward truancy in accordance with Policy 5240 - Tardiness.

C. ___ Notice to School of a Student's Absence

- 1. The parent or adult student shall notify the school office before the school day when the student will not be in school. However, notice for attendance at a civic event shall be provided in accordance with the procedure set forth in N.J.S.A. 18A:36-33.2.b. and A.3.e.(7)(b) above.

2. The parent of the student or an adult student who will attend the morning session, but will not attend the afternoon session shall provide notice to the school office before the start of the afternoon session.
3. The parent of the student or an adult student shall notify the school office of a future absence if the absence is foreseeable.
4. In accordance with N.J.S.A. 18A:36-25.6, if a student is determined to be absent from school without valid excuse, and if the reason for the student's absence is unknown to school personnel, the Principal or designee shall immediately attempt to contact the student's parent to notify the parent of the absence and determine the reason for the absence.

D. Readmission to School After an Absence

1. A student returning from an absence of one consecutive school days ~~any length of time~~ will be required to ~~must~~ provide a written statement to the Principal or designee that is dated and signed by the parent or adult student listing the reason for the absence.
2. A student who has been absent by reason of having or being suspected of having a communicable disease may be required to present to the school nurse written evidence of being free of a communicable disease.
3. The Superintendent of Schools or designee may require a student who has been absent from school due to a suspension or other reason concerning the student's conduct to receive a medical examination by a physician regarding the student's physical and/or mental fitness to return to school.
 - a. The Superintendent or designee will notify the student's parent of the specific requirements of the medical examination prior to the student's return to school.

E. Instruction

1. Teachers will cooperate in the preparation of home assignments for students who anticipate an excused absence of three to five school days duration.
2. Students absent for any reason are expected to make up the work missed. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.
3. In general, students will be allowed a reasonable amount of time as determined by the teacher to make up the work missed.
4. A student who missed a test or an exam shall be offered an opportunity to take the test, exam, or an appropriate alternate test.

5. A student who anticipates an absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy 2412 – Home Instruction Due to Health Condition. The parent must request home instruction.

F. Denial of Course Credit

1. The teacher will determine the credit to be awarded a student for make-up work. Where class participation is a factor in the learning process, the teacher may consider a student's absence in determining a final grade, except absences for the observance of a religious holiday or absence for a student's suspension from school will not adversely affect the student's grade. The teacher may record an incomplete grade for a student who has not had a full opportunity to make up missed work.
2. A secondary student will be denied course credit for a course when the secondary student has been absent from a full year class more than ten (10) days or more of the class sessions, or has been absent from a semester class more than five (5) days of the class sessions, or absent from a quarter course more than three (3) days, or more, whatever the reason for the absence, except that absences for the observance of a religious holiday, absences for those excused in accordance with the reporting requirements of the school register, or absences caused by a student's suspension will not count toward the total.
 - a. A secondary student denied course credit may be considered for an attendance contract outlining attendance and academic requirements for the remainder of the school year. The contract will be reviewed at the end of each marking period and may be voided at any time.
 - b. A student who has been placed on non-credit status may appeal this decision by appearing before an Attendance Review Committee which may be comprised of Principal, Assistant Principal, School Social Worker, Counselor. The Attendance Review Committee will determine whether credit may be restored at the end of the year.
3. An elementary student will be retained at grade level, in accordance with Policy No. 5410 – Promotion and Retention, when the student has been absent more than eighteen school days, whatever the reason for the absence, except that absences for the observation of a religious holiday, absences for those excused in accordance with the reporting requirements of the school register, and absences due to student's suspension will not count toward the total.;

G. _____–School District Response To Unexcused Absences During the School Year That Count Toward Truancy – ~~(N.J.A.C. 6A:16-7.6(a)4.)~~

1. For up to four cumulative unexcused absences that count toward truancy, Principal or designee shall:
 - a. Make reasonable attempt to notify the student's parent of each unexcused absence prior to the start of the following school day.

- b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent(s);
 - c. Identify, in consultation with the student's parents, needed action designed to address patterns of unexcused absences, if any, and to have the child return to school and maintain regular attendance;
 - d. Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11, if a potentially missing or abused child situation is detected; and
 - e. Cooperate with law enforcement and other authorities and agencies, as appropriate.
- 2. For between five and nine cumulative unexcused absences that count toward truancy, the Principal or designee shall:
 - a. Make a reasonable attempt to notify the student's parent(s) of each unexcused absence prior to the start of the following school day;
 - b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent(s);
 - c. Evaluate the appropriateness of action taken pursuant to N.J.A.C. 6A:16-7.6(a)4.i.(3) and G.1.c. above;
 - d. Develop an action plan to establish outcomes based upon the student's patterns of unexcused absences and to specify the interventions for supporting the student's return to school and regular attendance, which may include any or all of the following:
 - (1) ☐ Refer or consult with the building's Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
 - (2) ☐ Conduct testing, assessments, or evaluations of the student's academic, behavioral, and health needs;
 - (3) ☐ Consider an alternate educational placement;
 - (4) ☐ Make a referral to or coordinate with a community-based social and health provider agency or other community resource;
 - (5) ☐ Refer to a court or court program pursuant to N.J.A.C. 6A:16-7.6(a)4.iv. and G.4. below;
 - (6) ☐ Proceed in accordance with N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11, if a potential missing or abused child situation is detected; and

- (7) ____ Engage the student's family.
 - e. Cooperate with law enforcement and other authorities and agencies, as appropriate.
- 3. For cumulative unexcused absences of ten or more that count toward truancy, a student between the ages of six and sixteen is truant, pursuant to N.J.S.A. 18A:38-25, and the Principal or designee shall:
 - a. Make a determination regarding the need for a court referral for the truancy, per N.J.A.C. 6A:16-7.6(a)4.iv. and G.4. below;
 - b. Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;
 - c. Cooperate with law enforcement and other authorities and agencies, as appropriate; and
 - d. Proceed in accordance with N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School, and other applicable State and Federal statutes, as required; and
- 4. A court referral may be made as follows:
 - a. When unexcused absences that count toward truancy are determined by school officials to be violations of the compulsory education law, pursuant to N.J.S.A. 18A:38-25, and the Board of Education's policies, in accordance with N.J.A.C. 6A:16-7.6(a), the parent may be referred to Municipal Court.
 - (1) ____ A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Municipal Court; or
 - b. When there is evidence of a juvenile-family crisis, pursuant to N.J.S.A. 2A:4A-22.g, the student may be referred to Superior Court, Chancery Division, Family Part.
 - (1) ____ A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Juvenile-Family Crisis Intervention Unit.
- 5. For a student with a disability, the attendance plan and its punitive and remedial procedures shall be applied, where applicable, in accordance with the student's Individual Education Program IEP, pursuant to 20 U.S.C. §§1400 et seq., the Individuals with Disabilities Education Act; the procedural protections set forth in N.J.A.C. 6A:14; accommodation plan under 29 U.S.C. §§794 and 705(20); and individualized health care plan and individualized emergency healthcare plan pursuant to N.J.A.C. 6A:16-2.3(b)3.xii.

6. All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with N.J.A.C. 6A:16-7.6(a)4.i. and G.1. above for each student with up to four cumulative unexcused absences that count toward truancy.

a. _____ For each student attending a receiving school with five or more cumulative unexcused absences that count toward truancy, the absences shall be reported to the sending school district.

(1) _____ The sending school district shall proceed in accordance with the Board ~~of Education~~'s policies and procedures pursuant to N.J.A.C. 6A:16-7.6(a) and the provisions of N.J.A.C. 6A:16-7.6(a)4.ii. through iv. and G.2. through G.4. above and N.J.A.C. 6A:16-7.6(b) and G.5. above, as appropriate.

H. _____ Discipline

1. Students may be denied participation in co-curricular activities and/or athletic competition if the Board establishes attendance standards for participation.
2. No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

I. Recording Attendance

1. Teachers must accurately record the students present, tardy, or absent each day in each session or each class. Attendance records must also record students' attendance at out-of-school curricular events such as field trips.
2. A record shall be maintained of each excused absence and each unexcused absence that counts toward truancy as defined in Policy 5200 – Attendance and this Regulation.
3. A student's absence for observance of a religious holiday will not be recorded as such on any transcript or application or employment form.

J. Appeal

1. Students may be subject to appropriate discipline for their school attendance record.
2. A parent of a student or an adult student who has been retained at grade level for excessive absences may appeal that action in accordance with Policy 5410 – Promotion and Retention.
3. A parent of a student or an adult student who has been dropped from a course and/or denied course credit for excessive absences may appeal that action in accordance with the following procedures:

- a. ~~The student shall file a~~ written appeal ~~shall be filed with~~ the Principal or designee within five school days of receiving notice of the action. The appeal should state the reasons for each absence, any documentation that may support reducing the number of absences for the purposes of course credit, and reasons why the student should either continue to be enrolled in the course or receive course credit for a class the student completed.
- b. The Principal or designee will respond in writing no later than seven school days after receiving the ~~student's written~~ appeal.
- c. If the ~~parent or adult~~ student is not satisfied, the ~~parent or adult~~ student may submit a written request to the Principal for consideration by an Attendance Review Committee which may be comprised of Principal, Assistant Principal, School Social Worker, Counselor.
- d. ~~In response to~~ On a ~~student's~~ request for consideration by an Attendance Review Committee, the Principal shall convene an Attendance Review Committee. The Attendance Review Committee shall meet informally to hear the ~~student's~~ appeal. The student's parent, ~~the student~~, and teacher(s) may attend the meeting.
- e. The Attendance Review Committee shall decide the appeal and inform the ~~parents and~~ student in writing within seven school days of the meeting.
- f. The ~~parent or adult~~ student may appeal an adverse decision of the Attendance Review Committee to the Superintendent, the Board ~~of Education~~, and the Commissioner ~~of Education~~ in accordance with Policy 5710 - Student Grievance and N.J.S.A. 18A. An appeal to the Attendance Review Committee shall be considered to have exhausted the first two steps of the grievance procedure outlined in Policy 5710.

K. ~~Attendance Records~~

1. Attendance records for the school district and each school will be maintained and attendance rates will be calculated as required by the ~~NJDOE New Jersey Department of Education~~. The school district will comply with all attendance requirements and any improvement plans as required by the ~~Department of Education NJDOE~~.

Adopted: 16 September 2010

Revised: 09 August 2018

Revised: 10 October 2019

Revised: 18 November 2021

Revised: 31 August 2023

Revised:

5337 SERVICE ANIMALS

In compliance with Title II of the Americans with Disabilities Act (ADA) as amended by the ADA Amendments Act of 2008, it is the Policy of the Board of Education to permit use of a service animal by an individual with a disability in all areas of the district where the public is normally permitted: in district buildings; on district property; and on vehicles owned, leased, or controlled by the district in accordance with: ~~(28 CFR §35.136.)~~

A. Definitions

1. “Act” means the Americans with Disabilities Act (ADA) as amended by the ADA Amendments Act of 2008.
2. “Designated administrator” means Principal or person designated by the Principal to coordinate these activities.
3. “District” means this school district.
4. “Handler” means the animal’s owner who is an individual with a disability or a person, such as a trainer, assisting the owner with control of the service animal.
5. “Service animal” means a dog individually trained to do work or perform a specific job or task for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability in accordance with: ~~(28 CFR §36.104.)~~
 - a. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition.
 - b. The work or tasks performed by a service animal must be directly related to the individual’s disability (e.g. navigation, alerting physical support and assistance, preventing or interrupting impulsive or destructive behaviors).
 - c. Work or tasks for the purposes of this definition do not include the provision of emotional support, well-being, comfort, therapy, companionship, or crime deterrence.

B. General ly Rules

1. The district shall permit the use of a service animal by an individual with a disability unless:
 - a. The animal is out of control and the animal’s handler does not take effective action to control it;

b. The animal is not housebroken.

2. A student with a disability, including autism, shall be permitted access for a service animal in school buildings, including the classroom, on school buses, and on school grounds.
3. The service animal shall be under a handler's control at all times by use of a leash, tether, voice control, signal, or other suitable means in accordance with N.J.S.A. 18A:46-13.3. and A service animal shall have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control (e.g. voice control, signals, or other effective means). ~~(28 CFR §35.136(d).)~~
34. If an animal is properly excluded, the district shall give the individual with a disability the opportunity to participate in the service, program, or activity without having the service animal on the premises in accordance with: ~~(28 CFR §35.136(b).)~~
45. If there are places in the district where it is determined to be unsafe for a handler and service animal, reasonable accommodations will be provided to assure the individual with a disability has equal access to the activity.
56. A school official may inquire as to whether the service animal is required due to a disability and what task or work the service animal has been trained to perform, unless the student's disability and the work or task that the service animal will perform are readily apparent in accordance with N.J.S.A. 18A:46-13.3. Unless the need for a service animal is readily apparent, the individual with a disability or his/her parent will be required to provide the district with information that:
 -
 - a. ~~The service animal is required because of a disability; and~~
 -
 - b. ~~What work or task the animal has been trained to perform.~~
67. The district may not require documentation, including proof that the animal has been certified, trained, or licensed as a service animal; nor that the dog demonstrates its ability to perform the work or task in accordance with: ~~(28 CFR §35.136(f).)~~
78. Individuals with a disability who have service animals are not exempt from local animal control or public health requirements.

89. ~~A school official may require: Service animals must be licensed and registered in accordance with State and local laws.~~

~~a. Certification from a veterinarian that the service animal is properly vaccinated and does not have a contagious disease that may harm students or staff; and~~

~~b. Documentation that any license required by the municipality in which the student resides has been obtained for the service animal.~~

C. Delegation of Responsibility

1. ~~The school shall not be responsible or liable for the care of supervision of the service animal. The district is not responsible for the care or supervision of a service animal, in accordance with (28 CFR §35.136(e))~~

a. The district is not responsible to pay for or provide a handler to aid the individual with a disability in the control of the service animal.

b. ~~The school shall provide reasonable accommodations to allow the handler to provide for the care and feeding of the service animal while on school grounds or at a school function. The district is responsible to provide assistance to an individual with a disability in performing the tasks required of the individual for the care and maintenance of the service animal.~~

2. If the district normally charges individuals for damage they cause, an individual with a disability may be charged for damage caused by their ~~his or her~~ service animal in accordance with ~~(28 CFR §35.136(h).)~~

3. The district will designate relief areas for the service animal which will be included in mobility training and orientation of students and animals new to the school.

D. Notification and Responsibilities

1. In the event a service animal will be introduced as part of the school community, the designated administrator will develop a comprehensive implementation plan prior to introduction of the service animal into the school to include:

a. Notification to parents of students who may be in contact with the service animal;

b. Appropriate accommodations:

(1) For students who are allergic to the service animal; and/or

- (2) For students who have fears regarding the service animal.
- c. Appropriate etiquette regarding service animals to include:
 - (1) Never pet a service animal while it is working;
 - (2) Never feed a working service animal;
 - (3) Do not deliberately startle, tease, or taunt a service animal;
 - (4) Do not hesitate to ask the handler if ~~they~~~~he or she~~ would like assistance regarding directions for navigating the facility.
2. The use of a service animal introduced as part of the school community will require inclusion into the student's Individualized Education Plan (IEP) or the student's Section 504 Accommodation Plan.
3. The district may request, but cannot require, the owner of a service animal introduced as part of the school community and, as included in the student's IEP or Section 504 Accommodation Plan, maintain liability insurance for the service animal. The School Business Administrator/Board Secretary will ensure the school district has appropriate insurance in the event a service animal is introduced as part of the school community.

E. Miniature Horses

1. Miniature horses, although not included in the Act under the definition of "service animal," may only be permitted if individually trained to do work or perform tasks for the benefit of the individual with a disability and if they meet the assessment factors outlined in 3. below in accordance with 28 CFR §35.136(i).
2. Ponies and full size horses are not considered miniature horses.
3. Assessment factors to determine whether the district can reasonably modify its policies, practices, and procedures to allow for the use of miniature horses on its property, facilities, or vehicles include:
 - a. Type, size, and weight of the miniature horse and whether the facility can accommodate those features;
 - b. Whether the handler has sufficient control of the miniature horse;
 - c. Whether the miniature horse is housebroken; and
 - d. Whether the miniature horse's presence compromises legitimate safety requirements necessary for safe operation.

4. All requirements for the use of service animals also apply to the use of miniature horses.

N.J.S.A. 18A:46-13.3

28 CFR §35.136

28 CFR §36.104

Adopted: 09 August 2018

Revised: 30 May 2019

Revised:

5350 STUDENT SUICIDE PREVENTION (M)

The Board of Education recognizes that depression and self-destruction are problems of increasing severity among students. Students under severe stress cannot benefit fully from the educational program and may pose a threat to themselves or others.

The Board directs all school district staff members to be alert to a student who exhibits warning signs of self-destruction or who threatens or attempts suicide. Any such warning signs or the report of such warning signs from another student or staff member shall be taken with the utmost seriousness and reported immediately to the Principal or designee.

The Principal or designee shall immediately contact the parent(s) of the student exhibiting warning signs of suicide to inform the parent(s) the student will be referred to the Child Study Team or a Suicide Intervention Team, appointed by the Superintendent or designee, for a preliminary assessment. Upon completion of the preliminary assessment, the Principal or designee shall meet with the parent(s) to review the assessment. Based on the preliminary assessment, the parent(s) may be required to obtain medical or psychiatric services for the student. In the event the parent(s) objects to the recommendation or indicates an unwillingness to cooperate in the best interests of the student, the Principal or designee will contact the New Jersey Department of Children and Families, Division of Child Protection and Permanency to request intervention on the student's behalf.

In the event the student is required to obtain medical or psychiatric services, the parent(s) will be required to submit to the Superintendent a written medical clearance from a licensed medical professional, selected by the parent(s) and approved by the Superintendent, indicating the student has received medical services, does not present a risk to themselves or others, and is cleared to return to school. The written medical clearance may be reviewed by a Board of Education healthcare professional before the student is permitted to return to school. The parent(s) shall be required to authorize their healthcare professional(s) to release relevant medical information to the school district's healthcare professional, if requested.

In accordance with N.J.A.C. 6A:14-1.1(d), special education and related services shall be provided to students with disabilities at public expense, with no charge to the parents. A clearance by a psychiatrist or other medical professional as a requirement to return to school is considered an assessment provided at public expense. The district shall not require the parents to incur the cost of psychiatric clearance.~~Any school district staff member, volunteer, or intern with reasonable cause to suspect or believe that a student has attempted or completed suicide, shall immediately report the information to the Principal or designee or their immediate supervisor who will immediately report it to the Superintendent or designee. The Superintendent or designee shall promptly report it online to the New Jersey Department of Children and Families, or as otherwise required by the Department of Children and Families in accordance with N.J.S.A. 30:9A-24. In accordance with N.J.S.A. 30:9A-24i, any person who reports an attempted or completed suicide shall have immunity from any civil or criminal liability on account of the report, unless the person has acted in bad faith or with malicious purpose.~~

In accordance with the provisions of N.J.S.A. 18A:6-111 and 18A:6-112, as part of the required professional development for teachers as outlined in N.J.A.C. 6A:9C-3 et seq., every teaching staff member must complete at least two hours of instruction in suicide prevention, to be provided by a licensed health care professional with training and experience in mental health issues, in each professional development period. The instruction in suicide prevention shall include information on the relationship between the risk of suicide and incidents of harassment, intimidation, and bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Not including teaching staff members subject to the requirements of N.J.S.A. 18A:6-112.a. and not including licensed mental health care professionals, a school employee or an employee of a contracted service provider who has regular and direct contact with students, as determined by the Board, shall complete a one-time training program in suicide prevention, awareness, and response identified by the New Jersey Department of Education (NJDOE) pursuant to N.J.S.A. 18A:6-112.c. A person subject to the requirements of N.J.S.A. 18A:6-112.b. shall complete the required training program not less than twelve months from the date of the identification by the NJDOE of training programs or twelve months from the person's date of hire, whichever occurs later.

Not less than twelve months following the date of the identification by the NJDOE of the training programs or not less than twelve months from the person's date of hire, and annually thereafter, the district shall provide to their employees who are subject to the requirements of N.J.S.A. 18A:6-112.a. or b., in a hard copy paper form or in an electronic form, guidelines on the district's reporting and suicide prevention, awareness, and response protocols including, but not limited to, contact information for each school's designated staff who should be notified whenever an employee believes a student may be at risk for suicide.

Each person who is required pursuant to N.J.S.A. 18A:6-112.a. or b. to complete a suicide prevention training program shall have a duty to warn and protect when the following conditions exist:

1. A student has communicated to that person a clearly identifiable threat of imminent, serious physical violence against oneself and the circumstances are such that a reasonable person would believe the student intended to carry out the threat; or
2. The circumstances are such that a reasonable person would believe the student intended to carry out an act of imminent, serious physical violence against oneself.

A person acting in good faith and who takes reasonable steps to discharge a duty to warn and protect shall be immune from civil and criminal liability in regard to that disclosure.

Any school district staff member, volunteer, or intern with reasonable cause to suspect or believe that a student has attempted or completed suicide, shall immediately report the information to the Principal or designee or their immediate supervisor who will immediately report it to the Superintendent or designee. The Superintendent or designee shall promptly report it online to the New Jersey Department of Children and Families, or as otherwise required by the Department of Children and Families in accordance with N.J.S.A. 30:9A-24. In accordance with N.J.S.A. 30:9A-

24.i., any person who reports an attempted or completed suicide shall have immunity from any civil or criminal liability on account of the report, unless the person has acted in bad faith or with malicious purpose.

The Superintendent shall prepare and disseminate guidelines to assist school district staff members in recognizing the warning signs of a student who may be contemplating suicide, to respond to a threat or attempted suicide, and to prevent contagion when a student commits suicide.

N.J.S.A. 18A:6-111; 18A:6-112

N.J.S.A. 30:9A-23; 30:9A-24

N.J.A.C. 6A:9C-3 et seq.; 6A:14-1.1

Adopted: 23 June 2011

Revised: 09 August 2018

Revised:

8420 EMERGENCY AND CRISIS SITUATIONS (M)

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district ~~shall~~will develop and implement comprehensive ~~written~~ plans, procedures, and mechanisms ~~that~~to provide for safety and security in the district's public elementary and secondary schools. Plans and procedures, which shall be in written form, and mechanisms shall provide for, at a minimum: the protection of the health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and supportive services for staff, students, and their families, in accordance with N.J.A.C. 6A:16-5.1(a).

Pursuant to N.J.S.A. 18A:41-6, "School security drill" means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

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

Pursuant to N.J.S.A. 18A:41-15, in developing its districtwide school safety and security plan, the district shall: demonstrate that it has considered the individual needs of each student with a disability, as enumerated in the students' individualized education programs (IEP), individualized health care plans, 504 plans, or, in the case of students with disabilities enrolled in nonpublic schools, service plans pursuant to N.J.S.A. 18A:46-2.15; and incorporate protocols into the districtwide school safety and security plan for communicating the individual needs of each student with a disability, when appropriate and in compliance with the "Family Educational Rights and Privacy Act of 1974," (20 USC §1232g), to third parties including, but not limited to, first responders and emergency management agencies.

A copy of the ~~school district's~~ school safety and security plan shall be disseminated to all ~~school district~~ employees pursuant to N.J.A.C. 6A:16-5.1(c). New employees shall receive a copy of the ~~school~~ district's safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be notified in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The ~~school~~ district shall develop and provide an in-service training program for all ~~school district~~ employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crisis, consistent with the ~~school~~ district's plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New

employees shall receive ~~the~~this in-service training, ~~as appropriate~~, within sixty days of the effective date of their employment. The ~~is~~ in-service training program for all employees shall be reviewed annually and updated, ~~as appropriate~~.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7 b. In the event an individual is employed in a substitute capacity in the district at the time the school safety and security training is being provided to full-time employees pursuant to N.J.S.A. 18A:41-7.a., the district shall include the individual in the training.

Any information or training provided pursuant to N.J.S.A. 18A:41-7 shall address the unique needs of students with disabilities in the event of a fire drill, school security drill, or actual emergency situation. All full-time employees and individuals employed in the district in a substitute capacity shall be made aware of any anticipated mobility, sensory, medical, social, communication, emotional, regulatory, and decision-making support needs of students in the care of the employee and any supports, modifications, accommodations, and services to be provided to students, as enumerated in their IEPs, individualized health care plans, 504 plans, or service plans pursuant to N.J.S.A. 18A:46-2.15.

The district shall ensure a student's unique mobility, sensory, medical, social, communication, emotional, regulatory, and decision-making needs in the event of a fire drill, school security drill, or an actual emergency situation that may occur on school grounds is maintained in the student record. The documentation maintained in the student record shall indicate whether or not the student is able to safely and fully participate in fire drills or school security drills without the use of supplementary supports, modifications, accommodations, or services, or if any accommodations are needed, including determining areas of refuge during an emergency, in accordance with N.J.S.A. 18A:46-2.15.a.

If it is determined a student requires supplementary supports, modifications, accommodations, or services in order to safely and fully participate in a fire drill or school security drill, a written plan shall be maintained in the student record, pursuant to N.J.S.A. 18A:46-2.15.b. The written plan shall: describe the anticipated mobility, sensory, medical, social, communication, emotional, regulatory, and decision-making support needs of the student during a fire drill or school security drill and during an actual emergency situation; describe the supports, modifications, accommodations, and services to be provided to the student during a fire drill or school security drill and during an actual emergency situation; and describe the role of school employees in supporting the student during a fire drill or school security drill and during an actual emergency situation, including the need for any specific training of school employees. The district shall on a regular basis, but not less than once annually, perform a review of any determinations made pursuant to N.J.S.A. 18A:46-2.15 to evaluate the school security needs of a student.

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each

month within the school hours, including any summer months during which the school is open for instructional programs, ~~and shall require all teachers of all schools, Employees of the district, whether occupying buildings of one or more stories, shall to keep all exterior doors and exits of their respective rooms and buildings unlocked during the school hours, except~~ locked at all times except when necessary to comply with the requirements set forth in the Uniform Fire Code, including applicable requirements during an emergency lockdown or an emergency lockdown drill. ~~All students and staff shall fully participate in each drill conducted to the greatest extent practicable and, when appropriate, utilize procedures for assisting in the rescue of persons unable to use the general means of egress to ensure that participation does not pose a safety risk.~~ Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual ~~fire or~~ school security emergency that occurs at a school during the month ~~and~~ that includes activities which are the equivalent of a drill shall be considered a school security drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year. ~~In accordance with N.J.S.A. 18A:41-7a, n~~Notwithstanding any other provision of law to the contrary, the ~~school~~ district shall ensure that a school security drill that occurs when students are present:

1. Includes clear, developmentally and age-appropriate messaging to students and staff at the conclusion of the drill that the event is a drill and that no current danger exists;
2. Does not expose students to content or imaging that is not developmentally or age-appropriate;
3. Is paired with trauma-informed approaches to address any student inquiries or concerns which may arise as a result of a school security drill;
4. Does not include the use of fake blood, real or prop firearms, or the simulations of gun shots, explosions, or other sounds or visuals that may induce panic or a traumatic response from a student or school district employee;
5. Does not require a student to role play as a victim, but may include first aid training in which students participate; and
6. Is accessible to students with disabilities and mental health conditions, and provides all necessary accommodations for these students.

The Principal or designee shall provide written notification to the parent of a student enrolled in the school following completion of a school security drill, which notice shall be provided to the parent by no later than the end of the school day on which the school security drill is conducted.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security

drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1. The ~~school~~ district may permit emergency personnel access to the buildings and grounds of its schools for school security drills that are scheduled outside of school hours and during such times as students are not present, pursuant to N.J.S.A. 18A:41-7a.c.

The ~~school~~ district shall review and update its school security drill procedures using a process that coincides with the review of the school safety and security plan developed pursuant to N.J.A.C. 6A:16-5.1 and collects input from emergency personnel; parents of students enrolled in the ~~school~~ district; teachers and staff employed in the district; mental health professionals; and student government representatives from multiple grade levels, pursuant to N.J.S.A. 18A:41-7a.d.

The school district shall annually track data on such measures and information as required by the Commissioner of Education, and shall report the data to the Commissioner, pursuant to N.J.S.A. 18A:41-7a.e.

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

The school district will be required to annually submit a security drill statement of assurance attesting to the completion of monthly school security drills to the New Jersey Department of Education/County Office of Education by June 30 of each school year, in accordance with N.J.A.C. 6A:30 App.A. Each school in the district will be required to complete and retain a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. App.A.:9-86

N.J.S.A. 18A:41-1 ; 18A :41-2 ; 18A :41-6 ; 18A:41-7, 18A:41-7a.;

18A:41-15; 18A:46-2.15

N.J.A.C. 6A:16-5.1; 6A:30 App.A.

Adopted: 02 December 2010

Revised: 04 March 2021

Revised: 20 January 2022

Revised: 15 December 2022

Revised:

8467 FIREARMS AND WEAPONS (M)

The Board of Education prohibits the possession, use, or exchange of any firearm or weapon in any school building, on school grounds, at any school-sponsored event, and on school sanctioned transportation except as the possession and use of a firearm or weapon is authorized by law and required in the performance of the possessor's duty.

For the purpose of this ~~P~~policy, "weapon" means items enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f)~~anything readily capable of lethal use or of inflicting serious bodily injury. "Weapon" includes, but is not limited to, all firearms, knives, dangerous instruments intended to inflict harm, components that can be readily assembled into a weapon, explosive devices, and imitation firearms.~~ For the purposes of this ~~policy~~ Policy, "firearm" means those items enumerated in N.J.S.A. 2C:39-1f and 18 U.S.C. §921.

Pursuant to N.J.A.C. 6A:16-6.3(b), whenever a school employee develops reason to believe a firearm, as defined in N.J.S.A. 2C:39-1(f) and 18 USC §921, or other deadly weapon, whether enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined in N.J.S.A. 2C:39-1(f) and 18 USC §921, has unlawfully been brought onto school grounds or a student or other person is in unlawful possession of a firearm or other deadly weapon on or off school grounds, or a student or other person has committed an offense with or while in possession of a firearm on or off school grounds or during school operating hours, the matter shall be reported as soon as possible to the Principal or designee, or in the absence of the Principal or designee, to the staff member responsible at the time of the alleged violation. Either the Principal or designee or the responsible staff member shall notify the Superintendent, who in turn shall notify as soon as possible the county prosecutor or other law enforcement official designated by the county prosecutor to receive such information. The Superintendent or designee shall provide to the county prosecutor or designee all known information concerning the matter, including the identity of the student or staff member involved.~~Any student or school employee who has reasonable grounds to suspect the presence of a weapon prohibited by this policy shall immediately report his/her suspicion to the Principal or designee.~~ The Principal or designee shall conduct an appropriate search in accordance with Policy ~~No.~~ 5770 – Student Right of Privacy and, if appropriate and feasible, confiscate any firearm or weapon discovered in the course of the search. The Principal or designee~~He/she shall, if appropriate and feasible, may~~ summon the aid of law enforcement ~~officials~~officers in the conduct of the search. Any school employee who confirms the presence of a firearm or weapon under circumstances that place persons at serious risk may confiscate the firearm or weapon immediately and may use such force as is reasonable and necessary to obtain possession.

Unless the firearm or weapon has been taken into custody by a law enforcement ~~official~~officer, the Principal or designee shall immediately store any confiscated firearm or weapon in a ~~securely and locked location box or container~~ and report the presence of the firearm or weapon to the Superintendent. Pursuant to N.J.A.C. 6A:16-6.3(b), ~~The Superintendent shall promptly notify, by telephone call and by letter, local law enforcement~~the Chief of Police of East Brunswick that a firearm or weapon is present on school premises; ~~the notice shall and~~ request removal of the firearm or weapon by an authorized law enforcement ~~official~~officer. The Superintendent shall obtain and file a receipt for any firearm or weapon removed by a law enforcement ~~official~~officer.

Any student who possesses, uses, or exchanges a firearm or weapon in violation of this ~~policy~~ Policy shall be subject to stringent discipline, ~~which may include expulsion~~. Any student or school employee who suspects or knows of the presence of a firearm or weapon in violation of this ~~policy~~ Policy and fails to report the same shall be subject to discipline. Pursuant to N.J.A.C. 6A:16-6.3(b), aAny person who possesses a firearm or weapon on school premises or school transportation or at a school-sponsored function shall be reported to the appropriate law enforcement agency.

~~The Board shall immediately remove a student who is convicted or adjudicated delinquent for possession of a firearm on school grounds; convicted or adjudicated delinquent for committing a crime while in possession of a firearm on school grounds; or found knowingly in possession of a firearm on school grounds from the school's general education program for a period of not less than one calendar year, in accordance with N.J.A.C. 6A:16-5.5(a) and Policy and Regulation 5611 – Removal of Students for Firearms Offenses. Any student who is convicted or is an adjudicated delinquent for possession of a firearm or who is found to be in possession of a firearm on school property must be immediately removed from the regular education program and provided with an alternative program, pending a hearing before the Board of Education. Students convicted or found to be delinquent for possessing a firearm on school property, on a school bus, or at a school-sponsored function or committing a crime while possessing a firearm shall be immediately removed from the regular education program for a period of not less than one calendar year and placed in an alternative education school or program pending a hearing before the Board of Education to remove the student. (Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act)~~

~~The Board shall immediately remove a student who commits an assault, as defined under N.J.S.A. 2C:12-1a(1), with a weapon, which includes, but is not limited to, items enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f) and 18 USC §921, upon a teacher, administrator, other school board employee, district Board of Education member, or another student on school grounds, pursuant to N.J.S.A. 18A:37-2.2 through 2.5, from the school's general education program for a period not exceeding one calendar year, in accordance with N.J.A.C. 6A:16-5.6(a) and (b) and Policy and Regulation 5613 – Removal of Students for Assaults with Weapons Offenses. Any student who commits an assault upon members of the school community with a weapon other than a firearm on school property must be immediately removed from the regular education program and provided with an alternative program, pending a hearing before the Board of Education. (Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act)~~

Students with disabilities violating the provisions of this ~~policy~~ Policy shall be ~~addressed~~ dealt with in accordance with ~~Policy No. 2460 and Regulation No. 2460.6~~ the provisions of N.J.A.C. 6A:14-2.8.

Nothing in this ~~policy~~ Policy shall be construed to prohibit the reporting of a crime committed by a child with a disability to the appropriate law enforcement or judicial authorities, or to prevent such authorities from exercising their responsibilities with regard to the application of Federal or State law to crimes committed by a child with disabilities.

The procedures for ~~Any student requiring~~ removal from and return to the ~~general~~regular education program of a student for firearms offenses and assaults with weapons offenses~~for the reasons enumerated above~~ shall be ~~removed~~ in accordance with Policy and Regulation ~~No. 5611 – Removal of Students for Firearms Offenses and Policy and Regulation 5613 – Removal of Students for Assaults with Weapons Offenses.~~

The Superintendent, or designee, shall prepare regulations to implement this ~~policy~~Policy for the guidance of school staff in dealing with incidents involving firearms and weapons in the school district.

The school district's reporting requirements to law enforcement officials and the handling of firearms and weapons outlined in this Policy and Regulation 8467 and in accordance with N.J.A.C. 6A:16-3 and N.J.A.C. 6A:16-4 shall be in addition to any reporting and handling requirements included in the current Memorandum of Agreement Between Education and Law Enforcement Officials.

N.J.S.A. 2C:12-1(a)1; 2C:39-1~~et seq.~~; 2C:58-6.1; 2C:58-15

N.J.S.A. 18A:6-1; 18A:37-2.2; 18A:37-2.3; 18A:37-2.4; 18A:37-2.5

N.J.S.A. 23:4-16

N.J.A.C. 6A:14-2.8 et seq.; 6A:16-5.5; 6A:16-5.6; 6A:16-6.3; 6A:16-6.4

Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act

18 U.S.C. 921

20 U.S.C 1415

Adopted: 17 May 2007

Revised:

R 8467 WEAPONS (M)

M

A. Definitions

“Weapon” includes:

1. Firearms, which include but are not limited to handgun, rifle, shotgun, machine gun, automatic or semi-automatic rifle, or any gun, device, or instrument in the nature of a weapon from which may be fired or ejected any solid projectile ball, slug, pellet, round, or bullet, or any gas, vapor or other noxious thing, by means of a cartridge or shell or by the action of an explosive or the igniting of flammable or explosive substances. It also includes any firearm that is in the nature of an air gun, spring gun or pistol or other weapon of a similar nature in which the propelling force is a spring, elastic band, carbon dioxide, compressed or other gas or vapor, air or compressed air, or is ignited by compressed air, and ejecting a bullet or missile smaller than three-eighths of an inch in diameter, with sufficient force to injure a person. Firearms for the purposes of this regulation means those items enumerated in N.J.S.A. 2C:39-1 and 18:21-1 to 18:21-21.
2. Components that can be readily assembled into a weapon.
3. Gravity knives, which means any knife that has a blade that is released from the handle or sheath thereof by the force of gravity or the application of centrifugal force.
4. Switchblade knives, which means any knife or similar device that has a blade that opens automatically by hand pressure applied to a button, spring, or other device in the handle of the knife.
5. Daggers, dirks, pen knives, box cutters, stilettos, and other dangerous knives.
6. Ballistic knives, which means any device capable of lethal use that can propel a knife blade.



7. Billies, blackjacks, bludgeons, metal knuckles, sandclubs, slingshots, cestus or similar leather bands studded with metal filings or razor blades imbedded in wood.
8. Stun guns, which means any weapon or other device that emits an electrical charge or current intended to temporarily or permanently disable a person.
9. Any device that projects, releases, or emits tear gas or any other substance intended to produce temporary physical discomfort or permanent injury through being vaporized or otherwise dispensed in the air.
10. Imitation firearms, which means an object or device reasonably capable of being mistaken for a firearm.

B. Confiscation

1. A school employee who confiscates any weapon shall immediately notify the school Principal.
2. The Principal shall immediately notify the Chief of Police of the East Brunswick Police Department by telephone that a weapon has been confiscated and shall request removal of the weapon by a police officer. The telephone call shall be confirmed in a written letter.
3. The Principal shall safeguard the weapon until a law enforcement officer takes custody of it.
 - a. The Principal shall place the weapon in a box or container.
 - b. The Principal shall record or cause to be recorded on the container or on a document attached to the container,
 - (1) A description of the weapon;
 - (2) The name and signature of the person who confiscated the weapon;
 - (3) The date, time, and place the weapon was confiscated;



REGULATION

EAST BRUNSWICK BOARD OF EDUCATION

OPERATIONS
R 8467/Page 3 of 5
WEAPONS (M)

- (4) The circumstances under which the weapon was confiscated; and
 - (5) The name of the student or staff member believed to be in possession of the weapon when it was confiscated.
 - c. The container will be placed in a secure location under lock and key and under the Principal's direct control.
 - d. In the event any person other than the Principal is permitted access to the weapon prior to its retrieval by a law enforcement officer, that person shall enter his/her name and signature on the record along with the time and date of inspection and the reason for the access. Access to the weapon will be permitted only in the presence of the Principal.
 - e. The law enforcement officer who takes custody of the weapon shall be required to sign and date the record to indicate his/her receipt of the substance or item.
 4. The Principal shall provide to the law enforcement officer who takes custody of the weapon:
 - a. All information concerning the manner in which it was confiscated;
 - b. The identity of all persons who had custody of the weapon following its confiscation; and
 - c. The identity of any student or staff member believed to have been in possession of the weapon.

Evacuation

1. The Principal shall, in accordance with Regulation No. 8420, direct the immediate evacuation of the school building or the appropriate portion thereof in the event that:
 - a. The presence of an incendiary device or explosive is known or is reasonably reliably suspected;



REGULATION

EAST BRUNSWICK BOARD OF EDUCATION

OPERATIONS
R 8467/Page 4 of 5
WEAPONS (M)

- b. A person possessing a firearm or incendiary device or who refuses to surrender the weapon and the use of force necessary to confiscate the weapon would place another person in serious risk of injury or death.
 - c. The Principal in his/her judgment believes that the school community is at risk and the building should be evacuated.
 2. Regular evacuation routes may be modified as required to protect students and staff members from danger.
 3. Law enforcement officers shall be summoned immediately to any school building evacuated under this regulation.
 - D. Removal of Students from Educational Program
 1. A student convicted or found to be delinquent for possessing a firearm on any school property, on a school bus, or at a school-sponsored function or a student committing a crime with a firearm shall be immediately removed from the school's regular education program for a period of not less than one calendar year in accordance with Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act and Policy No. 5611.
 2. A student who assaults a member of the school community with a weapon other than a firearm on school property, on a school bus, or at a school-sponsored function must be immediately removed from the school's regular education program in accordance with Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act and Policy No. 5611.
 3. Removal of a student for reasons enumerated in this Regulation shall be in accordance with Policy and Regulation No. 5611.
 4. The Building Principal will immediately notify the student's parent(s) or legal guardian(s) if the student is found to be in possession of a firearm on school property or if a student commits an assault upon members of the school community with a weapon other than a firearm on school property.

Issued: 17 May 2007



REGULATION

EAST BRUNSWICK BOARD OF EDUCATION

OPERATIONS
R 8467/Page 5 of 5
WEAPONS (M)

FOR REVISION



R 8467 FIREARMS AND WEAPONS (M)

A. Definitions – N.J.A.C. 6A:16-1.3

1. “Weapon” means items enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f).
2. “Firearm” means items enumerated in N.J.S.A. 2C:39-1(f) and 18 USC §921.
3. “School grounds” means and includes land, portions of land, structures, buildings, and vehicles, when used for the provision of academic or extracurricular programs sponsored by the school district or community provider. School grounds also includes school buses, school-sponsored functions, structures that support the buildings, such as school district wastewater treatment facilities; generating facilities; and other central service facilities including, but not limited to, kitchens and maintenance shops. School grounds also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and recreational places owned by municipalities, private entities, or other individuals during times when the school district has exclusive use of a portion of the land.

B. Reporting to Law Enforcement – N.J.A.C. 6A:16-6.3

1. Whenever a school employee develops reason to believe a firearm, as defined in N.J.S.A. 2C:39-1(f) and 18 USC §921, or other deadly weapon, whether enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f) and 18 USC §921, has unlawfully been brought onto school grounds or a student or other person is in unlawful possession of a firearm or other deadly weapon on or off school grounds, or a student or other person has committed an offense with or while in possession of a firearm on or off school grounds or during school operating hours, the matter shall be reported as soon as possible to the Principal or designee, or in the absence of the Principal or designee, to the staff member responsible at the time of the alleged violation.
 - a. Either the Principal or designee or the responsible staff member shall notify the Superintendent, who in turn shall notify as soon as possible the county prosecutor or other law enforcement official designated by the county prosecutor to receive such information.
 - b. The Superintendent or designee shall provide to the county prosecutor or designee all known information concerning the matter, including the identity of the student or staff member involved.
 - c. All incidents shall be reported under N.J.A.C. 6A:16-6.3 utilizing the Student Safety Data System, pursuant to N.J.A.C. 6A:16-5.3(e)1, where appropriate.

C. Handling of Firearms and Dangerous Weapons – N.J.A.C. 6A:16-6.4

1. In accordance with N.J.A.C. 6A:16-6.4(b), whenever a school employee seizes or comes upon a firearm or dangerous weapon, school officials shall:
 - a. In the case of a firearm, immediately advise the county prosecutor or appropriate law enforcement official, and secure the firearm pending the response by law enforcement to retrieve and take custody of the firearm; and
 - b. In the case of a dangerous weapon other than a firearm, immediately advise the county prosecutor or appropriate law enforcement official, and secure the dangerous weapon pending the response by law enforcement to retrieve and take custody of the dangerous weapon.
2. School employees in custody of a firearm or dangerous weapon shall take reasonable precautions, according to Board procedures, to prevent the theft, destruction, or unlawful use of the firearm or dangerous weapon by any person, pursuant to N.J.A.C. 6A:16-6.4(c).
 - a. The Principal shall place the firearm or dangerous weapon in a secure and locked location.
 - b. In the event any person other than the Principal is permitted access to the firearm or dangerous weapon prior to its retrieval by a law enforcement official, that person shall enter their name and signature on the record along with the time and date of inspection and the reason for the access. Access to the firearm or dangerous weapon will be permitted only in the presence of the Principal.
 - c. The law enforcement official who takes custody of the firearm or dangerous weapon shall be required to sign and date the record to indicate their receipt of the firearm or dangerous weapon.
3. The Principal shall provide to the law enforcement official who takes custody of the firearm or dangerous weapon:
 - a. All information concerning the manner in which the firearm or dangerous weapon was confiscated;
 - b. The identity of all persons who had custody of the firearm or dangerous weapon following its confiscation; and
 - c. The identity of any student or staff member believed to have been in possession of the firearm or dangerous weapon.

4. Any person employed or engaged in a school or educational institution may, within the scope of their employment, use and apply such amounts of force as is reasonable or necessary to obtain possession of weapons or other dangerous objects upon the person or within the control of a student, pursuant to N.J.S.A. 18A:6-1.

~~Issued~~Adopted: 17 May 2007

Revised:

9181 VOLUNTEER ATHLETIC COACHES AND CO-CURRICULAR ACTIVITY ADVISORS/ASSISTANTS

The Board of Education recognizes the services of volunteer athletic coaches and co-curricular activity advisors/assistants bring unique skills to the district, enrich the athletic and co-curricular program, assist district coaching and co-curricular staff members in the performance of their duties, and enhance the relationship between the school district and the community. Therefore, the Board authorizes a program for the utilization of volunteer athletic coaches and co-curricular activity advisors/assistants in the district.

For the purposes of this Policy, “volunteer athletic coach and co-curricular activity advisor/assistant” is a person who is not paid by the Board ~~of Education~~, assisting under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for the school activity.

The ~~Superintendent of Schools or designee~~ ~~Director of Human Resources~~ will be responsible for the recruitment and screening of volunteer athletic coaches and co-curricular activity advisors/assistants and their assignment. The district is not obligated to utilize the proffered services of a volunteer ~~whose abilities or interests do not serve the needs of the school district~~ as determined by the Superintendent.

These volunteers must be persons ~~of known character, responsibility, and integrity and must be~~ recommended by the Superintendent and approved by the Board ~~of Education~~ prior to assuming any responsibilities.

The Superintendent or ~~his/her~~ designee will prepare and promulgate rules of conduct for volunteer athletic coaches and volunteer co-curricular activity advisors/assistants. Each volunteer athletic coach and co-curricular activity advisor/assistant will be given a copy of this Policy.

The following guidelines shall govern the service of a volunteer athletic coach and volunteer co-curricular activity advisor/assistant:

1. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may serve only under the direction and ~~direct~~ ~~immediate~~ supervision of an appropriately certified or licensed ~~a~~ head and/or assistant coach or activity advisor or assistant employed by the Board;
2. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must clearly understand their duties and responsibilities and perform no services outside those duties;
3. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants serve only in a support capacity and only head or assistant coaches or activity advisors or assistants employed by the Board are responsible for the supervision and instruction provided to students participating in athletic programs or co-curricular activities;

4. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall respect the individuality, dignity, and worth of each student;
5. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants are not permitted access to student records;
6. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must ~~not disclose~~~~exercise discretion in disclosing~~ any confidential student matters the volunteer athletic coach or volunteer activity advisor/assistant ~~or assistant employed by the Board~~ becomes aware of as a result of their volunteer responsibilities;
7. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall~~must~~ consult with the ~~Director of Human Resources~~Superintendent or designee regarding any matters or questions regarding their duties and responsibilities;
- ~~8. Volunteer co-curricular activity advisors/assistants must consult with the Director of Human Resources regarding any matters or questions regarding their duties and responsibilities;~~
- ~~98.~~ Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall receive no financial remuneration from the Board; and
- ~~109.~~ Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the Board by the Superintendent at the next Board ~~M~~meeting following relief of duties.

Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants will be screened for tuberculosis in accordance with the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants will be required to participate in all mandated trainings required for their position and any other trainings as required by the Superintendent or designee.

All school volunteer athletic coaches and co-curricular activity advisors/assistants must:

- possess a New Jersey substitute teacher credential;
- obtain a criminal history record check to be reimbursed by the Board;
- sign a waiver for workers' compensation if required by the school district's insurance company; and

- ~~• provide documentation that a Mantoux test has been administered; and~~
-
- meet the additional requirements of Policy and Regulation 3160 – Physical Examination.

N.J.S.A. 18A:6-7.1; 18A:6-7.2

Adopted: 18 March 2009

Revised: 09 August 2018

Revised:

POLICY ALERT 234 NARRATIVE

A. A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials - Revisions

P 5512 – Harassment, Intimidation, or Bullying (M) (Revised)

The Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) includes a section 4.4.5. titled “Coordination of HIB and Criminal Investigations”. Section 4.4.5. provides guidance and rules for when student conduct is being investigated by law enforcement officials as a violation of the criminal code and school officials as a violation of the Anti-Bullying Bill of Rights Act. Policy Guide 5512 has been revised to add information from this section, including parental notification requirements and procedural guidance on when a school district must stay/pause a HIB investigation to allow law enforcement to conclude their investigation. If a school district would like further guidance on this situation, the MOA provides a detailed explanation of common scenarios and the proper steps for a school district to implement. Policy Guide 5512 is mandated and must be adopted by the Board as N.J.S.A. 18A:37-13 requires school districts to adopt a written policy addressing HIB.

P 5533 – Student Smoking (M) (Revised)

R 5533 – Student Smoking (Revised)

The Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) was revised to add section 3.3.8. titled “Electronic Smoking Devices”. Section 3.3.8. addresses the school district’s responsibility to report the use or seizure of an electronic smoking device to law enforcement. Strauss Esmay has revised Policy and Regulation Guides 5533 to include language from the MOA addressing the requirement that school districts report the use or seizure of an electronic smoking device to law enforcement when school officials have reasonable suspicion the electronic smoking device contains a controlled dangerous substance or cannabis. Policy Guide 5533 is mandated as the use of tobacco products is illegal on school grounds pursuant to N.J.S.A. 26:3D-58.

P 7441 – Electronic Surveillance In School Buildings and On School Grounds (M) (Revised)

R 7441 – Electronic Surveillance In School Buildings and On School Grounds (M) (Revised)

N.J.S.A. 18A:41-9 requires a school district with at least one school building that is equipped with video surveillance equipment capable of streaming live video wirelessly to a remote location to enter into a Memorandum of Understanding (MOU) with local law enforcement which will provide the authorities the capacity to activate equipment and view the live streaming video. The Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA), section 7.4.1., added clarifying information to the language of the statute and the following statement has been revised to add the bolded language to the MOA and Policy and Regulation Guides 7441: “In accordance with the provisions of N.J.S.A. 18A:41-9, if at least one school building of the school district is equipped with video surveillance equipment that is capable of streaming live video wirelessly to a remote location, the Board of Education shall enter into a MOU with local law enforcement authorities providing the authorities with the capacity to

POLICY ALERT 234 NARRATIVE

activate the equipment and view live streaming video during an emergency situation.” The addition of “during an emergency situation” provides much needed clarity regarding law enforcement’s rights to access a school district’s live streaming video surveillance system. Policy and Regulation Guides 7441 are mandated as N.J.S.A. 18A:41-9 requires the school district to comply with the provisions of the statute and enter into a MOU with law enforcement regarding this issue and Regulation Guide 7441 must be adopted by the Board.

P 9320 – Cooperation with Law Enforcement Agencies (M) (Revised)

R 9320 – Cooperation with Law Enforcement Agencies (M) (Revised)

All school districts must annually review, revise when appropriate, and adopt the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) pursuant to N.J.A.C. 6A:16-6.2(b)13 through 14. The MOA provides a much greater level of detail regarding N.J.A.C. 6A:16-6 and all of the requirements outlined therein. Strauss Esmay has revised Policy and Regulation Guides 9320 to include two new requirements from the MOA, among other minor revisions. The first revision provides the Superintendent or designee with the option to designate a “law enforcement unit” for the district. A detailed explanation of what a “law enforcement unit” is and its purpose in the district is in the MOA, Section 2.4: Creation of Law Enforcement Units. The second revision to Regulation Guide 9320 addresses the “Handle With Care” program created by New Jersey Attorney General Directive 2020-9. “Handle With Care” is a program which requires law enforcement officials to notify the district when a student enrolled in the district witnesses something traumatic outside of the school environment. The revision states the Superintendent or designee will designate a point of contact for each school building tasked with receiving these notifications. There are student privacy rights issues implicated within the “Handle With Care” program that should be discussed with the Board Attorney and the individuals designated to receive these notifications.

Regulation Guide 9320 has been revised to include the language “or other drugs” as marijuana/cannabis is no longer a controlled dangerous substance, but still triggers a district’s responsibility to notify law enforcement if a student is under the influence or is in possession of marijuana/cannabis.

Regulation Guide 9320 is mandated and must be adopted by the Board as N.J.A.C. 6A:16-6.2 requires the development of policies and procedures that align with the MOA.

B. General Policy and Regulation Updates

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

Policy Guide 5111 was previously revised in Policy Alert 231 to comply with N.J.S.A. 18A:38-3. N.J.S.A. 18A:38-3 prohibits admission of nonresident students to a district without the payment of tuition, except for those nonresident students who are children of Board employed teaching staff members. However, N.J.S.A. 18A:38-3 is vague in regards to what staff members are considered “teaching staff members” and also does

POLICY ALERT 234 NARRATIVE

not mention whether a student who moves to or from a school district in the middle of the school year is covered by N.J.S.A. 18A:38-3.

The New Jersey State Board of Education (NJSBE) recently published comments and responses for the proposed code revisions to N.J.A.C. 6A:22 “Student Residency”. Strauss Esmay submitted a comment requesting clarification regarding proposed language in N.J.A.C. 6A:22-3.2 which addresses the new law, N.J.S.A. 18A:38-3, specifically the exception to nonresident tuition requirements for children of nonresident school staff members.

The NJSBE responded that the exception to the tuition requirement outlined in N.J.S.A. 18A:38-3 only applies to staff members who are covered under the definition of “teaching staff member” pursuant to N.J.S.A. 18A:1-1. N.J.S.A. 18A:1-1 defines any position in which a staff member is required to possess a certificate granted by the New Jersey State Board of Examiners as a “teaching staff member”.

What NJSBE’s response means for districts is any non-certificated staff members, who do not reside in the district, but have been permitted to enroll their children in the educational program of the district without the payment of tuition, must now be charged a uniform tuition amount submitted to and approved by the Executive County Superintendent (ECS), pursuant to N.J.S.A. 18A:38-3.

Districts may not permit non-certificated nonresident staff to enroll their children in the educational program in the district without the payment of tuition as approved by the ECS; however, districts may permit certificated nonresident staff members to enroll their children in the educational program in the district with or without the payment of tuition at the discretion of the Board. In addition, if a district chooses to charge tuition to both certificated and non-certificated nonresident staff members, the amount charged may be different for certificated nonresident staff members than what is charged for non-certificated nonresident staff members because the Board is only required to submit for approval from the ECS the amount charged to non-certificated nonresident staff members.

The clarification provided by the NJSBE requires revisions to Policy Guide 5111. Strauss Esmay revised some optional language in Policy Guide 5111 permitting staff members to enroll their children in the educational program of the district to reflect the new rule pursuant to N.J.S.A. 18A:38-3. These revisions are complicated and required several new options to address the different combination of situations.

The NJSBE also responded to a second comment submitted that clarified the rules when a student moves into or out of the district during the school year. The comment mentioned handling this situation on a case by case basis and assigning a tuition rate based upon the specific facts surrounding a student’s move to or from the district. The NJSBE disagreed and stated N.J.S.A. 18A:38-3 does not provide for an exception for this situation and those students must be treated like every other nonresident student. This means that students that move to or from the district during the school year are required

POLICY ALERT 234 NARRATIVE

to pay the same uniform tuition amount (approved by the ECS) that all nonresident students pay.

Strauss Esmay has revised its language in Policy Guide 5111 to better align with N.J.S.A. 18A:38-3 and the clarification provided by the NJSBE.

Strauss Esmay has also revised Policy Guide 5111 to remove the term “guardian” as we have the term “parent” defined in Policy Guides 0000.01 and 0000.02 which includes the term “guardian” within it.

Policy Guide 5111 is mandated and must be adopted by the Board as N.J.A.C. 6A:22-2.1(a) requires a Board to adopt written policies to address student residency in the district.

P 5460 – High School Graduation (M) (Revised)

Policy Guide 5460 has been revised to include a new graduation requirement for high school graduating classes of 2025, 2026, and 2027. On January 16, 2024, P.L.2023 c.295 was enacted which states a Board will require a student, and the student’s parent, if applicable, to complete and submit a financial aid application in a form prescribed by the New Jersey Higher Education Assistance Authority. This financial aid application requirement is a prerequisite to the student receiving a high school diploma. A student may be exempt from the requirement if the student, or the student’s parent, submits to the district a waiver form requesting the exemption. Strauss Esmay has revised Policy Guide 5460 to reflect this new requirement and has updated the legal citations and the language that is in N.J.A.C. 6A:8-5.1, 5.2, and 5.3. The provisions in Policy Guide 5460 which outline requirements for the graduating classes of 2018, 2019, 2020, 2021, and 2022 have been removed as they are no longer applicable. Policy Guide 5460 is mandated as N.J.A.C. 6A:8-5.1 states a Board shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century.

P 5516 – Use of Electronic Communication Devices (Revised)

R 5516 – Use of Electronic Communication Devices (New)

Policy Guide 5516 prohibits a student or school staff member from being video or audio recorded or audio or video recording others without the consent of the student’s parent or school staff member. Policy Guide 5516 also addresses a student’s personal use of an electronic communication device, to include cell phones, during the school day. The last issue addressed in Policy Guide 5516 is a dated statute regarding the use of pagers. As districts are considering limitations on a student’s use of an electronic communication device, specifically the use of cell phones during the school day, Strauss Esmay has rewritten Policy Guide 5516 to incorporate the provisions of the existing Policy Guide 5516 with the new provisions of prohibiting or limiting the use of an electronic communication devices during the school day.

Districts have been requesting a cell phone policy that prohibits and/or limits student use of cell phones for personal use during the school day. Revised Policy Guide 5516

POLICY ALERT 234 NARRATIVE

provides general requirements and defines “electronic communication devices” to include, but not be limited to, cell phones; smart watches; tablets; earbuds; wireless headphones; and other devices.

There is currently no statute or administrative code that addresses student use of electronic communication devices in schools; therefore, a Board has the ability to revise Policy and Regulation Guides 5516 to meet local needs. Policy and Regulation Guides 5516 were developed based upon research regarding the trends throughout the country. A Board that wants to limit student cell phone use may revise the times use is permitted and may want to establish different times of the school day for use for different grade levels. In addition, a Board may revise the discipline that is outlined in Section B. of Regulation Guide 5516. In summary, a Board has a lot of flexibility in addressing student use of electronic devices in schools and may develop rules and discipline that are not included in Regulation Guide 5516. A district that does not want to establish district-wide rules regarding student use of wireless communication devices during the school day does not need to adopt Policy Guide 5516. However, Policy and Regulation Guides 5516 are recommended for a Board that would like to provide some level of limitation regarding student use of electronic communication devices. Policy Guide 5516 is no longer mandated, but due the importance of this issue and because Policy Guide 5516 will likely impact every student in the district, it is recommended the Board also adopt Regulation Guide 5516.

P 5701 – Academic Integrity (Adoption)

Strauss Esmay has developed a new Policy Guide 5701 – Academic Integrity to replace the existing Policy Guide 5701 – Plagiarism. The new Policy Guide 5701 defines seven examples of prohibited acts with an additional “catch-all” provision to include conduct not defined in the seven definitions in the new Guide. Consequences for any violation of Policy Guide 5701 shall be addressed in accordance with the district’s Policy and Regulation 5600 - Student Discipline/Code of Conduct. The new Policy Guide 5701 also provides an appeal process in accordance with Policy 5710 – Student Grievance, which is also being revised in Policy Alert 234.

P 5710 – Student Grievance (New)

Policy Guide 5710 has been revised to provide more details regarding the student grievance process. The revised Policy Guide 5710 requires written documentation supporting the grievance, timelines to file a grievance, and timelines for a district official to respond to a grievance. The procedure in Policy Guide 5710 shall be used to address a student grievance unless the Board policy or act of a school employee being challenged is governed by a Board policy, regulation, or other grievance procedure specifically designed to address the conduct in question. Therefore, student grievances regarding matters specifically addressed by other Board policies would not be addressed by Policy Guide 5710. A Board may revise Policy Guide 5710 to meet local needs as there is no statute or administrative code that provides guidance in this area of student grievance.

P 8500 – Food Services (M) (Revised)

POLICY ALERT 234 NARRATIVE

The “Working Class Families’ Anti-Hunger Act” has been revised and the following statute sections have changes which necessitated revisions to Policy Guide 8500: N.J.S.A. 18A:33-3.2; 18A:33-4; 18A:33-11; 18A:33-14a.; 18A:33-21.; 18A:33-21b1; 18A:33-21.1; and 18A:33-27.2. The revisions to the statutes include, but are not limited to: new terminology, expansion of income eligibility to qualify students for free meals, and additional parental notification of school meal information. 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 CFR 210.1 et seq.; and the corresponding Federal guidance document “Eligibility Manual for School Meals Determining and Verifying Eligibility”.

Policy Guide 8500 is mandated and must be adopted by the Board if the district participates in the National School Lunch Program as it is a United States Department of Agriculture audit requirement.

5512 HARASSMENT, INTIMIDATION, AND BULLYING (M)

HARASSMENT, INTIMIDATION, OR BULLYING (M)

Table of Contents

<u>Section</u>	<u>Section Title</u>
A.	Prohibiting Harassment, Intimidation, or Bullying
B.	Definition of Harassment, Intimidation, or Bullying
C.	Student Behavior
D.	Consequences and Remedial Actions
E.	Reporting Harassment, Intimidation, or Bullying
F.	Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)
G.	Investigating Allegations of Harassment, Intimidation, or Bullying
H.	Responding to Harassment, Intimidation, or Bullying
I.	Reprisal or Retaliation
J.	False Accusations of Harassment, Intimidation, or Bullying
K.	Additional Policy Requirements
L.	Harassment, Intimidation, or Bullying Training and Prevention Programs
M.	Reports to Board of Education and New Jersey Department of Education
N.	School and District Grading Requirements
O.	Reports to Law Enforcement
P.	Collective Bargaining Agreements and Individual Contracts

Q. Students with Disabilities

A. Prohibiting Harassment, Intimidation, or Bullying

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. The Board has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards; harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff, and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); adoptive parent(s); legal guardian(s); resource family parent(s); or ~~surrogate parent(s)~~~~parent-surrogate(s)~~ of a student. When parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

B. Definition of Harassment, Intimidation, or Bullying

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;
2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;
3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
 - a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to their person or damage to their property; or
 - b. Has the effect of insulting or demeaning any student or group of students; or

- c. Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

The Board of Education recognizes that bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Recognizing "a real or perceived power imbalance" may assist school officials in identifying harassment, intimidation, or bullying within the context and relative positions of the alleged aggressor and target.

"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or remotely activating paging device in accordance with (N.J.A.C. 6A:16-1.3).

In accordance with the Board ~~of Education~~'s Code of Student Conduct and this Policy, all acts of harassment, intimidation, or bullying that occur off school grounds, such as "cyber-bullying" (e.g., the use of electronic means to harass, intimidate, or bully) are addressed in this Policy.

C. Student Behavior

The Board of Education expects students to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities, with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment, consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the parents and other community representatives, school administrators, school employees, school volunteers, and students of the school district, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and that it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities for helping students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board expects students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, or bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property, and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;
3. Student rights; and
4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, school employees, volunteers, students, and community representatives, in the development of this Policy.

Pursuant to N.J.A.C. 6A:16-7.1, the Board developed guidelines for student conduct, taking into consideration the nature of the behavior; the nature of the student's disability, if any and to the extent relevant; the developmental ages of students; severity of the offenses and students' histories of inappropriate behaviors; and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent shall annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. The school district will support students who:

1. Walk away from acts of harassment, intimidation, or bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, or bullying to the designated school staff member.

D. Consequences and Remedial Actions

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of

Student Conduct, and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation, or bullying.

In every incident found to be harassment, intimidation, or bullying, the school Principal, in consultation with appropriate school staff, may apply disciplinary consequences and/or remedial actions, such as the provision of counseling, behavioral interventions, or other measures.

Appropriate consequences and remedial actions are those that are graded according to the severity of the offenses; consider the developmental ages of the student offenders; the nature of the student's disability, if any and to the extent relevant; and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-7.

The following factors, at a minimum, shall be given full consideration by the school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

Factors for Determining Consequences

- Age, disability (if any and to the extent relevant), developmental and maturity levels of the parties involved and their relationship to the school district;
- Degrees of harm;
- Surrounding circumstances;
- Nature and severity of the behaviors;
- Incidences of past or continuing patterns of behavior;
- Relationships between the parties involved; and
- Context in which the alleged ~~incidents~~incidences occurred.

Factors for Determining Remedial Measures

Personal:

- Life skill deficiencies;
- Social relationships;
- Strengths;
- Talents;
- Traits;
- Interests;
- Hobbies;
- Extra-curricular activities;
- Classroom participation;
- Academic performance;
- Relationship to peers; and

- Relationship between student/family and the school district.

Environmental:

- School culture;
- School climate;
- Student-staff relationships and staff behavior toward the student;
- General staff management of classrooms or other educational environments;
- Staff ability to prevent and manage difficult or inflammatory situations;
- Availability of programs to address student behavior;
- Social-emotional and behavioral supports;
- Social relationships;
- Community activities;
- Neighborhood situation; and
- Family situation.

Examples of Consequences and Remedial Measures

The consequences and remedial measures may include, but are not limited to, the examples listed below:

Examples of Consequences:

- Admonishment;
- Temporary removal from the classroom (any removal of .5 days or more must be reported in the Student Safety Data System);
- Deprivation of privileges;
- Classroom or administrative detention;
- Referral to disciplinarian;
- In-school suspension during the school week or the weekend;
- Out-of-school suspension (short-term or long-term);
- Reports to law enforcement or other legal action;
- Expulsion; and
- Bans from receiving certain services, participating in school-district-sponsored programs or being in school buildings or on school grounds.

Examples of Remedial Measures

Personal:

- Restitution and restoration;
- Peer support group;
- Recommendations of a student behavior or ethics council;
- Corrective instruction or other relevant learning or service experience;
- Supportive student interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
- Behavioral management plan, with benchmarks that are closely monitored;
- Assignment of leadership responsibilities (e.g., hallway or bus monitor);
- Involvement of school "disciplinarian;"
- Student counseling;
- Parent conferences;
- Alternative placements (e.g., alternative education programs);
- Student treatment; and
- Student therapy.

Environmental (Classroom, School Building, or School District):

- School and community surveys or other strategies for determining the conditions contributing to HIB;
- School culture change and school climate improvement;
- Adoption of research-based, systemic bullying prevention programs;
- School policy and procedures revisions;
- Modifications of schedules;
- Adjustments in hallway traffic;
- Modifications in student routes or patterns traveling to and from school;
- Supervision of student before and after school, including school transportation;
- Targeted use of monitors (e.g.,

- hallway, cafeteria, locker room, playground, school perimeter, bus);
- Teacher aides;
- Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;
- General professional development programs for certificated and non-certificated staff;
- Professional development plans for involved staff;
- Disciplinary action for school staff who contributed to the problem;
- Supportive institutional interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Parent conferences;
- Family counseling;
- Involvement of parent-teacher organizations;
- Involvement of community-based organizations;
- Development of a general bullying response plan;
- Recommendations of a student behavior or ethics council;
- Peer support groups;
- Alternative placements (e.g., alternative education programs);
- School transfers; and
- Law enforcement (e.g., safe schools resource officer, juvenile officer) involvement or other legal action.

Consequences and appropriate remedial actions for a student or staff member who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.

The Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan when a student is found to be an offender in three harassment, intimidation, or bullying incidents and each subsequent incident occurring within one school year. The student intervention plan may include disciplinary consequences and/or remedial actions and may require the student, accompanied by a parent, to satisfactorily complete a class or training program to reduce harassment, intimidation, or bullying behavior. Each student intervention plan must be approved by the Superintendent.

While the majority of incidents may be addressed solely by school officials, the Superintendent or designee and the Principal shall report a harassment, intimidation, or bullying incident to law enforcement officials if the conduct rises to the level of a

mandatory report as outlined in the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand; increment withholding; legal action; disciplinary action; termination; and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

E. Reporting Harassment, Intimidation, or Bullying

The Board of Education requires the Principal at each school to be responsible for receiving all complaints alleging harassment, intimidation, or bullying committed by an adult or youth against a student. All Board members, school employees, and volunteers and contracted service providers who have contact with students, are required to verbally report alleged acts of harassment, intimidation, or bullying to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and contracted service providers who have contact with students, also shall submit a New Jersey Department of Education-approved HIB 338 Form to the Principal within two school days of the verbal report. Failure to make the required report(s) may result in disciplinary action. The HIB 338 Form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal Law.

The district may not fail to initiate an investigation of harassment, intimidation, or bullying solely because written documentation was not provided. Failing to conduct a harassment, intimidation, or bullying investigation solely because a parent or student did not submit written documentation violates the Anti-Bullying Bill of Rights Act and this Policy. If a parent makes a verbal allegation of harassment, intimidation, or bullying to a district staff member, but does not complete and submit the HIB 338 Form, the staff member or a designee must complete and submit the HIB 338 Form.

The Principal or designee is required to inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. Pursuant to N.J.A.C. 6A:16-7.7(a)2.viii.(2), when providing notification to the parents of all students involved, the Principal or designee shall take into account the circumstances of the incident when conveying the nature of the incident, including the actual or perceived category motivating the alleged offense. The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents.

The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged acts of harassment, intimidation, or bullying to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident. The school district shall provide a person an online means to complete the HIB 338 Form to anonymously report an act of harassment, intimidation, or bullying. Formal action for violations of the Code of Student Conduct may not be taken solely on the basis of an anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

The Principal shall promptly submit a copy of each completed HIB 338 Form to the Superintendent.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, in addition to making the HIB 338 Form available online, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, or bullying or who determines a reported incident or complaint, assuming all facts presented are true, is a report within the scope of N.J.S.A. 18A:37-14 and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action. The district also should consider procedures and disciplinary action when it is found that someone had information regarding a harassment, intimidation, or bullying incident, but did not make the required report(s).

F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;
 - b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
 - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
 - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
 - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, or bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from **among** the currently employed staff in the school.

The school Anti-Bullying Specialist shall:

- a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;
 - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
 - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the ongoing systemic operational procedures and educational practices in the school, and to address issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-

Bullying Specialist shall serve as the chair of the School Safety/School Climate Team.

The School Safety/School Climate Team shall:

- a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and
- g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. ~~Section~~ 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

G. Investigating Allegations of Harassment, Intimidation, or Bullying

The Board of Education requires a thorough and complete investigation to be conducted for each report of an alleged incident of harassment, intimidation, or bullying. All details of an alleged incident must be populated into the HIB 338 Form. However, completing the form shall not delay beginning the investigation in accordance with the law.

The HIB 338 Form shall be kept on file at the school and will only be added to a student record if the alleged incident is founded, disciplinary action is imposed or is otherwise required to be contained in a student's record under State or Federal law.

The investigation shall be initiated by the Principal or designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Aanti-Bullying Specialist appointed by the Principal. The Principal may appoint additional personnel who are not school Aanti-Bullying Specialists to assist the school Aanti-Bullying Specialist in the investigation. Investigations of complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. The Aanti-Bullying Specialist may not participate in an investigation regarding their supervisor or staff at a higher administrative level.

The investigation shall be completed, and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying or from the date of the written notification from the Superintendent to the Principal to initiate an investigation. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Aanti-Bullying Specialist or the Principal shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and provide intervention services; order counseling; establish training programs to reduce harassment, intimidation, or bullying and enhance school climate; or take or recommend other appropriate action, including seeking further information as necessary.

The Superintendent shall report the results of each investigation to the Board no later than the date of the regularly scheduled Board meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of Student Conduct; intervention services provided; counseling ordered; training established; or other action taken or recommended by the Superintendent.

Parents of students who are parties to the investigation shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents includes the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the

results of the investigation are reported to the Board. The district may not divulge personally identifying information or any information that could result in the identification of any student other than the child of the parents being notified.

A parent ~~or~~ may request a hearing before the Board after receiving the information. Any request by the parents for a hearing before the Board concerning the written information about a harassment, intimidation, or bullying investigation, pursuant to N.J.S.A. 18A:37-15b(6)(d), must be filed with the Board Secretary no later than sixty calendar days after the written information is received by the parents. The hearing shall be held within ten business days of the request. Prior to the hearing, the Superintendent shall confidentially share a redacted copy of the HIB 338 Form that removes all student identification information with the Board. The Board shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4.1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the ~~A~~anti-~~B~~bullying ~~S~~specialist and others, as appropriate, regarding the alleged incident; the findings from the investigation of the alleged incident; recommendations for consequences or services; and any programs instituted to reduce such incidents, prior to rendering a determination.

At the regularly scheduled Board meeting following its receipt of the report or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, no later than ninety days after the issuance of the Board's decision.

A school administrator who receives a report of harassment, intimidation, or bullying, or who determines a reported incident or complaint, assuming all facts presented are true, is a report within the scope of N.J.S.A. 18A:37-14 and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate ~~the~~ harassment, intimidation, or bullying, may be subject to disciplinary action.

The Board also requires the thorough investigation of complaints or reports of harassment, intimidation, or bullying, occurring on district school buses, at district school-sponsored functions, and off school grounds involving a student who attends an approved private school for students with disabilities. The investigation will be conducted by the Board's ~~A~~anti-~~B~~bullying ~~S~~specialist in consultation with the approved private school for students with disabilities.

H. Responding to Harassment, Intimidation, or Bullying

The Board of Education authorizes the Principal of each school to define the range of ways in which school staff will respond once an incident of harassment, intimidation, or bullying is confirmed, and the Superintendent shall respond to confirmed harassment, intimidation, or bullying, according to the parameters described below and in this Policy. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents

requiring that the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district levels or by law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions.

In considering whether a response beyond the individual is appropriate, school officials shall consider the nature and circumstances of the act; the degree of harm; the nature and severity of the behavior; past incidences or past or continuing patterns of behavior; and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based harassment, intimidation, or bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including safe schools resource officers.

This Policy and the Code of Student Conduct shall apply to instances when a school employee is made aware of alleged harassment, intimidation, or bullying occurring off school grounds.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

1. Individual responses can include positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) and punitive actions (e.g., detention, in-school or out-of-school suspension, expulsion, law enforcement report or other legal action).
2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays, research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, parent programs, and information disseminated to students and parents, such as fact sheets

or newsletters explaining acceptable uses of electronic and wireless communication devices or strategies for fostering expected student behavior.

4. District-wide responses can include community involvement in policy review and development; professional development programs; adoption of curricular and school-wide programs, coordination with community-based organizations (e.g., mental health, health services, health facilities, law enforcement officials, faith-based organizations); and disseminating information on the core ethical values adopted by the Board's Code of Student Conduct, per N.J.A.C. 6A:16-7.1(a)2.

In providing support for victims of harassment, intimidation, or bullying, the district should identify a range of strategies and resources, which may include, but is not limited to, the following actions for individual victims:

- Counseling;
- Teacher Aides;
- Hallway and playground monitors;
- Schedule changes;
- Before and after school supervision;
- School transportation supervision;
- School transfers; and
- Therapy.

I. Reprisal or Retaliation

The Board of Education prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures.

J. False Accusations of Harassment, Intimidation, or Bullying

The Board of Education prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student could range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions;

2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students could entail discipline in accordance with district policies, procedures, and agreements; and
3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services.

K. Additional Policy Requirements

The Board of Education requires the Superintendent to annually disseminate this Policy to all school employees, contracted service providers who have contact with students, school volunteers, students and parents who have children enrolled in a school in the school district, along with a statement explaining that this Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14, that occur on school property, at school-sponsored functions or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall post a link to this Policy that is prominently displayed on the home page of the school district's website. The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post the name, school phone number, school address and school email address of the district Aanti-Bullying Coordinator on the home page of the school district's website. Additionally, the Superintendent shall post the contact information for the School Climate State Coordinator on the school district home page alongside this Policy.

Each Principal or designee shall post the name, school phone number, school address, and school email address of both the school Aanti-Bullying Specialist and the district Aanti-Bullying Coordinator on the home page of each school's website.

The Superintendent shall post the New Jersey Department of Education's Guidance for Parents on the Anti-Bullying Bill of Rights Act on the district homepage and on the homepage for each school in the district with a website.

The Superintendent and the Principals shall provide training on the school district's harassment, intimidation, or bullying policies to school employees contracted service providers and volunteers who have significant contact with students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying. The school district's

employee training program shall include information regarding the school district policy against harassment, intimidation, or bullying, which shall be provided to full-time and part-time staff, contracted service providers and school volunteers who have significant contact with students.

The Superintendent shall develop and implement a process for annually discussing the school district policy on harassment, intimidation, or bullying with students. The Superintendent and the Principal(s) shall annually conduct a re-evaluation, reassessment, and review of this Policy and any report(s) and/or finding(s) of the ~~S~~school ~~S~~safety/~~S~~school ~~C~~elimate ~~T~~eam, with input from the school ~~A~~anti-~~B~~bullying ~~S~~specialists, and recommend revisions and additions to this Policy as well as to harassment, intimidation, or bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

L. Harassment, Intimidation, or Bullying Training and Prevention Programs

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction ~~on~~~~in~~ harassment, intimidation, or bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18A:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member ~~shall~~~~must~~ complete, during the first year of the member's first term, a training program on harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, or bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district ~~shall~~~~will~~ observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, or bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district ~~shall~~~~will~~ provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the New Jersey Student Learning Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district ~~shall~~~~will~~ annually establish, implement, document, and assess harassment, intimidation, or bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to

prevent and address harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:37-17.

M. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of violence, vandalism, and harassment, intimidation, or bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

N. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18A:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

O. Reports to Law Enforcement

The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials ([MOA](#)), if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.

Law enforcement officials may request a suspension or stay of the district's harassment, intimidation, or bullying investigation if the conduct is being investigated by law enforcement. If law enforcement officials request a suspension or stay of a harassment, intimidation, or bullying investigation, school officials will follow the provisions of the MOA regardless of where the district is in the harassment, intimidation, or bullying investigation timeline.

School officials will immediately memorialize the request, in writing, from law enforcement and advise the parent(s) of the alleged perpetrator(s) and alleged victim(s) of law enforcement's request. The notice to parents must include notice that the district is obligated under New Jersey's Law Against Discrimination to address student-on-student bias-based harassment and the statute of limitations for filing a complaint in the Division of Civil Rights will not be extended due to law enforcement's request.

If law enforcement has not affirmatively requested a stay or suspension of a harassment, intimidation, or bullying investigation, but the school district believes the action(s)

involved may constitute a criminal offense(s), school officials will contact law enforcement to inquire as to whether law enforcement may want to investigate the matter.

Some acts of harassment, intimidation, or bullying may be bias-related-acts and school officials must report to law enforcement officials any bias related acts, in accordance with N.J.A.C. 6A:16-6.3.(e), and pursuant to the provisions of the ~~MOA~~Memorandum of Agreement Between Education and Law Enforcement Officials.

P. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. ~~shall~~may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011)-Pursuant to N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

Q. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. ~~shall~~may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports-Pursuant to N.J.S.A. 18A:37-32.

The school district shall submit all subsequent amended Harassment, Intimidation, or Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-37

N.J.A.C. 6A:16-7.1 through 6A:16-7.9

Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – August 2022 – New Jersey Department of Education

A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials – 2023 Revisions-

Adopted: 21 August 2014

Revised: 09 August 2018

Revised: 15 December 2022

Revised:

5533 STUDENT SMOKING (M)

The Board of Education recognizes the use of tobacco presents a health hazard that can have serious implications both for the smoker and the nonsmoker and that smoking habits developed by young people may have lifelong harmful consequences.

For the purpose of this Policy, “smoking” means the burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe, or any other matter or substance which contains tobacco or any other matter that can be smoked, or the inhaling or exhaling of smoke or vapor from an electronic smoking device pursuant to N.J.S.A. 26:3D-57. For the purpose of this Policy, “smoking” also includes the use of smokeless tobacco and snuff.

For the purpose of this Policy, “electronic smoking device” means an electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, pipe, or any cartridge or other component of the device or related product pursuant to N.J.S.A. 2A:170-51.4.

For the purpose of this Policy, “school buildings” and “school grounds” means and includes land, portions of land, structures, buildings, and vehicles, owned, operated or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and any other central facilities including, but not limited to, kitchens and maintenance shops. “School buildings” and “school grounds” also include athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands and night field lights; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration. “School buildings” and “school grounds” also include other facilities as defined in N.J.A.C. 6A:26-1.2; playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.

N.J.S.A. 2A:170-51.4 prohibits the sale or distribution to any person under twenty-one years old of any cigarettes made of tobacco or any other matter or substance which can be smoked, or any cigarette paper or tobacco in any form, including smokeless tobacco; and any electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, pipe, or any cartridge or other component of the device or related product. Consequences for a student possessing such an item will be in accordance with the Student Code of Conduct.

The Board prohibits smoking by students at any time in school buildings or on school grounds, at school-sponsored events away from school, or on a school bus.

The Board also prohibits the possession of any item listed in N.J.S.A. 2A:170-51.4 at any time in school buildings or on school grounds, at school-sponsored events away from school, or on a school bus. Such items will be confiscated and may be returned to the parent, upon request.

If it appears to an educational staff member or other professional, upon confiscating such item(s), that the student may currently be under the influence of alcohol or other drugs, the staff member shall inform the Principal or designee. The Principal or designee ~~shall will~~ immediately notify the parent and the Superintendent or designee. The Principal or designee ~~shall will~~ arrange for an immediate medical examination of the student and shall comply with all of the provisions of N.J.A.C. 6A:16-4.3, ~~and Policy and~~ Regulation 5530, ~~and this Policy—Substance Abuse~~.

In the event the Principal or designee, after inspection of the confiscated item(s), has reason to believe the item(s) may have contained or may contain a controlled dangerous substance ~~or a~~ controlled ~~substance~~ ~~dangerous~~ analog, ~~or other drugs~~ pursuant to N.J.S.A. 2C:35-2, the Principal or designee ~~shall will~~ immediately notify the parent and the Superintendent or designee. The Principal or designee ~~shall will~~ arrange for an immediate medical examination of the student and shall comply with all of the provisions of N.J.A.C. 6A:16-4.3, ~~and Policy and~~ Regulation 5530, ~~and this Policy—Substance Abuse~~. Principals and designees ~~shall will~~ be trained to identify controlled dangerous substances in electronic smoking devices.

When the Principal or designee has reasonable suspicion to believe a confiscated electronic smoking device is being used as a nexus for marijuana or other controlled dangerous substances or cannabis, the Principal or designee shall immediately notify the Superintendent or designee and law enforcement in accordance with the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

A sign indicating smoking is prohibited in school buildings and on school grounds will be posted at each public entrance of a school building in accordance with N.J.S.A. 26:3D-61~~law~~. The sign shall also indicate violators are subject to a fine.

A student who violates the provisions of this Policy shall be subject to appropriate disciplinary measures in accordance with the district's Student Discipline/Code of Conduct and may be subject to fines in accordance with law. In the event a student is found to have violated this Policy and the law, the Principal or designee may file a complaint with the appropriate Municipal Court or other agency with jurisdiction as defined in N.J.A.C. 8:6-9.1(c).

The Board directs that the health curriculum include instruction in the potential hazards of the use of tobacco. All school staff members shall make every reasonable effort to discourage students from developing the habit of smoking.

The Board ~~of Education~~ will comply with any provisions of a municipal ordinance which provides restrictions on or prohibitions against smoking equivalent to, or greater than, those provided in N.J.S.A. 26:3D-55 through N.J.S.A. 26:3D-63.

N.J.S.A. 2A:170-51.4

N.J.S.A. 2C:35-2

N.J.S.A. 18A:40A-1

N.J.S.A. 26:3D-55 through 26:3D-63

N.J.A.C. 6A:16-4.3

N.J.A.C. 8:6-7.2; 8:6-9.1 through 8:6-9.5

A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials
– 2023 Revisions

Adopted: 21 November 2013

Revised: 09 August 2018

Revised:

5533 STUDENT SMOKING

The Board of Education is committed to maintaining a smoke-free environment on school grounds, at events sponsored by the Board away from school, and on any transportation vehicle supplied by the Board ~~of Education~~. The school administration and all school staff members shall strictly enforce this smoking prohibition and will work together to ensure students do not smoke in violation of Board Policy 5533 and N.J.S.A. 26:3D-56~~the law~~.

A. Notice Provisions

1. A sign shall be posted in every school building indicating smoking is prohibited in any school building or on school grounds. The sign shall also indicate violators will be subject to a fine.
2. Each school's student handbook will indicate smoking is prohibited on school grounds, at events sponsored by the Board away from school, and on any transportation vehicle supplied by the Board ~~of Education~~.
3. A public address announcement will be made, when practicable, at school-sponsored events indicating smoking is prohibited in school buildings and on school grounds.

B. Reporting Procedures

1. Any teaching staff member who observes a student smoking in violation of Policy 5533 shall inform the student to cease smoking and report the violation to the Principal or designee.
2. Any support staff member who observes a student smoking in violation of Policy 5533 shall either inform a teaching staff member, who shall report the violation to the Principal or designee or the support staff member may report the violation directly to the Principal or designee.
3. The Principal or designee will investigate each report received from a staff member and make a determination whether the student has violated Board Policy 5533.
4. In the event there is reasonable suspicion to believe a confiscated electronic smoking device is being used as a nexus for marijuana or other controlled dangerous substances or cannabis, the Principal or designee shall notify law enforcement in accordance with the district's Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials and follow the procedure outline in Regulation 5530.

C. Violation Consequences

1. In the event the Principal or designee determines a student has violated Policy 5533, the student will be assigned appropriate discipline in accordance with the ~~district's school's~~ Sstudent Ddiscipline/Code of Conduct.
2. The Principal or designee will notify the student's parent(s) ~~or legal guardian(s)~~ when discipline is being imposed for a violation of Policy 5533.

Issued: __09 August 2017

Revised:

7441 ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS (M)

The Board of Education authorizes the use of electronic surveillance systems in school buildings and on school grounds to enhance the safety and security for school district staff, students, community members, and other building occupants and to protect the school district's buildings and grounds.

The content produced by the surveillance system under certain circumstances may be considered a student record and if so it will be subject to the Board ~~of Education~~ policy and regulation regarding confidential student records. If the content of the surveillance system becomes the subject of a disciplinary proceeding, it shall be treated like other evidence in the proceeding.

In accordance with the provisions of N.J.S.A. 18A:41-9, if at least one school building of the school district is equipped with video surveillance equipment that is capable of streaming live video wirelessly to a remote location, the Board ~~of Education~~ shall enter into a Memorandum of Understanding (MOU) with local law enforcement authorities providing the authorities with the capacity to activate the equipment and view live streaming video during an emergency situation. The MOU shall include the provisions of N.J.S.A. 18A:41-9 and any additional information required by law enforcement officials. In the event the parties to the MOU are unable to reach an agreement regarding any provision required to be included in the MOU as per N.J.S.A. 18A:41-9a, the County Prosecutor shall make the final determination regarding that provision. Nothing in N.J.S.A. 18A:41-9 shall be construed as to require the installation of video surveillance equipment capable of streaming live video wirelessly to a remote site from a school building that does not have the ability to have live streaming video.

The Board ~~of Education~~ shall post signage in a prominent, public place in buildings and on school grounds where electronic surveillance equipment may be used.

The following statement shall be posted in a prominent, public place in buildings and on school grounds where electronic surveillance equipment may be used:

WARNING: THESE PREMESIS ARE MONITORED BY VIDEO SURVEILLANCE

In addition to posting, the district shall notify school staff members, parent(s), and students that electronic surveillance may be used in school buildings and on school grounds through publication in student and staff handbooks, school calendars, notice sent home with students, or any other effective means to publish the district's use of electronic surveillance equipment in school buildings and on school grounds.

N.J.S.A. 18A:41-9

[A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials – 2023 Revisions](#)

Adopted: 23 May 2013
Revised: 09 August 2018
Revised:

7441 ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL
GROUNDS (M)

In order to enhance a safe and secure environment, the Board authorizes electronic surveillance devices to be used in school district buildings and on school grounds.

A. Recording and Notice

1. Surveillance devices may include, but are not limited to, sound/video cameras, audio recording devices, and other appropriate devices.
2. Recordings may be used to monitor and observe the conduct of school district staff, students, community members, and other person(s) in school buildings or on school grounds.
3. Signage will be posted in a prominent public place in school buildings and on school grounds where electronic surveillance equipment may be used.

B. Student Records and Notice

School district personnel will comply with the provisions of applicable law regarding student record requirements including the Family Educational Rights and Privacy Act (FERPA) and the Individuals with Disabilities Education Act (IDEA). Recordings considered for retention, as a part of a student's behavioral record, will be maintained in accordance with established student record procedures governing access, review, and release of student records.

C. Staff Records and Notice

1. Recordings considered for retention as part of the employee's personnel record will be maintained in accordance with established Board personnel policies, administrative regulations, applicable law, and any labor agreements governing access, review, and release of employee personnel records.
2. The district will provide notice to students, parent(s), and school staff members that surveillance devices may be used in school buildings and on school grounds.

D. Storage/Security

1. All recordings will be stored by the Superintendent or designee and secured to ensure confidentiality.
2. Recordings will be retained in accordance with the New Jersey Department of the Treasury – Records Management Services – Records Retention Schedules and will be erased or discarded, unless there is a legitimate reason for retaining such

recording for review, upon receiving prior authorization from Records Management Services.

E. Use

1. The determination of the location of surveillance devices shall be made by the Superintendent or designee.
2. Tampering with or otherwise interfering with surveillance equipment is prohibited. Any individual found tampering with equipment shall be subject to discipline.

F. Viewing or Listening

1. Initial viewing or listening to recordings will be done by the Superintendent, Building Principal, School Business Administrator, or their designees.
2. Requests for viewing or listening will be limited to persons with a direct interest in any proceedings, disciplinary or otherwise, resulting from the recordings, as deemed appropriate by the Superintendent of Schools or designee.
3. Only the portion of the recording concerning a specific incident will be made available for viewing.
4. Viewing or listening to the recording will be permitted on school property or as otherwise required by law.
5. All viewing will be in the presence of the Superintendent, Building Principal, or School Business Administrator.
6. A written log will be maintained by the Building Principal of those viewing video recordings including date of viewing, reason for viewing, the date the recording was made, and the signature of the viewer.
7. Video recordings remain the property of the school district and may be reproduced only in accordance with law, including applicable district student records policy and procedures and district personnel records policy, procedures and applicable labor agreements.

G. Law Enforcement Memorandum of Understanding (MOU) (N.J.S.A. 18A:41-9)

1. In accordance with the provisions of N.J.S.A. 18A:41-9, if at least one school building of the school district is equipped with video surveillance equipment that is capable of streaming live video wirelessly to a remote location, the Board of Education shall enter into a MOU with local law enforcement authorities providing the authorities with the capacity to activate the equipment and view live streaming

video during an emergency situation. The MOU shall include, but need not be limited to, the following:

- a. A list of designated persons, including contact information, position, rank, and supervisor's contact information, of those who are authorized to activate the equipment to view the live streaming video. The list may be executed as a confidential attachment to the MOU.~~The designation of individuals who shall be authorized to view live streaming video;~~
 - b. Description of the emergency~~The~~ circumstances under which the designated individuals could activate and~~would~~ view live streaming video; and
 - c. A detailed plan for preventing and detecting unauthorized access to live streaming video.
2. In the case of a school building that is located in a municipality in which there is no municipal police department, the Board shall enter into a MOU with an entity designated by the Superintendent of the State Police.
 3. In the event the district and law enforcement authority are unable to reach an agreement regarding any provision required to be included pursuant to G.1.a.-c. above, the County Prosecutor shall make the final determination.
 4. Nothing in N.J.S.A. 18A:41-9 shall be construed as to require the installation of video surveillance equipment capable of streaming live video wirelessly to a remote site from a school building that is not equipped with such equipment.

H. Purchase, Maintenance, Replacement of Equipment/Supplies

1. The School Business Administrator/Board Secretary or designee will be responsible for the purchase, maintenance, and replacement of all electronic surveillance devices.

Issued: 23 May 2013

Revised: 09 August 2018

Revised:

9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES (M)

The Board of Education recognizes that keeping students and staff safe and helping children understand and respect the law is best served by a close and cooperative relationship with local law enforcement.

The Board adopts this Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school staff and law enforcement authorities in all matters relating to the unlawful possession, distribution and disposition of controlled dangerous substances or other drugs, including anabolic steroids, as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, drug paraphernalia as defined in N.J.S.A. 2C:36-1, alcoholic beverages; firearms, as defined in N.J.S.A. 2C:39-1.f.; and other deadly weapons as defined in N.J.S.A. 2C:39-1.r.

The Board adopts Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school district staff and law enforcement authorities in all matters relating to the planning and conduct of law enforcement activities and operations occurring on school grounds, including arrest procedures, undercover school operations, and mandatory reporting the offenses listed in the Memorandum of Agreement between Education and Law Enforcement Officials (MOA).

The Superintendent or designee shall institute a program of such communication and cooperation with law enforcement in accordance with N.J.A.C. 6A:16-6.1.

This Policy and Regulation 9320 shall be submitted for review and approval to the Executive County Superintendent in accordance with N.J.A.C. 6A:16-6.2(a)2.

The Superintendent or designee shall annually review the MOA as adopted by the Board to ensure this Policy and Regulation 9320 are in accordance with the requirements outlined therein.

N.J.A.C. 6A:16-6.1.; 6A:16-6.2; 6A:16-6.4.

Adopted: 09 August 2018

Revised: 15 December 2022

Revised:

9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES (M)

- A. Policy 9320 and this Regulation shall be in accordance with the provisions of N.J.A.C. 6A:16-6.2, the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials (MOA), and shall be:
1. Developed, implemented, and revised, as necessary, in consultation with the county prosecutor and other law enforcement officials as may be designated by the county prosecutor;
 2. Reviewed and approved by the Executive County Superintendent;
 3. Made available annually to all school district staff, students, and parents;
 4. Consistent with reporting, notification, and examination procedures of students suspected of being under the influence of alcohol and other drugs pursuant to N.J.A.C. 6A:16-4.3; and
 5. Consistent with N.J.A.C. 6A:16-7, as appropriate.
- B. The school district's policies and procedures for cooperation with law enforcement agencies shall include the following components:
1. The Superintendent has designated school district staff as liaisons to law enforcement agencies in accordance with the MOA. The MOA includes a description of the liaisons' roles and responsibilities;
 2. Specific procedures for and responsibilities of school district staff in summoning appropriate law enforcement authorities onto school grounds, for the purpose of conducting law enforcement investigations, searches, seizures, or arrests shall be in accordance with the MOA;
 3. Specific procedures and responsibilities of school district staff for notifying parents in instances of law enforcement interviews involving their children shall be consistent with the MOA and the following:
 - a. School officials shall not notify the student's parent(s) in instances of suspected child abuse or neglect;
 - b. School officials shall notify the student's parent(s) when the student is the target of the law enforcement investigation; and
 - c. In all other instances, school authorities shall permit law enforcement authorities to determine whether or when a student's parent should be contacted;

4. Specific procedures for and responsibilities of school district staff in cooperating with arrests made by law enforcement authorities on school grounds shall be in accordance with the MOA;
5. Specific procedures for and responsibilities of school district staff in initiating or conducting searches and seizures of students, their property, and their personal effects shall be in accordance with the MOA and the following:
 - a. All searches and seizures conducted by school district staff shall comply with the standards prescribed by the United States Supreme Court in *New Jersey v. T.L.O.*, 469 U.S. 325 (1985).
 - b. Questions concerning searches conducted by school officials shall be directed to the appropriate county prosecutor.
 - c. School officials may request that law enforcement authorities assume responsibility for conducting a search or seizure.
 - d. No school district staff member shall impede a law enforcement officer engaged in a lawful search, seizure, or arrest whether pursuant to a warrant or otherwise.
 - e. School district staff shall permit law enforcement authorities, upon their arrival, to assume responsibility for conducting a search or seizure.
 - f. All inspections of lockers, desks, or other objects or personal property on school grounds involving the use of law enforcement drug-detection canines may be undertaken with only the express permission of the county prosecutor or the Director of the Division of Criminal Justice or the Director's designee in the New Jersey Department of Law and Public Safety.
 - g. Questions concerning the legality of a contemplated or ongoing search, seizure, or arrest conducted by a law enforcement officer on school grounds shall be directed to the county prosecutor or in the case of a search, seizure, or arrest undertaken by the Division of Criminal Justice's designee in the New Jersey Department of Law and Public Safety, to the assigned Assistant Attorney General;
6. The procedures for and responsibilities of school district staff, with regard to interviews of students suspected of possessing or distributing a controlled dangerous substance; including anabolic steroids, drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;
7. Procedures for planning, approving, and conducting undercover school operations shall be in accordance with the MOA and the following:

- a. The Superintendent and Principal shall cooperate with law enforcement authorities in the planning and conduct of undercover school operations. The Superintendent shall approve undercover operations without prior notification to the Board of Education.
 - b. All information concerning requests to undertake an undercover school operation, information supplied by law enforcement authorities to justify the need for and explain a proposed undercover school operation, and all other information concerning an ongoing undercover school operation, including the identity of any undercover officer placed in a school, shall be kept strictly confidential by the Superintendent and Principal.
 - c. The Superintendent and Principal shall not divulge information concerning an undercover school operation to any person without the prior express approval of the county prosecutor or designee.
 - d. The Superintendent, Principal, or any other school district staff or Board member who may have been informed regarding the existence of the undercover school operation shall immediately communicate to the county prosecutor or designee if they subsequently learn of information that suggests the undercover officer's true identity has been revealed, the undercover officer's identity or status as a bona fide member of the school community has been questioned, or the integrity of the undercover school operation has been in any other way compromised;
8. The procedures for and responsibilities of school district staff concerning the safe and proper handling of a seized controlled dangerous substance, including anabolic steroids, drug paraphernalia, or a firearm or other deadly weapon, and the prompt delivery of the items to appropriate law enforcement authorities shall be in accordance with N.J.A.C. 6A:16-6.2, Policy and Regulation 5530, and the MOA;
9. The procedures for and responsibilities of school district staff in notifying authorities of a suspected violation of laws prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;
10. Provisions for requesting uniformed police attendance at extracurricular school events shall be in accordance with the MOA;
11. Provisions for notifying parents as soon as possible whenever a student is arrested for violating a law prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530;

12. Provisions for in-service training of school district staff concerning policies and procedures established in N.J.A.C. 6A:16-6~~this subchapter~~, and the exchange of information regarding the practices of the school district and law enforcement agencies shall be in accordance with the MOA;
13. A MOA with appropriate law enforcement authorities in accordance with N.J.A.C. 6A:16-6, Policy 9320, and this Regulation;
14. An annual process for the Superintendent and appropriate law enforcement officials to discuss the implementation and need for revising the MOA, and to review the effectiveness of policies and procedures implemented pursuant to N.J.A.C. 6A:16-6.2 and the MOA;
15. Provisions for contacting the Chief Executive Officer of the involved law enforcement agency, county prosecutor, and/or Division of Criminal Justice, as necessary, to resolve disputes concerning law enforcement activities occurring on school grounds shall be in accordance with the MOA; ~~and~~
16. Provisions for directing inquiries or complaints received by school district staff regarding interviews, investigations, arrests, or other operations conducted by sworn law enforcement officers to the appropriate law enforcement agency shall be in accordance with the MOA; ~~and-~~
17. The Superintendent or designee shall designate a point of contact for each school building who shall be responsible for receiving all "Handle With Care" notices for students enrolled in that school building and for disseminating the notices to the appropriate school staff, in accordance with the New Jersey Attorney General Directive 2020-09 and the MOA.

C. Mandatory Reporting

1. There are seven offenses that must be reported to law enforcement if they qualify as mandatory reports, as set forth and explained in further detail in the MOA. These mandatory reports include:
 - a. Whenever any school district staff has reason to believe a student is in unlawful possession of a controlled dangerous substance or related paraphernalia, cannabis, or is involved or implicated in distribution activities regarding controlled dangerous substances or cannabis, pursuant to N.J.A.C. 6A:16-6.3;
 - b. Whenever any school district staff in the course of their employment develops reason to believe that a firearm or other dangerous weapon has unlawfully been possessed on or off school grounds, a weapon was used in an assault against a student or other school personnel, or that any student or

other person has committed an offense with, or while in possession of, a firearm, whether or not such offense was committed on school grounds or during school operating hours, pursuant to N.J.A.C. 6A:16-5.5, 6A:16-5.6(d)4 and 6A:16-6.3(b);

- c. Whenever any school district staff in the course of their employment develops reason to believe that anyone has threatened, is planning, or otherwise intends to cause death, serious bodily injury, or significant bodily injury to another person under circumstances in which a reasonable person would believe that the person genuinely intends at some time in the future to commit the violent act or to carry out the threat, pursuant to N.J.A.C. 6A:16-6.3(c) through (e);
 - d. Whenever any school district staff in the course of their employment develops reason to believe that a crime involving sexual penetration or criminal sexual contact has been committed on school grounds, or by or against a student during school operating hours or during school-related functions or activities, pursuant to N.J.A.C. 6A:16-6.3(d);
 - e. Whenever any school district staff in the course of their employment develops reason to believe that an assault upon a teacher, administrator, other school Board employee, or district Board of Education member has been committed, with or without a weapon, pursuant to N.J.A.C. 6A:16-5.7(d)5;
 - f. Whenever any school district staff in the course of their employment develops reason to believe a “bias-related act” has been committed or is about to be committed on or off school grounds, pursuant to N.J.A.C. 6A:16-6.3(e); and
 - g. Whenever any school employee in the course of their employment develops reason to believe a student is potentially missing, abused, or neglected, pursuant to N.J.A.C. 6A:16-11.1(a)3i. through iii.
- D. Nothing in the policies and procedures required under N.J.A.C. 6A:16-6 and Policy 9320 and this Regulation shall be construed to prohibit school district staff from disclosing information, pursuant to N.J.A.C. 6A:32-7.2 and 7.5(f), if necessary, to protect the immediate health or safety of a student or other persons.
- E. The Superintendent or designee shall annually review Policy 9320 and this Regulation as adopted by the Board to ensure each are in accordance with the requirements outlined in the MOA.

Adopted: 17 May 2007
Revised: 15 December 2022

Revised:

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.

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 the person is domiciled in the school district and is supporting the student without remuneration as if the student were their own child in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 - Section C.

Pursuant to N.J.S.A. 18A:38-1.c, any person who fraudulently allows a child of another person to use their residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of their 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.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.

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.

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.

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 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. 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.

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's ~~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.

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.

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.

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.

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.

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 -and Regulation 5111 - Section G.

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

Nothing in N.J.A.C. 6A:22-4, 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 for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3 and Regulation 5111 - Section H.

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.

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 and Regulation 5111 - Section J.

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.

The Board shall receive the approval of the Executive County Superintendent (ECS) to establish a uniform tuition amount for any Board-approved nonresident student to be admitted to the school district.

The Board shall set a tuition amount for nonresident students of teaching staff members, as defined in N.J.S.A. 18A:1-1, that may or may not align with the tuition amount approved by the ECS for other nonresident students.

~~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 continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship, 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.~~

Children of Nonresident Teaching Staff Members

For the purpose of this section of the Policy "teaching staff member" shall mean, a member of the professional staff of any district or regional Board of Education, or any Board of Education of a county vocational school, holding office, position or employment of such character that the qualifications, for such office, position or employment, require them to hold a valid and effective standard, provisional or emergency certificate, appropriate to their office, position or employment, issued by the State Board of Examiners and includes a school nurse and school athletic trainer, pursuant to N.J.S.A. 18A:1-1.

A teaching staff member who does not reside in this school district will be permitted to enroll their children in the educational program of the school district with the payment of tuition if the child's educational program can be provided in a school in the district. The amount charged for tuition shall be a uniform amount for children of all nonresident teaching staff members that shall be set at the Board's discretion.

Children of Nonresident Non-Teaching Staff Members

A non-teaching staff member who does not reside in this school district will be permitted to enroll their children in the educational program of the school district with the payment of tuition if the child's educational program can be provided in the district.

If the Board permits the enrollment of a child of a non-teaching staff member who does not reside in the district, the Board must establish and approve a tuition rate for the child. The tuition amount charged for the student is required to follow the amount established in the district's uniform tuition amount pursuant to N.J.S.A. 18A:38-3, if applicable.

Students Who Anticipate Moving to or from the District During the School Year

A nonresident student whose parent anticipates residency in this school district and has entered into a contract to buy, build, or rent a residence in this school district will not be enrolled prior to the date of residency.

A student whose parent has moved away from the school district during the course of the school year will, with Board approval, be permitted to finish the school year in the school district with the payment of a uniform tuition amount as approved by the Executive County Superintendent, pursuant to N.J.S.A. 18A:38-3.]

-

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: 10 October 2024

Revised:

5460 HIGH SCHOOL GRADUATION (M)

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation in accordance with N.J.A.C. 6A:8-5.1 et seq. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma and has met the requirements for graduation.

As defined in N.J.A.C. 6A:8-1.3, “credit” means the award for the equivalent of a class period of instruction, which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2 and A.1.b. below.

A. High School Graduation Requirements – N.J.A.C. 6A:8-5.1

1. For a State-endorsed diploma, the Board of Education shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century, and that include the following:
 - a. A graduating student must have earned a minimum of 140 credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS), including, but not limited to, the following credits:
 - (1) Twenty (20) credits in English language arts (ELA) aligned to grade nine through twelve standards;
 - (2) Fifteen (15) credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;
 - (3) Fifteen (15) credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry-based science course;
 - (4) Fifteen (15) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
 - (5) Two-and-one-half (2.5) credits in financial, economic, business, and entrepreneurial literacy;

- (6) At least three-and-three-quarter (3.75) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
- (7) Five (5) credits in visual and performing arts;
- (8) Ten (10) credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2) and A.1.b.(2)(b) below;
- (9) Technological literacy, consistent with the NJSLs, integrated throughout the curriculum;
- (10) Five (5) credits in 21st century life and careers, or career-technical education; and
- (11) Electives as determined by the high school program sufficient to total a minimum of 140 credits.

Additionally, the Board of Education requires graduating students to have earned five (5) additional credits in either fine arts or practical arts.

- b. The 140-credit requirement set forth in N.J.A.C. 6A:8-5.1(a)1. and in A.1.a. above may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of individualized learning opportunities, as follows:

- (1) The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLs.
 - (a) Individualized student learning opportunities in all NJSLs areas include, but are not limited to, the following:
 - (i) Independent study;
 - (ii) Online learning;
 - (iii) Study abroad programs;
 - (iv) Student exchange programs; and
 - (v) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.

- (b) Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall:
 - (i) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
 - (ii) Include demonstration of student competency;
 - (iii) Be certified for completion based on the district process adopted according to N.J.A.C. 6A:8-5.1(a)2.ii. and A.1.b.(2) below; and
 - (iv) Be on file in the school district and subject to review by the Commissioner of Education or designee.
 - (c) Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall be permitted and shall be approved in the same manner as other approved courses.
- (2) The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLs at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated at N.J.A.C. 6A:8-5.1(a)2 and A.1.b. above. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
 - (a) The district shall choose assessments that are aligned with or exceed the NJSLs and may include locally designed assessments.
 - (b) The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLs:
 - (i) The Standards-based Measurement of Proficiency (STAMP) online assessment;

- (ii) The ACTFL Oral Proficiency Interview (OPI) or the Modified Oral Proficiency Interview (MOPI); or
 - (iii) The ACTFL Assessment of Performance towards Proficiency in Languages (AAPPL);
 - (iv) New Jersey Department of Education-approved locally designed competency-based assessments.
- (3) The district shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses, College-Level Examination Program (CLEP), or concurrent/dual enrollment at accredited higher education institutions.
 - (a) The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLS.
- c. Local student attendance requirements;
- d. Other requirements established by the Board ~~of Education~~ as indicated below:
 - (1) Successful completion of the curriculum requirements must be demonstrated by meeting the proficiency requirements aligned with the NJSLS as established by each department for each course and distributed in writing by the teacher at the beginning of the semester. Assessment of proficiencies includes, but is not limited to class participation, examinations, performance assessments, assignments, projects, and compliance with minimum attendance requirements.
 - (2) State-required standardized assessment scores shall not be voided once the test has been completed.
 - (3) Credit hours required for promotion shall be as follows:
 - (a) 35 credits from Grade 9 to Grade 10;
 - (b) 70 cumulative credits from Grade 10 to Grade 11;
 - (c) 105 cumulative credits from Grade 11 to Grade 12.

Unless otherwise approved by the Principal, the schedule of a student in grades 9 through 11 shall consist of no less than 37 credits

per year and for a student in grade 12 shall consist of no less than 35 credits.

Upon the completion of the minimum graduation requirements, seniors are encouraged to enroll in electives or alternative programs (i.e., college/high school credit courses, career internships, service learning, independent study, college courses, and/or work-study programs).

A pupil not scheduled for a class will be required to attend a study hall.

Seniors may have an alternative daily schedule with approval of the Principal.

(4) Transfer Pupils

(a) Transfer pupils must meet all State and local requirements in order to receive a high school diploma. The number of credits required for graduation may be prorated based on credits for promotion required in the pupil's sending school to meet state requirements.

(b) A guidance counselor will evaluate a pupil's transcript to determine if course requirements are met.

(5) Pupils in Alternative Education Programs

(a) The Superintendent may waive the 140-credit requirement for graduation for students participating in alternate education programs as defined in Policy 2480 provided that the student has met all state requirements for high school graduation in accordance with N.J.A.C. 6A:8-5.1a.

(6) Rank in Class

(a) East Brunswick Public Schools shall not rank its pupils according to grade point average (GPA), except as provided for in this policy.

(b) No information regarding rank in class shall be released to colleges, universities, or other external parties except as follows:

i. The National Merit Scholarship program shall be provided with rank in class for those pupils it identifies as eligible for scholarship consideration.

- ii. The New Jersey Department of Education shall be provided with a list of pupils who may be eligible for either Garden State or Bloustein Scholarship awards.
 - iii. The United States military academies shall be provided with a class rank. Such data shall be provided upon request of an applicant or an applicant's parent.
 - iv. Other scholarship programs external to colleges and universities to which a pupil has applied may be provided with either a class rank or a decile approximation of class rank as noted above if such data is required by the scholarship program.
 - v. Determination of the graduating valedictorian and salutatorian.
- (c) Weighted grade point averages shall be recorded on the pupil's permanent record card, but no designation of rank in class shall be recorded.
- (d) The Supervisor of Guidance, College and Career Readiness shall annually develop a school profile that communicates to colleges and universities the caliber of the curriculum and the performance of the most recent graduating class.
- (e) The Supervisor of Guidance, College and Career Readiness shall establish procedures to determine class rank for the specific purposes described above.
- (7) Commencement
 - (a) Appropriate commencement exercises will be held each June for those pupils who have completed the requirements for graduation. At that time official diplomas will be awarded to said pupils.
 - (b) Graduation ceremonies will be held no earlier than the 180th day of the school year.
- (8) Discipline Records
 - (a) A pupil's disciplinary records shall be maintained in the pupil's permanent file; however, the district will not release such records to colleges, universities, and/or other parties

without a written request by the parent/guardian of the pupil or by the pupil/graduate who is age 18 years or older.

(9) Commencement Honors

- (a) Pupils who are honored at commencement represent the highest values of the class in terms of academic excellence, academic integrity, ethics, and conduct during their four years as a high school pupil. In addition to a pupil's GPA, honored pupils will have adhered to the district code of conduct with no violations in regard to academic integrity, ethics or conduct.

i. Highest Honors

The highest honors group is to be given special recognition at the commencement ceremony. Special recognition may include any or all of the following:

- a. Special recognition on the program.
- b. Receipt of a special award to demonstrate outstanding achievement. This may take the form of a commemorative pin or special gold tassel.

The highest honors group is defined as those pupils who have achieved all "A's" in final grades up to the end of junior year and all "A's" in semester and/or final grades for courses taken during the first semester of senior year. All ninth grade final grades are included in the determination of the highest honors group. All "A's" shall mean A+, A, and A- to be included in determining the highest honors group; except for courses where grades are restricted to "Pass" (P) or "Fail" (F), a grade of "P" shall not be applicable in determining the pupils eligible for highest honors. In addition, pupils eligible for highest honors recognition will not have had any violations in regard to academic integrity, ethics or conduct.

ii. Valedictorian and Salutatorian

A valedictorian and a salutatorian will be determined by the grade point average (GPA) which is based on

all final grades earned up to the end of the junior year and all semester and/or final grades in courses taken during the first semester of the senior year; except for courses where grades are restricted to “Pass” (P) or “Fail” (F), a grade of “P” shall not be applicable in determining the pupils eligible for valedictorian or salutatorian. The valedictorian and salutatorian will be given special recognition at the commencement ceremony. Special recognition may include any or all of the following:

- a. The opportunity to deliver a commencement speech.
- b. Special recognition on the program.
- c. Receipt of a special award to demonstrate outstanding achievement.

The valedictorian shall be the pupil who has the highest grade point average.

The salutatorian shall be the pupil who has the second highest grade point average.

In order to be a valedictorian or salutatorian, pupils must have enrolled in East Brunswick High School by September 30 of their sophomore year. In addition, pupils eligible for valedictorian or salutatorian recognition will not have had any violations in regard to academic integrity, ethics or conduct.

- iii. The State of New Jersey Seal of Biliteracy Certificate will be awarded and an appropriate insignia affixed to the student’s transcript will recognize proficiency in English and another world language per State established criteria.

- e. Any statutorily mandated requirements for earning a high school diploma;
- f. The requirement that all students demonstrate proficiency by achieving a passing score on the ~~ELA~~English Language Arts (ELA) and mathematics components of the State graduation proficiency test or through the alternative means at N.J.A.C. 6A:8-5.1(h) and A.67. below, if applicable, or for students who take the State graduation proficiency test but do not

achieve a passing score through the alternative means set forth at N.J.A.C. 6A:8-5.1(g) and (i) and A.~~5~~6. and A.~~7~~8. below:

~~(1) — Students in the graduating classes of 2019, 2020, 2021, and 2022 shall be required to demonstrate proficiency by achieving a passing score on the high school end-of-course PARCC assessments in ELA-10 and Algebra I or through alternative means set forth at N.J.A.C. 6A:8-5.1(f), (h), and (i) and A.5., A.7., and A.8. below.~~

g. For students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test, the opportunity for the following will be provided:

(1) Remediation, pursuant to N.J.S.A. 18A:7C-3.; and

(2) One or more additional opportunities to demonstrate proficiency on the State graduation proficiency test, pursuant to N.J.S.A. 18A:7C-6; and

h. Students graduating from an adult high school shall demonstrate proficiency in the ELA and mathematics components of the State graduation proficiency test, or through alternative means set forth at N.J.A.C. 6A:8-5.1(~~g~~)(~~f~~) through (i) and A.5. through A.~~7~~8. below.

2. In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a)1 through 3 and A.1.a. through A.1.c. above, to include in their programs of study the following additional credits:

a. Five credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;

b. Five credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;

c. Five credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers; and

d. Five credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.

3. The district shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the district's filed copy each time the graduation policy is revised.
4. The district shall provide each student entering high school and their parents with a copy of the district's requirements for a State-endorsed diploma and the programs available to assist students in attaining a State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.

~~5. To ensure adequate transition to the new Statewide assessment systems, the district shall provide students in the graduating classes of 2018, 2019, 2020, 2021, and 2022 who have not demonstrated proficiency on the high school end-of-course PARCC assessments in ELA 10 and Algebra I with the opportunity to demonstrate competence through one of the alternative means set forth below:~~

~~a. For the graduating classes of 2018, 2019, 2020, 2021, and 2022, students who did not take the ELA 10 and the Algebra I end-of-course PARCC assessment or who take but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, may satisfy the State requirement to demonstrate proficiency in English language arts and/or mathematics in one of the following ways:~~

~~(1) Achieve a passing score, as determined by the Commissioner of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or~~

~~(2) Meet the criteria of the portfolio appeals process.~~

56. For students in the graduating classes of 2023, 2024, and 2025, the alternative means referenced at N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above shall be as follows:

- a. Achieve a passing score, as determined by the Commissioner of Education and approved by the New Jersey State Board of Education, on a corresponding substitute competency test in ELA~~English language arts~~ and/or mathematics, as applicable; and/or
- b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.

67. All multilingual learners (ML)~~English language learners (ELLs)~~ shall satisfy the requirements for high school graduation, except MLELLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio

appeals process in their native language, when available, and passage of a New Jersey Department of Education-approved, English fluency assessment.

78. Students, including students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act who participate in the alternative assessment for students with disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(c).

~~9. For students in the graduating classes of 2019, 2020, 2021, and 2022, the New Jersey Department of Education (NJDOE) shall consider high school end-of-course State assessments to be equivalent to the corresponding high school end-of-course PARCC assessments.~~

B. High School Diplomas – N.J.A.C. 6A:8-5.2

1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), (c), or N.J.A.C. 6A:8-5.2(d) and A.1 above, C.1. below, or B.4. below.
2. The Board shall not issue a high school diploma to any student not meeting the criteria specified in the rule provisions referenced in N.J.A.C. 6A:8-5.2(a) and B.1. above.
 - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.
 - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6 through N.J.A.C. 6A:8-5.1(i) and in A.1.f. through A.78. above, as applicable, pursuant to the standards applicable to the student's graduating class. ~~Students in graduating classes prior to 2018 shall demonstrate proficiency as set forth for the classes of 2018 through 2022 at N.J.A.C. 6A:8-5.1(f)1 and A.5.a. above.~~ Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8 and this Policy, a State-endorsed diploma shall be granted by the high school of record.
3. Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on the General Education Development test (GED) or other adult education

assessments to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential.

4. The Commissioner ~~of Education~~ shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education. Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.
5. The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
 - a. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, or as set forth at N.J.A.C. 6A:8-5.1(g) and A.6. above:

~~(1) The Board shall award a State-endorsed high school diploma to any currently enrolled student in the graduating classes of 2019, 2020, 2021, and 2022 who has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f) and in A.5. above;~~

- b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and
 - c. Has formally requested such early award of a State-endorsed high school diploma.
6. Pursuant to N.J.S.A. 18A:7C-7 and 18A:7E-3, the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner ~~of Education~~:
 - a. The total number of students graduated;
 - b. The number of students graduated under the substitute competency test process;
 - c. The number of students graduated under the portfolio appeals process;
 - d. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their individualized education programs (IEP);

- e. The total number of students denied graduation from the twelfth grade class; and
- f. The number of students denied graduation from the twelfth grade class solely because of failure to pass the New Jersey Department of Education-approved high school end-of-course ~~PARCC~~—assessments, the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

C. Students with Disabilities – N.J.A.C. 6A:8-5.1(c) and N.J.A.C. 6A:14-4.11

1. Through the IEP process set forth at N.J.A.C. 6A:14-3.7 and pursuant to N.J.A.C. 6A:14-4.11, the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined at N.J.A.C. 6A:14-1.3.
 - a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
 - b. The district shall develop and implement procedures for assessing whether a student has met the specified alternate requirements for graduation individually determined in an IEP.
2. The IEP of a student with a disability who enters a high school program shall specifically address the graduation requirements. The student shall meet the high school graduation requirements pursuant to N.J.A.C. 6A:8-5.1 and A. above, except as specified in the student's IEP. The IEP shall specify which requirements would qualify the student with a disability for the State-endorsed diploma issued by the Board responsible for the student's education.
3. Graduation with a State-endorsed diploma is a change of placement that requires written notice pursuant to N.J.A.C. 6A:14-2.3(f) and (g).
 - a. As part of the written notice, the parent shall be provided with a copy of the procedural safeguards statement published by the NJDOE.
 - b. As with any proposal to change the educational program or placement of a student with a disability, the parent may resolve a disagreement with the proposal to graduate the student by requesting mediation or a due process hearing prior to graduation.
 - c. In accordance with N.J.A.C. 6A:14-3.8(d), a reevaluation shall not be required.
 - d. When a student graduates or exceeds the age of eligibility, the student shall be provided a written summary of their academic achievement and functional performance prior to the date of the student's graduation or the

conclusion of the school year in which the student exceeds the age of eligibility. The summary shall include recommendations to assist the student in meeting their postsecondary goals.

4. If a student attends a school other than that of the school district of residence that is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
 - a. If the school the student is attending declines to issue a diploma to the student, the Board of the school district of residence shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
5. If the Board grants an elementary school diploma, a student with a disability who fulfills the requirements of their IEP shall qualify for and receive a diploma.
6. Students with disabilities who meet the standards for graduation according to N.J.A.C. 6A:14-4.11 and Section C. of this Policy shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.

D. Financial Aid Application Graduation Requirement

1. Beginning with the 2023-2024 grade eleven class, and for two school years thereafter, the Board shall require a student, and the student's parent, if applicable, to complete and submit a financial aid application in a form prescribed by the Higher Education Student Assistance Authority (Authority) as a prerequisite to the student receiving a high school diploma unless a waiver is submitted to the district as set forth in P.L.2023 c.295 and D.1.a. below.
 - a. A student shall be exempt from the requirement in P.L.2023 c.295 and D.1. above if the student or the student's parent submits to the district a waiver form signed by the parent, or by the student if the student is at least eighteen years of age, requesting the exemption from the requirement.
 - b. If the student is under eighteen years of age and a form signed by the parent cannot be reasonably obtained, the student's school counselor may authorize the waiver as permitted by regulations promulgated by the State Board of Education pursuant to P.L.2023 c.295.
2. The district shall annually notify students and the parents of the requirement established pursuant to P.L.2023 c.295 and Section D.

3. No adverse action shall be taken by a Board against any student due to a student's receipt of an exemption from the requirement to complete and submit a financial aid application pursuant to D.1.a. above.
4. Nothing in P.L.2023 c.295 and this Policy shall be construed as requiring school counselors, or any other school employee, to assist students in completing the financial aid application. Nothing in P.L.2023 c.295 and this Policy shall be construed as creating a private right of action against the district or the State upon compliance or noncompliance with the provisions of P.L.2023 c.295 and this Policy.-

ED. State Seal of Biliteracy – N.J.A.C. 6A:8-5.3

1. The Board ~~of Education~~ may award a State Seal of Biliteracy to any student who has met all requirements in N.J.A.C. 6A:8-5.2 and B. above and demonstrates proficiency in the following:
 - a. One or more world languages via an approved assessment pursuant to N.J.A.C. 6A:8-5.3(f) and ~~ED~~.6. below during the student's next to last or final year of high school; and
 - (1) Pursuant to N.J.S.A. 18A:7C-15, a foreign language other than English also shall include, but not be limited to, American Sign Language, Latin, and Native American languages.
 - b. ~~ELA~~English language arts as set forth in N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above.
2. A Board that chooses to award the State Seal of Biliteracy shall incorporate the process into the developed, adopted, and implemented Policy 5460 – High School Graduation pursuant to N.J.A.C. 6A:8-5.1(a) and A.1. above, denoting participation in the voluntary program. A Board choosing to participate shall submit, in accordance with N.J.A.C. 6A:8-5.1(d) and A.3. above, a copy of this Policy-5460 –High School Graduation that reflects the option for students to participate in the State Seal of Biliteracy.
3. The Board ~~of Education~~ shall pay the costs for related assessments and transcript insignias.
4. The Board ~~of Education~~ shall do the following:
 - a. Provide the NJDOE with information regarding students who qualify for the State Seal of Biliteracy pursuant to N.J.A.C. 6A:8-5.3(a) and ~~ED~~.1. above;
 - b. Present each student who qualifies pursuant to N.J.A.C. 6A:8-5.3(a) and ED.1. above with a New Jersey Department of Education-issued certificate;

- c. Include the Commissioner of Education-developed insignia on the student's transcript; and
 - d. Maintain appropriate records to identify students who have earned the State Seal of Biliteracy.
5. The Board shall not award a State Seal of Biliteracy to any student who does not meet the criteria in N.J.A.C. 6A:8-5.3(a) and ~~ED~~.1. above and shall not include the Commissioner of Education-developed insignia on the student's transcript.
 6. A list of New Jersey Department of Education-approved, nationally recognized assessments and the Statewide scores necessary for a student to satisfy requirements for the State Seal of Biliteracy shall be set by a resolution approved by the New Jersey State Board of Education.
 - a. If an approved assessment, pursuant to N.J.A.C. 6A:8-5.3(f) and ~~ED~~.6. above, does not exist for a particular language, the Board may administer a NJDOE-approved, locally designed proficiency-based assessment.

N.J.S.A. 18A:7C-3; 18A:7C-5; 18A:7C-6, 18A:7C-7; 18A:7C-15; 18A:7E-3; 18A:35-1; 18A:35-2; 18A:35-5; 18A:35-7; 18A:35-8

N.J.A.C. 6A:8-1.3; 6A:8-5.1 et seq.; 6A:14-1.3; 6A:14-2.3; 6A:14-3.7; 6A:14-3.8; 6A:14-4.11; 6A:20-1.4

P.L.2023 c.295

Adopted: 12 October 2017

Revised: 30 April 2020

Revised: 17 March 2022

Revised:

5516 USE OF ELECTRONIC COMMUNICATION ~~AND RECORDING~~ DEVICES (ECDR)
(M)

To support school environments in which students can fully engage with their classmates and their teachers, and to focus attention upon instruction, the Board of Education has determined the use of cell phones and other electronic communication devices by students for personal use during the school day and school activities should be limited.

As used in this Policy, “electronic communication device” includes any device with the capability to audio or video record and/or is capable of receiving or transmitting any type of communication with others. An electronic communication device includes, but is not limited to, any type of cameras; cellular and wireless telephones; pagers/beepers; laptop computers; watches; electronic readers; two-way radios; any audio or video broadcasting devices; ear buds; tablets; headphones; and any other device that allows a person to audio and/or video record and/or transmit, in either a real time or a delayed basis, video or still images, text, audio recordings; or other information.

The Board adopts Regulation 5516 and this Policy to address student use of an electronic communication device for personal use on school grounds during the school day, to also include, but not be limited to: during before and after school programs; during any co-curricular activity; and on a school bus.

Nothing in Regulation 5516 and this Policy shall prohibit a student from using an electronic communication device for a purpose documented in a classified student’s Individualized Education Plan (IEP) or a plan developed under Section 504 of the “Rehabilitation Act of 1973,” 29 USC 794. A student may use an electronic communication device to monitor or address a health condition with prior permission from the Principal, in consultation with the school nurse to be documented in the student’s Individual Health Plan.

In addition, the Board believes students and/or school staff members should not be subject to having any type of recording taken of any student(s) or school staff member(s) for any purpose without the consent of the student and the student’s parent or the school staff member. In addition to protecting the privacy rights of students and school staff members, the Board recognizes such recordings can be disruptive to the educational program. Inappropriate recordings of educational material, student assessment instruments, and/or student assessment reviews can be used to compromise the integrity of the district’s educational program or lead to academic dishonesty in the event such recordings are stored and/or transmitted to other students.

The Board of Education believes students and/or school staff members should not be subject to having a video or audio recording taken of any student(s) or school staff member(s) for any purpose without the consent of the student, the student’s parent, and/or the school staff member. In addition to protecting the privacy rights of students and school staff members, the Board recognizes such recordings can be disruptive to the educational program. In addition, inappropriate recordings of educational material, student assessment instruments, and/or student assessment reviews can be used to compromise the integrity of the district’s educational program or lead to academic dishonesty in the event such recordings are stored and/or transmitted to other students. Therefore, the Board of Education adopts this Policy regarding student use of electronic communication and recording devices.

-
~~“Electronic communication and recording device (ECRD)” includes any device with the capability to audio or video record or is capable of receiving or transmitting any type of communication between persons. An ECRD includes, but is not limited to, cameras, cellular and wireless telephones, pagers/beepers, laptop computers, electronic readers, personal digital assistants (PDAs), two-way radios, portable fax machines, video broadcasting devices, and any other device that allows a person to record and/or transmit, on either a real time or delayed basis, sound, video, or still images, text, or other information.~~

-
~~A student is not permitted to have turned on or use an ECRD on school grounds during the school day or when the student is participating in a curricular or school-sponsored co-curricular activity. A student’s personal ECRD may only be used on school grounds in an emergency situation or before and after the school day or with the permission of a school staff member supervising the student in a curricular or school-sponsored co-curricular activity. Any audio and/or video recording by a student using their personal ECRD with permission of a school staff member while participating in a curricular or school-sponsored activity where other students or staff members are present shall require the permission for such recording from any other student and their parent and/or staff members whose voice or image is to be recorded. This Policy is not intended to prohibit appropriate use of electronic devices for authorized or approved official curricular or school-sponsored co-curricular activities such as yearbook photographs, staff member/teacher-directed and approved activities, classroom presentations, athletic events, and drama production filming. A student authorized or approved to use an ECRD may not use an ECRD to access internet sites or view information or internet-based material that is inappropriate or would be blocked from student access by the school district’s acceptable use of computers and networks policy. Nothing in this Policy is intended to prevent a student from using their personal ECRD and recording school-sponsored co-curricular activities as a non-participant when the activity is open to the general public.~~

-
~~For the purposes of this policy, “school grounds” means and includes land, portions of land, structures, buildings, and structures that support these buildings, including, but not limited to, administrative buildings, kitchens, maintenance shops, and garages. “School grounds” also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and other recreational places owned by the local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.~~

-
~~An ECRD used in violation of this Policy will be confiscated by a school staff member or Principal or designee and the student will be subject to appropriate disciplinary action.~~

-
~~N.J.S.A. 2C:33-19~~

Adopted: 09 August 2018

Revised:

5516R
STUDENTS
Use of Electronic Communication Devices

The following provisions govern student use of electronic communication devices on school grounds.

A. Use of Electronic Communication Devices

1. In grades K-6, students are prohibited from using an electronic communication device anywhere on school grounds during the school day to include, but not be limited to: during before and after school programs; during any co-curricular activity; and on a school bus.

In grades 7-12, students are prohibited from using an electronic communication device during the school day except at lunch time.

In all grades, the use of an electronic communication device in classrooms is limited to devices issued by the district.

2. Under no circumstances is a student permitted to use an electronic communication device to communicate or take videos or photographs in a restroom, locker room, shower area, or any other area where any person is removing or changing cloths and/or in any other area or location where a person has a reasonable expectation of privacy. Student use of an electronic communication device for communicating or recording is also subject to the provisions of Policy 5516 and this Regulation.

3. Students are encouraged not to bring electronic communication devices to school. If a student chooses to bring an electronic communication device(s) to school, the device(s) shall be turned off by the student and passcode protected to prevent any unauthorized use of the device. The electronic communication device shall remain in the student's backpack/book bag or locker during the school day when its use is not authorized in accordance with Policy 5516 and this Regulation.

A classroom or other instructional space may have a designated location where students are required to turn off, ensure the electronic communication device is passcode protected, and store the electronic communication device until the student leaves the classroom or other instructional space.

4. If a student brings an electronic communication device to school, the student assumes the risk of damage, theft, or loss of the electronic communication device. The school district is not responsible for lost, stolen, or damaged devices.

5. If a student needs to be in contact with their parent(s) during a time the student is not permitted to use an electronic device, the student shall request permission from a teaching staff member to go to the main office to use the school phone. If a parent(s) needs to be in contact with their student for an emergency, the parent(s) shall contact the main office.

B. Discipline

1. First Offense in a School Year

- a. The electronic communication device shall be taken from the student by the school staff member and turned in to the Principal or designee's office for the remainder of the academic school day.
- b. The student shall turn off the electronic communication device and ensure it is passcode protected before turning it in to a school staff member.
- c. The student will be able to pick up the electronic communication device in the Principal or designee's office at the end of the academic school day.
- d. The student will have the electronic communication device returned upon signing an acknowledgment of their first offense violation of Policy 5516 and this Regulation.
- e. Discipline will be imposed on a student in accordance with the Code of Conduct.

2. Second through Fourth Offense in a School Year

- a. The electronic communication device shall be taken from the student by the school staff member and turned in to the Principal or designee's office for the remainder of the academic school day.
- b. The student shall turn off the electronic communication device and ensure it is passcode protected before turning it in to a school staff member.
- c. The electronic communication device must be picked up at the Principal or designee's office by a parent no sooner than the end of the current, academic school day.
- d. If the parent cannot pick up the electronic communication device by the end of the academic school day, the parent may pick up the

electronic communication device before the end of the next or any subsequent school day.

e. The parent shall be required to sign for receipt of the electronic communication device with notice provided of a second offense in a school year for their child.

f. Discipline will be imposed on a student in accordance with the Code of Conduct.

3. A student who violates the provisions of Policy 5516 and this Regulation more than four times during a school year shall, for the remainder of the school year, be prohibited from bringing an electronic communication device on school grounds during the school day or while participating in school district programs which include, but are not limited to: during before and after school programs; during co-curricular activities; during extra-circular activities, and during intra-murals and interscholastic games and practices.

a. The following discipline will be imposed on a student for bringing their electronic communication device to school after being prohibited to have their electronic communication device on school grounds: Code of Conduct.

Adopted:

5701 ACADEMIC INTEGRITY

The Board of Education is committed to require a high level of ethical standards for students in the school district that include honesty and integrity in all aspects of their academic program. The Board expects all students to embrace the highest standards of academic integrity in all assignments. Acts of academic dishonesty by students will not be accepted. Students are responsible for complying with the provisions of this Policy and may be subject to disciplinary action for any violation.

Students are expected to be honest in their studies and academic work. Students shall not engage in any of the following prohibited acts that include, but not be limited to:

1. Plagiarizing term papers, themes, essays, reports, images, take-home examinations, and other academic work required of a student in their education program. Plagiarism is presenting work from another source without full acknowledgment that it is not their own work;
2. The deliberate use of false information or the falsification of research or other findings with the intent to deceive. Fabrication includes, but is not limited to, citing information not taken from the source indicated; listing sources in a bibliography that are not used in the project; fabricating data or source information in experiments, research projects, or other academic exercises; and taking a test for another person or allowing others to take a test for one's self;
3. Providing false information to a teaching staff member in an academic assignment such as giving a false excuse for missing a deadline or falsely claiming to have submitted an assignment;
4. Cheating on examinations by any means and obtaining copies of an examination;
5. Preventing other students from completing their assignments including, but not limited to, removing pages from books, willfully disrupting the experiments or work of other students, misrepresenting the contributions of others in a group to give more credit to one particular student for one's personal gain; and compromising and/or damaging the school district's technology;
6. Using generative artificial intelligence (AI) in violation of Policy 2365 and the district's AI Plan;
7. Selling, for any fee, or other remuneration, prepare, offer to prepare, cause to be prepared, sell or offer for sale any term paper, thesis, dissertation, essay, report or other written recorded, pictorial, artistic or other assignment knowing, or under the circumstances having reason to know, that said

assignment is intended for submission either in whole or substantial part under a student's name in fulfillment of the requirements for a diploma at any school or any educational institution in accordance with N.J.S.A. 18A:2-3.; or

8. Any other conduct determined by the Principal that compromises the academic integrity of a student's work.

Any violation of this Policy shall be addressed in accordance with Policy and Regulation 5600.

A student may appeal a violation of this Policy in accordance with Policy 5710.

Students shall be informed of the conduct prohibited by this Policy at the beginning of the school year.

N.J.S.A. 18A:2-3

Adopted:

5710 STUDENT GRIEVANCE

The Board of Education believes students possess the right to request redress of grievances and disputes. Accordingly, the Board will establish and observe procedures by which the grievances of students will be heard.

For the purposes of this Policy, a student grievance means any complaint that arises out of the acts or policies of this Board or the acts of its employees. The procedure outlined in this Policy shall be used to address a student grievance that is not elsewhere in a Board policy, regulation, and/or grievance with a procedure specifically designed to address the conduct in question.

A student grievance shall be heard in the following manner:

1. First Level

- a. The student or parent may submit a grievance to the teaching staff member most closely related to the policy or act giving rise to the grievance, within five school days of the conduct.

2. Second Level

- a. If the grievance is not resolved at the first level, the student or parent may appeal the teaching staff member's decision by submitting a written appeal of the decision to the Principal or designee within five school days of receipt of the teaching staff member's written decision.

(1) The written grievance shall include:

- (a) The specific nature of the grievance and a brief statement of the facts giving rise to it;
- (b) Any documentation the student or parent has supporting their request; and
- (c) The remedy sought by the student or student's parent.

- b. The Principal or designee will inform the student and parent, in writing, of the Principal's or designee's decision regarding the appeal within five school days of receiving the written appeal from the student or parent and their right to appeal the Principal's or designee's decision to the Superintendent of Schools or designee.

3. Third Level

- a. If the grievance is not resolved at the second level, the student or parent may appeal the Principal's or designee's decision by submitting a written request to the Superintendent or designee. This written request for an appeal must be submitted to the Superintendent or designee by the student or parent within five school days of the student's or parent's receipt of the Principal's or designee's written decision and must include the same information the parent or student submitted in the written grievance outlined in 2.a.(1) above.
- b. The Superintendent or designee will review the written request for an appeal and supporting documentation submitted by the school staff members and the student or parent to inform the student and parent of the decision regarding the appeal within ten school days of receiving the written request for an appeal.
- c. A student or parent may appeal the Superintendent or designee's decision to the Board. An appeal that proceeds to the Board will be determined promptly and the Board will issue a decision in no more than thirty calendar days. The student will be informed of the right to appeal a decision of the Board to the Commissioner of Education.

The Superintendent shall direct all staff members to respect the right of students to seek redress of grievances by lawful procedures without fear of reprisal.

Adopted:

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 United States Department of Agriculture (USDOA)~~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 ~~and~~ ninety-nine percent, of the Federal poverty level, as determined pursuant to N.J.S.A. 18A:33-21b1.

A. Definitions – N.J.S.A. 18A:33-3.2

“Categorically eligible” means that a student is homeless, is a migrant child, is a runaway child, is a foster child, or is a Head Start child, as defined in 7 CFR Part 245, or is receiving assistance under the Supplemental Nutrition Assistance Program (SNAP), the Temporary Assistance for Needy Families Program (TANF), the Food Distribution Program on Indian Reservations (FDPIR), or, to the extent that the USDOA authorizes the matching of Medicaid data to identify children who are eligible for free school meals, is a participant in the Medicaid program, and which student, by virtue of such status, is automatically eligible to be certified to receive free school meals under the National School Lunch Program or the Federal School Breakfast Program, without first submitting an application or being subject to the Federal income verification requirements established by 7 CFR Part 245.

“Eligible student” means a student who is categorically eligible or income-eligible for one or more subsidized school meals.

“Emergency meals distribution program” means a program, established under N.J.S.A. 18A:33-27.2, pursuant to which a school district is required to provide subsidized school meals to eligible students, through designated distribution sites, during any period in which a school in the district is subject to a public health-related closure due to the COVID-19 pandemic.

“Federal School Breakfast Program” means the Federal reimbursement program, established under the “Child Nutrition Act of 1966,” 42 USC s.1771 et seq., pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help finance the establishment,

maintenance, operation, and expansion of school breakfast programs and facilitate the provision of free and reduced price breakfasts to eligible students.

“Federally eligible for free or reduced price meals” or “Federally eligible” means that a student is categorically eligible for free lunch under the National School Lunch Program or for free breakfast under the Federal School Breakfast Program, or that the student satisfies Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, as is necessary to Federally qualify for and receive free or reduced price lunch under the National School Lunch Program or free or reduced price breakfast under the Federal School Breakfast Program.

“Federally ineligible for free or reduced price meals” or “Federally ineligible” means that a student is not categorically eligible for, and fails to satisfy Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, as is necessary for the student to Federally qualify for and receive free or reduced price lunch under the National School Lunch Program or free or reduced price breakfast under the Federal School Breakfast Program.

“Income-eligible” means that a student either satisfies Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, or satisfies State-level income eligibility requirements, set forth in N.J.S.A. 18A:33-4.a. or N.J.S.A. 18A:33-14a.a., as is necessary for the student to qualify for and receive subsidized lunch under the National School Lunch Program or subsidized breakfast under the Federal School Breakfast Program, on the basis of income.

“Low-income family” means a family with an annual household income amounting to not more than one hundred and eighty-five percent of the Federal poverty level.

“Middle-income family” means a family with an annual household income amounting to not less than one hundred and eighty-six percent, and not more than two hundred and twenty-four percent, of the Federal poverty level.

“National School Lunch Program” means the Federal reimbursement program established under the “Richard B. Russell National School Lunch Act,” 42 USC 1751 et seq., pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help finance the establishment, maintenance, operation, and expansion of school lunch programs and facilitate the provision of free and reduced price lunches to eligible students.

“Participating school” means a public or nonpublic school that provides daily lunch to enrolled students, through a school lunch program operated pursuant to the National School Lunch Program, or that provides daily breakfast to enrolled students, through a school breakfast program or breakfast after the bell program operated pursuant to the Federal School Breakfast Program, or both.

“Participating school district or nonpublic school” means a public school district or a nonpublic school that is required, or elects, to participate in the National School Lunch Program, the Federal School Breakfast Program, or both, as the case may be.

“School breakfast program” means a program that is established and operated by a public or nonpublic school, in accordance with the requirements of the Federal School Breakfast Program and, in the case of a public school, in accordance with a plan adopted pursuant to N.J.S.A. 18A:33-10 or N.J.S.A. 18A:33-10.1, and pursuant to which the school offers daily breakfasts to all enrolled students.

“School lunch program” means a program that is established and operated by a school district, or by a nonpublic school, in accordance with the requirements of the National School Lunch Program and the provisions of N.J.S.A. 18A:33-4, and pursuant to which the district or nonpublic school offers daily lunches to all students enrolled therein.

“Student” means a child eighteen years of age or younger who is enrolled at a school in the State.

“Subsidized school breakfast” or “subsidized breakfast” means a school breakfast that is offered to an eligible student, free of charge, and the costs of which are reimbursed by the State or Federal government, as provided by N.J.S.A. 18A:33-14a.a. and b.

“Subsidized school lunch” or “subsidized lunch” means a school lunch that is offered to an eligible student, free of charge, and the cost of which is reimbursed by the State or Federal government, as provided by N.J.S.A. 18A:33-14a.a. and b.

“Subsidized school meals” or “subsidized meals” includes both subsidized school breakfasts and subsidized school lunches.

“Subsidized school meals application” means an application that identifies a student’s annual household income and is completed by the student’s parent, pursuant to N.J.S.A. 18A:33-21b1, N.J.S.A. 18A:33-21.c., or applicable Federal law, and which may be used by a school district, or by a public school or nonpublic school, both for the purposes of determining whether a student is income-eligible for subsidized school meals and for the other limited purposes specified in N.J.S.A. 18A:33-21b1.c.

“Subsidized school meals certification process” or “subsidized meals certification” means the process pursuant to which a school or school district obtains and reviews a student’s subsidized school meals application, or engages in the review of other relevant documentation and materials pertaining to the student, as necessary to determine whether the student is categorically eligible or income-eligible for

subsidized school meals under the National School Lunch Program, or under the Federal School Breakfast Program, or both.

“Summer Food Service Program” means the Federal reimbursement program, established under 42 USC 1761 and 7 CFR Part 225, pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help schools, local government agencies, nonprofit organizations, colleges and universities, and summer camps to finance the administrative and operational costs of providing meals to children, in low-income areas, during the summer months and other planned periods of school closure.

“Summer meals program” means the Summer Food Service Program, the Seamless Summer Option authorized by 42 USC 1761, or any other similar State or Federal program that is designed to ensure that children have access to nutritious meals during the summer months and other planned periods of school closure.

“Unsubsidized school breakfast” or “unsubsidized breakfast” means a school breakfast that is offered, upon the payment of a fee, to a student who is neither categorically eligible nor income-eligible for subsidized breakfast, regardless of whether such student remains income-eligible for subsidized school lunch under the provisions of N.J.S.A. 18A:33-4, and the cost of which breakfast is not reimbursable by the State or Federal government.

“Unsubsidized school lunch” or “unsubsidized lunch” means a school lunch that is offered, upon the payment of a fee, to a student who is not categorically eligible or income-eligible for subsidized lunch, and the cost of which is not reimbursable by the State or Federal government.

B. 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, each school and 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 subsidized school~~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 receiving subsidized school meals are not ~~identified~~recognized as program participants, by the student body, faculty, or staff, in a manner that is ~~distinct~~different from the manner in which ~~unsubsidized~~—students receiving unsubsidized school meals are ~~identified~~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 these two groups of~~subsidized and unsubsidized~~ students; and
3. To the greatest extent practicable~~Make every effort to:~~
 - a. Facilitate and expedite the prompt and accurate identification of categorically eligible students who may be certified to receive~~participate in the program, on a~~ subsidized school meals~~basis~~, without first submitting an application therefore, and, whenever an application is required to establish income 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 school or school district, to certify a student for subsidized~~free or reduced price~~ school meals on the basis of income, and assist parents in completing the subsidized school meals application; and
 - c. Encourage students who are neither categorically eligible nor income-eligible for free or reduced price~~subsidized~~ school lunch or subsidized school breakfast~~meals~~ to nonetheless participate~~, in the school lunch program or school breakfast program, or both, as appropriate,~~ 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 USDOA~~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.

CB. 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 in the school district 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 (NJDOA) 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 NJDOA~~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 NJDOA~~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., when requesting a waiver pursuant to N.J.S.A. 18A:33-26.a., the district shall report to the NJDOA~~New Jersey Department of Agriculture~~, in the manner prescribed by the NJDOA~~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.

DE. 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 participating school district shall provide each student's parent with:

- a. ~~a. — A hard copy of i~~Information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to;

- (1) ~~I~~Information on the ~~ability~~availability of all categorically eligible and income-eligible students to receive free school lunch under the National School Lunch Program, as provided by N.J.S.A. 18A:33-4.a., and free school breakfast under the Federal School Breakfast Program, as provided by N.J.S.A. 18A:33-14a.a. or reduced-price meals for eligible students;

- (2) ~~, i~~Information on the subsidized school meals application and certification~~determination~~ processes that are used to determine whether a student is categorically eligible or income-eligible~~certify eligible students~~ for subsidized school meals, ~~and;~~

- (3) Information highlighting the need for parents to complete a subsidized school meals application for each student, and encouraging parents to complete the application, both to ensure that the student will have access to all subsidized school meals for which the student is eligible and to ensure that the school and the district have the necessary information to facilitate relevant eligibility determinations, receive appropriate reimbursement, and engage in all other activities authorized under N.J.S.A. 18A:33-21b1.c.; and

- (4) ~~I~~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 hard copy of a subsidized 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. Include a notice that an application to apply for the school lunch and school breakfast programs may be submitted at any time during the school year and is required to be submitted annually~~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.~~

The district may also provide the information and application electronically, through the usual means by which the district electronically communicates with parents.

3. A subsidized 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 income-eligible for free or reduced price school meals and, if so, whether the student satisfies Federal or State-level income eligibility requirements for subsidized school lunches, subsidized school breakfasts, or both;

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 subsidized school meals ~~served~~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.

4. The school district shall require the parent to either submit an application to apply for the school lunch and school breakfast programs or submit a signed card provided by the school district indicating that the parent has received the application and information and is not interested in participating in the school lunch and school breakfast programs. The card shall include a notice stating that a parent may submit an application to apply for the school lunch and school breakfast programs at any time during the school year.

If a school district does not receive an application or a signed card from the parent, the school district shall make at least one attempt to contact the

student's parent and request that the parent submit either an application or signed card.

5. The provisions of N.J.S.A. 18A:33-21b1 shall not apply in the case of a school which participates in the Community Eligibility Provision.

ED. 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). “Operating days” mean days that reimbursable meals are offered to eligible students under the National School Lunch Program or School Breakfast Program. 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, NJDOANew 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, NJDOANew 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 NJDOA~~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, NJDOANew Jersey Department of Agriculture.

FE. 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 an unsubsidized school breakfast or school lunch meal at school on a school day causing the student’s unsubsidized school breakfast or unsubsidized school lunch billmeal charge account to fall into arrears. The participating school 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 participating school 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 student’s child’s unsubsidized school breakfast or unsubsidized school lunch 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 participating school district shall report at least biannually to the ~~NJDOA~~New Jersey Department of Agriculture the number and percentage of enrolled students who have been~~are~~ denied school breakfast or school lunch on the basis of an unsubsidized meal bill arrearage, pursuant to~~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:

1. ~~Require the participating school district to deny or restrict the ability of an unsubsidized student to access unsubsidized school breakfast or unsubsidized school lunch, respectively, whenever when the student's unsubsidized school breakfast or unsubsidized school lunch bill is in arrears;- Or~~
2. Authorize the participating school district to deny or restrict the ability of a student who is income-eligible for subsidized school lunch, but who is not income-eligible for subsidized school breakfast, to continue to access subsidized school lunch whenever the student's unsubsidized school breakfast bill is in arrears.

The ~~participating school or~~ school district shall not:

1. Publicly identify or stigmatize ~~an unsubsidized~~ student who cannot pay for an unsubsidized school breakfast or an unsubsidized school lunch or whose unsubsidized 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 to wear a wristband, hand stamp, or identifying mark, or to accept by serving the student an alternative meal);~~
2. Require ~~a an unsubsidized~~ student, who cannot pay for an unsubsidized school breakfast or an unsubsidized school lunch or whose unsubsidized school breakfast or ~~school~~ lunch bill is in arrears to do chores or other work to pay for the unsubsidized school breakfast or unsubsidized school lunch;
3. Require ~~an unsubsidized~~ student to discard an unsubsidized school breakfast or an unsubsidized school lunch after it has been served, either because ~~of the student's is unable inability~~ to pay for the a unsubsidized school breakfast or unsubsidized school lunch or because the student's unsubsidized school breakfast or unsubsidized lunch bill is in arrears~~money is owed for previously provided meals;~~
4. Prohibit ~~an unsubsidized~~ student, or a sibling thereof~~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 breakfast or lunch~~meal~~ debt; or

5. Require a student's~~the parent of an unsubsidized student~~ to pay fees or costs in excess of the actual amounts owed for unsubsidized school breakfasts or unsubsidized school lunches, or both, which have been~~meals~~ previously served to the student.

If ~~an unsubsidized~~ student owes money for the equivalent of five or more unsubsidized school meals, the Principal or designee of the participating school district shall:

1. Determine whether the student is ~~categorically~~ eligible ~~or income-eligible~~ for subsidized school~~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-~~21b~~121-c.(2), to contact the student's parent and have the parent ~~complete~~fill out a subsidized school meals application; and
2. ~~2.~~ Contact the student's parent ~~of the unsubsidized student~~ to:
 - a. ~~to~~ Offer assistance with respect to the completion of the subsidized school meals application; and
 - b. ~~to determine whether if~~ there are other issues in the household that have caused the student to have insufficient funds to purchase an unsubsidized school breakfast or unsubsidized school lunch, as the case may be; and
 - c. ~~to~~ Offer any other appropriate assistance.

The participating school district shall direct communications about a student's unsubsidized school ~~breakfast or school lunch bill being~~meals arrearage in arrears to the parent and not to the student. Nothing in N.J.S.A. 18A:33-21 shall prohibit the participating 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 participating school district 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, subsidized school~~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.

GF. 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.

HG. Provision of School Meals During Period of School Closure – N.J.S.A. 18A:33-27.2

~~Whenever~~~~In the event~~ the Board ~~receives~~~~is provided~~ a written directive, ~~from~~~~by~~ either the New Jersey Department of Health or the health officer of the jurisdiction, ~~instituting to~~~~institute~~ a public health-related school closure due to the COVID-19 epidemic, the district having jurisdiction over the closed school shall implement and operate an emergency school meals distribution program, during the period of the school closure, ~~to~~. An emergency school meals distribution program implemented pursuant to N.J.S.A. 18A:33-27.2 shall provide for subsidized school meals to be made available, 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 ~~therefor~~~~for free or reduced-price school meals~~.

In order to facilitate the emergency distribution of subsidized school meals in the event of an emergency public school closure, as described in N.J.S.A. 18A:33-27.2.a., ~~each~~~~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 distribution sites ~~including~~. ~~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 an emergency 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 subsidized school lunch, subsidized school breakfast, or both~~free or reduced-price meals~~, and for whom an emergency 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 subsidized school meals to the student's residence or to the student's bus stop along an established bus route, provided that, in the latter case, the student or the student's parent ~~shall be~~~~is~~ present at the bus stop to accept~~for~~ the distribution. ~~Distributions made~~~~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 subsidized 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 enter into a contract authorizing another party to engage in the emergency distribution of subsidized school meals, on the district's behalf, pursuant to N.J.S.A. 18A:33-27.2, and any such ~~these~~ contracts shall ~~not~~ be exempt from 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 when implementing ~~into implement the~~ emergency meals distribution program, pursuant to ~~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.a.

II. 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: 10 October 2024

Revised:

POLICY ALERT 235 NARRATIVE

A. N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures

The entire Chapter, N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures, was recently revised and adopted by the State Board of Education. The revisions in N.J.A.C. 6A:23A affect many policies and regulations. Therefore, over the course of the next few Policy Alerts, Strauss Esmay will provide revised Policy and Regulation Guides that need to be updated due to the revisions in N.J.A.C. 6A:23A.

P 0173 – Duties of Public School Accountant (Revised)

Sections of N.J.A.C. 6A:23A-16.2 address the role and responsibilities of the licensed public school accountant. Bylaw Guide 0173 has been revised to include the administrative code sections, by reference, that outline the responsibilities and requirements of the accountant and the Board. The other revisions in the updated administrative code do not require any changes in the practice or implementation of Bylaw Guide 0173.

P 0174 – Legal Services (M) (Revised)

N.J.A.C. 6A:23A-5.2 addresses procedures to ensure the prudent use of legal services by employees and Board members and has minor revisions. Bylaw Guide 0174 has been revised to incorporate these revisions that do not change the implementation of the requirements in Bylaw Guide 0174. Bylaw Guide 0174 is mandated because N.J.A.C. 6A:23A-5.2(a) requires each Board of Education to establish by policy a strategy to minimize the cost of professional services, including legal fees.

P 0177 – Professional Services (M) (Revised)

N.J.A.C. 6A:23A-5.2 requires each Board of Education to establish by policy a strategy to minimize the cost of professional services. Bylaw Guide 0177 incorporates the minor revisions that were made in the updated administrative code regarding the awarding of contracts for professional services. Bylaw Guide 0177 is mandated because it is required by N.J.A.C. 6A:23A-5.2.

P 1570 – Internal Controls (M) (Revised)

R 1570 – Internal Controls (M) (Revised)

N.J.A.C. 6A:23A-6.4 through N.J.A.C. 6A:23A-6.8 address the requirements for each school district, as a condition of receiving State aid, to establish specific policies and procedures on internal controls designed to provide management with reasonable assurance the school district's goals and objectives will be met and will meet the requirements of the administrative code. The revisions in these administrative code sections have been incorporated into Policy and Regulation Guides 1570. Policy and Regulation Guides 1570 are mandated because N.J.A.C. 6A:23A-6.4(a) requires each school district to establish policies and procedures on the internal controls in N.J.A.C. 6A:23A-6.4 through N.J.A.C. 6A:23A-6.8. In addition, Regulation Guide 1570 must also be adopted by the Board.

POLICY ALERT 235 NARRATIVE

P 1620 – Administrative Employment Contracts (M) (Revised)

N.J.A.C. 6A:23A-3.1 addresses the requirements of the Executive County Superintendent's review and approval of employment contracts for Superintendents, Assistant Superintendents, and School Business Administrators. The revisions in the recently adopted administrative code have been incorporated into Policy Guide 1620. Policy Guide 1620 is mandated because the review and approval provisions in the administrative code are required under the Governance Indicators in the current QSAC DPRs.

P 6111 – Special Education Medicaid Initiative (SEMI) Program (M) (Revised)

R 6111 – Special Education Medicaid Initiative (SEMI) Program (M) (Revised)

N.J.A.C. 6A:23A-5.3 addresses every school district's requirement, with the exception of a waiver being granted, to take appropriate steps to maximize participation in the Special Education Medicaid Initiative (SEMI) Program. The revised administrative code required only minor revisions in Policy Guide 6111 with more substantive revisions in Regulation Guide 6111. Regulation Guide 6111 provides additional details for a district seeking a waiver of the requirements of N.J.A.C. 6A:23A-5.3 and several additional program requirements. The requirements in Policy Guide 6111 are significant as non-compliance could result in withholding of State aid as per N.J.A.C. 6A:23A-5.3(h). Policy and Regulation Guides 6111 are mandated because N.J.A.C. 6A:23A-5.3(e)1 requires each school district to implement a policy and procedures concerning the effective and efficient administration of the SEMI reimbursement program consistent with N.J.A.C. 6A:23A-5.3.

P 6220 – Budget Preparation (M) (Revised)

R 6220 – Budget Preparation (Revised)

N.J.A.C. 6A:23A-8.1 included revisions regarding budget preparation that have been incorporated into Policy Guide 6220. The revised administrative code does not change the current budget preparation and budget submission requirements. Regulation Guide 6220 provides a basic procedure for the school district budget development process. The only revisions in Regulation Guide 6220 are assigning the budget preparation process to the Superintendent and the School Business Administrator/Board Secretary. The internal budgetary procedures used in the school district are not governed by any statute or administrative code; therefore, a district may revise these procedures to meet local needs. Policy Guide 6220 is mandated as the QSAC DPR's – Fiscal Indicators section requires the provisions listing the statutory and administrative code requirements of budget development. Regulation Guide 6220 is recommended because it reflects the internal process used to develop the budget.

B. General Policy and Regulation Updates

P 0143 – Board Member Election and Appointment (Revised)

Bylaw Guide 0143 addresses the legal requirements for the election and appointment of Board members to a Board of Education to fill a vacancy.

POLICY ALERT 235 NARRATIVE

For all Type II districts with an elected Board and regional school district Boards, Bylaw Guide 0143 has been revised to better align with N.J.S.A. 18A:12-15 which addresses the rules for filling a vacancy on those types of Boards.

P 1636.01 – Notification of Promotion, New Job, and Transfer Opportunities (New)

Policy Guide 1636.01 was written to address N.J.S.A. 34:6B-23 which requires employers (including Boards of Education) to make reasonable efforts to announce, post, or otherwise make known opportunities for promotion that are advertised internally within the district or externally on internet-based advertisements, postings, printed flyers, or other similar advertisements to all current employees in the affected department(s) of the employer's business prior to making a promotion decision. Policy Guide 1636.01 outlines the requirements in N.J.S.A. 34:6B-23. Policy Guide 1636.01 is recommended as districts are now required to follow the procedure outlined in N.J.S.A. 34:6B-23 when hiring for an open or new position.

P 1648.15 – Recordkeeping for Healthcare Settings in School Buildings – Covid-19 (M) (Abolished)

The United States Department of Labor – Occupational Safety and Health Administration (OSHA) recently placed an enforcement stay on the COVID-19 Recordkeeping and Reporting Requirements under 29 CFR 1910.502. After reaching out to the New Jersey Department of Health – Department of Occupational Health, their office confirmed the State of New Jersey would no longer be enforcing these recordkeeping and reporting requirements for COVID-19. Policy Guide 1648.15 should be abolished by districts as it is no longer in effect.

P 2422 – Statutory Curricular Requirements (M) (Revised)

Policy Guide 2422 has been revised to include the statutory curricular requirement (N.J.S.A. 18A:35-4.44) which mandates instruction on the history and contributions of Asian Americans and Pacific Islanders in an appropriate place in the curriculum for students in grades Kindergarten through twelve as part of the district's implementation of the NJSLs in social studies. In addition, the title of Policy Guide 2422 has been revised to "Statutory Curricular Requirements" as many of the requirements listed in Policy Guide 2422 are statutory requirements and are referred to as statutory curricular requirements in the QSAC DPRs. Some of these statutory curricular requirements are required to be incorporated into the NJSLs for comprehensive health and physical education. However, the recent additional statutory curricular requirements are included in areas other than health and physical education.

The United States Supreme Court released a decision dated June 28, 2025 in *Mahmoud v Taylor* granting a preliminary injunction finding a Maryland County Board of Education's introduction of LGBTQ+ storybooks, along with a decision by the Board to not permit a parent to opt-out their child from instruction involving these storybooks based on religious beliefs, places an unconstitutional burden on the parents' rights to the free exercise of their religion. While this case works its way through the Federal Court system, the

POLICY ALERT 235 NARRATIVE

Supreme Court ordered the Board to notify parents in advance whenever one of the storybooks in question or any other similar book is to be used in classroom instruction and to allow the parents to have their children excused from that instruction.

The Supreme Court's preliminary injunction will be in effect while this lawsuit proceeds. This preliminary injunction addresses a complex legal issue that will likely generate strong differences of opinions within a community. Therefore, it is recommended a district develop a protocol, in consultation with the Board and Board Attorney, that addresses the Supreme Court's preliminary injunction. Should the Supreme Court or the Circuit Court governing New Jersey issue a final ruling on this issue or if the New Jersey Attorney General or Department of Education provides guidance to school districts on this issue that is not consistent with New Jersey's current religious objection/opt-out statute, N.J.S.A. 18A:35-4.7 as stated in Policy Guide 2422, Strauss Esmay will revise Policy Guide 2422 accordingly.

Policy Guide 2422 is mandated because the QSAC DPRs require some of the statutory requirements be included in Policy Guide language under the Instruction and Program Indicators section.

P 5339.01 – Student Sun Protection (M) (New)

On March 31, 2025, N.J.S.A. 18A:40-12.39 – Student Sun Protection Policy was adopted requiring school districts to develop and adopt a policy concerning a student's use of sunscreen and sun-protective clothing while outdoors at school and school-sponsored functions. Strauss Esmay has developed Policy Guide 5339.01 to address the requirements outlined in the law and the considerations listed in the New Jersey Department of Education's Broadcast Memo released on June 4, 2025. Policy Guide 5339.01 provides districts with two optional language sections. The first option addresses a district's right to require written permission from the parent of a student prior to the student carrying or using sunscreen at school or school-sponsored functions. The second option addresses a district's right to limit the types of sunscreen that are allowed to be carried by students at school or school-sponsored functions. Policy Guide 5339.01 is mandated as N.J.S.A. 18A:40-12.39 requires a Board to adopt a policy addressing the requirements in the new law.

0173 DUTIES OF PUBLIC SCHOOL ACCOUNTANT

The Board of Education shall cause an audit of the annual financial statements to be made pursuant to N.J.S.A. 18A:23-1 et seq., and shall engage, to conduct the annual audit, only a licensed public school accountant who has an external peer/quality report performed in accordance with Government Auditing Standards (Yellow Book) by the Comptroller General of the United States (U.S. Government Printing Office, Stop SSOP, Washington, DC 20402-0001). The Board shall ensure that the external peer/quality report is completed within the time established the Government Auditing Standards issued by the Comptroller General of the United States unless the accountant or firm can show good cause as to why there is a delay. The Board will engage only a licensed public school accountant to conduct the annual audit in accordance with N.J.S.A. 18A:23-1 et seq. The accountant must have an external peer/quality report performed in accordance with N.J.A.C. 6A:23A-16.2(i)1, unless the accountant or firm can show good cause as to why there was a delay completing such report within the required timelines established by Government Auditing Standards issued by the Comptroller General of the United States.

The Board ~~will~~shall require the submission of the most recent external peer/quality report and letter of comment to the Board for review and evaluation prior to ~~the each~~ appointment of ~~the a~~ licensed public school accountant to conduct the annual audit in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)2.

The Board ~~will~~shall acknowledge the receipt, review, and evaluation of the external peer/quality report in the public session and Board minutes in which Board authorizes the engagement of the accountant or firm to perform the audit in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)2.ii is engaged.

The Board ~~will~~shall require the submission of an updated external peer/quality report of the engaged licensed public school accountant within thirty days after the issuance date of the external peer/quality report if ~~the such~~ report is issued prior to the date of the audit opinion for the most recent fiscal year in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)2.ii.

In accordance with NJOMB Circular Letter 98-0715-08, Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid, including any amendments or revisions thereto, the Board shall ensure the public school accountant will provide a copy of the most recent external peer/quality report to the New Jersey Department of Education, within thirty days after the initial engagement of a licensed public school accountant or firm by the Board and within thirty days after the issuance of a subsequent peer/quality report in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)2.iii.

The Board shall engage a public school accountant during the audit engagement period for non-auditing, management, or other consulting services only if such services comply with the independent independence standards as established in Government Auditing Standards (Yellow Book) by the Comptroller General of the United States in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)3.

The ~~Board may be prohibited for good cause by the~~ Commissioner of Education may prohibit, for good cause, the Board from engaging a particular licensed public school accountant, or may ~~be directed the use of a process for by the Commissioner on a process to be used in~~ the appointment of a licensed public school accountant pursuant to N.J.A.C. 6A:23A-16.2(i)4.

The public school accountant ~~will~~ shall complete the annual audit as required by the New Jersey Department of Education and N.J.S.A. 18A:23-2. Each annual audit shall include an audit of the books, accounts and moneys, and a verification of all cash and bank balances of the Board and of any officer or employee thereof and of moneys derived from athletic events or ~~other-the~~ activities of any organization of public school students conducted under the auspices of the Board, from the date of the last annual audit to the date of the ~~current~~ audit in question. ~~The Such~~ audit ~~will~~ shall also include a determination of the extent to which the district has used contracts entered into by the State Division of Purchase and Property pursuant to ~~P.L. 1969 c. 104 (C.N.J.S.A. 52:25-16.1 et seq.)~~ in the purchase of materials, supplies or equipment for the district in accordance with N.J.S.A. 18A:23-2. The report of each annual audit ~~will~~ shall be completed in accordance with the time requirements of N.J.S.A. 18A:23-1 and ~~will~~ shall be filed by the public school accountant in accordance with N.J.S.A. 18A:23-~~2~~3.

The Board Secretary shall prepare or have prepared a synopsis or summary of the annual audit and recommendations, prior to the holding of the meeting of the Board to take action thereon; a copy of which synopsis or summary shall be available for distribution to interested parties at the meeting in accordance with N.J.S.A. 18A:23-4. Within thirty days following the receipt of the report of the annual audit the Board shall, at a regularly scheduled public meeting, will cause the recommendations of the ~~accountant-auditor~~ to be read and to be discussed and the discussion ~~will be~~ duly noted in-on the Board meeting minutes in accordance with N.J.S.A. 18A:23-5. ~~The Board Secretary will prepare or have prepared a summary of the annual audit for this Board meeting in accordance with N.J.S.A. 18A:23-4.~~

N.J.S.A. 18A:23-1 et seq.
N.J.A.C. 6A:23A-16.2

Adopted: 16 October 2008
Revised: 09 August 2018
Revised:

0174 LEGAL SERVICES (M)

M

In accordance with N.J.A.C. 6A:23A-5.2, the Board of Education adopts this Policy and its strategies to minimize the cost of legal services~~ensure the use of legal services by employees and the Board of Education members and the tracking of the use of legal services.~~

The Board of Education authorizes the Superintendent of Schools, Superintendent of Schools' designee; School Business Administrator/Board Secretary, and the Board President as designated contact persons to request services or advice from contracted legal counsel.

~~The School Business Administrator/Board Secretary shall be responsible to review all legal bills and confer with designated contact persons in reviewing such legal bills.~~

In accordance with the provisions of N.J.A.C. 6A:23A-5.2(a)2, the Board shall designate ~~the an~~ administrative staff member to review all legal bills and confer with designated ~~designates~~ contact person(s) to ensure the prudent use of legal services and the tracking of the use of those services.

In the event the School-school district's with legal costs ~~that~~ exceed one hundred thirty percent of the Statewide average per student amount, ~~should establish~~ the procedures ~~outlined~~ established in 1., 2., 3., and 4. below shall be implemented and, if not implemented, and, if not established, the district shall provide evidence ~~such the~~ procedures established in 1., 2., 3., and 4. below would not result in a reduction of costs.

1. The designated contact person(s) shall ensure that contracted legal counsel is not contacted unnecessarily for management decisions or readily available information contained in district materials such as Board policies, administrative regulations, or guidance available through professional source materials.
2. All requests for legal advice shall be made to the designated contact person(s) in writing and shall be maintained on file in the district offices. The designated contact person shall determine whether the request warrants legal advice or if legal advice is necessary.
3. The designated contact person(s) shall maintain a log of all legal counsel contact including the name of the legal counsel contacted, date of the contact, issue discussed, and length of contact.
4. All written requests for legal advice and logs of legal counsel contacts shall be forwarded to the designated contact person(s) ~~School Business Administrator/Board Secretary~~, who shall be responsible to review all legal bills and compare all legal bills to the contact logs and to investigate and resolve any variances.

Any professional services contract(s) for legal services shall prohibit advance payments. Services to be provided shall be described in detail in the contract and invoices for payment shall itemize

the legal services provided for the billing period. Payments to legal counsel(s) shall only be for legal services actually provided in accordance with N.J.A.C. 6A:23A-5.2(a)4.

School districts and county vocational school districts ~~shall not contract are prohibited from contracting~~ with legal counsel or ~~using use~~ in-house legal counsel to pursue any affirmative claim or cause of action on behalf of district administrators and/or any individual Board member(s) ~~for or pursuing~~ any claim or cause of action ~~in for~~ which the damages to be awarded would benefit an individual rather than the school district as a whole in accordance with N.J.A.C. 6A:23A-5.2(b).

Pursuant to N.J.A.C. 6A:23A-5.2(a)1., ~~The the~~ Board ~~of Education~~ will annually establish prior to budget preparation, a maximum dollar limit for ~~each type of professional service, including~~ legal services. In the event it becomes necessary to exceed the established maximum dollar limit for the professional legal services, the Superintendent ~~of Schools~~ shall recommend to the Board ~~of Education~~ an increase in the maximum dollar amount. Any increase in the maximum dollar amount shall require formal Board action.

Contracts for legal services will be issued by the Board in a deliberative and efficient manner that ensures the district receives the highest quality services at a fair and competitive price or through a shared service arrangement. This may include, but is not limited to, issuance of such contracts through a Request for Proposals (RFP) based on cost and other specified factors or other comparable processes in accordance with N.J.A.C. 6A:23A-5.2(a)5. Contracts for legal services shall be limited to non-recurring or specialized work for which the district does not possess adequate in-house resources or in-house expertise to conduct in accordance with N.J.A.C. 6A:23A-5.2(a)6.

N.J.A.C. 6A:23A-5.2

Adopted: 16 October 2008

Revised: 09 August 2018

Revised:

0177 PROFESSIONAL SERVICES (M)

M

In accordance with N.J.A.C. 6A:23A-5.2, the Board of Education adopts this Policy and its strategies to minimize the cost of professional services.

The Board shall establish a maximum dollar limit, annually prior to budget preparation, for each type of professional service, with appropriate notification to the Board if it becomes necessary to exceed the maximum. Upon such notification, the Board may adopt a dollar increase in the maximum amount through formal Board action in accordance with N.J.A.C. 6A:23A-5.2(a)1.
~~The Board of Education will establish annually prior to budget preparation a maximum dollar limit for each type of professional service. In the event it becomes necessary to exceed the established maximum dollar limit for the professional services, the Superintendent of Schools shall recommend to the Board of Education an increase in the maximum dollar amount. Any increase in the maximum dollar amount shall require formal Board action.~~

Contracts for professional services will be issued by the Board in a deliberative and efficient manner that ensures the district receives the highest quality services at a fair and competitive price or through a shared service arrangement. This may include, but is not limited to, issuance of such contracts through a Request for Proposals (RFP) based on cost and other specified factors or other comparable processes and professional services contracts are. ~~Contracts for professional services shall be~~ limited to non-recurring or specialized work for which the district does not possess adequate in-house resources or in-house expertise to conduct in accordance with N.J.A.C. 6A:23A-5.2(a)5. and 6.

Nothing in this Policy or N.J.A.C. 6A:23A-5.2 shall preclude the Board from complying with the requirements of any statute, administrative code, or regulation for the award of professional services contracts.

N.J.A.C. 6A:23A-5.2

Adopted: 12 November 2009

Revised:

1570 INTERNAL CONTROLS (M)

M

As a condition of receiving State aid, the school district shall establish specific policies and procedures on internal controls designed to provide management with reasonable assurance that the district's goals and objectives will be met and that meet the requirements ~~of at~~ N.J.A.C. 6A:23A-6.5 through N.J.A.C. 6A:23A-6.13. Internal controls shall promote operational efficiency and effectiveness, provide reliable financial information, safeguard assets and records, encourage adherence to prescribed policies, and comply with law and regulation in accordance with N.J.A.C. 6A:23A-6.4(a).

The specific internal controls contained in N.J.A.C. 6A:23A-6 shall be established together with other internal controls contained in N.J.A.C. 6A and other law and regulations, required by professional standards and as deemed necessary and appropriate by district management. The district may submit to the Commissioner of Education a written request ~~to the Commissioner~~ to approve an alternative system, approach, or process for implementing the internal controls required in N.J.A.C. 6A:23A-6. The application ~~must~~ shall include documented evidence ~~that including includes~~, but ~~is~~ not limited to, an independent, third-party written assessment that the alternative system, approach or process will achieve the same safeguards, efficiency, and other purposes as the specified internal control requirement(s) in accordance with N.J.A.C. 6A:23A-6.4(b).

The ~~school~~ district shall evaluate business processes annually and allocate available resources appropriately in an effort to establish a strong control environment pursuant to ~~the requirements of~~ N.J.A.C. 6A:23A-6.5. In accordance with the provisions of N.J.A.C. 6A:23A-6.5(b), the School Business Administrator/Board Secretary shall identify processes that ~~when performed by the same individuals~~, are a violation of sound segregation of duties when performed by the same individuals. The School Business Administrator/Board Secretary and shall segregate the duties of all such processes among Business ~~office~~ Office staff based on available district resources, assessed vulnerability, and the associated cost-benefit when performed by the same individuals. The School Business Administrator/Board Secretary. The district shall include in the Annual Comprehensive Financial Report (ACFR) ~~Comprehensive Annual Financial Report (CAFR)~~ a detailed organizational chart for the Central ~~office~~ Office that tie to the district's position control logs, including but not limited to, the business, human resources, and information management functions.

The ~~school~~ district shall establish Standard Operating Procedures (SOPs) for each task or function of the business operations of the district ~~by December 31, 2009.~~ The SOP ~~Manual~~ manual shall include sections on each routine task or function as outlined in N.J.A.C. 6A:23A-6.6(b) ~~and 6A:23A-6.6(e).~~ The district shall establish a SOP ~~A standard operating procedure shall be established~~ that ensures office supplies are ordered in appropriate quantities, maintained in appropriate storage facilities, and monitored to keep track of inventory in accordance with N.J.A.C. 6A:23A-6.6(c).

~~School~~ If the districts ~~with has a~~ budgets in excess of \$25,000,000 or ~~with~~ more than three hundred employees, the district shall maintain an Enterprise Resource Planning (ERP) System ~~which that~~ integrates all data and processes of the school district into a unified system. ~~The An~~ ERP system ~~shall uses~~ multiple components of computer software and hardware and a unified database to store data for the various system modules to achieve the integration. ~~Districts required to maintain an ERP System that do not have an ERP System in place on July 1, 2008 shall fully implement an ERP System by the 2010-2011 school year and maintain both the existing system(s) and run a beta test ERP System during the 2009-2010 school year.~~ Whenever considering financial systems or the automation of other services or functions, the Superintendent of Schools or School Business Administrator/Board Secretary shall notify the Executive County Superintendent in writing to see if opportunities for a shared service system exist. Access controls shall be established for key elements of financial systems to ensure that a single person does not have the ability to make system edits that would violate segregation of duties controls in accordance with N.J.A.C. 6A:23A-6.7(c).

The ~~school~~ district shall maintain an accurate, complete, and up-to-date automated position control roster to track the actual number and category of employees and the detailed information for each in accordance with N.J.A.C. 6A:23A-6.8(a). ~~Districts are required to maintain a position control roster by December 31, 2009.~~ The position control roster shall share a common database and be integrated with the district's payroll system, agree to the account codes in the budget software, and ensure that the data within the position control roster system includes, at a minimum, the ~~required~~ information as ~~required-outlined~~ in N.J.A.C. 6A:23A-6.8(a)3.

N.J.A.C. 6A:23A-6.4; 6A:23A-6.5; 6A:23A-6.6;
6A:23A-6.7; 6A:23A-6.8

Adopted: 12 November 2009

Revised: 09 August 2018

Revised:

1570 INTERNAL CONTROLS (M)

M

A. Segregation of ~~Business~~ Duties; ~~and~~ Organizational Structure - N.J.A.C. 6A:23A-6.5

1. The school district shall evaluate business processes annually and allocate available resources appropriately in an effort to establish a strong control environment.
2. The School Business Administrator/Board Secretary shall identify processes that ~~when performed by the same individuals~~ are a violation of sound segregation of duties when performed by the same individuals. The School Business Administrator/Board Secretary shall segregate the duties of all such processes among Business ~~office~~ Office staff based on available district resources, assessed vulnerability and the associated cost-benefit, except as required ~~by~~ at N.J.A.C. 6A:23A-6.5(b)1. and 2. and A.2.a. and A.2.b. below.
 - a. The functions of human resources and payroll shall be segregated and completed by different employees in ~~all the~~ all the districts.
 - b. The functions of purchasing and accounts payable shall be segregated and completed by different employees in ~~all the~~ all the districts.
3. The district shall include in the Annual Comprehensive Financial Report (ACFR) ~~Comprehensive Annual Financial Report (CAFR)~~ a detailed organizational chart for the Central Office that tie to the district's position control logs, including but not limited to, the business, human resources, and information management functions.

B. Standard Operating Procedures (SOPs) for Business Functions - N.J.A.C. 6A:23A-6.6

1. The school district shall establish SOPs for each task or function of the business operations of the district ~~by December 31, 2009~~.
2. The SOP ~~Manual~~ manual shall include sections on each routine task or function ~~of~~ in the following areas:
 - a. Accounting including general ledger, accounts payable, accounts receivable, payroll and fixed assets, and year-end procedures for each;
 - b. Cash management;
 - c. Budget development and administration including tasks such as authorization of transfers and overtime;
 - d. Position control;

- e. Purchasing including ~~such~~ tasks such as preparation of requisitions, approval of purchase orders and encumbering of funds, bid and quote requirements, and verification of receipt of goods and services;
- f. Facilities including administration of work and health and safety;
- g. Security;
- h. Emergency preparedness;
- i. Risk management;
- j. Transportation;
- k. Food service;
- l. Technology systems; and
- m. Information management.

- 3. ~~A standard operating procedure~~ The district shall ~~be established~~ SOPs that ensures office supplies are ordered in appropriate quantities, maintained in appropriate storage facilities, and monitored to keep track of inventory.

C. Financial and Human Resource Management Systems, Access Controls - N.J.A.C. 6A:23A-6.7

- 1. ~~If the School-school~~ districts ~~with has a~~ budgets in excess of \$25,000,000 or ~~with~~ more than ~~three hundred 300~~ employees, ~~the district~~ shall maintain an Enterprise Resource Planning (ERP) System ~~which that~~ integrates all data and processes of the school district into a unified system. ~~The An~~ ERP system ~~shall uses~~ multiple components of computer software and hardware and a unified database to store data for the various system modules to achieve the integration.

~~a. — Districts affected by C.1. above that do not have an ERP system in place on July 1, 2008 shall fully implement one by the 2010-2011 school year and maintain both the existing system(s) and run a beta test ERP system during the 2009-2010 school year.~~

- 2. Whenever considering financial systems or the automation of other services or functions, the Superintendent or School Business Administrator/Board Secretary shall notify the Executive County Superintendent in writing to see if opportunities for a shared service system exist.

3. Access controls shall be established for key elements of financial systems to ensure that a single person does not have the ability to make system edits that would violate segregation of duties controls.
 - a. The process for creating, modifying, and deleting user accounts shall include the use of user access request forms.
 - b. All requests for financial applications shall be approved and specified by the School Business Administrator/Board Secretary.
 - c. All requests for network access shall be granted by the head of the technology department, if one exists.
 - d. A review of user access shall be conducted yearly at a minimum by the relevant department managers and an audit trail should be maintained to verify the performance of this review.
 - e. Access to the network and key applications within ~~a~~the district shall be restricted to authorized users through the use of unique user names and passwords.
 - f. Proper protocols shall be implemented that appropriately address password expiration and complexity.

D. Personnel Tracking and Accounting – N.J.A.C. 6A:23A-6.8

1. The school district shall maintain an accurate, complete, and up-to-date automated position control roster to track the actual number and category of employees and the detailed information for each. ~~Districts are required to maintain a position control roster by December 31, 2009.~~ The position control roster shall:
 - a. Share a common database and be integrated with the district's payroll system;
 - b. Agree to the account codes in the budget software; and
 - c. Ensure ~~that~~ the data within the position control roster system includes, at a minimum, the following information:
 - (1) The employee's name;
 - (2) The employee's date of hire;
 - (3) A permanent position tracking number for ~~each~~the employee including:

- (a) The expenditure account codes for the general fund consistent with the State prescribed budget, special revenue fund and enterprise funds;
- (b) The building(s) to which the position is assigned;
- (c) The certificate(s) ~~certification title~~ and endorsement(s) held, as applicable;
- (d) The assignment position title as follows:
 - i. Superintendent or Chief School Administrator;
 - ii. Assistant Superintendent;
 - iii. School Business Administrator;
 - iv. Board Secretary (when other than N.J.A.C. 6A:23A-6.8(a)3.iii.(4)(A), (B), or (C) and D.1.c.(3)(d)i., D.1.c.(3)(d)ii., or D.1.c.(3)(d)iii. above);
 - v. Principal;
 - vi. Vice Principal;
 - vii. Director;
 - viii. Supervisor;
 - ix. Facilitator;
 - x. Instructional Coach by Subject Area;
 - xi. Department Chairperson by Subject Area;
 - xii. Certificated Administrator – Other;

- xiii. Guidance;
- xiv. Media Specialist/
Librarian;
- xv. School Nurse;
- xvi. Social Worker;
- xvii. Psychologist;
- xviii. Therapist – Occupational (OT);
- xix. Therapist – Physical (PT);
- xx. Therapist – Speech;
- xxi. Certificated Support
Staff – Other;
- xxii. Teacher by Subject Area;
- xxiii. Instructional Assistants;
- xxiv. Certificated
Instructional-Other;
- xxv. Aides supported by IEP;
- xxvi. Other Aides;
- xxvii. Maintenance Worker;
- xxviii. Custodian;
- xxix. Bus Driver;
- xxx. Vehicle Mechanic;
- xxxi. Food Service; and
- xxxii. Other Non-certificated.

(4) A control number for substitute teachers;

- (5) A control number for overtime;
- (6) A control number for extra pay;
- (7) The status of the position (filled, vacant, abolished, etc.);
- (8) An indication, when available, of whether the employee is retiring in the budget year or not being renewed including associated costs such as contractual buyouts, severance pay, paid vacation or sick days, etc.;
- (9) Each of the following: base salary, step, longevity, guide, stipends by type, overtime and other extra compensation;
- (10) The benefits paid by the district, net of employee reimbursements or co-pays, by type of benefit and for FICA and Medicare;
- (11) The position's full-time equivalent value by location;
- (12) The date the position was filled; and
- (13) The date the position was originally created by the Board of Education. If the date the position was originally created is not available, this item shall represent the date the person currently filling that position was approved by the Board.

Adopted: 12 November 2009

Revised: 09 August 2018

Revised:

1620 ADMINISTRATIVE EMPLOYMENT CONTRACTS (M)

The Executive County Superintendent shall review and approve for all Superintendents of Schools, Superintendents of Schools reappointed pursuant to N.J.S.A. 18A:17-20.1, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators, including any interim, acting, or person otherwise serving in these positions, in school districts, county vocational school districts, county special services school districts and other districts, except charters schools, within the County-county under the supervision of the Executive County Superintendent:

1. New employment contracts, including contracts that replace expired contracts for existing tenured and non-tenured employees;
2. Renegotiations, extensions, amendments, or other alterations of the terms of existing employment contracts that have been previously approved by the Executive County Superintendent; and
3. Provisions for contract extensions where such terms were not included in the original employment contract or are different from the provisions contained in the original approved employment contract.

In counties where there is no Executive County Superintendent, an Executive County Superintendent from another county shall be designated by the Commissioner of Education to review and approve all contracts in accordance with N.J.A.C. 6A:23A-3-1(a) and 1., 2., and 3. above.

The contract review and approval shall take place prior to any required public notice and hearing pursuant to N.J.S.A. 18A:11-11 and prior to the Board of Education approval and execution of the contracts to ensure compliance with all applicable laws, including but not limited to N.J.S.A. 18A:30-3.5, 18A:30-9, 18A:17-15.1 and 18A:11-12.

In accordance with the provisions of ~~N.J.S.A. 18A:11-11 and~~ N.J.A.C. 6A:23A-3.1(c)1, the public notice and public hearing required pursuant to N.J.S.A. 18A:11-11 shall be applicable to a Board ~~of Education~~ that renegotiates, extends, amends, or otherwise alters the terms of an existing contract with a Superintendent of Schools, Deputy Superintendent of Schools, Assistant Superintendent of Schools, or School Business Administrator. In accordance with N.J.S.A. 18A:11-11, notice must be provided to the public at least thirty days prior to the scheduled action by the Board. The Board shall also hold a public hearing and shall not take any action on the matter until the hearing has been held. The Board shall provide the public with at least ten days' notice of the public hearing.

In accordance with N.J.A.C. 6A:23A-3.1(c)1, the public notice and public hearing required pursuant to N.J.S.A. 18A:11-11 shall not apply to new contracts, including contracts that replace expired contracts for existing employees in one of ~~these~~ positions listed at N.J.A.C. 6A:23A-3.1(a), whether tenured or not tenured. Nothing shall preclude a Board from issuing a public notice and/or

holding a public hearing on new contracts, including new contracts that replace expired contracts for existing tenured and non-tenured employees.

The public notice and public hearing required pursuant to N.J.S.A. 18A:11-11 is also required in the event an existing contract for a Superintendent of Schools, Deputy Superintendent of Schools, Assistant Superintendent of Schools, or School Business Administrator is rescinded or terminated by the Board ~~of Education~~ before it is due to expire and the parties agree to new employment terms.

In connection with the Executive County Superintendent's review of the contract, the Board shall provide the Executive County Superintendent with a detailed statement setting forth the total cost of the contract for each applicable year, including salary, longevity (if applicable), benefits and all other emoluments in accordance with N.J.A.C. 6A:23A-3.1(d).

The review and approval of the employment contracts of Superintendents of Schools, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators conducted by the Executive County Superintendent shall be consistent with the following additional standards outlined in N.J.S.A. 18A:7-8.1 and N.J.A.C. 6A:23A-3.1(e):

1. Contracts for each class of administrative position shall be comparable with the salary, benefits and other emoluments contained in the contracts of similarly credentialed and experienced administrators in other school districts in the region with similar enrollment, academic achievement levels and challenges, and grade span.
2. No contract shall include provisions that are inconsistent with the travel requirements pursuant to N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7 including, but not limited to, the provisions for mileage reimbursement and reimbursement for meals and lodging in New Jersey. Any contractual provision that is inconsistent with law ~~is~~ shall be superseded by the law.
3. No contract shall include provisions for the reimbursement or payment of employee contributions that are either required by law or by a contract in effect in the school district with other teaching staff members, such as payment of the employee's State or Federal taxes, or of the employee's contributions to FICA, Medicare, State pensions and annuities (TPAF), life insurance, disability insurance (if offered), and health benefit costs.
4. No contract shall contain a payment as a condition of separation from service that is deemed by the Executive County Superintendent to be prohibited or excessive in nature. The payment cannot exceed the lesser of the calculation of three months pay for every year remaining on the contract with pro-ration for partial years, not to exceed twelve months, or the remaining salary amount due under the contract.
5. No contract shall include benefits that supplement or duplicate benefits that are otherwise available to the employee by operation of law, an existing group plan, or other means; ~~for example-g.~~, an annuity or life insurance plan that supplements or duplicates a plan already made available to the employee. Notwithstanding the provisions of N.J.A.C. 6A:23A-3.1 ~~this section~~, a

contract may contain an annuity where ~~those~~ benefits are already contained in the existing contract between ~~the~~ that employee and the district.

6. Contractual provisions regarding accumulation of sick leave and supplemental compensation for accumulated sick leave shall be consistent with N.J.S.A. 18A:30-3.5 and 18A:30-3.6. Supplemental payment for accumulated sick leave shall be payable only at the time of retirement and shall not be paid to the individual's estate or beneficiaries in the event of the individual's death prior to retirement. Pursuant to N.J.S.A. 18A:30-3.2, a new Board ~~of Education~~ contract may include credit of unused sick leave days in accordance with the new Board's ~~of Education's~~ policy on sick leave credit for all employees.

7. Contractual provisions regarding accumulation of unused vacation leave and supplemental compensation for accumulated unused vacation leave shall be consistent with N.J.S.A. 18A:30-9. Contractual provisions for payments of accumulated vacation leave prior to separation can be included but only for leave accumulated prior to June 8, 2007 and remaining unused at the time of payment. Supplemental payments for unused vacation leave accrued consistent with the provisions of N.J.S.A. 18A:30-9 after June 8, 2007 as well as unused vacation leave accumulated prior to June 8, 2007 that has not been paid, shall be payable at the time of separation and may be paid to the individual's estate or beneficiaries in the event of the individual's death prior to separation.

8. Contractual provisions that include a calculation of per diem for twelve month employees shall be based on a two hundred sixty day work year.

9. No provision for a merit bonus shall be made except where payment is contingent upon achievement of quantitative merit criterion and/or qualitative merit criterion:

a. A contract may include no more than three quantitative merit criteria and or two qualitative merit criteria per contract year.

b. The Executive County Superintendent shall approve or disapprove the selection of quantitative merit and or qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and or qualitative merit criteria.

c. A contract may provide for merit bonuses in an amount not exceeding 3.33 percent of annual salary for each quantitative merit criterion achieved and 2.5 percent of annual salary for each qualitative merit criterion achieved. Any such merit bonus shall be considered "extra compensation" for purpose of N.J.A.C. 17:3-4.1 and shall not be cumulative.

d. The Board ~~of Education~~ shall submit to the Executive County Superintendent a resolution certifying that a quantitative merit criterion or a qualitative merit criterion has been satisfied and shall await confirmation of the satisfaction of that criterion from the Executive County Superintendent prior to payment of any merit bonus.

10. No provision for a bonus shall be made except where payment is contingent upon achievement of measurable specific performance objectives expressly contained in a contract approved pursuant to N.J.A.C. 6A:23A-3.1, where compensation is deemed reasonable relative to the established performance objectives and achievement of the performance objectives has been documented to the satisfaction of the Board ~~of Education~~.

11. No provision for payment at the time of separation or retirement shall be made for work not performed except as otherwise authorized in N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-8.1.

12. No contract shall include a provision for a monthly allowance except for a reasonable car allowance. A reasonable car allowance shall not exceed the monthly cost of the average monthly miles traveled for business purposes multiplied by the allowable mileage reimbursement pursuant to applicable law and regulation and New Jersey Office of Management and Budget (NJOMB) circulars. If such allowance is included, the employee ~~shall not~~ cannot be reimbursed for business travel mileage nor assigned permanently a car for official district business. Any provision of a car for official district business ~~must~~ shall conform with N.J.A.C. 6A:23A-6.12 and shall be supported by detailed justification. No contract shall include a provision of a dedicated driver or chauffeur.

13. All Superintendent contracts shall include pursuant to N.J.S.A. 18A:17-15.1, the required provision ~~that pursuant to N.J.S.A. 18A:17-15.1 which states that~~ the contract is null and void in the event the Superintendent's certificate is revoked, ~~the contract is null and void~~.

14. No contract shall include a provision for additional compensation upon the acquisition of a graduate degree unless the graduate degree is conferred by ~~a~~ an ~~regionally~~ accredited college or university ~~as defined in applicable regulations~~. No contract shall include a provision for assistance or tuition reimbursement, or for additional compensation for graduate school coursework, unless such coursework culminates in the acquisition of a graduate degree conferred by ~~a~~ an ~~regionally~~ accredited institution, college or university ~~as defined in applicable regulations~~.

The review and approval of an employment contract for the Superintendent ~~of Schools~~ shall not include maximum salary amounts pursuant to N.J.S.A. 18A:7-8.j.

Any actions by the Executive County Superintendent undertaken pursuant to N.J.S.A. 18A:7-8.1, N.J.A.C. 6A:23A-3.1 and this Policy may be appealed to the Commissioner ~~of Education~~ pursuant to the procedures set forth at N.J.A.C. 6A:3, Controversies and Disputes.

N.J.S.A. 18A:7-8; 18A:7-8.1; 18A:11-11
N.J.A.C. 6A:23A-3.1; 6A:23A-7 et seq.

Adopted: 09 August 2018
Revised: 04 March 2021
Revised:

6111 SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM (M)

M

Every New Jersey school district, with the exception of any district that obtains a waiver of the requirements of N.J.A.C. 6A:23A-5.3(b) ~~pursuant to the procedures set forth at N.J.A.C. 6A:23A-5.3(b)~~, shall take appropriate steps to maximize its revenue from the Special Education Medicaid Initiative (SEMI) ~~Program-program~~ by following the policies and procedures to maximize participation in the program as set forth in N.J.A.C. 6A:23A-5.3(d) and to comply with all program requirements as set forth in N.J.A.C. 6A:23A-5.3(e).

The school district may seek, in the prebudget year, a waiver of the requirements of N.J.A.C. 6A:23A-5.3 in accordance with the procedures as outlined in N.J.A.C. 6A:23A-5.3(b). As part of the annual budget information, the New Jersey Department of Education shall provide each school district with a projection of available SEMI reimbursement for the budget year, as determined by the ~~New Jersey State~~ Department of the Treasury's third party administrator for SEMI.

~~Beginning with the 2009-2010 school year, the school~~ district shall recognize as revenue in its annual ~~school~~ district budget no less than ninety percent of the projection ~~provided by the Department of Education~~. The district may seek approval from the Executive County Superintendent to use its own projection of SEMI reimbursement upon demonstration that the numbers it used in calculating the projection are more accurate than the projection provided.

The ~~school~~ district shall strive to achieve maximum participation in the SEMI program. "Maximum participation" means obtaining a ninety percent return rate of parental consent forms for all SEMI eligible students. Districts shall enter all students following their evaluations into the third-party system as determined by the New Jersey Department of the Treasury to identify the district's universe of eligible students. This ~~can may~~ be done without parental consent.

~~If the district participates Districts participating~~ in the SEMI reimbursement program, the district shall comply with program requirements as outlined in N.J.A.C. 6A:23A-5.3(e).

~~A-If the school~~ district ~~that~~ has less than ninety percent participation of SEMI eligible students in the prebudget year or that has failed to comply with all program requirements ~~set forth in at~~ N.J.A.C. 6A:23A-5.3(e), the district shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the school district's proposed budget submission. The district's SEMI action plan shall include the components as outlined in N.J.A.C. 6A:23A-5.3(g).

If the district does ~~Districts that did~~ not achieve ninety percent participation or achieve their approved benchmarks in the SEMI program for a given budget year and cannot demonstrate that they fully implemented their New Jersey Department of Education approved SEMI action plan required at N.J.A.C. 6A:23A-5.3(f) and (g), the district shall be subject to review for the withholding of State aid by the Commissioner of Education pursuant to N.J.S.A. 18A:55-3 in an amount equal to the SEMI revenue projection based on their approved benchmark for the budget

year, if applicable, less actual SEMI reimbursements for the budget year. The State aid deduction shall be made in the second subsequent year after the budget year.

If the district does not meet the requirement of the cost-settlement components of SEMI, the district may be required to refund all or part of their SEMI reimbursements.

-

N.J.A.C. 6A:23A-5.3

Adopted: 13 November 2008

Revised: 09 August 2018

Revised:

R 6111 SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM (M)

M

Every New Jersey school district, with the exception of any district that obtains a waiver of the requirements ~~of at~~ N.J.A.C. 6A:23A-5.3(b) ~~pursuant to the procedures set forth at N.J.A.C. 6A:23A-5.3(b) and A. below~~, shall take appropriate steps to maximize its revenue from the Special Education Medicaid Initiative (SEMI) ~~Program-program~~ by following the policies and procedures to maximize participation in the program ~~as set forth in at~~ N.J.A.C. 6A:23A-5.3(d) and C.1. below and to comply with all program requirements ~~as set forth in at~~ N.J.A.C. 6A:23A-5.3(e) and C.2. below.

A. Waiver

1. The school district may seek, in the prebudget year, a waiver of the requirements of N.J.A.C. 6A:23A-5.3, Policy 6111, and this Regulation upon demonstration that for the subsequent school year: the district projects, based on reliable evidence, that it will have forty or fewer Medicaid-eligible classified students.
 - a. The application for a waiver of the requirements of N.J.A.C. 6A:23A-5.3, Policy 6111, and this Regulation shall be made to the Executive County Superintendent no less than forty-five days prior to the submission of the district's proposed budget for the school year to which the waiver request applies. The Executive County Superintendent shall notify the district of the decision on the waiver application within twenty days of receipt of the waiver request. If the waiver is not granted, the district shall submit to the Executive County Superintendent a SEMI action plan required at N.J.A.C. 6A:23A-5.3(f) and D. below as part of its annual district budget submission, or shall demonstrate to the Executive County Superintendent that the district has achieved maximum participation in the SEMI program in the prebudget year. ~~The district projects, based on reliable evidence, that it will have forty or fewer Medicaid-eligible classified students; or~~
 - ~~b. The district demonstrates that efforts to participate in SEMI would not provide a cost benefit to the district, based on the projection of the district's available SEMI reimbursement for the budget year as set forth in N.J.A.C. 6A:23A-5.3 (e) and B. below.~~
- ~~2. The application for a waiver of the requirements of N.J.A.C. 6A:23A-5.3 shall be made to the Executive County Superintendent no less than forty-five days prior to the submission of the district's proposed budget for the school year to which the waiver request applies. The Executive County Superintendent shall notify the district of the decision on the waiver application within twenty days of receipt of the waiver request. If the waiver is not granted, the district shall submit a SEMI action plan to the Executive County Superintendent as required by N.J.A.C. 6A:23A-5.3(f) as part of its annual school district budget submission or~~

~~demonstrate to the Executive County Superintendent the district has achieved maximum participation in the SEMI program in the prebudget year.~~

B. Projection of Available SEMI Reimbursement

1. As part of the annual budget information, the New Jersey Department of Education shall provide ~~each~~the school district with a projection of available SEMI reimbursement for the budget year, as determined by the New Jersey State Department of the Treasury's third-party administrator for SEMI. ~~The projection shall be based on the following:~~
 - a. The district shall recognize as revenue in its annual school district budget no less than ninety percent of said projection.
 - b. The district may seek approval from the Executive County Superintendent to use its own projection of SEMI reimbursement upon demonstration the numbers it used in calculating the projection are more accurate than the projection provided.
 - a. ~~Number of Medicaid-eligible students;~~
 -
 - b. ~~Assumption of twenty services per eligible students per year;~~
 -
 - c. ~~One IEP meeting per eligible student per year; and~~
 -
 - d. ~~Applicable SEMI reimbursement rates.~~
 -
2. ~~Beginning with the 2009-2010 school year, the school district shall recognize as revenue in its annual school district budget no less than ninety percent of the projection of available SEMI reimbursement. The district may seek approval from the Executive County Superintendent to use its own projection of SEMI reimbursement upon demonstration that the numbers it used in calculating the projection are more accurate than the projection provided.~~

C. SEMI Program Requirements

1. The school district shall strive to achieve maximum participation in the SEMI program. For the purpose of Policy 6111 and this Regulation, "Maximum maximum participation" means obtaining a ninety percent return rate of parental consent forms for all SEMI eligible students. Districts shall enter all students following their evaluations into the third-party system as determined by the New Jersey Department of the Treasury to identify the district's universe of eligible students. This ~~can~~may be done without parental consent.
2. If the district participates ~~Districts participating~~ in the SEMI reimbursement program, the district shall comply with program requirements as follows:

- a. The school district shall implement Policy 6111 and this Regulation ~~6111~~ concerning the effective and efficient administration of the SEMI reimbursement program consistent with the requirements of N.J.A.C. 6A:23A-5.3. A complete listing of requirements and information are available at the SEMI/MAC website.
- b. Any service submitted to Medicaid for reimbursement shall be rendered by a Medicaid qualified practitioner, or rendered by a provider under the supervision of a Medicaid qualified practitioner. The following outlines the required documentation for each related service provider:
 - (1) Nurses – copy of license (educational services certificate issued by the State Board of Examiners~~DOE certification is not required for SEMI~~);
 - (2) Occupational Therapist – copy of license and educational services certificate issued by the State Board of Examiners~~DOE certification~~;
 - (3) Physical Therapist – copy of license and educational services certificate issued by the State Board of Examiners~~DOE certification~~;
 - (4) Psychologist – copy of educational services certificate issued by the State Board of Examiners~~DOE certification~~;
 - (5) Social Worker – copy of educational services certificate issued by the State Board of Examiners~~DOE certification~~; and
 - (6) ~~Speech--language Specialist: Therapist—copy of DOE certification and American Speech-Language-Hearing Association (ASHA) Certification or Copy of DOE certification and past or present license (on or after January 1, 1993); or copy of DOE certification and documentation that the equivalent educational requirements and work experience necessary for ASHA certification have been met.~~
 - (a) Qualification and documentation for provision of evaluation services shall include:
 - (i) Copy of licensed physician's orders, which shall be maintained with the student's IEP; or
 - (ii) Copy of New Jersey license as a speech-language pathologist and educational services certificate with a speech-language specialist endorsement (N.J.A.C. 6A:9B-14.6) for the individual whose signature appears on the IEP; or

(iii) Copy of documentation that identifies the referral of speech services included in or with the student's IEP.

(b) Qualification for provision of related services shall include:

(i) Copy of educational services certificate or endorsement issued by the State Board of Examiners and an American Speech-Language-Hearing Association (ASHA) Certificate of Clinical Competence; or

(ii) Copy of educational services certificate with a speech-language specialist endorsement and a valid license authorized by the State Audiology and Speech-Language Pathology Advisory Committee in accordance with N.J.S.A. 45:3B-1 et seq.

(7) Audiologist – copy of license issued by the State Audiology and Speech-Language Pathology Advisory Committee in accordance with N.J.S.A. 45:3B-1 et seq.

3c. Practitioners who are not Medicaid qualified can deliver services under the direction of Medicaid qualified practitioners. Practitioners who are not Medicaid qualified ~~These~~ include certified occupational therapist assistants (COTAs), physical therapist assistants (PTAs), speech-language specialists who do not meet the qualifications at N.J.A.C. 6A:23A-5.3(e)2.vi(2)(A) or (B) and C.2.b.(6)(i) and C.2.b.(6)(ii) above, and licensed practical nurses and speech correctionists.

4d. Any direct therapy or other related service shall be prescribed in the related services section of the student's IEP prior to submitting a claim to Medicaid for reimbursement. Delivery of nursing services and dispensing of medication ~~must~~ shall be referenced in the IEP and supported by physicians' orders or prescriptions. ~~These documents must, which shall~~ be maintained on file. ~~The s~~Supporting documentation to be maintained by the school district shall be the cover/signature page, related services section of the IEP, therapy logs, and the evaluations and assessments conducted by the Medicaid-qualified practitioners.

5e. Entities where the school district has placed SEMI eligible students shall take steps to enable ~~school~~ districts to maximize participation, including either logging the eligible services provided directly through the third-party system as determined by the New Jersey Department of the Treasury ~~vendor~~ or the sending ~~school~~ district, as mutually agreed upon with the school district, and obtaining SEMI provider qualification certifications. Every out-of-district placement ~~must~~ shall provide copies of SEMI provider

qualifications, certifications and licenses. N.J.A.C. 6A:23A-5.3(e)5 ~~This provision~~ applies to the following out-of-district placement options:

- ~~a.(1)~~ Approved private schools for students with disabilities;
- ~~b.(2)~~ Educational services commissions;
- ~~c.(3)~~ Jointure commissions;
- ~~d.(4)~~ Vocational half-time programs;
- ~~e.(5)~~ New Jersey Department of Education ~~Regional-regional Day-day Schools~~schools; and
- ~~f.(6)~~ County ~~Special—special Service—service School—school Districts~~districts.

~~f.~~ If the district does not have an approved waiver pursuant to N.J.A.C. 6A:23A-5.3(b) and A. above the district shall comply with the program requirements to assure the year-end cost settlement of SEMI claims is properly calculated with the standardized submission of quarterly and annual cost data, as well as staff pool lists transmitted directly through the third-party system as determined by the New Jersey Department of the Treasury.

~~g.~~ To retain reimbursement, if the district does not have an approved waiver pursuant to N.J.A.C. 6A:23A-5.3(b) and A. above, the district shall ensure compliance with the necessary components of the cost settlement requirements which include completion of the online questionnaire – Random Moment Time Study (RMTS) – by staff provided directly through the third-party system as determined by the New Jersey Department of the Treasury.

~~h.~~ All supporting documentation for a Medicaid claim shall be maintained on file and available for audit or State review for at least seven years from the date of service. Supporting documentation shall include provider certification (current and historical for each provider), provider service logs, licenses and and/or certificates issued by the Division of Consumer Affairs or the New Jersey Department of Education, as applicable; ~~certifications~~, physician authorizations for nursing services, parental consent forms, attendance records, and copies of the student's IEP.

D. SEMI Action Plan

1. ~~A-If the~~ school district that has less than ninety percent participation of SEMI eligible students in the prebudget year or that has failed to comply with all program

requirements ~~set forth in~~ N.J.A.C. 6A:23A-5.3(e) and C.2. above, the district shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the school district's proposed budget submission.

2. The SEMI action plan shall include the following components:

- a. Procedures for obtaining parental consent forms, ~~including such as~~ the Parental Consent Best Practices ~~which that~~ are available from the New Jersey Department of Education.
- b. Establishment of a benchmark for the ~~first 2008-2009 school year of~~ implementation or for the first year the district does not have an approved waiver pursuant to the provisions of N.J.A.C. 6A:23A-5.3(b) ~~and A. above~~, whichever is applicable, for obtaining maximum participation of all SEMI eligible students by the start of the subsequent school year:
 - (1) The benchmarks for the 2008-2009 school year or for the first year that the district does not have an approved waiver pursuant to N.J.A.C. 6A:23A-5.3(b) ~~and A. above~~, whichever is applicable, for achieving maximum participation shall ~~at a minimum~~ close, at a minimum, the gap between current participation and maximum participation by fifty percent by the beginning of the subsequent school year; and
 - (2) The benchmarks shall be based on the percentage of parental consent forms collected from eligible students. The number of parental consent forms shall reflect one parental consent form or one document noting parental refusal for each eligible student; ~~This should include documentation of parental refusal to give consent.~~
- c. Procedures to ensure ~~that~~ all IEP meetings are documented in the third-party administrator's system. IEPs are ~~only~~ claimable only if a Medicaid qualified practitioner is present and it is documented that a health-related service is discussed;
- d. Procedures to ensure that all SEMI eligible services, including services provided by entities where the ~~school~~ district has placed SEMI eligible students, are documented in the third-party administrator's system;
- e. Procedures to ensure that a valid IEP is on file and the IEP date is on file in the third-party administrator's system for each SEMI-eligible student for whom parental consent has been obtained; and
- f. Procedures to ensure that service providers used by the school district and entities where the ~~school~~ district has placed SEMI-eligible students have

valid licenses and certifications documenting SEMI provider qualifications on file in the third-party administrator's system.

3. If the district does not achieve ninety percent participation, or does not achieve their approved benchmarks in the SEMI program for a given budget year and cannot demonstrate they fully implemented their New Jersey Department of Education-approved SEMI action plan required at N.J.A.C. 6A:23A-5.3(f) and (g) and D. above, the district shall be subject to review for the withholding of State aid by the Commissioner of Education, pursuant to N.J.S.A. 18A:55-3, in an amount equal to the SEMI revenue projection based on their approved benchmark for the budget year, if applicable, less actual SEMI reimbursements for the budget year. The State aid deduction shall be made in the second subsequent year after the budget year.
4. If the district does not meet the requirement of the cost-settlement components of SEMI, the district may be required to refund all or part of their SEMI reimbursements.

~~E. Districts that did not achieve ninety percent participation or achieve their approved benchmarks in the SEMI program for a given budget year and cannot demonstrate they fully implemented their New Jersey Department of Education approved SEMI action plan required above shall be subject to review for the withholding of State aid by the Commissioner pursuant to N.J.S.A. 18A:55-3 in an amount equal to the SEMI revenue projection based on their approved benchmark for the budget year, if applicable, less actual SEMI reimbursements for the budget year. The State aid deduction shall be made in the second subsequent year after the budget year.~~

Adopted: 13 November 2008

Revised: 09 August 2018

Revised:

6220 BUDGET PREPARATION (M)

M

The annual budget is the financial plan for the effectuation of the educational plan for the district; ~~its preparation is, therefore, one of the most important functions performed by the Board of Education.~~ The budget shall be designed to carry out that plan in a thorough and efficient manner, to maintain school district facilities, and to honor continuing obligations of the district.

A proposed budget requires the critical analysis ~~of by~~ every member of the Board of Education during its preparation. The administration shall work with the Board to ensure Board members have a thorough understanding of the budget appropriations, budget revenue, the proposed educational program and the budget's impact to the local tax levy. The Board shall also provide for community input during the budget development process.

~~The annual school district budget and supporting documentation shall be prepared in accordance with the provisions of N.J.S.A. 18A:7F et seq. and N.J.A.C. 6A:23A-8.1 et seq. The Board will obtain approval of the local funding for a non-referendum capital project (school facility project or other capital project) in accordance with the provisions of N.J.A.C. 6A:23A-8.4.~~

~~The annual school district budget and supporting documentation shall be prepared in accordance with the provisions of N.J.S.A. 18A:7F; N.J.S.A. 18A:22-7 and 18A:22-8; and N.J.A.C. 6A:23A-8. The Board will shall adopt and submit its proposed budget and supporting documentation as prescribed by the Commissioner to the Executive County Superintendent for approval, together with Commissioner-prescribed supporting documentation, a budget that provides for a thorough and efficient education pursuant to N.J.A.C. 6A:23A-8.1(a). Pursuant to N.J.A.C. 6A:26-3.7 and 6A:26-3.12, the Board shall obtain approval of the local funding for a non-referendum capital project (school facility project or other capital project) in accordance with N.J.A.C. 6A:23A-8.4.~~

The budget will be presented to the Board of Education to allow adequate time for review and adoption. ~~The budget should evolve primarily from the needs of the individual schools as expressed by the Building Principals and the district educational program as expressed by the central administrative staff and be compatible with approved district plans.~~

The Board shall include in the budget application to the Executive County Superintendent a complete reporting of revenues and appropriations and other requirements pursuant to N.J.S.A. 18A:22-8-1 et seq. and N.J.S.A. 18A:7F-5 through 63.

The Board, upon submission of its budget application to the Executive County Superintendent or by the statutory submission date, whichever is earlier, shall make available upon request for public inspection all budget and supporting documentation contained in the budget application and all other documents listed in N.J.A.C. 6A:23A-8.1 once the budget application has been submitted to the Executive County Superintendent for approval.

The budget as adopted for the school year pursuant to N.J.S.A. 18A:7F-5 shall be provided for public inspection on the district's Internet site website, if one exists, and made available in print

in a “user-friendly” plain language budget summary format in accordance with the provisions of N.J.A.C. 6A:23A-8.1©.

All budgetary and accounting systems used in the school district must be in accordance with double entry bookkeeping and Generally Accepted Accounting Principles as required in N.J.A.C. 6A:23A-16.1 et seq.

N.J.S.A. 18A :7F et seq. ; 18A :22-7 et seq.

N.J.A.C. 6A :23A-8.1 et seq. ; 6A :23A-16.1 et seq.

Adopted: 13 November 2008

Revised: 09 August 2018

Revised:

6220 BUDGET PREPARATION

The annual school district budget will be prepared in accordance with the following procedure.

A. Responsibility

1. The School Business Administrator/Board Secretary or designee is responsible for the administration and coordination of all budget preparation activities and will be guided by the budget planning forecasts prepared in accordance with Policy ~~No. 6210~~.
2. Each Principal will assess the educational needs of the students, collect and evaluate the requests for funds submitted by the teaching and support staff members in ~~his/her~~their building, and compile an estimate of the total building needs for the next budget year. The estimate will be submitted to the School Business Administrator/Board Secretary or designee.
3. Each central office administrator will assess the needs of the program operation for which ~~he/she is~~they are responsible (such as staff recruiting, facilities maintenance, transportation, capital improvements) and will prepare an estimate of the program needs for the next budget year. The estimate will be submitted to the School Business Administrator/Board Secretary or designee.

B. Priorities

1. All estimates submitted to the School Business Administrator or designee in accordance with A.2. and A.3. above will be reasonably detailed and supported by appropriate documentation to justify the expenditures requested. The administrators charged with estimating budgetary needs will be guided by these cost priorities, ~~listed in order of descending importance.:~~
 - a. Staffing adequate to sustain the current instructional program,
 - b. Supplies and equipment adequate to sustain the current instructional program,
 - c. Maintenance of current facilities and programs,
 - d. New staff members to improve or expand the current program,
 - e. New supplies and equipment to improve or expand the current instructional program, and
 - f. New instructional programs.

2. The Superintendent or designee,– and the School Business Administrator/Board Secretary or designee, and other members of the management team as determined to be appropriate will review all estimates for budget allocations and, as necessary, discuss justifications and possible alternatives with the originating administrator. The Superintendent or designee and the School Business Administrator/Board Secretary or designee and the management team will:
 - a. Compare budget requests with inventory to determine whether requested resources are presently available;
 - b. Analyze budget requests on a district-wide basis to determine whether requested resources can be shared; and
 - c. Analyze budget requests for staffing requirements and convert those requirements to dollar equivalents.

C. Form

1. The tentative budget shall contain:

- ~~1~~a. The total expenditure for each item for the preceding school year, the amount appropriated for the current school year adjusted for transfers as of the date specified by the New Jersey Department of Education (NJDOE) of the current school year, and the amount estimated to be necessary to be appropriated for the ensuing school year, indicated separately for each item as determined by the Commissioner;
- ~~2~~b. The amount of the surplus account available at the beginning of the preceding school year, at the beginning of the current school year and the amount anticipated to be available for the ensuing school year;
- ~~3~~c. The amount of revenue available for budget purposes from the preceding school year, the amount available for the current school year as of the date specified by the ~~New Jersey Department of Education~~NJDOE and the amount anticipated to be available for the ensuing school year in the following categories as applicable:
 - ~~a.(1)~~ Revenues to be raised by local sources;
 - ~~b.(2)~~ Revenues from State Aid;
 - ~~c.(3)~~ Revenues from Federal Aid;
 - ~~d.(4)~~ Revenues from intermediate sources; and/or
 - ~~e.(5)~~ Other sources of revenue.

- 4d. Transfers between current expense and capital outlay for the preceding school year, the current school year as of the date specified by the ~~New Jersey Department of Education~~ NJDOE of that year and transfers anticipated for the ensuing school year.
- 5e. A presentation of the student population for the current school year and immediate past school year as reported in the application for State School Aid, and an estimate of the anticipated student population for the next school year; and
- 6f. An estimate of staff composition by numbers in each administrative, instructional, and educational services area for the next school year.
- g. Any additional information required by the NJDOE and the Board of Education.
- 7h. All budgetary and accounting systems used in the school district must be in accordance with double entry bookkeeping and Generally Accepted Accounting Principles as included in statutes and administrative code.

D. Timeline

The Superintendent or designee and the School Business Administrator/Board Secretary or designee will submit the tentative budget recommendations to the Superintendent Board of Education in accordance with the budget timeline established by the ~~New Jersey Department of Education~~ NJDOE and the Board. The proposed expenditures and anticipated revenues in the tentative budget will be supported by sufficient explanatory information to enable the ~~Superintendent and~~ Board to determine their validity.

Adopted: 13 November 2008

Revised:

0143 BOARD MEMBER ELECTION AND APPOINTMENT

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

Vacancies in the membership of Boards of Type II districts having elected Boards shall be filled in accordance with N.J.S.A. 18A:12-15. Vacancies in the membership of a regional Board shall be filled from the constituent districts represented by the former incumbents in the same manner as vacancies in the membership of Boards of Type II districts having elected Boards in accordance with N.J.S.A. 18A:13-11. Such vacancies shall be filled as follows:

1. By the Executive County Superintendent, if the vacancy is caused by the absence of candidates for election to the Board or by the removal of a member because of lack of qualifications, or is not filled within sixty-five days following its occurrence;
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, if in the annual school election two or more candidates qualified by law for membership on the Board receive an equal number of votes. Such special election shall be held only upon recount and certification by the County Board of Elections of such election result, shall be restricted to such candidates, shall be held within sixty days of the annual school election, and shall be conducted in accordance with procedures for annual and special school elections set forth in Title 19 of the Revised Statutes. The vacancy shall be filled by the Executive County Superintendent if in such special election two or more candidates qualified by law for membership on the Board receive an equal number of votes;
4. By special election, if there is a failure to elect a member at the annual school election due to improper election procedures. Such special election shall be restricted to those persons who were candidates at such annual school election, shall be held within sixty days of such annual school election, and shall be conducted in accordance with the procedures for annual and special school elections set forth in Title 19 of the Revised Statutes;
5. 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
6. By a majority vote of the remaining members of the Board after the vacancy occurs in all other cases.

Each member so appointed shall serve until the organizational meeting following the next annual election unless the member is appointed to fill a vacancy occurring within the sixty days immediately preceding such election if the annual election is held in April, or occurring after the third Monday in July if the election is held in November, to fill a term extending beyond such election, in which case the member shall serve until the organizational meeting following the

second annual election next succeeding the occurrence of the vacancy, and any vacancy for the remainder of the term shall be filled at the annual election or the second annual election next succeeding the occurrence of the vacancy, as the case may be in accordance with N.J.S.A. 18A:12-15.

~~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~~their 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.
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.

The candidate who receives the votes of a majority of the 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 Board members present and constituting a quorum, the voting process shall be repeated between the candidates previously nominated 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 above.

N.J.S.A. 18A:12-11; 18A:12-15
18A:54-16

Adopted: 16 October 2008
Revised: 09 August 2018
Revised: 10 October 2024
Revised:

1636.01 NOTIFICATION OF PROMOTION, NEW JOB,
AND TRANSFER OPPORTUNITIES

The Board of Education shall make reasonable efforts to announce, post, or otherwise make known opportunities for promotion that are advertised internally within the district or externally on internet-based advertisements, postings, printed flyers, or other similar advertisements to all current employees in the affected department or departments of the district prior to making a promotion decision in accordance with N.J.S.A. 34:6B-23.

For the purpose of N.J.S.A. 34:6B-23 and this Policy, “promotion” means a change in job title and an increase in compensation.

Any promotion for a current employee that is awarded on the basis of years of experience or performance shall not be subject to the notification requirements established in N.J.S.A. 34:6B-23 and this Policy. Nothing in N.J.S.A. 34:6B-23 and this Policy shall be construed to prohibit the Board from making a promotion on an emergent basis due to an unforeseen event.

The Board shall disclose in each posting for new jobs and transfer opportunities that are advertised by the Board either externally or internally the hourly wage or salary, or a range of the hourly wage or salary, and a general description of benefits and other compensation programs for which the staff member would be eligible. Nothing in N.J.S.A. 34:6B-23 and this Policy shall be construed to prohibit the Board from increasing the wages, benefits, and compensation identified in the job opening posting at the time of making an offer for employment to an applicant.

N.J.S.A. 34:6B-23

Adopted:

[< Prev](#) [Next >](#)

[To Regulation](#)



[Search District Policies](#)

[District Policies TOC](#)

District Policy

1648.15 - RECORDKEEPING FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19 (M)

Section: Administration
Date Created: December 2022
Date Edited: December 2022

The Board of Education is committed to providing a safe and healthy workplace for all employees. The school district shall maintain its records in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021 as adopted by the Public Employees Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey. The provisions of the ETS have expired and are no longer in effect for school districts except for the provisions addressing recordkeeping, outlined in 29 CFR §1910.502(q). The ETS and this Policy are only applicable for employees working in the school nurse’s office and any adjoining clinical areas in the school building.

For the purpose of this Policy, “employee” means any district employee or contracted service provider working in a healthcare setting where people with suspected or confirmed COVID-19 are reasonably expected to be present. Therefore, the provisions of the ETS and this Policy only apply to employees or contracted service providers working in a nurse’s office or any adjoining clinical areas.

For the purpose of this Policy, “healthcare setting” means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services. Where a healthcare setting is embedded within a non-healthcare setting (i.e. school nurse’s office and any adjoining clinical areas in a school building), the ETS and this Policy only apply to the embedded healthcare setting and not to the remainder of a school building.

The school district will retain all versions of Policy 1648.14 – Safety Plan for Healthcare Settings in School Buildings, to comply with the ETS while the ETS remains in effect, even after Policy 1648.14 has been abolished.

The school district will establish and maintain a COVID-19 log to record each instance in which an employee is COVID-19 positive, regardless of whether the instance is connected to exposure to COVID-19 at work. The COVID-19 log will contain, for each instance, the employee’s name, one form of contact information, occupation, location where the employee worked, the date of the employee’s last day in the healthcare setting, the date of the positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced.

The school district will record the information in the COVID-19 log within twenty-four hours of learning the employee is COVID-19 positive. The school district will maintain the COVID-19 log as a confidential medical record and will not disclose it except as required by the ETS or other Federal law. The school district will maintain and preserve the COVID-19 log while the ETS remains in effect.

By the end of the next business day after a request, the school district will provide for examination and copying: all versions of Policy 1648.14; the individual COVID-19 log entry for a particular employee to that employee and to anyone having written authorized consent of that employee; and a version of the COVID-19 log that removes the names of employees, contact information, and occupation, and only includes, for each employee in the COVID-19 log, the location where the employee worked, the last day that the employee was in the healthcare setting before removal, the date of that employee’s positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced, to all employees.

29 CFR §1910.502(q)

Adopted: 15 December 2022



2422 STATUTORY CURRICULAR REQUIREMENTSCOMPREHENSIVE HEALTH AND
PHYSICAL EDUCATION (M)

(M)

The New Jersey Student Learning Standards (NJSLS) provide clear and consistent learning goals across distinct content areas to help prepare students for postsecondary success. The NJSLS demonstrate what students are expected to learn at specific grade levels and bands, so that every parent and teacher can understand and support learning. The NJSLS offer the foundation on which school districts build coherent curriculum and plan instruction to prepare each student with the knowledge and skills needed to succeed.

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

-

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

The New Jersey State Board of Education adopts the NJSLS and the~~The NJSLS incorporate~~New Jersey statutes require instruction to be part of the school district's implementation of the NJSLS~~related to health and well-being of students in New Jersey schools.~~The following statutes that require instruction to be part of the school district's implementation of~~incorporated into~~the NJSLS include, but are not limited to, the following requirements:

1. Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.
2. Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven through twelve.
3. Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.
4. Cancer Awareness (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.
5. Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven through twelve.
6. Domestic Violence Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child abuse.

7. Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school students.
8. Health, Safety, and Physical Education (N.J.S.A. 18A:35) requires that all students in grades one through twelve participate in at least two and one-half hours of health, safety, and physical education each school week.
9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the development of curriculum guidelines for each grade Kindergarten through twelve.
10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through 18A:35-5.3) requires the development of Lyme ~~Disease-disease~~ curriculum guidelines for the teaching of information on the prevention of Lyme disease and other tick-borne diseases and training to all teaching staff members who instruct students with Lyme Disease.
11. Organ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine through twelve.
12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.
13. Stress Abstinence (N.J.S.A. 18A:35-4.19 through N.J.S.A. 18A:35-4.22), also known as the “AIDS Prevention Act of 1999,” requires sex education programs to stress abstinence.
14. Suicide Prevention (N.J.S.A. 18A:6-111 through 18A:6-113) requires instruction in suicide prevention in public schools.
15. Cardiopulmonary Resuscitation (CPR/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 18A:35-4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.
17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 18A:35-4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.

18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.
19. Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.36a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.
20. Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.
21. Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.
22. Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.
23. Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) requires information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine through twelve.
24. Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.
25. Asian American, Pacific Islander History, Contributions; Instruction Included in Curriculum (N.J.S.A. 18A:35-4.44) requires instruction on the history and contributions of Asian Americans and Pacific Islanders in an appropriate place in the curriculum of students in grades Kindergarten through twelve as part of the district’s implementation of the NJSLS in Social Studies.
- ~~2526. Other—Any other Statutory—statutory or Administrative—administrative Codes/codes requiring instruction to be part of the district’s implementation of the NJSLS. The Board will incorporate into its health and physical education curriculum any other requirements of the NJSLS in Comprehensive Health and Physical Education.~~

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

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

In accordance with N.J.S.A. 18A:35-4.31, the Board ~~of Education~~ shall provide a daily recess period of at least twenty minutes for students in grades Kindergarten through five. A recess period is not required on a school day in which the day is substantially shortened due to a delayed opening or early dismissal. The recess period shall be outdoors, if feasible. A student shall not be denied recess for any reason, except as a consequence of a violation of the school district's Code of Student Conduct, including a harassment, intimidation, or bullying (HIB) investigation pursuant to N.J.S.A. 18A:37-13 et seq. Students may not be denied recess more than twice per week for a violation of the Code of Student Conduct or HIB investigation and these students shall be provided restorative justice activities during the recess period.

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

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

Adopted: 06 September 2007

Revised: 09 August 2018

Revised: 30 May 2019

Revised: 20 January 2022

Revised:

STUDENTS

Policy No. 5339.01

STUDENT SUN PROTECTION (M)

The Board of Education believes it is important that school district students protect themselves against harmful sun-related skin diseases by using protective measures. Pursuant to N.J.S.A. 18A:40-12.39 and notwithstanding any law or regulation to the contrary, the Board adopts this Policy concerning a student's use of sunscreen and sun-protective clothing, such as hats and sunglasses, while outdoors at school and school-sponsored functions.

As used in this Policy, "sunscreen" means a topical product used for the purpose of limiting skin damage caused by overexposure to the sun, and which is regulated by the Federal Food and Drug Administration for over-the-counter use, in accordance with N.J.S.A. 18A:40-12.39.a.

Students are not required to provide documentation from a physician or other licensed health care professional in order to use sunscreen or sun-protective clothing while outdoors at school or a school-sponsored function.

The Board requires written permission from a student's parent to allow that student to carry or use sunscreen at school or a school-sponsored function for all students in grade(s) pre-kindergarten through six. Any student required to have written permission from their parent to carry or use sunscreen shall be monitored by school staff to ensure safety through the appropriate use of sunscreen.

The district prohibits the use of sunscreen packaged as aerosol, spray, lotion or cream with fragrances may be harmful to students with asthma or other respiratory ailments or a nuisance to students or staff members.

Any student found to be using sunscreen in an inappropriate manner shall have their permission to use sunscreen revoked and be disciplined in accordance with the student code of conduct. If a student's permission to use sunscreen is revoked, the district shall notify the student's parent in writing of the reasons and duration for the revocation of that permission and of any discipline associated with the incident.

The district shall provide for the transportation and storage of sunscreen to ensure accessibility when students travel off school grounds for school-sponsored functions.

Nothing in this Policy shall be construed as requiring a staff member to assist a student in applying sunscreen.

N.J.S.A. 18A:40-12.39

Adopted:

Policy No. 2312 and Regulation No. 2312 - Class Size

The class size policy and regulation require updating to reflect the basis used for determining class size and the flexibility to make adjustments due to budgetary constraints.

2312 CLASS SIZE

The Board of Education directs that the number of students assigned to any one class be governed by considerations of instructional quality and economy of operation.

A desired range for the minimum and maximum number of students that shall be assigned to regular classes shall be established by the Board upon the recommendation of the Superintendent.

The Superintendent shall prepare guidelines for class size. Maximum limits shall take into account the subject matter, type of instruction, ability of students, availability of aides, and use of special facilities and equipment and may be waived to accommodate the demands of a temporary increase in enrollment.

~~Class sizes in elementary grades shall generally not exceed twenty-five students. Kindergarten classes shall generally not exceed twenty-two students; an aide shall be provided to each Kindergarten class that exceeds twenty-two students.~~ The New Jersey Department of Education (NJDOE) established Facilities Efficiency Standards (FES) for new construction, which forms a reasonable basis for allocating classroom space for students. For elementary schools, the classroom square footage allotted per student, the maximum number of students in a classroom, and the computed total classroom area is reflected in the table below for the various elementary grade levels.

<u>PROGRAM</u>	<u>COMPUTED FACILITIES EFFICIENCY STANDARD (FES) SQUARE FOOTAGE</u>	<u>MAXIMUM FES STUDENTS</u>	<u>SQUARE FOOTAGE PER STUDENT</u>
<u>Kindergarten (excludes 50 SF toilet room)</u>	<u>900</u>	<u>21</u>	<u>43</u>
<u>Grades 1-3</u>	<u>850</u>	<u>21</u>	<u>40</u>
<u>Grade 4</u>	<u>800</u>	<u>23</u>	<u>35</u>
<u>Small Group Instruction</u>	<u>=</u>	<u>=</u>	<u>39</u>
<u>Special Education Programs:</u>			
<u> Auditory Impairments</u>	<u>=</u>	<u>=</u>	<u>50</u>
<u> Autism</u>	<u>=</u>	<u>=</u>	<u>100</u>
<u> Cognitive – Mild</u>	<u>=</u>	<u>=</u>	<u>38</u>
<u> Cognitive – Moderate</u>	<u>=</u>	<u>=</u>	<u>46</u>



POLICY

EAST BRUNSWICK BOARD OF EDUCATION

Program
2312/Page 2 of 2
CLASS SIZE

<u>Cognitive – Severe</u>	<u>=</u>	<u>=</u>	<u>100</u>
<u>Emotional Regulation Impairment</u>	<u>=</u>	<u>=</u>	<u>50</u>
<u>Learning and/or Language Disabilities</u> <u>– Mild to Moderate</u>	<u>=</u>	<u>=</u>	<u>38</u>
<u>Learning and/or Language Disabilities</u> <u>– Severe</u>	<u>=</u>	<u>=</u>	<u>50</u>
<u>Multiple Disabilities</u>	<u>=</u>	<u>=</u>	<u>50</u>
<u>Preschool Disabled</u>	<u>=</u>	<u>=</u>	<u>79</u>
<u>Visual Impairments</u>	<u>=</u>	<u>=</u>	<u>50</u>
<u>Pre-kindergarten – Integrated</u>	<u>=</u>	<u>=</u>	<u>63</u>
<u>Early Learning Academy</u>	<u>=</u>	<u>=</u>	<u>43</u>

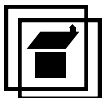
Since the district's classrooms do not all meet or exceed the total FES classroom area, the district will use the square footage per student to compute the maximum number of students for each grades K-4 elementary classroom. The result will be used, to the greatest extent possible, to assign students to each class section. The maximum number of students may be increased above the computed maximum as may be required by budgetary constraints.

For self-contained special education classrooms, N.J.A.C. 6A:14-4.7 provides the maximum number of students to accommodate those students. The district will use the square footage per student to compute the maximum number of students for the respective self-contained special education classroom. The computed result will not exceed the number of students delineated in N.J.A.C. 6A:14-4.7.

Class sizes in secondary grades shall generally not exceed twenty-five students with the exception of special lecture halls, laboratories, and gymnasiums.

Adopted: 09 August 2018

Revised:



REGULATION

EAST BRUNSWICK BOARD OF EDUCATION

PROGRAM
R 2312/Page 1 of 3
CLASS SIZE

R 2312 CLASS SIZE

A. Size Range

1. The Superintendent or designee shall provide to each grades K-4 Principal the maximum number of students for each elementary classroom along with enrollment projections for each grade level. The maximum number of students shall be based on the methodology in Policy 2312.
2. The Grades K-4 Principal will assign students to classes in accordance with the following chart of minimum, maximum, and optimal class sizesmaximum number of students computed for each grades K-4 elementary classroom.

All other Principals will assign students to classes in accordance with the following chart of minimum, maximum, and optimal class sizes:

	Minimum	Optimal	Maximum
~~Kindergarten:~~	~~18~~	~~20~~	~~22~~
-	-	-	-
~~Grades 1-5:~~	~~18~~	~~22~~	~~25~~
-	-	-	-
Grades ~~6-5~~ - ~~76~~ :	18	22	25
Grades ~~8-7~~ - 9:	18	22	25
Grades 10 - 12:	18	22	25

Special Education: As dictated by N.J.A.C. 6A:14-4.~~37~~

Entitlement Programs: As dictated by applicable state and federal guidelines.

- ~~23.~~ Class size guidelines may be waived for:
 - a. Physical education classes,
 - b. Large group instructional units,



- c. Laboratory, studio, and shop classes, and
- d. Classes in honors and advanced programs.

34. These guidelines are intended to be flexible and should be applied in a manner that takes into account:

- a. The subject matter taught in the class,
- b. The nature of instructional methods used in the class,
- c. The use of special facilities and equipment, if any, and
- d. Temporary fluctuations in the number of students enrolled in the school and in specific classes.

B. Corrective Measures

1. Where the number of students assigned to a nonexempt class is below the minimum number, the following actions may be taken:
 - a. Where feasible, consideration may be given to consolidating classes. A proposal to consolidate classes may precipitate the abolishment of positions and a consequent reduction in force and must be forwarded to the Superintendent,
 - b. In the secondary school, a class in which fewer than fifteen students are enrolled may be canceled, unless elimination of the class will impair the school curriculum or deprive students of an essential unit in a sequential instructional program necessary for graduation, college application, employment, or other postgraduate use.
2. Where the number of students assigned to a nonexempt class exceeds the maximum number, the following actions may be taken:
 - a. Consideration may be given to assigning an instructional aide to assist the teacher,



REGULATION

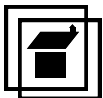
EAST BRUNSWICK BOARD OF EDUCATION

PROGRAM
R 2312/Page 3 of 3
CLASS SIZE

- b. Classes may be organized into team teaching components,
- c. The Principal may consider reorganizing the overcrowded grade level or subject area into a greater number of classes. A proposal to increase the number of classes taught by teaching staff members may require the creation of new positions and must be ~~forwarded~~ requested of the Superintendent. New positions must be approved by the Board of Education.

Adopted: 09 August 2017

Revised:



Policy Nos. 3420 and 4420 – Benefits

The benefits for employees covered by the two bargaining units are delineated within the collective bargaining agreements. The Board-approved benefits for non-unit employees have been described in a separate document entitled "Additional Provisions." The purpose of Policy Nos. 3420 and 4420 is to codify those benefits and eliminate the Additional Provisions document.

**TEACHING STAFF MEMBERS
BENEFITS**

The Board of Education will establish benefits for teaching staff members not covered by the terms of a negotiated agreement.

Category 1

This category includes the following titles: Director.

The specific provisions listed below are applicable to full-time personnel in accordance with current and past practice. In instances where an individual's status is less than full time, the provisions listed below shall be pro-rated based upon the employee's actual hours and workdays versus full-time hours and workdays.

1. Individuals employed within this category shall receive benefits consistent with the provisions of the EBPSA contract except as may be otherwise provided below.
2. Individuals employed within this category do not qualify for overtime or compensatory time earnings.
3. Upon retirement, Individuals employed within this category shall be compensated for unused sick leave at the rate of \$170.00 per day upon reaching an initial 25-day threshold; the threshold days are ineligible for any compensation. The per-diem rate will be annually re-affirmed or adjusted by the Board prior to July 1 of the ensuing school year.
4. Upon retirement or separation from the district, Individuals employed within this category shall be compensated for unused accumulated vacation time at the per diem rate of 1/240th of their current salary.
5. Individuals employed within this category may attend professional workshops, conferences, or conventions, which must be approved in advance by the Superintendent. The maximum cost to the Board for any employee shall not exceed \$2,500.00 for the 2024-2025 fiscal year. The not-to-exceed amount will be annually re-affirmed or adjusted by the Board prior to July 1 of the ensuing school year.
6. Individuals employed within this category may be designated to receive a fixed monthly allowance under Policy No. 8900, Essential Communications.
7. No other benefits shall accrue to individuals in this category that have not been approved by the Board.

- N.J.S.A. 18A:6-6; 18A:16-12 et seq.; 18A:27-4

-

- Adopted:

4420
SUPPORT STAFF
BENEFITS

The Board of Education will establish benefits for support staff not covered by the terms of a negotiated agreement.

Category 1

This category includes the following titles: Director, Chief Information Officer.

The specific provisions listed below are applicable to full-time personnel in accordance with current and past practice. In instances where an individual's status is less than full time, the provisions listed below shall be pro-rated based upon the employee's actual hours and workdays versus full-time hours and workdays.

1. Individuals employed within this category shall receive benefits consistent with the provisions of the EBPSA contract except as are otherwise provided below.
2. Individuals employed within this category do not qualify for overtime or compensatory time earnings.
3. Upon retirement, Individuals employed within this category shall be compensated for unused sick leave at the rate of \$170.00 per day upon reaching an initial 25-day threshold; the threshold days are ineligible for any compensation. The per-diem rate will be annually re-affirmed or adjusted by the Board prior to July 1 of the ensuing school year.
4. Upon retirement or separation from the district, Individuals employed within this category shall be compensated for unused accumulated vacation time at the per diem rate of 1/240th of their current salary.
5. Individuals employed within this category may attend professional workshops, conferences, or conventions, which must be approved in advance by the Superintendent. The maximum cost to the Board for any employee shall not exceed \$2,500.00 for the 2024-2025 fiscal year. The not-to-exceed amount will be annually re-affirmed or adjusted by the Board prior to July 1 of the ensuing school year.
6. Individuals employed within this category may be designated to receive a fixed monthly allowance under Policy No. 8900, Essential Communications.
7. No other benefits shall accrue to individuals in this category that have not been approved by the Board.

Category 2

This category includes the following titles: Accountant, Assistant Director, Assistant Manager, Coordinator, Dispatcher, Foreperson, Manager, Senior Foreperson, and Senior Manager.

The specific provisions listed below are applicable to full-time personnel in accordance with current and past practice. In instances where an individual's status is less than full time, the provisions listed below shall be pro-rated based upon the employee's actual hours and workdays

4420
SUPPORT STAFF
BENEFITS

versus full-time hours and workdays.

1. Individuals employed within this category shall receive benefits consistent with the provisions of the EBPSA contract except as are otherwise provided below.
2. Individuals employed within this category should refer to their specific job description for the Fair Labor Standards Act (FLSA) status applicable to their position. Where the FLSA status is not indicated, the position does not qualify for overtime or compensatory time earnings.
3. Individuals employed within this category may be designated to receive a fixed monthly allowance under Policy No. 8900, Essential Communications.
4. No other benefits shall accrue to individuals in this category that have not been approved by the Board.

Category 3

This category includes the following titles: Executive Assistant to the Superintendent, Executive Secretary, and Confidential Secretary.

The specific provisions listed below are applicable to full-time personnel in accordance with current and past practice. In instances where an individual's status is less than full time, the provisions shall be pro-rated based upon the employee's actual hours and workdays versus full-time hours and workdays.

1. Individuals employed within this category shall receive benefits consistent with the provisions of the EBEA contract except as are otherwise provided below.
2. Individuals employed within this category shall be allotted two floating days, which shall be specifically designated for use during the two NJEA conference days in November. The two floating days shall be non-accumulative and shall not qualify for payment in the event employment is terminated for any reason.
3. Vacation days earned annually shall be non-accumulative and shall be utilized not later than July 31st of the second following year. For example, days earned through June 30th of year 1 must be used by July 31st of year 3.
4. No other benefits shall accrue to individuals in this category that have not been approved by the Board.

Category 4

This category includes the following titles: Lead School Security Officer, and School Security Officer (ten month).

The specific provisions listed below are applicable to full-time personnel in accordance with current and past practice. In instances where an individual's status is less than full time, the

4420
SUPPORT STAFF
BENEFITS

provisions shall be pro-rated based upon the employee's actual hours and workdays versus full-time hours and workdays.

1. Individuals employed within this category shall earn annual leave days as specified below.

a. Ten (10) illness days.

b. Six (6) personal days.

c. Up to five (5) days in the event of death in the immediate family. Immediate family shall be considered parent, parent-in-law, spouse, child, sibling, grandparents, daughter-in-law, son-in-law, grandchild, stepparents, step-grandparents, stepchildren, stepbrothers, stepsisters, brother-in-law, sister-in-law, or any relative or friend domiciled with the employee.

2. No other leave days shall accrue to individuals in this category.

3. No other benefits shall accrue to individuals in this category that have not been approved by the Board.

- N.J.S.A. 18A:6-6; 18A:16-12 et seq.; 18A:27-4

-

-

Adopted:

Policy No. 2624 - Grading System

Accelerated courses represent a more rigorous academic pathway, and the updated grade weightings will reflect this increased challenge.

**PROGRAM
GRADING SYSTEM**

A system of grading pupils' achievement aids the pupil, the parent, and the teacher in the assessment of the pupil's progress toward educational goals. In addition, evaluating and reporting pupil progress through grading is one of the ways in which the schools account to parents for the quality of the education they provide. The grading process must be fair, universal, understandable, and as objective as possible.

Grades acknowledge a pupil's demonstrated proficiency towards the New Jersey Student Learning Standards and locally established learning goals and objectives. In order to achieve a high degree of objectivity, grading must be based upon clearly defined objectives for each discipline. Therefore, proficiencies that delineate sequential instructional objectives, minimal pupil performance, and objective measures shall be established for each area of the curriculum. These proficiencies shall be utilized to prepare specific performance and assessment measures.

The Superintendent or his/her designee shall develop procedures for implementing the grading policy at various levels. Each teacher is charged with the responsibility of using valid and reliable grading procedures to assess proficiencies. The final determination of grades is the proper function of the teacher. However, a pupil who feels that the grade is unjust may appeal his/her grade to the Principal or his/her designee and subsequently to the Assistant Superintendent.

A. Grades

Each pupil must be informed of the behavior and achievements expected of him/her at the outset of each course of study or unit of study. Each pupil must be kept informed of his/her progress during the course of a unit of study. Pupils who so request are entitled to see the grades resulting from their performance during the grading period. For purposes of grading, the school year will be divided into four marking periods.

Evaluation is based on evidence of the attainment of the New Jersey Student Learning Standards and local instructional and performance objectives contained in the approved curriculum for each course. The following criteria also will be considered in determining grades: the pupil's completion of work on time (however late work can only be reduced a maximum of one letter grade), participation in class, completion of homework (not to exceed 10%), ability to work independently, and efforts to evaluate and improve his/her work.

B. Meaning of Grades**Kindergarten through Grade 4**

The purpose of the report card in Kindergarten through Grade 4 is to inform parents and students about the achievement of grade level standards. The standards are based on the East Brunswick School District's learning expectations in alignment with New Jersey Student Learning Standards. The following symbols and statements are used to report progress:

- Special Commendation (+)
- Steady Progress (√)
- Needs Improvement (-)

Grades 5-12

The following symbols are used to report progress:

A Excellent

B Good

C Fair

D Poor

F Failing

I Incomplete — Due to extenuating circumstances, the pupil has been given an approved extension of time

WP Withdrew Passing

WF Withdrew Failing

X No grade given

Incomplete Work - I

Incomplete work at the end of the grading period, semester, or year is recorded as an I. A grade of “Incomplete” will be given to those pupils unable to complete the work assigned to the course for reasons beyond the pupil’s control, such as the pupil’s disability.

1. A teacher who submits a grade of incomplete will accompany the grade with a reasonable estimate of the amount of time the pupil will require to complete the work necessary for the granting of credit;
2. Except as may be required by unusual circumstances, make up work should be completed within two weeks of the end of the marking period or, if the pupil is disabled at the end of the marking period, two weeks after the pupil’s return to school;
3. The pupil’s completed work will be graded and the teacher will submit a grade, which will replace the incomplete grade on the pupil’s transcript; and
4. A pupil who does not complete the work within the period allowed will receive a grade reflecting the missed work in the subject.

Course Withdrawal - W

A grade of “Withdrawal” will be given to each pupil who withdraws from a course of study after the last school day in September.

1. A grade of “Withdrawal-Passing” (WP) will be given to each pupil who withdrew after having demonstrated satisfactory achievement and attendance in the course; and
2. A grade of “Withdrawal-Failing” (WF) will be given to each pupil who withdrew after having demonstrated unsatisfactory achievement and/or poor attendance in the course or who was removed from the course by administrative action.

Transfer Pupil

No grade given - X

Transfer to the school with no grade in the equivalent course provided by the sending school.

Transfer of a pupil between courses with insufficient time in one of the courses for a grade to be given.

Physical Education

A grade of “X - Excused” will be given to each pupil in a physical education class who was excused for a good cause from participation in certain aspects of the course requirements.

Pass/Fail - Grades 9-12

In grades 9-12, pupils may choose by established dates to take one full-year course or two semester courses on a Pass/Fail basis each year. Progress in these courses is reported as:

P - Successfully completed a course with no grade assigned

F - Unsuccessfully attempted a course with no grade assigned

A “Pass” or “Fail” grade may be given in a particular course of study, provided that:

1. The parent(s) or legal guardian(s), teacher, and guidance counselor have consented to the grading method,
2. The pupil has requested Pass/Fail, on a form submitted to his/her guidance counselor, no later than the established date, and
3. The pupil agrees that his/her choice of the Pass/Fail option for that course of study is final and cannot be revoked.

C. Grading Criteria

The grading criteria are as follows:

Excellent:

A+	98-100
A	92-97
A-	90-91

Masters all course proficiencies.

Good:

B+	86-89
B	82-85
B-	80-81

Masters a major portion of course proficiencies.

Fair:

C+	76-79
C	72-75
C-	70-71

Masters the minimum course proficiencies.

Poor:

D+	66-69
D	62-65
D-	60-61

Failing:

F Below 60

Indicates work inferior to accepted standard for passing. This may be due to absences exceeding the attendance policy.

D. Final Grade

In grades 9-12, the final grade for the course will represent the composite of the pupil's performance for each marking period plus the value of the midterm and/or final examinations as defined by the course proficiencies. This composite will consist of the average of the numerical grade value earned for each quarter and the numerical grade value of the midterm and/or final examinations required. The value of these required examinations will represent no more than 20 percent of the total grade (i.e., for full year

courses, each marking period will be weighted as 20 percent of the final grade and the midterm and final examination will be each weighted as 10 percent of the final grade).

Seniors who have an average of A- or higher by the end of the fourth marking period for a full year course or both marking periods of a semester course and have a fourth marking period grade of B or higher, will be exempt from taking the final examination in the course. The final grade value for the course will be the composite of the pupil's performance for the four marking periods and the midterm examination. The final grade for semester course will be the composite of the two marking period grades. Seniors who by this rule are exempt from taking the final examination may, however, opt to take the exam.

Summer remedial courses in grades 6-12 will be graded, but not calculated into a pupil's G.P.A. Pupils electing to audit courses are required to meet the requirements of the course but will receive no grade.

E. Grades Values 9-12

The secondary school program of the East Brunswick Public Schools is comprehensive, offering a wide variety of course levels commensurate with the abilities and interests of individual pupils. The course outline and proficiencies for each course at the high school level delineate the scope and sequence of a subject and specify the minimum pupil performance for which credit will be granted.

Accelerated. Honors and Advanced Placement courses in academic and non-academic areas, which cover the subject in greater depth than standard academic and non-academic courses in the same subject, require an exceptional degree of motivation and commitment. To encourage pupils to select courses commensurate with their backgrounds, interests, and abilities, grade point average will be computed utilizing a weighted ranking system.

Standard Courses:

All courses taken at the secondary level in grades 9-12 for which a letter grade of A, B, C, D, or F can be assigned shall be considered in determining grade point average.

Quality Points (Q.P.):

Quality Points for a standard course will be calculated by multiplying the number of credits attempted for a course by the standard grade value for the grade earned (Table I).

Table I

Grade Values for Non-Honors Courses

Grade	Grade Value

A+	4.3
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
D-	0.7
F	0.0

Accelerated, Honors, and Advanced Placement Courses:

Accelerated, Honors and Advanced Placement courses are defined as those in which the scope and depth of the course, as defined in the course outline and proficiencies, are of significantly greater magnitude than normally covered.

Accelerated, Honors and Advanced Placement courses shall receive additional weight for G.P.A calculation.

Quality Points for Accelerated, Honors and Advanced Placement courses will be calculated as follows: the grade value of each grade ~~will be increased~~ increased by 5% for accelerated level courses, by 15% for Honors level courses and 25% for Advanced Placement courses.

Quality Points will be calculated by multiplying the number of credits attempted for a course by the grade value for the grade earned (Table II).

Table II

~~Weighted Grade Value for Honors Courses~~

Grade	Value (Honors/AP)
A+	~~4.945~~ ~~5.375~~
A	~~4.6~~ ~~5.0~~
A-	~~4.255~~ ~~4.625~~
B+	~~3.795~~ ~~4.125~~
B	~~3.45~~ ~~3.75~~
B-	~~3.105~~ ~~3.375~~
C+	~~2.645~~ ~~2.875~~
C	~~2.3~~ ~~2.5~~

~~C~~	~~1.955—2.125~~
~~D+~~	~~1.338—1.625~~
~~D~~	~~1.15—1.25~~
~~D-~~	~~0.805—0.875~~
~~F~~	~~0—0~~

GRADE VALUES											
<u>ACADEMIC COURSES</u>			<u>ACCELERATED COURSES</u>			<u>HONORS COURSES</u>			<u>AP COURSES</u>		
<u>Letter Grade</u>	<u>Range</u>	<u>Grade Value</u>	<u>Letter Grade</u>	<u>Range</u>	<u>Grade Value</u>	<u>Letter Grade</u>	<u>Range</u>	<u>Grade Value</u>	<u>Letter Grade</u>	<u>Range</u>	<u>Grade Value</u>
<u>A+</u>	<u>98-100</u>	<u>4.30</u>	<u>A+</u>	<u>98-100</u>	<u>4.515</u>	<u>A+</u>	<u>98-100</u>	<u>4.945</u>	<u>A+</u>	<u>98-100</u>	<u>5.375</u>
<u>A</u>	<u>92-97</u>	<u>4.00</u>	<u>A</u>	<u>92-97</u>	<u>4.200</u>	<u>A</u>	<u>92-97</u>	<u>4.600</u>	<u>A</u>	<u>92-97</u>	<u>5.000</u>
<u>A-</u>	<u>90-91</u>	<u>3.70</u>	<u>A-</u>	<u>90-91</u>	<u>3.885</u>	<u>A-</u>	<u>90-91</u>	<u>4.255</u>	<u>A-</u>	<u>90-91</u>	<u>4.625</u>
<u>B+</u>	<u>86-89</u>	<u>3.30</u>	<u>B+</u>	<u>86-89</u>	<u>3.465</u>	<u>B+</u>	<u>86-89</u>	<u>3.795</u>	<u>B+</u>	<u>86-89</u>	<u>4.125</u>
<u>B</u>	<u>82-85</u>	<u>3.00</u>	<u>B</u>	<u>82-85</u>	<u>3.150</u>	<u>B</u>	<u>82-85</u>	<u>3.450</u>	<u>B</u>	<u>82-85</u>	<u>3.750</u>
<u>B-</u>	<u>80-81</u>	<u>2.70</u>	<u>B-</u>	<u>80-81</u>	<u>2.835</u>	<u>B-</u>	<u>80-81</u>	<u>3.105</u>	<u>B-</u>	<u>80-81</u>	<u>3.375</u>
<u>C+</u>	<u>76-79</u>	<u>2.30</u>	<u>C+</u>	<u>76-79</u>	<u>2.415</u>	<u>C+</u>	<u>76-79</u>	<u>2.645</u>	<u>C+</u>	<u>76-79</u>	<u>2.875</u>
<u>C</u>	<u>72-75</u>	<u>2.00</u>	<u>C</u>	<u>72-75</u>	<u>2.100</u>	<u>C</u>	<u>72-75</u>	<u>2.300</u>	<u>C</u>	<u>72-75</u>	<u>2.500</u>
<u>C-</u>	<u>70-71</u>	<u>1.70</u>	<u>C-</u>	<u>70-71</u>	<u>1.785</u>	<u>C-</u>	<u>70-71</u>	<u>1.955</u>	<u>C-</u>	<u>70-71</u>	<u>2.125</u>
<u>D+</u>	<u>66-69</u>	<u>1.30</u>	<u>D+</u>	<u>66-69</u>	<u>1.365</u>	<u>D+</u>	<u>66-69</u>	<u>1.495</u>	<u>D+</u>	<u>66-69</u>	<u>1.625</u>
<u>D</u>	<u>62-65</u>	<u>1.00</u>	<u>D</u>	<u>62-65</u>	<u>1.050</u>	<u>D</u>	<u>62-65</u>	<u>1.150</u>	<u>D</u>	<u>62-65</u>	<u>1.250</u>
<u>D-</u>	<u>60-61</u>	<u>0.70</u>	<u>D-</u>	<u>60-61</u>	<u>0.735</u>	<u>D-</u>	<u>60-61</u>	<u>0.805</u>	<u>D-</u>	<u>60-61</u>	<u>0.875</u>
<u>F</u>	<u>0-59</u>	<u>0.00</u>	<u>F</u>	<u>0-59</u>	<u>0.000</u>	<u>F</u>	<u>0-59</u>	<u>0.000</u>	<u>F</u>	<u>0-59</u>	<u>0.000</u>

Eligibility:

All departments and areas shall be eligible to apply to have courses determined as Accelerated, Honors or Advanced Placement courses. All applications must receive the approval of the respective Building Principal, the Superintendent or his/her designee, and the Board of Education.

F. Grade Point Average

The Grade Point Average (G.P.A.) will be the quotient of the total number of Quality Points divided by the total number of credits attempted. The G.P.A. shall be calculated to three decimal places and reported three decimal places.

The procedures for determining G.P.A. shall take into account records of transfer pupils and Accelerated, Honors and Advanced Placement courses.

G. Grade Validation

1. Each teacher will retain in his/her possession the following records to validate grades awarded to pupils.
2. The daily attendance and tardiness record;
3. All grades earned for classroom activities such as quizzes, tests, reports, and class recitations;
4. All grades earned for activities conducted elsewhere, such as homework assignments, projects and term papers;
5. Any notations regarding the meaning of each grade and its relationship to the type of activity or material covered;
6. Any notion of discussion with the pupil on a grade or the pupil's cumulative grade;
7. Any referrals for guidance, discipline, and the like; and
8. Any notation recording communication between the teacher and the parent(s) or legal guardian(s), the Principal or other teaching staff member.

At the conclusion of the school year, or at any time the teacher leaves the district, the teacher must submit the above listed records to the Principal; these records will be kept for a minimum of six years.

Adopted: 30 November 2017

Revised: 06 May 2021

Revised: 15 December 2022

Revised:



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BOARD OF EDUCATION
Agenda Item: 2.

Date Prepared: 8/5/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

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

SUBJECT: Minutes - July 17, 2025

Recommendation:

Recommendation: That the July 17, 2025 open and closed session minutes are accepted.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description

Upload Date Type



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BOARD OF EDUCATION
Agenda Item: 3.

Date Prepared: 8/5/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

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

SUBJECT: Regulations - First Reading and Approval (Roll Call)

Summary:

The Superintendent of Schools is recommending action on the job description listed below resulting from the abolishment of positions in the FY2026 budget.

Fiscal Impact:

Recommendation:

Recommendation: That regulations are approved on first reading as follows:

- 1400.22121 - Administration: Job Description - Supervisor of Alternative Programs for Grades K-12

And that said regulations shall be immediately effective.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis						

Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
1400.22121 - Administration: Job Description - Supervisor of Alternative Programs for Grades K-12	8/5/2025	Backup Material

1400.22121 - JOB DESCRIPTION - SUPERVISOR OF ALTERNATIVE PROGRAMS FOR GRADES K-12

Title: Supervisor of Alternative Programs for Grades K-12

Reports to: Assistant Superintendent of Academics

Position Summary: The Supervisor of Alternative Programs oversees results-driven programs aimed to improve the social, emotional and academic success of students, including alternative education programs ~~and restorative justice activities~~ for students in Grades K-12. Alternative programs include but are not limited to the District Flex Program, ~~Home Instruction~~, Summer Programs and Dual Enrollment.

Work Year: 12 months

Work Hours: Full-time

FLSA Status: Exempt

Bargaining Unit: EBPSA

Pay Grade: Supervisor

Qualifications:

1. Hold a New Jersey Administrative Certificate in accordance with the requirements of N.J.S.A. 18A:27-1 et seq., and N.J.A.C. Title 6A, Chapter 9B, as Supervisor (N.J.A.C 6A:9B-12.6)
2. Minimum of a master's degree.
3. Have a minimum of five years of effective teaching experience. Additionally, two years of documented and proven leadership experience is desired but not required.
4. Demonstrated leadership in working with students, staff, parents, and the public.
5. Possess a thorough, relevant, and demonstrated knowledge and background in pedagogy and student learning, effective and innovative alternative programs, and a vision for 21st Century Learning.
6. Demonstrate success in working with people, organizational skills, and ability to motivate people.
7. Troubleshooting: Be able to find the root cause of issues and think logically about solutions.
8. Critical Thinking: Think critically in their process of task management. This individual must discern how to prioritize tasks and personnel assignments.

9. Knowledge: Possess professional knowledge and skills in modifying of curriculum based on research and student needs which includes: program objectives, course proficiencies, scope and sequence, instructional activities, methods of student assessment and standards of achievement; personnel and management principles, practices, and techniques as they relate to the administration of programs, policy development, employee relations and related services; confidentiality requirements and ethical guidelines for local, state and federal laws, policies and statutes; the learner and the learning process; being skillful in coaching methodology; understanding the potentialities of educational programs and innovations; being able to use research findings and techniques in solving problems; and working with parents and interpreting the schools to the community; understand program standards; understand District organization, operations, policies and objectives; apply principles and practices of administration, supervision and training; provide training and work direction; apply appropriate codes, laws, regulations, policies and procedures; operate a computer and assigned software and maintain records and prepare reports.
10. Ability: Schedule activities, meetings, and/or events; often gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a diversity of individuals and/or groups; work with a variety of data; and utilize job-related equipment. Problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is limited to moderate. Specific ability-based competencies required to satisfactorily perform the functions of the job include: adapt to changing work priorities; display tact and courtesy; establish and maintain effective working relationships; maintain confidentiality; meet deadlines and schedules; set priorities; work as part of a team; assess, consult, and train teachers to enhance educational skills; serve as a resource concerning program services and activities; facilitate department and program goals and objectives; analyze situations and adopt an effective course of action; supervise performance of assigned personnel and maintain consistent and punctual attendance; communicating with diverse groups; meeting deadlines and schedules; working as part of a team; working independently and with interruptions; and, complying with Board of Education policies and regulations.
11. Be self-driven, possess excellent initiative, integrity, and good moral character.
12. Possess the ability to work effectively and efficiently alone, and cooperatively with other personnel.
13. Exhibit personality traits that demonstrate interpersonal skills that relate well to students, staff, administration, parents, and the community.
14. Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
15. Demonstrate the ability to use computers for word processing, data management, telecommunications, and other technology and/or systems relevant to the position.

16. Hold a valid driver's license with no serious violations.
17. Provide proof of U. S. citizenship or legal resident alien status by completing Federal Form I-9 in compliance with the Immigration Reform and Control Act of 1986.
18. Provide a medical certification demonstrating the ability to perform the essential job functions and responsibilities with or without reasonable accommodation pursuant to 42 U.S.C. 12101 and in accordance with N.J.A.C. 6A:32-6.3(a).
19. Provide evidence that a criminal record history check has been conducted and clearance has been given by the New Jersey Department of Education.
20. Provide a sworn statement that the individual has not been convicted of a crime or a disorderly person's offense in accordance with N.J.S.A. 18A:6-7.1 during the initial six-month employment period.
21. Other qualifications as the Superintendent of Schools may find appropriate.

Post-offer /Pre-employment Physical: Not required.

Job Functions & Responsibilities: The list below is intended to describe the general nature and level of work performed by individuals assigned to this job title. This is not intended to be an exhaustive list of all responsibilities, duties, and tasks required of personnel so classified.

1. Provides leadership in the planning, development, implementation, and evaluation of the Alternative Programs.
2. Oversee all Flex Program operations, including;
 - a. Develop Individualized Program Plans for students.
 - b. Serve as liaison with administrators, teachers and counselors in relation to individual student needs.
 - c. Attend all I&RS meetings when Flex Program is discussed.
 - d. Ensure Flex Program courses meet all graduation requirements.
 - e. Staffing and grade coordination.
3. Expand Flex Program opportunities to include:
 - a. Cooperative education experiences.
 - b. Mental health and stress management courses.
 - c. Alternate credit programs (Option 2).
 - d. Community service components.

- e. Credit recovery opportunities.
 - f. Parent engagement and support activities.
4. Expand college and career pathway options for students, including dual enrollment and Career and Technical Education programing.

~~5. Coordinate the District's Home Instruction Program~~

~~6.5.~~In conjunction with the Director of Special Education, Director of Elementary Education and Special Education Supervisors, serve as on-site coordinator of District Summer Programs, including Extended School Year, English as a Second Language, Summer Academy and related programs.

~~7.6.~~Based on knowledge of research, current practice, national/state initiatives, student outcomes and program evaluation, develops short and long-range plans to ensure equity for all learners.

~~8.7.~~Together with Principals and other administrators, participates in the screening and interviewing of candidates for teaching positions as appropriate.

~~9.8.~~For the purpose of improving teacher practice, conducts formal evaluations and walk-throughs; evaluates the performance of teaching staff as assigned; shares evaluation data to guide professional development initiatives.

~~10.9.~~ Schedules and facilitates staff meetings to support the instructional program.

~~11.10.~~ Works cooperatively with all members of the District to improve the educational opportunities for all students.

~~12.11.~~ Supports recommendations for Curriculum Committee and Board of Education adoption.

~~13.12.~~ Serves on district-wide committees to promote 21st Century skills, foster community outreach, and design long and short-term goals.

~~14.13.~~ Plans, organizes, implements, and evaluates staff development activities for certificated and non-certificated staff.

~~15.14.~~ Accepts primary responsibility for assuring that state and federal mandates and district policies and regulations are followed; ensures compliance and maintains current knowledge of changes in applicable regulations and laws.

~~16.15.~~ Develops and maintains support materials for parents/guardians; arranges and participates in information programs for the school community.

~~17.16.~~ Pursues educational grants for supplemental sources of funding.

~~18.17.~~ Prepares and documents budget recommendations for the Flex Program; prepares and administers department budgets; advises principals concerning program budget.

~~19.~~18. Perform all duties and responsibilities that are within the scope of employment, as assigned by the Assistant Superintendent of Academics, or Superintendent of Schools or designee, as otherwise not prohibited by law or regulation.

Physical Demands - The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of this position and are not meant to be all inclusive. Reasonable accommodations may be made to enable individuals with certain disabilities to perform the essential responsibilities and functions of this job. Unless reasonable accommodations are made to enable an employee to complete these tasks, the employee will have the ability to:

1. Speak, hear, and comprehend intelligible English.
2. Communicate effectively in English, using proper writing mechanics, grammar and vocabulary.
3. Visual and mental acuity.
4. Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently as needed to move objects.
5. Sit, stand, walk, stoop, crouch, squat, bend, kneel, reach, and repetitive motion for unspecified periods of time.
6. Use arms, hands, fingers, feet and toes, and apply manual dexterity to handle objects and materials, and operate office equipment, computers, and portable computing and communication devices.

Environmental Demands - The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive:

1. Exposure to a variety of childhood and adult germs, and communicable and non-communicable diseases and illnesses.
2. Exposure to heated/air conditioned and ventilated facilities. The work area is generally subject to minimal environmental discomfort related to poor ventilation, loud noises, and/or extremes of heat or cold.
3. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
4. Function in a workplace that is usually moderately quiet but that can be noisy at times.
5. Occasional exposure to a variety of weather conditions.
6. Employees in this position work in a safe and secure work environment that may periodically have unpredicted requirements or demands.

7. The nature of the work environment may produce moderate levels of stress.

Adopted: 13 July 2023 (Effective September 1, 2023)

Revised:



**EAST BRUNSWICK PUBLIC
SCHOOLS**

CURRICULUM AND INSTRUCTION
Agenda Item: 4.

Date Prepared: 8/5/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Dr. Joyce Boley, Assistant Superintendent of Academics

SUBJECT: Contract Award - Implementation of a Comprehensive Literacy Screener (RFP No. 2025-04)

Summary:

In support of New Jersey's new literacy legislation (P.L. 2024, Chapters 52 and 53), East Brunswick Public Schools (EBPS) is committed to strengthening early literacy through the implementation of a Multi-Tiered System of Supports for Reading (MTSS-R), aligned with the New Jersey Literacy Framework (May 2025) and the Working Group on Student Literacy Recommendations (March 2025). Beginning next school year, all K–3 students statewide will be screened biannually using NJDOE-approved tools. EBPS will go further by screening students in Grades K–6 three times per year.

As part of this initiative, EBPS will:

- Notify families of screening results within 30 days
- Provide individualized, data-informed interventions
- Disaggregate data to monitor equity across student groups
- Submit screening data to NJDOE

These efforts align with NJTSS and I&RS, reflecting the district's commitment to early identification and equitable support.

To implement this work, EBPS issued RFP #2025-04 to identify a qualified vendor for a comprehensive literacy screener. Of the twenty firms solicited, five submitted proposals. Proposals were publicly opened on July 11, 2025, and evaluated by a review committee

consisting of Assistant Superintendent of Academics, Director of Elementary Education, Supervisor of English Language Arts, and Purchasing Manager. Evaluation criteria included alignment with state frameworks, tool quality, vendor experience, cost, and implementation support.

Amplify mClass DIBELS received the highest composite score and was selected as the preferred solution for its:

- NJDOE approval and alignment with NJ Literacy Framework and MTSS-R
- Research-based screeners with predictive indicators (e.g., phonemic awareness, decoding, fluency)
- Fast administration (under 10 minutes per student)
- Integrated progress monitoring and data platform
- Support for multilingual learners and students with disabilities
- User-friendly, translated family reports and sample letters
- Strong implementation and training plan
- Data privacy protections and clear cost breakdown

The contract will be funded through the FOCUS grant and the district’s general operating budget.

Recommendation:

Recommendation: That a contract is awarded for Implementation of a Comprehensive Literacy Screener in accordance with (RFP Number 2025-04) to Amplify Education, Inc., Brooklyn, NY as per attached.

Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
RFP 2025-04 Group Score	7/24/2025	Backup Material
Amplify Price Sheet	7/24/2025	Backup Material

RFP 2025-04 GROUP TOTALS
IMPLEMENTATION OF A COMPREHENSIVE LITERACY SCREENER

<u>Category</u>	<u>TOTAL POINTS AVAILABLE</u>	<u>AMPLIFY</u>	<u>CURRICULUM ASSOCIATES</u>	<u>HMH EDUCATION</u>	<u>PEARSON</u>	<u>RENAISSANCE LEARNING INC</u>
Alignment with NJ Literacy Framework and MTSS	120	116	92	100	100	99
Quality of tools, resources, and training	100	90	79	80	76	83
Experience and past performance	60	56	52	48	42	53
Cost Effectiveness	80	44	80	36	76	51
Implementation timeline and support plan	40	28	23	26	28	30
Total:	400	334	326	290	322	316

**EAST BRUNSWICK BOARD OF EDUCATION
760 Route 18, East Brunswick, NJ 08816**

PROPOSAL FORM

IMPLEMENTATION OF A COMPREHENSIVE LITERACY PROGRAM

Description	Number of Participants	2025-2026 School Year Cost
K-3 Universal Literacy Screener	1,996	\$ 14.90 Per student license
K-4 Universal Literacy Screener	2,572	\$ 14.90 Per student license
Grade 4 Universal Literacy Screener	573	\$ 14.90 Per student license
Grades 5-6 Universal Literacy Screener	1,235	\$ 14.90 Per student license
K-6 Universal Literacy Screener	3,807	\$ 14.90 Per student license
Professional Development for Teachers	Approximately 189	\$ 3,200.00 Per on-site session (6 hours) (30 max participants) \$ 1,500.00 Per virtual session (6 hours) (30 max participants)
Please use additional lines to provide pricing on other items you offer.		
Professional Development for Teachers, half day, in person		\$2,500.00 per on-site session, 3 hours, 30 max participants
Professional Development for Teachers, half day, remote		\$750.00 per virtual session, 3 hours, 30 max participants

*Amplify looks forward to working with our customers to develop a professional development plan that best fits the customer's needs.

The district reserves the right to award any combination of the categories above.



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 2.

Date Prepared: 7/22/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Lori Tagerty, Purchasing Manager

SUBJECT: Bid Award - District Wide Asbestos Floor Tile Abatement & Operations and Maintenance On Demand Services (Bid No. 2026-01)

Summary:

The District prepared specifications and solicited bids for District Wide Asbestos Floor Tile Abatement & Operations and Maintenance On Demand Services. Bid specifications were sent to six vendors with five vendors responding. Bids were received and opened on Tuesday, August 5, 2025 at 11:00 a.m.

In order to fairly analyze the bid, each proposer's bid pricing, including unit pricing and labor rates, was applied to three hypothetical scenarios which are presented in the bid analysis attachment.

Shortly, after the bid opening, Shade Environmental, LLC notified the district that it was withdrawing its bid due to a misinterpretation of the pricing structure. As a result, VMC Company, Inc., Clifton, NJ has submitted the lowest responsible bid, and it is recommended that the contract be awarded to it in accordance with the pricing on their bid proposal form (attached).

Recommendation:

Recommendation: That VMC Company, Inc., Clifton, NJ is awarded a contract for District Wide Asbestos Floor Tile Abatement & Operations and Maintenance On Demand Services (Bid No. 2026-01) in accordance with the pricing submitted on their bid proposal form.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Bid Analysis - Bid 2026-01	8/6/2025	Backup Material
VMC Company, Inc. - Bid Proposal Form	8/6/2025	Backup Material

Bid 2026-01 Bid Analysis
District Wide Asbestos Floor Tile Abatement & Operations and Maintenance

Project 1 – Removal of 1,600 SF of single layer floor tile & mastic from 2 classrooms.

B&G Restoration 2025-2026	2026-2027	LEW Environmental 2025-2026	2026-2027	Plymouth Environmental 2025-2026	2026-2027	Shade Environmental 2025-2026	2026-2027	VMC Company 2025-2026	2026-2027
\$22,700.00	\$31,000.00	\$30,285.00	\$35,775.00	\$16,000.00	\$16,000.00	\$5,800.00	\$6,200.00	\$11,384.00	\$11,584.00

Project 2 – Removal of 50 SF of damaged floor tile & mastic from custodial closet.

B&G Restoration 2025-2026	2026-2027	LEW Environmental 2025-2026	2026-2027	Plymouth Environmental 2025-2026	2026-2027	Shade Environmental 2025-2026	2026-2027	VMC Company 2025-2026	2026-2027
\$4,100.00	\$4,650.00	\$5,485.00	\$6,325.00	\$3,600.00	\$3,600.00	\$375.00	\$387.50	\$4,424.50	\$4,624.50

Project 3 – Removal of 3 LF of pipe insulation to make repairs of leaking pipe after 5 pm using (1) worker & (1) supervisor 8 hours of charges with “Normal Notification”.

B&G Restoration 2025-2026	2026-2027	LEW Environmental 2025-2026	2026-2027	Plymouth Environmental 2025-2026	2026-2027	Shade Environmental 2025-2026	2026-2027	VMC Company 2025-2026	2026-2027
\$5,920.00	\$7,148.00	\$6,977.00	\$7,525.00	\$6,380.00	\$6,380.00	\$2,024.00	\$2,160.00	\$3,048.00	\$3,048.00

Total for Year 2025-2026	Total Year for 2026-2027	Total for Year 2025-2026	Total Year for 2026-2027	Total for Year 2025-2026	Total Year for 2026-2027	Total for Year 2025-2026	Total Year for 2026-2027	Total for Year 2025-2026	Total Year for 2026-2027
\$32,720.00	\$42,798.00	\$42,747.00	\$49,625.00	\$25,980.00	\$25,980.00	\$8,199.00	\$8,747.50	\$18,856.50	\$19,256.50
Grand Total Both Years	\$75,518.00	\$92,372.00	\$51,960.00	\$16,946.50	\$38,113.00				
	B&G Restoration		LEW Environmental		Plymouth Environmental		Shade Environmental		VMC Company
						(WITHDREW BID)			

BID PROPOSAL FORM

BID NUMBER: 2026-01

PROJECT: **District Wide Asbestos Floor Tile Abatement & Operations and Maintenance On Demand Services**

NAME OF BIDDER: VMC COMPANY, INC

To: **East Brunswick Board of Education** (Owner)

1. Scope of Work. The undersigned, having familiarizing itself with the conditions affecting the cost of the work, and having carefully examined the location of the work and the Advertisement for Bids, Instructions to Bidders, General and Supplementary Conditions of the Contract, Bid Form and other bidding documents, the Agreement between Owner and Contractor, Drawings and Specifications, and Addenda issued, does hereby propose to perform everything required to be performed and to provide and furnish all the labor, materials, necessary machinery, tools, equipment, and all utility and transportation services necessary to perform and complete in a workmanlike manner all of the Work required by the Contract Documents in connection with the above-named Project, all in accordance with the Contract Documents, for the sum of:

<i>Item</i>	<i>2025-2026 School Year Unit Price</i>	<i>2026-2027 School Year Unit Price</i>
Mobilization Fee Tile Projects <or = to 1,500 square feet	4,000.00 per event	4,200.00 per event
Mobilization Fee Tile Projects > than 1,500 square feet	4,000.00 per event	4,200.00 per event
Floor Tile Removal Only – Single Layer	2.49 per SF	2.49 per SF
Mastic Removal Only	2.49 per SF	2.49 per SF
Floor Tile & Mastic Removal – Single Tile Layer	4.49 per SF	4.49 per SF
Floor Tile & Mastic Removal – Carpet over Single Tile Layer	4.99 per SF	4.99 per SF
Floor Tile & Mastic Removal – Double Tile Layer	4.99 per SF	4.99 per SF
Floor Tile & Mastic Removal – Carpet over Double Tile Layer	5.49 per SF	5.49 per SF

Floor Tile & Mastic Removal – Multi-Layered w/underlayment	5.99 per SF	5.99 per SF
Mobilization Fee Normal Notification (24 hour response)	400.00 per event	400.00 per event
Mobilization Fee Emergency Notification (<4 hour response)	1,200.00 per event	1,200.00 per event
Supervisor (Normal Shift Mon. – Fri. 8 a.m. – 5 p.m.)	157.00 per hour	157.00 per hour
Supervisor (Night Shift Mon. – Fri. 5 p.m. – 12 midnight)	157.00 per hour	157.00 per hour
Supervisor (Normal Shift Sat. 8 a.m. – 5 p.m.)	157.00 per hour	157.00 per hour
Supervisor (Night Shift Sat. 5 p.m. – 12 midnight)	210.00 per hour	210.00 per hour
Supervisor (Sunday & Holidays all shifts)	210.00 per hour	210.00 per hour
Worker (Normal Shift Mon. – Fri. 8 a.m. – 5 p.m.)	149.00 per hour	149.00 per hour
Worker (Night Shift Mon. – Fri. 5 p.m. – 12 midnight)	149.00 per hour	149.00 per hour
Worker (Normal Shift 8 a.m. – 5 p.m.)	149.00 per hour	149.00 per hour
Worker (Night Shift Sat. 5 p.m. – 12 midnight)	198.00 per hour	198.00 per hour
Worker (Sunday & Holidays all shifts)	198.00 per hour	198.00 per hour
Notification & Revised Notification Fee (District will pay \$200.00 for this item)	\$200.00 each	\$200.00 each

Bids will be evaluated based on contractor's submitted pricing for the total of three hypothetical projects predetermined by the district. Proposals that are "materially unbalanced" may be rejected at the district's discretion.

2. Time of Completion. The undersigned agrees to commence work in accordance with the contract requirements and to complete the work within the number of days or the completion date specified in the Contract Documents.

3. Bid Security. Accompanying this Proposal is an unconditional ☐ Certified Check, ☐ Cashier's Check, or ☒ Bid Bond (check applicable item) in the amount of TWENTY THOUSAND Dollars (\$20,000) payable to the East Brunswick Board of Education, which will be forfeited to the Owner if the undersigned fails to execute the Contract in the form incorporated in the Contract Documents and to furnish the performance and

payment and material bond or bonds in the amount and within the time required by the Instructions to Bidders and other Contract Documents.

4. Right to Reject Bids. In submitting this bid it is understood that the right is reserved by the Owner to reject any and all bids. It is agreed that this bid may not be withdrawn for a period of 60 days from the opening thereof.

5. The Bidder hereby acknowledges receiving the following Addenda and agrees that same shall become part of the Contract Documents:

Addendum No. _____ Dated _____ Addendum No. _____ Dated _____
Addendum No. _____ Dated _____ Addendum No. _____ Dated _____

☒ No addenda were received.

5. The Bidder has included as part of its bid the documents listed after its signature and hereby acknowledges that failure to submit any of the listed documents may be cause for rejection of the bid as non-responsive.

We, the undersigned are a (check applicable line) –

____ Individual

____ Partnership

☒ Corporation duly organized under the laws of the State of NEW JERSEY
[insert name of State] and authorized to do business in New Jersey

____ Joint Venture [If a Joint Venture, submit a copy of the Joint Venture Agreement, and state the name and type of each entity comprising the Joint Venture (Individual, Partnership, or Corporation) for purposes of the project for which the bid is submitted:

In Witness Whereof, the Bidder has caused this instrument to be signed, attested and sealed.

Bidder: VMC COMPANY, INC
(Legal Firm Name)

By: J. Roskowski
(Signature)

JOYTEK ROSKOWSKI
(Printed or Typed Name)

Title: PRESIDENT

Address*: 208 PLACET AVE
CLIFTON, NJ 07011

Telephone No: 973-253-8828
FAX No.: 973-253-9928



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 3.

Date Prepared: 7/22/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Lori Tagerty, Purchasing Manager

SUBJECT: Bid Award - Student Transportation Services (Bid No. 2026-02)

Summary:

The district prepared specifications and solicited bids for transportation services to and from school. Bids were received and opened on Wednesday, August 6, 2025 at 11:00 a.m. The bid results are presented in the "Bid Tabulation" attachment.

Recommendation:

Recommendation: That Bid No. 2026-02 for transportation routes is awarded as presented in the "Bid Award" attachment.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Bid Tabulation 2026-02	8/7/2025	Backup Material
Bid Award 2026-02	8/7/2025	Backup Material

BID TABULATION													
BID# 2026-02													
ROUTE#	AIDE		CHRIS TRANS	GOOD SHEPHERD	K&D LLC	KERO TRANS	LAMACIA LLC	MERCY TRANS	NEW DESTINATION	ROAD TO SUCCESS LLC	SHEPHERD TRANS	THREE BROTHERS	WISDOM TRANS
JAIG01 A/P	NO		\$ 320.00	No Bid	No Bid	No Bid	\$ 563.00	No Bid	No Bid	No Bid	No Bid	\$ 363.00	No Bid
LVMA01 A/P*	YES		\$ 345.00	\$ 460.00	No Bid	\$ 319.00	\$ 487.00	\$ 520.00	\$ 389.00	\$ 306.00	No Bid	\$ 299.00	\$ 438.00
PAMS01 A/P	NO		\$ 190.00	\$ 289.00	\$ 205.00	No Bid	No Bid	\$ 160.00	\$ 191.00	\$ 245.00	\$ 225.00	\$ 248.00	\$ 368.00

BID AWARD# 2026-02

Contractor Name: CHRIS TRANS

Bid Number: 2026-02

		<i>School Type</i>									
		1 Public									
		2 NP									
		3 PSD									
		4 Charter		2025-2026		Per Diem		Inc/Dec		2025-2026	
<i>Route Number</i>	<i>Destination</i>	<i>School Type</i>	<i>Per Diem Cost</i>	<i># Route Days</i>	<i>Aide Cost</i>	<i># of Aides</i>	<i># Aide Days</i>	<i>Provision</i>		<i>Contract Total</i>	
JAJG01 A/P	JARDINE ACADEMY	3	\$ 320.00	180	\$ -	0	0	\$ 1.00		\$ 320.00	

Contractor Name: THREE BROTHERS

Bid Number: 2026-02

		<i>School Type</i>									
		1 Public									
		2 NP									
		3 PSD									
		4 Charter		2025-2026		Per Diem		Inc/Dec		2025-2026	
<i>Route Number</i>	<i>Destination</i>	<i>School Type</i>	<i>Per Diem Cost</i>	<i># Route Days</i>	<i>Aide Cost</i>	<i># of Aides</i>	<i># Aide Days</i>	<i>Provision</i>		<i>Contract Total</i>	
LVMA01 A/P*	LAKEVIEW SCHOOL	3	\$ 250.00	183	\$ 49.00	1	183	\$ -		\$ 299.00	

Contractor Name: MERCY TRANS

Bid Number: 2026-02

		<i>School Type</i>									
		1 Public									
		2 NP									
		3 PSD									
		4 Charter		2025-2026		Per Diem		Inc/Dec		2025-2026	
<i>Route Number</i>	<i>Destination</i>	<i>School Type</i>	<i>Per Diem Cost</i>	<i># Route Days</i>	<i>Aide Cost</i>	<i># of Aides</i>	<i># Aide Days</i>	<i>Provision</i>		<i>Contract Total</i>	
PAMS01 A/P	PERTH AMBOY MAGNET SCHOOL	4	\$ 160.00	183	\$ -	0	0	\$ 1.99		\$ 160.00	



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 4.

Date Prepared: 7/31/2025

Meeting Date: 8/14/2025

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 July 9, 2025 through August 5, 2025 is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						

Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Payments Issued - August 14, 2025	8/7/2025	Backup Material

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>
T000003510	COUGHLIN, KELLY				
00127678	REFUNDFY26FHOCKY	UNDISTRIBUTED-FEES		07/31/2025	\$125.00
			Check #	00127678	Total:
					\$125.00
T000005213	SARDANA, APERNA				
00127351	REFFY26BLKROCKET	ADULT & COMMUNITY PROGRAMS-MISC		07/17/2025	\$466.00
			Check #	00127351	Total:
					\$466.00
T000005213	SARDANA, APERNA				
00127685	REFUNDFY26CYBERS	ADULT & COMMUNITY PROGRAMS-MISC		07/31/2025	\$205.00
			Check #	00127685	Total:
					\$205.00
T000005297	DAS, ANIRBAN				
00127333	REFFY26BLKROCKET	ADULT & COMMUNITY PROGRAMS-MISC		07/17/2025	\$466.00
			Check #	00127333	Total:
					\$466.00
T000005550	FITZPATRICK, KERRIANNE				
00127334	REFFY25BOOK-AD	UNDISTRIBUTED-AP		07/17/2025	\$11.37
			Check #	00127334	Total:
					\$11.37
T000005960	SUH, EUNBIN				
00127354	REFSUMMER	ADULT & COMMUNITY PROGRAMS-MISC		07/17/2025	\$175.00
			Check #	00127354	Total:
					\$175.00
T000006164	BESHAY, MINA				
00127326	REFFY25DEVICE	TECHNOLOGY COVERAGE FUND-AP		07/17/2025	\$215.00
			Check #	00127326	Total:
					\$215.00
T000006218	MOHAMMED, ABDUL				
00127347	REFBOOKRT-ZM	UNDISTRIBUTED-AP		07/17/2025	\$50.00
			Check #	00127347	Total:
					\$50.00
T000006472	KHONA, YUKI				
00127344	REFFY26CHEER-AK	UNDISTRIBUTED-FEES		07/17/2025	\$125.00
			Check #	00127344	Total:
					\$125.00
T000007136	RAJABI, SAMIRA				
00127684	REFUNDFY26BLKRKT	ADULT & COMMUNITY PROGRAMS-MISC		07/31/2025	\$233.00
			Check #	00127684	Total:
					\$233.00
T000007554	QUEEN, GAMELLE				
00127349	REFFY26CHEER	UNDISTRIBUTED-FEES		07/17/2025	\$125.00
			Check #	00127349	Total:
					\$125.00

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>	
T000007769 00127328	CABIO, MICHELLE REFFY25BOOKRT-JG	UNDISTRIBUTED-AP	07/17/2025	\$90.00	
			Check # 00127328	Total:	\$90.00
T000007930 00127338	HERBST, NATASHA REFFY26CHEER	UNDISTRIBUTED-FEES	07/17/2025	\$125.00	
			Check # 00127338	Total:	\$125.00
T000007942 00127355	TORRA, STEPHANIE REFBOOKRT	UNDISTRIBUTED-AP	07/17/2025	\$5.49	
			Check # 00127355	Total:	\$5.49
T000008181 00127688	SINHA, GARIMA REFUNDFY26BAND	UNDISTRIBUTED-FEES	07/31/2025	\$125.00	
			Check # 00127688	Total:	\$125.00
T000008290 00127346	MEDINA, CARLOS REFBOOKRT	UNDISTRIBUTED-AP	07/17/2025	\$16.38	
			Check # 00127346	Total:	\$16.38
T000008373 00127339	HOLLIMAN, VENUS REFFY TEXTBOOK	UNDISTRIBUTED-AP	07/17/2025	\$125.00	
			Check # 00127339	Total:	\$125.00
T000008681 00127664	GOLUB, JILL APR2025	INSTRUCTION-TUITN-PRV NJ-SPC	07/24/2025	\$9,166.67	
T000008681 00127664	GOLUB, JILL JUN2025	INSTRUCTION-TUITN-PRV NJ-SPC	07/24/2025	\$9,166.67	
T000008681 00127664	GOLUB, JILL MAR2025	INSTRUCTION-TUITN-PRV NJ-SPC	07/24/2025	\$6,547.62	
T000008681 00127664	GOLUB, JILL MAY2025	INSTRUCTION-TUITN-PRV NJ-SPC	07/24/2025	\$9,166.67	
			Check # 00127664	Total:	\$34,047.63
T000009242 00127670	OFFER, CONSTANCE JUN2025	INSTRUCTION-TUITN-PRV NJ-SPC	07/24/2025	\$2,045.45	
			Check # 00127670	Total:	\$2,045.45
T000009243 00127665	GONZALEZ, JOHN & NICOLETTE FY2025 PAYMENT 2	INSTRUCTION-TUITN-PRV NJ-SPC	07/24/2025	\$11,000.00	
T000009243 00127665	GONZALEZ, JOHN & NICOLETTE FY2025ADJUSTMENT	INSTRUCTION-TUITN-PRV NJ-SPC	07/24/2025	(\$739.00)	
			Check # 00127665	Total:	\$10,261.00

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>
T000009256 00127686	SHAKIR, ERUM REFUNDFY26FOOTBA	UNDISTRIBUTED-FEES		07/31/2025	\$125.00
			Check #	00127686	Total:
					\$125.00
T000009281 00127674	ALWEDI, EMBAREK REFUNDFY26CROSSC	UNDISTRIBUTED-FEES		07/31/2025	\$125.00
			Check #	00127674	Total:
					\$125.00
T000009743 00127325	BARTOSIEWICZ, AMANDA REFFY25ELA	ADULT & COMMUNITY PROGRAMS-AP		07/17/2025	\$938.50
			Check #	00127325	Total:
					\$938.50
T000009744 00127322	ANDRADE, MARIA REFFY26OOKRT-SC	UNDISTRIBUTED-AP		07/17/2025	\$11.00
			Check #	00127322	Total:
					\$11.00
T000009745 00127340	HONG, LIWU REFBOOKRET-SH	UNDISTRIBUTED-AP		07/17/2025	\$6.00
			Check #	00127340	Total:
					\$6.00
T000009746 00127358	VERA, ALEX REFBOOKRET	UNDISTRIBUTED-AP		07/17/2025	\$6.00
			Check #	00127358	Total:
					\$6.00
T000009747 00127332	DARBY, SHANI REFFY26CHEER	UNDISTRIBUTED-FEES		07/17/2025	\$125.00
			Check #	00127332	Total:
					\$125.00
T000009748 00127337	GULATI, KAMINI REFFY26CHEER	UNDISTRIBUTED-FEES		07/17/2025	\$125.00
			Check #	00127337	Total:
					\$125.00
T000009749 00127323	ANDREYEW, MR. & MRS. ALEX REFFY25LUNCH	ENTERPRISE FUND-FOOD SERVICES-AP		07/17/2025	\$11.15
			Check #	00127323	Total:
					\$11.15
T000009750 00127345	LOMONACO, CHRISTINE REFFY26LUNCH	ENTERPRISE FUND-FOOD SERVICES-AP		07/17/2025	\$91.75
			Check #	00127345	Total:
					\$91.75
T000009751 00127329	COLLETTA, MELISSA REFFY25BOOKRT-AC	UNDISTRIBUTED-AP		07/17/2025	\$19.11
			Check #	00127329	Total:
					\$19.11

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>
T000009752 00127343	KASS, AMANDA REFBLKROCKET-FY2	ADULT & COMMUNITY PROGRAMS-MISC		07/17/2025	\$466.00
			Check #	00127343	Total:
					\$466.00
T000009753 00127352	SHARMA, ASHISH REFFYBLKSTORM	ADULT & COMMUNITY PROGRAMS-MISC		07/17/2025	\$466.00
			Check #	00127352	Total:
					\$466.00
T000009756 00127357	VENKATARAMANAN, AARTHI REFFYBLKROCKET	ADULT & COMMUNITY PROGRAMS-MISC		07/17/2025	\$466.00
			Check #	00127357	Total:
					\$466.00
T000009757 00127356	UNGER, MR. & MRS. ALLEN REF26LUNCH	ENTERPRISE FUND-FOOD SERVICES-DFRD REV		07/17/2025	\$11.85
			Check #	00127356	Total:
					\$11.85
T000009759 00127680	IRWIN, JOHN REFUNDFY26BLKRKT	ADULT & COMMUNITY PROGRAMS-MISC		07/31/2025	\$205.00
			Check #	00127680	Total:
					\$205.00
T000009768 00127675	CHATTERJEE, SANGEETA REFUNDFY26TNT	ADULT & COMMUNITY PROGRAMS-MISC		07/31/2025	\$245.00
			Check #	00127675	Total:
					\$245.00
T000009769 00127681	MISHRA, SUNIL REFUNDFY26MARBAN	UNDISTRIBUTED-FEES		07/31/2025	\$125.00
			Check #	00127681	Total:
					\$125.00
T000009770 00127676	CHAUDHARY, SANCHITA REFUNDFY26MARBAN	UNDISTRIBUTED-FEES		07/31/2025	\$125.00
			Check #	00127676	Total:
					\$125.00
T000009773 00127689	STEFANELLI, JAMES REFUNDFY25TNTTEN	ADULT & COMMUNITY PROGRAMS-MISC		07/31/2025	\$245.00
			Check #	00127689	Total:
					\$245.00
V000002248 00127350	RENAISSANCE LEARNING INC INV55628662	GUIDANCE SERVICES-OTHR PRF/TCH SVC		07/17/2025	\$43,502.40
			Check #	00127350	Total:
					\$43,502.40
V000002600 00127663	FOUNDATION FOR EDUCATIONAL ADMINISTRATION INC SO#000092161	UNALLOCATED BENEFITS-OTHR EMP BNFTS		07/24/2025	\$475.00
			Check #	00127663	Total:
					\$475.00

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>
V000002892	NJPSA			
00127669	2025-2026DUES	CENTRAL SERVICES-MISC EXPEND	07/24/2025	\$35,295.00
		Check # 00127669	Total:	\$35,295.00
V000004023	FREEHOLD SOIL CONSERVATION DISTRICT			
00127312	FSCDREF2021-0874	FACILITY ACQUISITION/CONSTR SV-OTHR OBJ	07/11/2025	\$350.00
		Check # 00127312	Total:	\$350.00
V000004627	CENGAGE LEARNING INC			
00127659	999100678639	EDUCATIONAL MEDIA SERVICES-PRCH PRF/TCH SVC	07/24/2025	\$9,423.26
		Check # 00127659	Total:	\$9,423.26
V000004706	JAMF SOFTWARE LLC			
00127342	90315569	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	07/17/2025	\$9,120.00
		Check # 00127342	Total:	\$9,120.00
V000005066	GENESIS EDUCATIONAL SERVICES INC			
00127335	25-415	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	07/17/2025	\$1,000.00
		Check # 00127335	Total:	\$1,000.00
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00127320	JUL2025COBADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/11/2025	\$7.48
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00127320	JUL2025RETADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/11/2025	\$29.92
		Check # 00127320	Total:	\$37.40
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00127360	JUN2025ACTCLMS	ADULT & COMMUNITY PROGRAMS-HEALTH BENEFITS	07/17/2025	\$4,785.73
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00127360	JUN2025RETCLMS	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/17/2025	\$172.00
		Check # 00127360	Total:	\$4,957.73
V000005395	VISION SERVICE PLAN INSURANCE COMPANY			
00127691	AUG2025ACTADM	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/31/2025	\$1,587.63
		Check # 00127691	Total:	\$1,587.63
V000005429	AMERICAN ASSOC OF SCHOOL PERSONNEL ADMINISTRATORS			
00127308	31699	CENTRAL SERVICES-MISC EXPEND	07/11/2025	\$275.00
		Check # 00127308	Total:	\$275.00
V000005667	VERIZON WIRELESS SERVICES LLC			
00127359	6117410087	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/17/2025	\$494.20
		Check # 00127359	Total:	\$494.20

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>
V000005673	LEARNING ALLY INC.			
00127314	IN-46639	INSTRUCTION-PRCH SVC	07/11/2025	\$11,435.60
		Check #	00127314	Total:
				\$11,435.60
V000005721	CURRICULUM ASSOCIATES LLC			
00127661	10012226	IMPROVEMENT OF INSTRUCTION-SUPPLS & MTRLS	07/24/2025	\$14,000.00
		Check #	00127661	Total:
				\$14,000.00
V000005796	COMCAST HOLDINGS CORPORATION			
00127330	245064910	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/17/2025	\$1,293.68
		Check #	00127330	Total:
				\$1,293.68
V000005796	COMCAST HOLDINGS CORPORATION			
00127331	JUL2025-CHITTICK	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/17/2025	\$131.17
V000005796	COMCAST HOLDINGS CORPORATION			
00127331	JUL2025-CJHS0522	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/17/2025	\$79.01
V000005796	COMCAST HOLDINGS CORPORATION			
00127331	JUL2025-EBHS	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/17/2025	\$131.17
V000005796	COMCAST HOLDINGS CORPORATION			
00127331	JUL2025-LAWRBRK	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/17/2025	\$105.09
V000005796	COMCAST HOLDINGS CORPORATION			
00127331	JUL2025-MEMORIAL	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/17/2025	\$157.41
		Check #	00127331	Total:
				\$603.85
V000005796	COMCAST HOLDINGS CORPORATION			
00127660	JUL2025-BOWNE	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$105.09
V000005796	COMCAST HOLDINGS CORPORATION			
00127660	JUL2025-CENTRAL	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$131.17
V000005796	COMCAST HOLDINGS CORPORATION			
00127660	JUL2025-FROST	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$79.01
V000005796	COMCAST HOLDINGS CORPORATION			
00127660	JUL2025-HUES1215	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$105.09
V000005796	COMCAST HOLDINGS CORPORATION			
00127660	JUL2025-HUES5936	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$79.01
V000005796	COMCAST HOLDINGS CORPORATION			
00127660	JUL2025-IRWIN	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$105.09
V000005796	COMCAST HOLDINGS CORPORATION			
00127660	JUL2025-SUPPOPS	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$134.88
V000005796	COMCAST HOLDINGS CORPORATION			
00127660	JUL2025-WARNS	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$79.01
		Check #	00127660	Total:
				\$818.35
V000005796	COMCAST HOLDINGS CORPORATION			
00127677	JUL2025-ADMIN	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/31/2025	\$79.15
V000005796	COMCAST HOLDINGS CORPORATION			
00127677	JUL2025-CJHS7311	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/31/2025	\$157.57

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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 # 00127677	Total:	\$236.72
V000005872	SHI INTERNATIONAL CORP			
00127672	B20036867	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	07/24/2025	\$61,500.00
		Check # 00127672	Total:	\$61,500.00
V000005907	STATE OF NEW JERSEY			
00127353	08/31/2026-EBB36	TRANSPORTATION SERVICES-OTHR OBJ	07/17/2025	\$50.00
V000005907	STATE OF NEW JERSEY			
00127353	08/31/2026-EBB40	TRANSPORTATION SERVICES-OTHR OBJ	07/17/2025	\$50.00
V000005907	STATE OF NEW JERSEY			
00127353	08/31/2026-EBB41	TRANSPORTATION SERVICES-OTHR OBJ	07/17/2025	\$50.00
V000005907	STATE OF NEW JERSEY			
00127353	08/31/2026-EBB42	TRANSPORTATION SERVICES-OTHR OBJ	07/17/2025	\$50.00
V000005907	STATE OF NEW JERSEY			
00127353	08/31/2026-EBB43	TRANSPORTATION SERVICES-OTHR OBJ	07/17/2025	\$50.00
		Check # 00127353	Total:	\$250.00
V000006010	FACSIMILE COMMUNICATIONS INDUSTRIES INC.			
00127662	1212746	ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	07/24/2025	\$6,594.00
		Check # 00127662	Total:	\$6,594.00
V000006183	TOBII DYNAVOX LLC			
00127319	INV00505669	CHILD STUDY TEAMS-OTHR PRF/TCH SVC	07/11/2025	\$3,940.20
V000006183	TOBII DYNAVOX LLC			
00127319	INV00543728	CHILD STUDY TEAMS-OTHR PRF/TCH SVC	07/11/2025	\$3,502.40
		Check # 00127319	Total:	\$7,442.60
V000006186	DELL MARKETING LP			
00127310	10824348876	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	07/11/2025	\$5,937.84
		Check # 00127310	Total:	\$5,937.84
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003901	06/30/25A	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/17/2025	\$171,206.24
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003901	07/01-07/06/25A	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/17/2025	\$134,456.48
		Check # 00003901	Total:	\$305,662.72
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003902	06/30/25J	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/17/2025	\$196,045.50
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003902	07/01-07/06/25J	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/17/2025	\$233,596.53
		Check # 00003902	Total:	\$429,642.03

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003904	07/07-07/13/25A1	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/24/2025	\$409,846.50
		Check # 00003904	Total:	\$409,846.50
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003905	07/07-07/13/25J1	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/24/2025	\$303,524.35
		Check # 00003905	Total:	\$303,524.35
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003907	07/14-07/20/25A1	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/29/2025	\$283,128.70
		Check # 00003907	Total:	\$283,128.70
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003908	07/14-07/20/25J1	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/29/2025	\$632,530.03
		Check # 00003908	Total:	\$632,530.03
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003909	JUN25ADMIN8515A	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/31/2025	\$35,834.76
		Check # 00003909	Total:	\$35,834.76
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003910	JUN25ADMIN8505J	ADULT & COMMUNITY PROGRAMS-HEALTH BENEFITS	07/31/2025	\$27,550.38
		Check # 00003910	Total:	\$27,550.38
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003914	07/21-07/27/25A	UNALLOCATED BENEFITS-HEALTH BENEFITS	08/05/2025	\$282,716.30
		Check # 00003914	Total:	\$282,716.30
V000006223	HORIZON HEALTHCARE SERVICES INC.			
00003915	07/21-07/27/25J	UNALLOCATED BENEFITS-HEALTH BENEFITS	08/05/2025	\$430,101.47
		Check # 00003915	Total:	\$430,101.47
V000006224	DIRECT ENERGY MARKETING INC.			
00127679	HS54960466	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$20.28
V000006224	DIRECT ENERGY MARKETING INC.			
00127679	HS54960467	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$234.78
V000006224	DIRECT ENERGY MARKETING INC.			
00127679	HS54960468	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$74.84
V000006224	DIRECT ENERGY MARKETING INC.			
00127679	HS54960469	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$219.00
V000006224	DIRECT ENERGY MARKETING INC.			
00127679	HS54960471	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$73.90
V000006224	DIRECT ENERGY MARKETING INC.			
00127679	HS54960472	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$70.25

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>
V000006224 00127679	DIRECT ENERGY MARKETING INC. HS54960473	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$75.68
V000006224 00127679	DIRECT ENERGY MARKETING INC. HS54960535	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$276.79
V000006224 00127679	DIRECT ENERGY MARKETING INC. HS54960536	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$94.53
V000006224 00127679	DIRECT ENERGY MARKETING INC. HS54962197	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/31/2025	\$477.37
		Check # 00127679	Total:	\$1,617.42
V000006267 00127336	GREATER MIDDLESEX CONFERENCE INC. 2025-2026DUES	INSTRUCTION-OTHR OBJ	07/17/2025	\$1,700.00
		Check # 00127336	Total:	\$1,700.00
V000006309 00127315	NEW JERSEY ASSOC OF SCHOOL BUSINESS OFFICIALS 300007411	CENTRAL SERVICES-MISC EXPEND	07/11/2025	\$1,250.00
V000006309 00127315	NEW JERSEY ASSOC OF SCHOOL BUSINESS OFFICIALS 300007427	CENTRAL SERVICES-MISC EXPEND	07/11/2025	\$1,250.00
		Check # 00127315	Total:	\$2,500.00
V000006310 00127667	NEW JERSEY ASSOC OF SCHOOL ADMINISTRATORS 25/26DUES-V.V.	GENERAL ADMINISTRATION-MISC EXPEND	07/24/2025	\$3,691.00
		Check # 00127667	Total:	\$3,691.00
V000006351 00127668	NJ STATE INTERSCHOLASTIC ATHLETIC ASSOC 2025-2026DUES	INSTRUCTION-OTHR OBJ	07/24/2025	\$2,725.00
		Check # 00127668	Total:	\$2,725.00
V000006368 00127690	TOWNSHIP OF EAST BRUNSWICK FY25Q2-SUPPOPS	CUSTODIAL SERVICES-PRCH PRPRTY SVC	07/31/2025	\$1,247.29
		Check # 00127690	Total:	\$1,247.29
V000006368 00003895	TOWNSHIP OF EAST BRUNSWICK ORD# 20-14	FACILITY ACQUISITION/CONSTR SV-L-P AGRMT-PRINCI	07/11/2025	\$728,378.71
		Check # 00003895	Total:	\$728,378.71
V000006368 00003896	TOWNSHIP OF EAST BRUNSWICK ORD# 21-14	TRANSPORTATION SERVICES-LEASE PUR-BUSES	07/11/2025	\$902,183.40
		Check # 00003896	Total:	\$902,183.40
V000006368 00003897	TOWNSHIP OF EAST BRUNSWICK ORD# 22-13	SECURITY-OTHR OBJ	07/11/2025	\$3,799,762.89
		Check # 00003897	Total:	\$3,799,762.89

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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>
V000006368 00003898	TOWNSHIP OF EAST BRUNSWICK ORD# 23-14	TRANSPORTATION SERVICES-LEASE PUR-BUSES	07/11/2025	\$1,330,596.57
		Check # 00003898	Total:	\$1,330,596.57
V000006368 00003899	TOWNSHIP OF EAST BRUNSWICK ORD# 24-13	CARE AND UPKEEP OF GROUNDS-OTHR OBJ	07/11/2025	\$1,357,988.71
		Check # 00003899	Total:	\$1,357,988.71
V000006368 00003900	TOWNSHIP OF EAST BRUNSWICK 2025-2030SSA-DP	UNDISTRIBUTED-OTHR AR	07/11/2025	\$575,789.00
		Check # 00003900	Total:	\$575,789.00
V000006401 00003903	UNITED PARCEL SERVICE INC. 17934W285	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/17/2025	\$43.38
		Check # 00003903	Total:	\$43.38
V000006401 00003906	UNITED PARCEL SERVICE INC. 17934W295	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/24/2025	\$65.23
		Check # 00003906	Total:	\$65.23
V000006401 00003911	UNITED PARCEL SERVICE INC. 17934W305	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/31/2025	\$43.38
		Check # 00003911	Total:	\$43.38
V000006416 00127348	PUBLIC SERVICE ELECTRIC AND GAS COMPANY 7249147803JUN25	CUSTODIAL SERVICES-ENERGY-ELECTRIC	07/17/2025	\$1,823.91
		Check # 00127348	Total:	\$1,823.91
V000006416 00127671	PUBLIC SERVICE ELECTRIC AND GAS COMPANY 1301262404JUN25	CUSTODIAL SERVICES-ENERGY-ELECTRIC	07/24/2025	\$60,447.88
V000006416 00127671	PUBLIC SERVICE ELECTRIC AND GAS COMPANY 4246250007JUL25	CUSTODIAL SERVICES-ENERGY-ELECTRIC	07/24/2025	\$7,263.95
V000006416 00127671	PUBLIC SERVICE ELECTRIC AND GAS COMPANY 7250096303JUL25	CUSTODIAL SERVICES-ENERGY-NAT GAS	07/24/2025	\$472.55
		Check # 00127671	Total:	\$68,184.38
V000006416 00127683	PUBLIC SERVICE ELECTRIC AND GAS COMPANY 1301350001JUL25	CUSTODIAL SERVICES-ENERGY-ELECTRIC	07/31/2025	\$186,325.79
V000006416 00127683	PUBLIC SERVICE ELECTRIC AND GAS COMPANY 4254251602JUL25	CUSTODIAL SERVICES-ENERGY-ELECTRIC	07/31/2025	\$8,251.01
		Check # 00127683	Total:	\$194,576.80
V000006417 00127666	JERSEY CENTRAL POWER & LIGHT S316386594JUL25	CUSTODIAL SERVICES-ENERGY-ELECTRIC	07/24/2025	\$4,568.82

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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 # 00127666	Total:	\$4,568.82
V000006427	PROQUEST LP			
00127316	70904598	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/11/2025	\$3,580.46
		Check # 00127316	Total:	\$3,580.46
V000006596	FRONTLINE TECHNOLOGIES GROUP LLC			
00127313	INVUS220561	CENTRAL SERVICES-PRCH PRF SVC	07/11/2025	\$111,430.09
V000006596	FRONTLINE TECHNOLOGIES GROUP LLC			
00127313	INVUS222505	HEALTH SERVICES-PRCH PRF/TCH SVC	07/11/2025	\$1,168.68
		Check # 00127313	Total:	\$112,598.77
V000006603	ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC.			
00127324	5589340	GENERAL ADMINISTRATION-MSC PRCH SVC	07/17/2025	\$2,100.00
V000006603	ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC.			
00127324	5665331	GENERAL ADMINISTRATION-MSC PRCH SVC	07/17/2025	\$73,965.00
V000006603	ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC.			
00127324	5685967	CUSTODIAL SERVICES-INSURANCE	07/17/2025	\$66,000.00
V000006603	ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC.			
00127324	5686115	CUSTODIAL SERVICES-INSURANCE	07/17/2025	\$34,324.00
		Check # 00127324	Total:	\$176,389.00
V000006764	O.C.A. BENEFIT SERVICES LLC			
00127682	A1306073	UNALLOCATED BENEFITS-HEALTH BENEFITS	07/31/2025	\$458.55
		Check # 00127682	Total:	\$458.55
V000006899	SYMETRA LIFE INSURANCE COMPANY			
00003916	AUG2025	UNALLOCATED BENEFITS-HEALTH BENEFITS	08/05/2025	\$162,292.98
		Check # 00003916	Total:	\$162,292.98
V000007007	SOCIETY FOR HUMAN RESOURCE MANAGEMENT			
00127318	ORDER#SO3877791	CENTRAL SERVICES-MISC EXPEND	07/11/2025	\$299.00
		Check # 00127318	Total:	\$299.00
V000007175	ZOOM VIDEO COMMUNICATIONS INC			
00127362	INV313149433	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	07/17/2025	\$1,770.41
		Check # 00127362	Total:	\$1,770.41
V000007194	BERNSTEIN OFFICE MACHINE			
00127658	82707	CENTRAL SERVICES-MISC PURCH SVC	07/24/2025	\$350.00
V000007194	BERNSTEIN OFFICE MACHINE			
00127658	82708	GENERAL ADMINISTRATION-MSC PRCH SVC	07/24/2025	\$350.00
V000007194	BERNSTEIN OFFICE MACHINE			
00127658	82709	GENERAL ADMINISTRATION-MSC PRCH SVC	07/24/2025	\$350.00

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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 # 00127658 Total:	\$1,050.00
V000007216	RIVERSIDE ASSESSMENTS LLC			
00127317	INV248908	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/11/2025	\$25,620.00
			Check # 00127317 Total:	\$25,620.00
V000007541	ZENDESK INC & SUBSIDIARIES			
00127321	INV12938502	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	07/11/2025	\$17,534.88
			Check # 00127321 Total:	\$17,534.88
V000007565	BRIGHTLY SOFTWARE INC			
00127327	INV-280429	ALLOW MAINT FOR SCHOOL FACIL-OTHR OBJ	07/17/2025	\$25,411.07
			Check # 00127327 Total:	\$25,411.07
V000007654	SIEGEL, WENDY			
00127687	REFUNDFY26BAND	ADULT & COMMUNITY PROGRAMS-MISC	07/31/2025	\$175.00
			Check # 00127687 Total:	\$175.00
V000007680	CROWN CASTLE INC			
00127309	1895117	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/11/2025	\$1,900.00
			Check # 00127309 Total:	\$1,900.00
V000007790	WILLIAM S. HEIN & CO INC			
00127361	329538	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/17/2025	\$590.00
			Check # 00127361 Total:	\$590.00
V000007797	INFOBASE HOLDINGS INC.			
00127341	INV470102	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/17/2025	\$3,085.79
			Check # 00127341 Total:	\$3,085.79
V000007811	FOLLETT SOFTWARE LLC			
00127311	1584047	EDUCATIONAL MEDIA SERVICES-PRCH PRF/TCH SVC	07/11/2025	\$13,776.60
			Check # 00127311 Total:	\$13,776.60
V000007872	SINAI SCHOOLS			
00127673	24/25TUITION-NY	INSTRUCTION-TUITN-PRV NJ-SPC	07/24/2025	\$80,000.00
			Check # 00127673 Total:	\$80,000.00
V001992	DEPOSITORY TRUST COMPANY			
00003912	08/01/2025-PRINC	CUSTODIAL SERVICES-PRINCIPAL-ESIP	08/01/2025	\$415,000.00
			Check # 00003912 Total:	\$415,000.00
V001992	DEPOSITORY TRUST COMPANY			
00003913	08/01/2025-INT	CUSTODIAL SERVICES-INTEREST-ESIP	08/01/2025	\$132,750.00

BOARD MEETING DATE: 08/14/2025
APPROVAL OF BILL LIST--
PAYMENT ISSUED FROM 07/09/2025 THROUGH 08/05/2025

<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 #	00003913	Total:		\$132,750.00
		Grand Total:		\$13,561,911.58



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 5.

Date Prepared: 7/31/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education
FROM: Meryl Cohen, Accounts Payable Manager
SUBJECT: Bill List - Payments Pending Issuance on August 15, 2025

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 August 15, 2025 is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						

Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Payments Pending - August 14, 2025	8/7/2025	Backup Material

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000007428	P1	A.M.E. INC		
P2504378	405618	INTERLOCAL SVC AGRMNT-CNSTRCT SVCS	06/21/2025	\$152,559.02
V000007428	P1	A.M.E. INC		
P2602093	405808	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/01/2025	\$59,952.50
Total:				\$212,511.52
V000007516	P1	ABC TRANS CORP		
P2502125	P2502125-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/SH-REG	06/30/2025	\$11,869.55
Total:				\$11,869.55
V000007692	B1	ACCESS INFORMATION MANAGEMENT		
P2502285	11643394	ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	06/30/2025	\$2,723.00
Total:				\$2,723.00
V000006347	B1	ALL AMERICAN SPORTS CORP		
P2501842	952328939	INSTRUCTION-PRCH SVC	06/06/2025	\$2,198.00
Total:				\$2,198.00
V000007240	B1	ALLIANCE COMMERCIAL PEST CONTR		
P2501920	632268	CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	06/30/2025	\$214.50
Total:				\$214.50
V000007829	P1	ALTA LANGUAGE SERVICES INC		
P2505684	IS758884	GUIDANCE SERVICES-OTHR PRF/TCH SVC	12/31/2024	\$367.00
Total:				\$367.00
V000002572	P1	AMERICAN EAGLE COMPANY INC		
P2601675	211438	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$12.09
V000002572	P1	AMERICAN EAGLE COMPANY INC		
P2601699	211459	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$32.99
Total:				\$45.08
25950	PM	ANDERSON, SHERRIESE		
P2504414	JUN2025MILEAGE-2	CHILD STUDY TEAMS-REG/TRAIN/TRAVEL	06/30/2025	\$11.23
Total:				\$11.23
12513	PM	ANGELINE, JANET		
P2502927	JUN2025MILEAGE	GENERAL ADMINISTRATION-REG/TRAIN/TRAVEL	06/30/2025	\$15.00
Total:				\$15.00
V000006324	B1	APPLE INC.		
P2506347	MB82816718	SUP SVC-STU-EXTRAORDINARY SVCS-SUPPLS & MTRLS	07/08/2025	\$3,240.00
V000006324	B1	APPLE INC.		
P2601896	MB83425089	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/10/2025	\$3,240.00
V000006324	B1	APPLE INC.		
P2602271	MB85511811	ADMIN INFORMATION TECHNOLOGY-EQUIPMENT	07/21/2025	\$2,218.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006324 P2602240	B1 MB85524410	APPLE INC. INSTRUCTION-EQUIPMENT	07/21/2025	\$2,748.00
V000006324 P2602240	B1 MB86261097	APPLE INC. INSTRUCTION-SUPPLS & MTRLS	07/26/2025	\$4,044.00
Total:				\$15,490.00
V000006404 P2602082	B1 C01071946	ARAMARK MANAGEMENT SERVICES LT CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	07/31/2025	\$417,186.92
Total:				\$417,186.92
V000003765 P2501834	B1 KC01070821	ARAMARK SERVICES INC ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	06/30/2025	\$232,850.57
Total:				\$232,850.57
V000007748 P2602441	P1 000007162025	ARG EDUCATIONAL SERVICES LLC CHILD STUDY TEAMS-PRCH PRF-ED SVC	07/16/2025	\$2,385.00
Total:				\$2,385.00
V000007857 P2601379	B1 10446617	ASB SPORTS ACQUISITION INC. INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$64.00
V000007857 P2601401	B1 10446619	ASB SPORTS ACQUISITION INC. INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$512.00
V000007857 P2601404	B1 10446621	ASB SPORTS ACQUISITION INC. INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$112.00
Total:				\$688.00
V000006041 P2601936	B1 235516566	B & H FOTO & ELECTRONICS CORP EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/07/2025	\$1,220.27
V000006041 P2601888	B1 235614775	B & H FOTO & ELECTRONICS CORP EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/10/2025	\$159.77
V000006041 P2602145	B1 235731588	B & H FOTO & ELECTRONICS CORP INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$197.11
V000006041 P2602159	B1 235735432	B & H FOTO & ELECTRONICS CORP INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$118.27
V000006041 P2602088	B1 235740144	B & H FOTO & ELECTRONICS CORP ATTENDANCE & SOCIAL WORK SVCS-SUPPLS & MTRLS	07/15/2025	\$342.00
V000006041 P2601888	B1 235780352	B & H FOTO & ELECTRONICS CORP EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/16/2025	\$432.61
V000006041 P2602283	B1 235903507	B & H FOTO & ELECTRONICS CORP INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$236.50
V000006041 P2602236	B1 235903854	B & H FOTO & ELECTRONICS CORP INSTRUCTION-SUPPLS & MTRLS	07/22/2025	\$54.54
Total:				\$2,761.07
V000006329 P2502163	B1 171580FF1615	BAYADA HOME HEALTHCARE INC. SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	06/30/2025	\$6,768.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006329 P2502163	B1 171585FF1619	BAYADA HOME HEALTHCARE INC. SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	06/18/2025	\$3,736.50
			Total:	\$10,504.50
V000006794 P2602416	P1 P2602416-ESY25	BAYSHORE JOINTURE COMMISSION SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	07/02/2025	\$21,000.00
			Total:	\$21,000.00
23074 P2502929	PM JUN2025MILEAGE	BECOURTNEY, MERYL IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$34.45
			Total:	\$34.45
T000009762 P2602384	HO REFFY26LUNCH	BEDI, DAMANPREET ENTERPRISE FUND-FOOD SERVICES-DFRD REV	07/18/2025	\$54.35
			Total:	\$54.35
V000007194 P2602530	B1 82710	BERNSTEIN OFFICE MACHINE CHILD STUDY TEAMS-PRCH SVC	07/16/2025	\$198.00
			Total:	\$198.00
V000006941 P2602002	P1 71255	BLACK ROCKET PRODUCTIONS ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/07/2025	\$2,720.00
			Total:	\$2,720.00
20905 P2502930	PM JUN2025MILEAGE	BLALOCK, DANIELLE IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$3.81
			Total:	\$3.81
V000006503 P2601465	B1 5769802	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$300.29
V000006503 P2601418	B1 5769943	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$3.41
V000006503 P2601413	B1 5770194	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$473.35
V000006503 P2601429	B1 5770195	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$11.92
V000006503 P2601436	B1 5770196	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$334.03
V000006503 P2601439	B1 5770197	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$270.28
V000006503 P2601456	B1 5770198	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$192.73
V000006503 P2601506	B1 5770199	BLICK ART MATERIALS LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$83.28
V000006503 P2601500	B1 5770241	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$94.35

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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 P2601510	B1 5770242	BLICK ART MATERIALS LLC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$8.67
V000006503 P2601425	B1 5770273	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$696.06
V000006503 P2601479	B1 5770337	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$216.39
V000006503 P2601416	B1 5770359	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$64.04
V000006503 P2601421	B1 5770360	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$432.39
V000006503 P2601453	B1 5770518	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$731.94
V000006503 P2601424	B1 5771203	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$92.50
V000006503 P2601442	B1 5771233	BLICK ART MATERIALS LLC EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/10/2025	\$64.29
V000006503 P2601452	B1 5771234	BLICK ART MATERIALS LLC CHILD STUDY TEAMS-SUPPLS & MTRLS	07/10/2025	\$19.41
V000006503 P2601410	B1 5771255	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$85.42
V000006503 P2601419	B1 5771256	BLICK ART MATERIALS LLC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$17.63
Total:				\$4,192.38
V000005189 P2506113	P1 5202025-2	BNL ENTERPRISES INC ATTENDANCE & SOCIAL WORK SVCS-SUPPLS & MTRLS	05/20/2025	\$189.00
Total:				\$189.00
21408 P2502931	PM JUN2025MILEAGE	BOLEY, JOYCE IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$101.27
Total:				\$101.27
T000009733 P2602576	HO REFMOSAICLUNCH	BRONFEN, MR. & MRS. ENTERPRISE FUND-FOOD SERVICES-DFRD REV	07/30/2025	\$120.00
Total:				\$120.00
T000009767 P2602511	HO REFFY25ELA-AB	BRYAK, SAI ADULT & COMMUNITY PROGRAMS-MISC	07/24/2025	\$488.50
Total:				\$488.50
V000006022 P2601398	B2 930212344	BSN SPORTS INC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$434.76
V000006022 P2601373	B2 930213115	BSN SPORTS INC INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$148.80
V000006022 P2601642	B2 930213264	BSN SPORTS INC ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$5.17

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	B2	BSN SPORTS INC		
P2601380	930213350	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$159.62
V000006022	B2	BSN SPORTS INC		
P2602062	930284559	INSTRUCTION-SUPPLS & MTRLS	07/18/2025	\$49.84
			Total:	\$798.19
22685	PM	BUCIOR, EDWARD		
P2502933	JUN2025MILEAGE	SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	06/30/2025	\$105.64
			Total:	\$105.64
V000007567	P1	C&A PRINTING & MARKETING INC		
P2602215	21786	SCHOOL ADMINISTRATION-SUPPLS & MTRLS	07/28/2025	\$82.50
			Total:	\$82.50
V000005099	B1	CAMCOR INC.		
P2601322	2585226	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$8.49
			Total:	\$8.49
25768	PM	CANTO, COLLEEN		
P2502934	JUN2025MILEAGE	IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$16.73
			Total:	\$16.73
V000006018	B1	CAROLINA BIOLOGICAL SUPPLY COM		
P2601045	53055453RI	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$46.83
V000006018	B1	CAROLINA BIOLOGICAL SUPPLY COM		
P2602210	53075981RI	INSTRUCTION-GENERAL SUPPLIES	07/23/2025	\$249.50
V000006018	B1	CAROLINA BIOLOGICAL SUPPLY COM		
P2602178	53076033RI	INSTRUCTION-GENERAL SUPPLIES	07/23/2025	\$153.90
V000006018	B1	CAROLINA BIOLOGICAL SUPPLY COM		
P2602181	53076034RI	INSTRUCTION-GENERAL SUPPLIES	07/23/2025	\$27.65
			Total:	\$477.88
V000005440	B1	CARRIER CLINIC		
P2602413	P2602413-0725	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$14,806.70
V000005440	B1	CARRIER CLINIC		
P2602413	P2602413-0825	INSTRUCTION-TUITN-PRV NJ-SPC	08/01/2025	\$8,572.30
			Total:	\$23,379.00
26064	PM	CARUSO, MELISSA		
P2502935	JUN2025MILEAGE	IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$38.64
			Total:	\$38.64
V000004683	P1	CENTER FOR BEHAVIORAL HEALTH M		
P2602409	10694	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/15/2025	\$675.00
			Total:	\$675.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000002587 P2602395	B1 P2602395-FY24ADJ	CENTER SCHOOL, THE INSTRUCTION-TUITN-NJLEA-SPCL	07/02/2025	\$7,437.58
			Total:	\$7,437.58
V000007498 P2602164	P1 AUG2025	CENTRAL JERSEY COLLEGE PREP CH INSTRUCTION-TUITION-NJLEA-RE	08/15/2025	\$4,201.00
V000007498 P2602164	P1 JUL2025	CENTRAL JERSEY COLLEGE PREP CH INSTRUCTION-TUITION-NJLEA-RE	07/15/2025	\$4,201.00
			Total:	\$8,402.00
V000004658 P2601933	P1 49238443	CERAMIC SUPPLY INC INSTRUCTION-GENERAL SUPPLIES	07/23/2025	\$1,490.92
			Total:	\$1,490.92
24319 P2504348	PM PD11/08-08/30/25	CHAN, NICOLE TITLE II-A-REG/TRAIN/TRAVEL	08/04/2025	\$1,875.00
			Total:	\$1,875.00
V000003012 P2601326	P2 2063571-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$7.56
V000003012 P2601323	P2 2063572-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$7.56
V000003012 P2601327	P2 2063573-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$7.56
V000003012 P2601329	P2 2063581-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$47.69
V000003012 P2601324	P2 2063600-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$10.17
V000003012 P2601328	P2 2063601-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$34.92
V000003012 P2601332	P2 2063615-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$7.56
V000003012 P2601335	P2 2063616-IN	CHARLES J. BECKER & BRO. INC. ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/07/2025	\$21.46
V000003012 P2601337	P2 2063617-IN	CHARLES J. BECKER & BRO. INC. ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/07/2025	\$66.37
V000003012 P2601333	P2 2063618-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$10.92
V000003012 P2601336	P2 2063619-IN	CHARLES J. BECKER & BRO. INC. ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/07/2025	\$25.40
V000003012 P2601348	P2 2063633-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$5.46
V000003012 P2601347	P2 2063635-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$47.48
V000003012 P2601350	P2 2063659-IN	CHARLES J. BECKER & BRO. INC. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$89.70

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601834	2063664-IN	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$45.35
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601341	2063665-IN	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$25.73
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601338	2063666-IN	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/07/2025	\$146.65
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601343	2063793-IN	GUIDANCE SERVICES-SUPPLS & MTRLS	07/07/2025	\$8.22
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601340	2063796-IN	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$21.50
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601331	2063797-IN	HEALTH SERVICES-SUPPLS & MTRLS	07/07/2025	\$10.74
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601330	2063802-IN	INSTRUCTION-SUPPLS & MTRLS	07/07/2025	\$140.70
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601330	2064989-IN	INSTRUCTION-SUPPLS & MTRLS	07/02/2025	\$14.07
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601345	2066542-IN	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$21.99
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601346	2066841-IN	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$8.22
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601347	2067431-IN	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$16.52
V000003012	P2	CHARLES J. BECKER & BRO. INC.		
P2601334	2067469-IN	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$5.58
Total:				\$855.08
V000006335	P1	CHILDREN'S CENTER OF MONMOUTH		
P2602393	P2602393-FY23ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$26,809.00
Total:				\$26,809.00
V000005579	B1	CLEARY GIACOBBE ALFIERI & JACO		
P2502356	1500037	GENERAL ADMINISTRATION-LEGAL SERVICES	06/30/2025	\$80.00
V000005579	B1	CLEARY GIACOBBE ALFIERI & JACO		
P2502356	1500039	GENERAL ADMINISTRATION-LEGAL SERVICES	06/30/2025	\$4,134.47
V000005579	B1	CLEARY GIACOBBE ALFIERI & JACO		
P2502356	150038	GENERAL ADMINISTRATION-LEGAL SERVICES	06/30/2025	\$3,088.00
V000005579	B1	CLEARY GIACOBBE ALFIERI & JACO		
P2502356	150412	GENERAL ADMINISTRATION-LEGAL SERVICES	06/30/2025	\$10,000.00
Total:				\$17,302.47
V000005932	P1	CONTINENTAL PRESS INC, THE		
P2602342	696117	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$536.09
V000005932	P1	CONTINENTAL PRESS INC, THE		
P2602343	696118	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$576.58
Total:				\$1,112.67

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
25848	PM	CORRADINO, ELENA		
P2505357	JUN2025MILEAGE	INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$21.39
		Total:		\$21.39
V000005161	P1	CPC BEHAVIORAL HEALTHCARE INC		
P2602396	P2602396-FY23ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$6,512.15
V000005161	P1	CPC BEHAVIORAL HEALTHCARE INC		
P2602396	P2602396-FY24ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$6,913.97
		Total:		\$13,426.12
14054	PM	CROTCHFELT, JOSEPH		
P2602507	PD07/22/25	CENTRAL SERVICES-REG/TRAIN/TRAVEL	08/04/2025	\$299.00
		Total:		\$299.00
26094	PM	CRUZ-GARCIA, KIMBERLY		
P2502939	JUN2025MILEAGE	IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$53.78
		Total:		\$53.78
V000007090	P1	CRYSTAL CLEAR GLASS LLC		
P2602316	5431	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/17/2025	\$1,985.00
V000007090	P1	CRYSTAL CLEAR GLASS LLC		
P2602319	5433	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/16/2025	\$735.00
		Total:		\$2,720.00
V000007292	P1	D&B SERVICE GROUP LLC		
P2505026	25DBS12505	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$3,274.00
V000007292	P1	D&B SERVICE GROUP LLC		
P2506444	79348	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/14/2025	\$1,708.00
		Total:		\$4,982.00
25702	PM	D'ANDREA, MICHAEL		
P2503875	JUN2025MILEAGE	INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$26.84
		Total:		\$26.84
20394	PM	DAGROSA, MICHELLE		
P2502942	JUN2025MILEAGE	IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$158.59
		Total:		\$158.59
V000004381	P1	DECKER INC		
P2602365	622624A	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/21/2025	\$125.59
		Total:		\$125.59
V000006186	B1	DELL MARKETING LP		
P2602052	10825892962	ADMIN INFORMATION TECHNOLOGY-EQUIPMENT	07/17/2025	\$18,877.27
V000006186	B1	DELL MARKETING LP		
P2602055	10826651305	ADMIN INFORMATION TECHNOLOGY-EQUIPMENT	07/23/2025	\$16,617.56

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>Total:</u>	<u>Amount</u> <u>\$35,494.83</u>
V000006023 P2601520	B1 7667375	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/08/2025	\$108.09
V000006023 P2601950	B1 7667626	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/09/2025	\$719.24
V000006023 P2601523	B1 7667675	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/09/2025	\$35.99
V000006023 P2601535	B1 7667679	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/09/2025	\$82.92
V000006023 P2601536	B1 7667683	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/09/2025	\$28.56
V000006023 P2601532	B1 7667689	DEMCO INC. GUIDANCE SERVICES-SUPPLS & MTRLS	07/09/2025	\$8.94
V000006023 P2601531	B1 7667691	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/09/2025	\$360.95
V000006023 P2601527	B1 7671293	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/18/2025	\$1,449.58
V000006023 P2601529	B1 7671294	DEMCO INC. EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/18/2025	\$613.32
			Total:	\$3,407.59
V000004524 P2602244	P1 IN179334	DENCOMPANY LLC TRANSPORTATION SERVICES-TRANSP SUPPLIES	07/16/2025	\$95.76
			Total:	\$95.76
24440 P2602506	PM FY2026SORACARD	DESROSIER, WILLIAM SECURITY-OTHR OBJ	08/04/2025	\$80.87
			Total:	\$80.87
T000008443 P2602516	HO REFFY26FOOT-VD	DIFABIO, MR. & MRS. M. UNDISTRIBUTED-FEES	07/24/2025	\$125.00
			Total:	\$125.00
12349 P2502947	PM JUN2025MILEAGE	DININNO, DANIELLE INSTRUCTIONAL STAFF TRAINING S-REG/TRAIN/TRAVEL	06/30/2025	\$16.22
			Total:	\$16.22
26184 P2506117	PM JUN2025MILEAGE	DUNN, KAITLIN INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$9.73
			Total:	\$9.73
V000006208 P2602397	P1 P2602397-FY23ADJ	EDEN AUTISM SERVICES INC. INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$9,009.66
V000006208 P2602532	P1 P2602532-0725A	EDEN AUTISM SERVICES INC. INSTRUCTION-TUITN-PRV NJ-SPC	07/01/2025	\$1,430.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006208 P2602532	P1 P2602532-0725T	EDEN AUTISM SERVICES INC. INSTRUCTION-TUITN-PRV NJ-SPC	07/01/2025	\$18,330.84
			Total:	\$28,770.50
V000007668 P2503162	B1 INV32633449	EDMENTUM INC INSTRUCTION-PRCH PRF-ED SVC	06/30/2025	\$1,120.00
			Total:	\$1,120.00
V000006754 P2501995	P1 HI_M0625A	EDUCATIONAL SERVICES COMMISSIO INSTRUCTION-PRCH PRF-ED SVC	06/30/2025	\$110.00
V000006754 P2503339	P1 SEC_25	EDUCATIONAL SERVICES COMMISSIO GENERAL ADMINISTRATION-PURCH TECH SVCS	09/04/2024	\$107,780.80
V000006754 P2503339	P1 SEC_25CR	EDUCATIONAL SERVICES COMMISSIO NP SECURITY AID-SUPPLS & MTRLS	06/30/2025	(\$57.33)
V000006754 P2503339	P1 TECH_25	EDUCATIONAL SERVICES COMMISSIO NP TECHNOLOGY SERVICES-PRCH PRF-ED SVC	09/05/2024	\$25,186.00
V000006754 P2503339	P1 TECH_25CR	EDUCATIONAL SERVICES COMMISSIO NP TECHNOLOGY SERVICES-PRCH PRF-ED SVC	06/30/2025	(\$52.22)
V000006754 P2503339	P1 TEXT_25	EDUCATIONAL SERVICES COMMISSIO GENERAL ADMINISTRATION-PURCH TECH SVCS	09/06/2024	\$27,603.68
V000006754 P2503339	P1 TEXT_25CR	EDUCATIONAL SERVICES COMMISSIO NP TEXTBOOKS-PRCH PRF-ED SVC	06/30/2025	(\$196.73)
			Total:	\$160,374.20
V000007870 P2602003	P1 701-P2602003	EDVOCATE SOLUTIONS LLC ENTERPRISE FUND-FOOD SERVICES-PRCH PRF/TCH SVC	07/31/2025	\$1,879.00
V000007870 P2602004	P1 701-P2602004	EDVOCATE SOLUTIONS LLC CUSTODIAL SERVICES-PRCH PRF/TCH SVC	07/31/2025	\$1,879.00
			Total:	\$3,758.00
V000006210 P2602096	B1 270638	EDVOTEK INC. INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$1,088.91
			Total:	\$1,088.91
V000007329 P2503712	P2 11751	EFFECTIVE SCHOOL SOLUTIONS LLC HEALTH SERVICES-PRCH PRF/TCH SVC	06/30/2025	\$47,750.00
V000007329 P2503712	P2 CM168	EFFECTIVE SCHOOL SOLUTIONS LLC HEALTH SERVICES-PRCH PRF/TCH SVC	06/30/2025	(\$270.00)
			Total:	\$47,480.00
V000007096 P2502336	B1 INV261660	EI US LLC INSTRUCTION-PRCH PRF-ED SVC	06/13/2025	\$122.50
			Total:	\$122.50
V000007239 P2502134	P1 P2502134-JUN2025	EMMANUEL TRANS LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$3,290.76

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000007239	P1	EMMANUEL TRANS LLC		
P2502135	P2502135-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$80,241.39
V000007239	P1	EMMANUEL TRANS LLC		
P2502389	P2502389-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$77,737.19
V000007239	P1	EMMANUEL TRANS LLC		
P2502390	P2502390-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$3,710.76
V000007239	P1	EMMANUEL TRANS LLC		
P2502392	P2502392-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$3,225.24
V000007239	P1	EMMANUEL TRANS LLC		
P2502727	P2502727-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$28,988.38
V000007239	P1	EMMANUEL TRANS LLC		
P2502738	P2502738-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$11,768.76
V000007239	P1	EMMANUEL TRANS LLC		
P2502804	P2502804-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$13,914.00
V000007239	P1	EMMANUEL TRANS LLC		
P2503776	P2503776-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/SH-REG	06/30/2025	\$916.00
V000007239	P1	EMMANUEL TRANS LLC		
P2504106	P2504106-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$10,628.00
V000007239	P1	EMMANUEL TRANS LLC		
P2505945	P2505945-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$8,456.00
V000007239	P1	EMMANUEL TRANS LLC		
P2506228	P2506228-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/SH-REG	06/30/2025	\$2,928.00
			Total:	\$245,804.48
V000004504	P2	ENVIRONMENTAL DESIGN INC		
P2501878	4579	CUSTODIAL SERVICES-PRCH PRF/TCH SVC	03/11/2025	\$21,300.00
V000004504	P2	ENVIRONMENTAL DESIGN INC		
P2501988	4663	CUSTODIAL SERVICES-PRCH PRF/TCH SVC	06/30/2025	\$20,487.00
V000004504	P2	ENVIRONMENTAL DESIGN INC		
P2501974	4668	CUSTODIAL SERVICES-PRCH PRF/TCH SVC	06/30/2025	\$2,347.80
V000004504	P2	ENVIRONMENTAL DESIGN INC		
P2602246	4670	INTERLOCAL SVC AGRMNT-CNSTRCT SVCS	07/29/2025	\$5,260.00
			Total:	\$49,394.80
V000006025	B1	ERIC ARMIN INC.		
P2601632	INV1425996	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$9.79
V000006025	B1	ERIC ARMIN INC.		
P2601681	INV1425997	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$87.04
V000006025	B1	ERIC ARMIN INC.		
P2601667	INV1425998	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$19.32
V000006025	B1	ERIC ARMIN INC.		
P2601812	INV1425999	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$49.95
V000006025	B1	ERIC ARMIN INC.		
P2601691	INV1426281	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$49.50
V000006025	B1	ERIC ARMIN INC.		
P2601805	INV1426282	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$175.23

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006025	B1	ERIC ARMIN INC.		
P2601737	INV1426283	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/09/2025	\$19.32
V000006025	B1	ERIC ARMIN INC.		
P2601846	INV1426284	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$50.07
V000006025	B1	ERIC ARMIN INC.		
P2601710	INV1426286	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$6.49
V000006025	B1	ERIC ARMIN INC.		
P2601810	INV1426287	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$3.29
V000006025	B1	ERIC ARMIN INC.		
P2601673	INV1426288	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$43.28
V000006025	B1	ERIC ARMIN INC.		
P2601704	INV1426289	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$19.32
V000006025	B1	ERIC ARMIN INC.		
P2601683	INV1426290	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$9.95
V000006025	B1	ERIC ARMIN INC.		
P2601808	INV1426291	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$11.40
V000006025	B1	ERIC ARMIN INC.		
P2601747	INV1426292	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/09/2025	\$19.32
V000006025	B1	ERIC ARMIN INC.		
P2601669	INV1426293	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$34.95
V000006025	B1	ERIC ARMIN INC.		
P2601811	INV1426294	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$49.95
V000006025	B1	ERIC ARMIN INC.		
P2601677	INV1426296	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$23.72
V000006025	B1	ERIC ARMIN INC.		
P2601697	INV1426498	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$2.95
V000006025	B1	ERIC ARMIN INC.		
P2601807	INV1426499	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$8.95
V000006025	B1	ERIC ARMIN INC.		
P2601713	INV1426500	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$27.29
V000006025	B1	ERIC ARMIN INC.		
P2602097	INV1429433	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$96.86
V000006025	B1	ERIC ARMIN INC.		
P2601663	INV1430707	INSTRUCTION-GENERAL SUPPLIES	07/23/2025	\$80.21
V000006025	B1	ERIC ARMIN INC.		
P2601661	INV1431331	INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$43.28
V000006025	B1	ERIC ARMIN INC.		
P2601662	INV1431332	INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$54.10
V000006025	B1	ERIC ARMIN INC.		
P2601674	INV1431337	INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$21.64
			Total:	\$1,017.17
V000007330	B1	ESS NORTHEAST LLC		
P2503221	CR018685	INSTRUCTION-PRCH PRF-ED SVC	09/18/2024	(\$160.00)
V000007330	B1	ESS NORTHEAST LLC		
P2503221	CR020262	INSTRUCTION-PRCH PRF-ED SVC	06/14/2025	(\$80.00)

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000007330 P2503221	B1 CR020370	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/30/2025	(\$5.15)
V000007330 P2503221	B1 CR020475	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/30/2025	(\$160.00)
V000007330 P2503221	B1 INV664968	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	04/26/2025	\$15,600.00
V000007330 P2503221	B1 INV676681	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	05/24/2025	\$12,720.00
V000007330 P2503221	B1 INV684147	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/14/2025	\$39,712.00
V000007330 P2503221	B1 INV684151	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/14/2025	\$13,760.00
V000007330 P2503221	B1 INV684157	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/14/2025	\$3,469.28
V000007330 P2503221	B1 INV684162	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/14/2025	\$297.45
V000007330 P2503221	B1 INV685350	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/21/2025	\$31,312.00
V000007330 P2503221	B1 INV685354	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/21/2025	\$240.00
V000007330 P2503221	B1 INV685360	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/21/2025	\$11,280.00
V000007330 P2503221	B1 INV685367	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/21/2025	\$2,261.81
V000007330 P2503221	B1 INV685371	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/21/2025	\$398.98
V000007330 P2503221	B1 INV687121	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/28/2025	\$1,393.65
V000007330 P2503221	B1 INV687126	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/28/2025	\$18,800.00
V000007330 P2503221	B1 INV687131	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/28/2025	\$10,400.00
V000007330 P2503221	B1 INV687139	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/28/2025	\$396.60
V000007330 P2503221	B1 INV687833	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/30/2025	\$99.15
V000007330 P2503221	B1 INV687839	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/30/2025	\$0.59
V000007330 P2503221	B1 INV690769	ESS NORTHEAST LLC INSTRUCTION-PRCH PRF-ED SVC	06/30/2025	\$104.11
			Total:	\$161,840.47
V000007519 P2504893	P1 P2504893-TRACK	EXPRESS IMPRINTABLES INSTRUCTION-PRCH SVC	06/30/2025	\$1,543.64
V000007519 P2503329	P1 SPRING2025	EXPRESS IMPRINTABLES INSTRUCTION-PRCH SVC	06/30/2025	\$252.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>Total:</u>	<u>Amount</u> <u>\$1,795.64</u>
V000006010	B1	FACSIMILE COMMUNICATIONS INDUS		
P2602209	1208807	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$78.00
V000006010	B1	FACSIMILE COMMUNICATIONS INDUS		
P2601941	122546	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$956.00
			Total:	\$1,034.00
25820	PM	FELICETTA, TAYLOR		
P2504971	PD03/01-08/31/25	TITLE II-A-REG/TRAIN/TRAVEL	08/04/2025	\$1,875.00
			Total:	\$1,875.00
V000007855	P1	FLATBUSH MOVING VAN CO INC		
P2506348	3648	CUSTODIAL SERVICES-MSC PRCH SVC	07/03/2025	\$11,820.00
			Total:	\$11,820.00
V000006228	B1	FLINN SCIENTIFIC INC.		
P2601543	3151234	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$272.34
			Total:	\$272.34
V000007489	B1	FOLLETT CONTENT SOLUTIONS LLC		
P2601889	598505A	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/22/2025	\$374.24
V000007489	B1	FOLLETT CONTENT SOLUTIONS LLC		
P2601890	598507A	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/22/2025	\$488.16
V000007489	B1	FOLLETT CONTENT SOLUTIONS LLC		
P2602115	599944F	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/24/2025	\$749.68
			Total:	\$1,612.08
V000005130	B1	FUN AND FUNCTION LLC		
P2601839	942526	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$29.74
V000005130	B1	FUN AND FUNCTION LLC		
P2601777	942534	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$32.29
V000005130	B1	FUN AND FUNCTION LLC		
P2601771	942540	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/11/2025	\$16.99
			Total:	\$79.02
V000007133	B1	FW WEBB COMPANY		
P2506141	90687349	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/17/2025	\$171.52
V000007133	B1	FW WEBB COMPANY		
P2506261	90983361	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/28/2025	\$30.58
V000007133	B1	FW WEBB COMPANY		
P2506262	90985449	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/24/2025	\$407.04
V000007133	B1	FW WEBB COMPANY		
P2506260	90990270	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/17/2025	\$146.85
V000007133	B1	FW WEBB COMPANY		
P2506357	91101257	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/21/2025	\$556.03

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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 P2506398	B1 91294413	FW WEBB COMPANY ALLOW MAINT FOR SCHOOL FACIL-EQUIPMENT	06/30/2025	\$11,635.70
			Total:	\$12,947.72
V000007121 P2505280	B1 BC2164665	GALLS PARENT HOLDINGS LLC SECURITY-GENERAL SUPPLIES	07/02/2025	\$2,825.59
			Total:	\$2,825.59
V000004890 P2501831	B1 GANNE	GANNETT SATELLITE INFORMATION CENTRAL SERVICES-MISC PURCH SVC	06/30/2025	\$280.40
			Total:	\$280.40
21015 P2502950	PM JUN2025MILEAGE	GASKELL, MICHAEL S SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	06/30/2025	\$45.00
			Total:	\$45.00
26809 P2504630	PM TUITION-SPRG2025	GAVARES, TAYLOR UNALLOCATED BENEFITS-TUITION REIMB	05/23/2025	\$2,000.00
			Total:	\$2,000.00
10729 P2502951	PM JUN2025MILEAGE	GIULIANA, BERNARDO CENTRAL SERVICES-REG/TRAIN/TRAVEL	06/30/2025	\$49.46
			Total:	\$49.46
V000003044 P2601874	B2 76629761	GOVCONNECTION ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	07/08/2025	\$4,793.00
V000003044 P2602122	B2 76659960	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$23,900.00
V000003044 P2602122	B2 76659961	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$7,170.00
V000003044 P2602122	B2 76659962	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$7,170.00
V000003044 P2602122	B2 76659963	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$7,170.00
V000003044 P2602122	B2 76659964	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$7,170.00
V000003044 P2602122	B2 76659965	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$7,170.00
V000003044 P2602122	B2 76659967	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$7,170.00
V000003044 P2602122	B2 76659968	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$7,170.00
V000003044 P2602122	B2 76659969	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$7,170.00
V000003044 P2602122	B2 76670018	GOVCONNECTION INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$3,325.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000003044	B2	GOVCONNECTION		
P2602122	76670019	INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$997.50
V000003044	B2	GOVCONNECTION		
P2602122	76670020	INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$997.50
V000003044	B2	GOVCONNECTION		
P2602122	76670021	INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$997.50
V000003044	B2	GOVCONNECTION		
P2602122	76670022	INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$997.50
V000003044	B2	GOVCONNECTION		
P2602122	76670023	INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$997.50
V000003044	B2	GOVCONNECTION		
P2602122	76670024	INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$997.50
V000003044	B2	GOVCONNECTION		
P2602122	76670026	INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$997.50
V000003044	B2	GOVCONNECTION		
P2602122	76677545	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$495.00
V000003044	B2	GOVCONNECTION		
P2602122	76677546	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$150.00
V000003044	B2	GOVCONNECTION		
P2602122	76677547	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$150.00
V000003044	B2	GOVCONNECTION		
P2602122	76677548	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$150.00
V000003044	B2	GOVCONNECTION		
P2602122	76677549	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$150.00
V000003044	B2	GOVCONNECTION		
P2602122	76677550	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$150.00
V000003044	B2	GOVCONNECTION		
P2602122	76677551	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$150.00
V000003044	B2	GOVCONNECTION		
P2602122	76677552	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$150.00
V000003044	B2	GOVCONNECTION		
P2602122	76677553	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$150.00
V000003044	B2	GOVCONNECTION		
P2602122	77670025	INSTRUCTION-GENERAL SUPPLIES	07/19/2025	\$997.50
			Total:	\$99,053.00
V000932	P1	GREATER BRUNSWICK CHARTER SCHO		
P2602167	AUG2025	INSTRUCTION-TUITION-NJLEA-RE	08/15/2025	\$4,110.00
V000932	P1	GREATER BRUNSWICK CHARTER SCHO		
P2602167	JUL2025	INSTRUCTION-TUITION-NJLEA-RE	07/15/2025	\$4,110.00
			Total:	\$8,220.00
21101	PM	GUGLIOTTA, ANTHONY J		
P2502953	JUN2025MILEAGE	IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$27.17
			Total:	\$27.17

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000005396	B3	GUITAR CENTER STORES INC		
P2601648	INV052474387	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$2.32
			Total:	\$2.32
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115689	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115690	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115691	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115692	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115693	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115695	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115696	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115697	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115698	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
V000006973	P1	HANDI-LIFT SERVICE COMPANY INC		
P2601997	115699	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/02/2025	\$475.00
			Total:	\$4,750.00
V000007777	B1	HARBOR SCHOOL LLC		
P2602398	P2602398-FY24ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$1,701.00
V000007777	B1	HARBOR SCHOOL LLC		
P2602421	P2602421-ESY25	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$19,401.00
			Total:	\$21,102.00
V000005485	P1	HATIKVAH INTERNATIONAL ACADEMY		
P2602166	AUG2025	INSTRUCTION-TUITION-NJLEA-RE	08/15/2025	\$409,180.00
V000005485	P1	HATIKVAH INTERNATIONAL ACADEMY		
P2602166	JUL2025	INSTRUCTION-TUITION-NJLEA-RE	07/15/2025	\$409,180.00
			Total:	\$818,360.00
V000005409	P1	HAWKSWOOD INC		
P2602399	P2602399-FY24ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$6,360.00
V000005409	P1	HAWKSWOOD INC		
P2602422	P2602422-0725	SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	07/02/2025	\$45,489.80
V000005409	P1	HAWKSWOOD INC		
P2602422	P2602422-0825	SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	08/01/2025	\$26,336.20
			Total:	\$78,186.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006851 P2506188	P1 400618	HAYDEN PRODUCTION SERVICES INC FACILITIES RENTAL-PRCH SVC	06/30/2025	\$600.00
			Total:	\$600.00
V000007733 P2506242	P1 H3144A	HAZARD YOUNG ATTEA AND ASSOCAI CENTRAL SERVICES-PRCH PRF SVC	06/26/2025	\$3,000.00
V000007733 P2506242	P1 H3144B	HAZARD YOUNG ATTEA AND ASSOCAI CENTRAL SERVICES-PRCH PRF SVC	07/07/2025	\$3,050.00
			Total:	\$6,050.00
V000006235 P2506136	B1 3174317	HERFF JONES INC. SCHOOL ADMINISTRATION-PRCH SVC	05/29/2025	\$4,809.00
			Total:	\$4,809.00
24611 P2502955	PM JUN2025MILEAGE	HIGGINS, RYAN IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$73.90
			Total:	\$73.90
T000009772 P2602588	HO REFTNTTENNIS-NH	HIRAPARA, KETAN ADULT & COMMUNITY PROGRAMS-MISC	07/30/2025	\$245.00
			Total:	\$245.00
V000004508 P2503788	P1 384315	HEALTH SERVICES-PRCH PRF/TCH SVC	06/30/2025	\$7,722.00
V000004508 P2502172	P1 384316	HEALTH SERVICES-PRCH PRF/TCH SVC SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	06/30/2025	\$11,417.30
			Total:	\$19,139.30
V000007208 P2601974	P1 233568	INSTITUTE FOR MULTI-SENSORY ED INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$72.95
			Total:	\$72.95
V000006994 P2504274	P1 1366	INTEGRATED SPEECH PATHOLOGY LL CHILD STUDY TEAMS-PRCH PRF-ED SVC	04/30/2025	\$1,350.00
V000006994 P2504274	P1 1402	INTEGRATED SPEECH PATHOLOGY LL CHILD STUDY TEAMS-PRCH PRF-ED SVC	06/08/2025	\$1,350.00
V000006994 P2504274	P1 1404	INTEGRATED SPEECH PATHOLOGY LL CHILD STUDY TEAMS-PRCH PRF-ED SVC	06/16/2025	\$1,350.00
			Total:	\$4,050.00
V000007724 P2502145	B1 10887161	INTERSTATE WASTE SERVICES INC CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	07/02/2025	\$9,807.20
			Total:	\$9,807.20
V000007865 P2601972	P1 0208239-IN	IRIS LTD INC SECURITY-GENERAL SUPPLIES	07/17/2025	\$1,065.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>Total:</u>	<u>Amount</u> <u>\$1,065.00</u>
V000004588	P1	JA-HILL CO		
P2502203	1040441	ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	06/30/2025	\$760.00
V000004588	P1	JA-HILL CO		
P2502203	1040729	ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	06/30/2025	\$762.57
V000004588	P1	JA-HILL CO		
P2601985	1040730	GENERAL ADMINISTRATION-MSC PRCH SVC	07/13/2025	\$283.34
V000004588	P1	JA-HILL CO		
P2502203	1040779	ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	06/30/2025	\$195.00
V000004588	P1	JA-HILL CO		
P2502203	1041179A	ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	06/11/2025	\$130.00
V000004588	P1	JA-HILL CO		
P2502203	1041179B	ENTERPRISE FUND-FOOD SERVICES-PRCH SVC	07/24/2025	\$195.00
			Total:	\$2,325.91
V000007258	P1	JK WILKES INC.		
P2602153	1201	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/17/2025	\$1,872.00
V000007258	P1	JK WILKES INC.		
P2602515	1207	ADULT & COMMUNITY PROGRAMS-PRCH SVC	08/01/2025	\$1,008.00
			Total:	\$2,880.00
V000006243	P1	JOHNNY ON THE SPOT LLC		
P2504074	INV-5166654	CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	03/03/2025	\$123.35
V000006243	P1	JOHNNY ON THE SPOT LLC		
P2504074	INV-5229652	CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	04/01/2025	\$131.86
			Total:	\$255.21
V000006251	B1	JOSTENS INC.		
P2504950	36124081	SCHOOL ADMINISTRATION-PRCH SVC	02/25/2025	\$12.90
			Total:	\$12.90
V000007474	P1	K&D BUS SERVICE LLC		
P2502398	P2502398-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$10,341.78
V000007474	P1	K&D BUS SERVICE LLC		
P2503181	P2503181-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$3,516.00
V000007474	P1	K&D BUS SERVICE LLC		
P2505472	P2505472-JUN2025	TRANSPORTATION SERVICES-TRNSP-H/SH-REG	06/30/2025	\$3,264.00
			Total:	\$17,121.78
V000003073	B1	KAPLAN EARLY LEARNING CO		
P2601679	0007210910	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$25.42
V000003073	B1	KAPLAN EARLY LEARNING CO		
P2601748	0007210916	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/09/2025	\$9.31
V000003073	B1	KAPLAN EARLY LEARNING CO		
P2601707	0007211677	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$6.76

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>Total:</u>	<u>Amount</u> <u>\$41.49</u>
V000003393	P1	KEYBOARD CONSULTANTS INC		
P2602160	92962	INSTRUCTION-GENERAL SUPPLIES	07/23/2025	\$5,020.00
			Total:	\$5,020.00
V000005820	P1	KURTZ BROS. INC.		
P2600971	35708.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$2.00
V000005820	P1	KURTZ BROS. INC.		
P2600972	35709.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$23.24
V000005820	P1	KURTZ BROS. INC.		
P2600973	35710.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$5.01
V000005820	P1	KURTZ BROS. INC.		
P2600974	35711.00	GUIDANCE SERVICES-SUPPLS & MTRLS	07/08/2025	\$18.52
V000005820	P1	KURTZ BROS. INC.		
P2600975	35712.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$2.01
V000005820	P1	KURTZ BROS. INC.		
P2600976	35714.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$10.06
V000005820	P1	KURTZ BROS. INC.		
P2600977	35715.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$10.50
V000005820	P1	KURTZ BROS. INC.		
P2600978	35716.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$14.32
V000005820	P1	KURTZ BROS. INC.		
P2600979	35717.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$9.72
V000005820	P1	KURTZ BROS. INC.		
P2600980	35718.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$6.10
V000005820	P1	KURTZ BROS. INC.		
P2600981	35719.00	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$0.47
V000005820	P1	KURTZ BROS. INC.		
P2600981	35719.01	INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$129.37
V000005820	P1	KURTZ BROS. INC.		
P2600982	35720.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$4.20
V000005820	P1	KURTZ BROS. INC.		
P2600984	35722.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$29.89
V000005820	P1	KURTZ BROS. INC.		
P2600985	35723.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$7.00
V000005820	P1	KURTZ BROS. INC.		
P2600986	35725.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$10.71
V000005820	P1	KURTZ BROS. INC.		
P2600987	35726.00	GUIDANCE SERVICES-SUPPLS & MTRLS	07/08/2025	\$5.67
V000005820	P1	KURTZ BROS. INC.		
P2600988	35727.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$13.56
V000005820	P1	KURTZ BROS. INC.		
P2600989	35728.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$2.10
V000005820	P1	KURTZ BROS. INC.		
P2600990	35729.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$21.30

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000005820	P1	KURTZ BROS. INC.		
P2600991	35730.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$20.56
V000005820	P1	KURTZ BROS. INC.		
P2600993	35732.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$18.78
V000005820	P1	KURTZ BROS. INC.		
P2600994	35733.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$7.54
V000005820	P1	KURTZ BROS. INC.		
P2600995	35734.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$6.44
V000005820	P1	KURTZ BROS. INC.		
P2600996	35735.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$85.57
V000005820	P1	KURTZ BROS. INC.		
P2600997	35736.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$76.98
V000005820	P1	KURTZ BROS. INC.		
P2600998	35737.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$67.06
V000005820	P1	KURTZ BROS. INC.		
P2600999	35738.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$1.95
V000005820	P1	KURTZ BROS. INC.		
P2601000	35739.00	GUIDANCE SERVICES-SUPPLS & MTRLS	07/08/2025	\$8.13
V000005820	P1	KURTZ BROS. INC.		
P2601001	35740.00	INSTRUCTION-SUPPLS & MTRLS	07/08/2025	\$106.59
V000005820	P1	KURTZ BROS. INC.		
P2601002	35741.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$21.98
V000005820	P1	KURTZ BROS. INC.		
P2601003	35742.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$14.56
V000005820	P1	KURTZ BROS. INC.		
P2601004	35743.00	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/08/2025	\$2.22
V000005820	P1	KURTZ BROS. INC.		
P2601005	35744.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$4.58
V000005820	P1	KURTZ BROS. INC.		
P2601006	35745.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$12.68
V000005820	P1	KURTZ BROS. INC.		
P2601007	35746.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$5.74
V000005820	P1	KURTZ BROS. INC.		
P2601008	35747.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$25.20
V000005820	P1	KURTZ BROS. INC.		
P2601009	35748.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$3.05
V000005820	P1	KURTZ BROS. INC.		
P2601010	35749.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$14.56
V000005820	P1	KURTZ BROS. INC.		
P2601011	35750.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$24.59
V000005820	P1	KURTZ BROS. INC.		
P2601013	35752.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$10.21
V000005820	P1	KURTZ BROS. INC.		
P2601014	35753.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$5.21
V000005820	P1	KURTZ BROS. INC.		
P2601015	35754.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$8.13

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000005820	P1	KURTZ BROS. INC.		
P2601016	35755.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$12.72
V000005820	P1	KURTZ BROS. INC.		
P2601017	35756.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$15.55
V000005820	P1	KURTZ BROS. INC.		
P2601018	35757.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$14.06
V000005820	P1	KURTZ BROS. INC.		
P2601019	35758.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$38.78
V000005820	P1	KURTZ BROS. INC.		
P2601021	35760.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$31.10
V000005820	P1	KURTZ BROS. INC.		
P2601022	35761.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$0.80
V000005820	P1	KURTZ BROS. INC.		
P2601023	35762.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$55.14
V000005820	P1	KURTZ BROS. INC.		
P2601024	35763.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$9.76
V000005820	P1	KURTZ BROS. INC.		
P2601025	35764.00	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$27.14
V000005820	P1	KURTZ BROS. INC.		
P2601026	35765.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$6.62
V000005820	P1	KURTZ BROS. INC.		
P2601027	35766.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$12.60
V000005820	P1	KURTZ BROS. INC.		
P2601028	35767.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$10.54
V000005820	P1	KURTZ BROS. INC.		
P2601029	35768.00	INSTRUCTION-GENERAL SUPPLIES	07/17/2025	\$2.55
V000005820	P1	KURTZ BROS. INC.		
P2601030	35769.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$10.87
V000005820	P1	KURTZ BROS. INC.		
P2601031	35770.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$25.90
V000005820	P1	KURTZ BROS. INC.		
P2601032	35771.00	GUIDANCE SERVICES-SUPPLS & MTRLS	07/08/2025	\$24.07
V000005820	P1	KURTZ BROS. INC.		
P2601033	35772.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$20.26
V000005820	P1	KURTZ BROS. INC.		
P2601034	35773.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$21.30
V000005820	P1	KURTZ BROS. INC.		
P2601036	35775.00	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$29.57
V000005820	P1	KURTZ BROS. INC.		
P2601037	35776.00	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$41.94
V000005820	P1	KURTZ BROS. INC.		
P2601038	35777.00	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$32.50
V000005820	P1	KURTZ BROS. INC.		
P2601039	35778.00	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$17.44
V000005820	P1	KURTZ BROS. INC.		
P2601041	35780.00	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$9.39

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000005820	P1	KURTZ BROS. INC.		
P2601042	35781.00	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$37.81
V000005820	P1	KURTZ BROS. INC.		
P2601043	35782.00	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$9.72
V000005820	P1	KURTZ BROS. INC.		
P2601044	35783.00	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$62.24
Total:				\$1,458.43
V000004002	P1	LADACIN NETWORK INC		
P2602403	P2602403-FY23ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$1,616.75
V000004002	P1	LADACIN NETWORK INC		
P2602403	P2602403-FY24ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$7,862.50
Total:				\$9,479.25
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601197	91109485	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$7.19
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601215	91109486	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/02/2025	\$33.29
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601217	91109487	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$12.59
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601231	91109492	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$35.95
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601236	91109493	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$80.99
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601237	91109494	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$26.98
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601218	91109495	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$9.89
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601186	91109497	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$71.98
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601188	91109498	GUIDANCE SERVICES-SUPPLS & MTRLS	07/02/2025	\$44.98
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601212	91113561	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$23.85
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601220	91113562	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$26.99
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601222	91113563	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$94.47
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601194	91113565	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$35.99
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601180	91113573	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$17.99
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601181	91113574	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$26.99
V000006017	B1	LAKESHORE EQUIPMENT COMPANY		
P2601198	91113576	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$16.17

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006017 P2601196	B1 91113577	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$15.29
V000006017 P2601209	B1 91113579	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$35.87
V000006017 P2601210	B1 91113580	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$206.10
V000006017 P2601234	B1 91113589	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$35.98
V000006017 P2601232	B1 91113590	LAKESHORE EQUIPMENT COMPANY ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/01/2025	\$129.50
V000006017 P2601829	B1 91113591	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$53.98
V000006017 P2601235	B1 91113592	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$44.08
V000006017 P2601238	B1 91113593	LAKESHORE EQUIPMENT COMPANY CHILD STUDY TEAMS-SUPPLS & MTRLS	07/02/2025	\$192.55
V000006017 P2601233	B1 91113594	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$35.96
V000006017 P2601219	B1 91113595	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$53.98
V000006017 P2601193	B1 91113599	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$114.26
V000006017 P2601190	B1 91113600	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$22.49
V000006017 P2601191	B1 91113601	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$44.98
V000006017 P2601189	B1 91113602	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$11.69
V000006017 P2601227	B1 91113604	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$69.26
V000006017 P2601228	B1 91113605	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-SUPPLS & MTRLS	07/02/2025	\$22.49
V000006017 P2601229	B1 91113606	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$56.67
V000006017 P2601230	B1 91113607	LAKESHORE EQUIPMENT COMPANY GUIDANCE SERVICES-SUPPLS & MTRLS	07/02/2025	\$8.99
V000006017 P2601239	B1 91113608	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$35.99
V000006017 P2601225	B1 91113609	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$170.94
V000006017 P2601240	B1 91113610	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$94.48
V000006017 P2601187	B1 91113611	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$408.28
V000006017 P2601185	B1 91113612	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$11.69

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006017 P2601182	B1 91113613	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$44.99
V000006017 P2601184	B1 91113614	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$94.46
V000006017 P2601216	B1 91113615	LAKESHORE EQUIPMENT COMPANY GUIDANCE SERVICES-SUPPLS & MTRLS	07/02/2025	\$9.85
V000006017 P2601195	B1 91127233	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$8.98
V000006017 P2601233	B1 91127235	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$9.89
V000006017 P2601218	B1 91127237	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$9.89
V000006017 P2601226	B1 91165913	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-SUPPLS & MTRLS	07/09/2025	\$26.99
V000006017 P2602100	B1 91208471	LAKESHORE EQUIPMENT COMPANY INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$44.99
Total:				\$2,691.83
V000007707 P2502812	P1 P2502812-JUN25F	LAMASIA LLC TRANSPORTATION SERVICES-TRNSP-H/S-SPED	06/30/2025	\$328.44
Total:				\$328.44
13324 P2502959	PM JUN2025MILEAGE	LATRONICA, NICHOLAS ADMIN INFORMATION TECHNOLOGY-REG/TRAIN/TRAVEL	06/30/2025	\$25.80
Total:				\$25.80
V000007526 P2506098	B1 02288	LBJ FLOORING LLC ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$13,788.07
Total:				\$13,788.07
V000004044 P2602438	P1 25-310-1008	LEARNING TREE MULTICULT/MULTIL CHILD STUDY TEAMS-PRCH PRF-ED SVC	07/23/2025	\$1,700.00
V000004044 P2602438	P1 25-355-1008	LEARNING TREE MULTICULT/MULTIL CHILD STUDY TEAMS-PRCH PRF-ED SVC	07/20/2025	\$2,490.00
V000004044 P2602438	P1 26-387-1009	LEARNING TREE MULTICULT/MULTIL CHILD STUDY TEAMS-PRCH PRF-ED SVC	08/01/2025	\$2,490.00
Total:				\$6,680.00
T000009763 P2602385	HO REFFY25MOSAIC	LI, LINA ENTERPRISE FUND-FOOD SERVICES-DFRD REV	07/25/2025	\$14.95
Total:				\$14.95
V000006341 P2601537	B1 745608	LIBRARY STORE INC, THE EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/08/2025	\$43.68
V000006341 P2601528	B1 745869	LIBRARY STORE INC, THE EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/09/2025	\$267.40

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006341	B1	LIBRARY STORE INC, THE		
P2601521	745885	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/10/2025	\$102.45
V000006341	B1	LIBRARY STORE INC, THE		
P2601530	745910	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/10/2025	\$425.10
V000006341	B1	LIBRARY STORE INC, THE		
P2601525	745939	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$4.30
V000006341	B1	LIBRARY STORE INC, THE		
P2601533	746074	GUIDANCE SERVICES-SUPPLS & MTRLS	07/10/2025	\$5.92
V000006341	B1	LIBRARY STORE INC, THE		
P2601524	746158	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/11/2025	\$1,119.30
V000006341	B1	LIBRARY STORE INC, THE		
P2601528	747920	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/23/2025	\$7.51
			Total:	\$1,975.66
T000000102	P1	LOPEZ, CECILIA		
P2602608	REFFYMOSICLUNCH	ENTERPRISE FUND-FOOD SERVICES-DFRD REV	07/30/2025	\$16.15
			Total:	\$16.15
V000007762	P1	M&T SCHOOL BUS LLC		
P2505807	03/10/2025	TRANSPORTATION SERVICES-OTHER TRANSP	03/10/2025	\$425.00
V000007762	P1	M&T SCHOOL BUS LLC		
P2504423	12/06/2024	TRANSPORTATION SERVICES-OTHER TRANSP	12/06/2024	\$680.00
			Total:	\$1,105.00
26077	PM	MAGANA-LARA, JESICA		
P2602654	FY2026BLACKSEAL	UNALLOCATED BENEFITS-OTHR EMP BNFTS	08/05/2025	\$160.00
			Total:	\$160.00
25729	PM	MALTA, FRANK		
P2502962	JUN2025MILEAGE	INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$77.19
			Total:	\$77.19
V000007525	P1	MAP INTERNATIONAL IMPORT & EXP		
P2505962	050350A	ENTERPRISE FUND-FOOD SERVICES-EQUIPMENT	07/08/2025	\$7,239.80
			Total:	\$7,239.80
V000006813	P1	MATHENY SCHOOL AND HOSPITAL, T		
P2602404	P2602404-FY23ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$9,926.40
			Total:	\$9,926.40
26500	PM	MCBRIDE, TATIANNA		
P2503356	TUITION-FALL2024	UNALLOCATED BENEFITS-TUITION REIMB	06/30/2025	\$306.00
			Total:	\$306.00
V000007430	P1	MCCLOSKEY MECHANICAL CONTRACTO		
P2502005	SD44811	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$682.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000007430 P2502005	P1 SD45101	MCCLOSKEY MECHANICAL CONTRACTO ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$3,305.50
			Total:	\$3,987.50
V000007566 P2601994	B1 301743758	MCGRATH RENT CORP CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	07/02/2025	\$347.20
V000007566 P2601994	B1 301769088	MCGRATH RENT CORP CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	07/20/2025	\$347.20
			Total:	\$694.40
V000002396 P2602307	B1 49384886	MCMaster CARR SUPPLY COMPANY INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$457.56
			Total:	\$457.56
V000007860 P2506251	P1 500167958	MEDICAleshop INC SUP SVC-STU-EXTRAORDINARY SVCS-SUPPLS & MTRLs	06/23/2025	\$936.06
			Total:	\$936.06
T000008534 P2602383	HO REFFY25MOSAIC	MEYERS, DEBRA ENTERPRISE FUND-FOOD SERVICES-DFRD REV	07/18/2025	\$69.05
			Total:	\$69.05
V000006287 P2501910	P2 0002621287	MIDDLESEX WELDING SUPPLY ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$24.35
			Total:	\$24.35
V000006014 P2601552	B1 2152297-00	MIDWEST SHOP SUPPLIES INC. INSTRUCTION-GENERAL SUPPLIES	07/28/2025	\$111.94
V000006014 P2601555	B1 2152298-00	MIDWEST SHOP SUPPLIES INC. INSTRUCTION-GENERAL SUPPLIES	07/28/2025	\$963.53
V000006014 P2601556	B1 2152299-00	MIDWEST SHOP SUPPLIES INC. INSTRUCTION-GENERAL SUPPLIES	07/28/2025	\$170.00
V000006014 P2601560	B1 2152301-00	MIDWEST SHOP SUPPLIES INC. INSTRUCTION-GENERAL SUPPLIES	07/28/2025	\$767.53
V000006014 P2601570	B1 2152315-00	MIDWEST SHOP SUPPLIES INC. INSTRUCTION-GENERAL SUPPLIES	07/28/2025	\$15.62
V000006014 P2601574	B1 2152320-00	MIDWEST SHOP SUPPLIES INC. INSTRUCTION-GENERAL SUPPLIES	07/29/2025	\$385.12
V000006014 P2601577	B1 2152321-00	MIDWEST SHOP SUPPLIES INC. INSTRUCTION-GENERAL SUPPLIES	07/29/2025	\$164.39
			Total:	\$2,578.13
V000006862 P2505578	B1 PSVI762160	MODERN GROUP LTD. ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	05/19/2025	\$4,676.46
			Total:	\$4,676.46

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
14177	PM	MORAN, DANIEL		
P2502967	JUN2025MILEAGE	IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$41.74
			Total:	\$41.74
V000006787	P1	MOUNTAIN LAKES BOARD OF EDUCAT		
P2602392	P2602392-FY23ADJ	INSTRUCTION-TUITN-NJLEA-SPCL	07/02/2025	\$3,397.00
			Total:	\$3,397.00
V000006252	B1	MT LIBRARY SERVICES INC.		
P2601990	724339	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	08/04/2025	\$1,392.95
			Total:	\$1,392.95
V000005555	P1	MTS INTELLIGENT SURVEILLANCE S		
P2506227	3176	OTHER LOCAL SOURCES-CNSTRCT SVCS	06/24/2025	\$5,460.47
V000005555	P1	MTS INTELLIGENT SURVEILLANCE S		
P2504287	3182	SECURITY-CLNG/RPR/MNT SVC	06/30/2025	\$2,845.09
			Total:	\$8,305.56
V000006284	P1	MUSIC IN MOTION INC.		
P2601647	00800352	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$568.20
V000006284	P1	MUSIC IN MOTION INC.		
P2601652	00800359	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$496.08
V000006284	P1	MUSIC IN MOTION INC.		
P2601656	00800364	INSTRUCTION-GENERAL SUPPLIES	07/12/2005	\$365.00
			Total:	\$1,429.28
V000007022	B1	NAM-IT ENGRAVING LLC		
P2602071	7639	GENERAL ADMINISTRATION-BOE TRNG/MTG SUP	07/10/2025	\$100.00
			Total:	\$100.00
V000007241	B1	NASCO EDUCATION LLC		
P2600914	825499	INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$27.12
V000007241	B1	NASCO EDUCATION LLC		
P2600925	825501	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/01/2025	\$11.86
V000007241	B1	NASCO EDUCATION LLC		
P2600900	825503	INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$14.60
V000007241	B1	NASCO EDUCATION LLC		
P2600901	825504	INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$124.72
V000007241	B1	NASCO EDUCATION LLC		
P2600906	825506	INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$36.72
V000007241	B1	NASCO EDUCATION LLC		
P2600950	825509	INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$8.25
V000007241	B1	NASCO EDUCATION LLC		
P2600957	825511	INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$29.71
V000007241	B1	NASCO EDUCATION LLC		
P2600961	825513	INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$40.32

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	B1	NASCO EDUCATION LLC		
P2600916	826102	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$290.49
V000007241	B1	NASCO EDUCATION LLC		
P2600923	826103	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$1,111.18
V000007241	B1	NASCO EDUCATION LLC		
P2600924	826104	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$421.55
V000007241	B1	NASCO EDUCATION LLC		
P2600927	826105	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$111.79
V000007241	B1	NASCO EDUCATION LLC		
P2600903	826106	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$164.52
V000007241	B1	NASCO EDUCATION LLC		
P2600904	826107	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$144.80
V000007241	B1	NASCO EDUCATION LLC		
P2600945	826108	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$2.00
V000007241	B1	NASCO EDUCATION LLC		
P2600958	826109	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$4.32
V000007241	B1	NASCO EDUCATION LLC		
P2600959	826110	GUIDANCE SERVICES-SUPPLS & MTRLS	07/02/2025	\$10.08
V000007241	B1	NASCO EDUCATION LLC		
P2600965	826111	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$13.52
V000007241	B1	NASCO EDUCATION LLC		
P2600937	826112	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$65.20
V000007241	B1	NASCO EDUCATION LLC		
P2600944	826113	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$9.78
V000007241	B1	NASCO EDUCATION LLC		
P2600892	827526	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$13.20
V000007241	B1	NASCO EDUCATION LLC		
P2600893	827527	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$32.40
V000007241	B1	NASCO EDUCATION LLC		
P2600895	827528	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$40.32
V000007241	B1	NASCO EDUCATION LLC		
P2600912	827530	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$238.55
V000007241	B1	NASCO EDUCATION LLC		
P2600931	827531	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$117.58
V000007241	B1	NASCO EDUCATION LLC		
P2600930	827532	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$27.80
V000007241	B1	NASCO EDUCATION LLC		
P2600960	827533	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$0.32
V000007241	B1	NASCO EDUCATION LLC		
P2600966	827534	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$20.46
V000007241	B1	NASCO EDUCATION LLC		
P2600967	827535	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$9.31
V000007241	B1	NASCO EDUCATION LLC		
P2600968	827536	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$56.12
V000007241	B1	NASCO EDUCATION LLC		
P2600938	827537	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$7.61

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	B1	NASCO EDUCATION LLC		
P2600899	828441	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$58.96
V000007241	B1	NASCO EDUCATION LLC		
P2600910	828444	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$70.36
V000007241	B1	NASCO EDUCATION LLC		
P2600918	828446	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$446.20
V000007241	B1	NASCO EDUCATION LLC		
P2600919	828447	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$125.40
V000007241	B1	NASCO EDUCATION LLC		
P2600920	828448	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$32.00
V000007241	B1	NASCO EDUCATION LLC		
P2600921	828449	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$499.92
V000007241	B1	NASCO EDUCATION LLC		
P2600928	828450	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$365.56
V000007241	B1	NASCO EDUCATION LLC		
P2600929	828451	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$42.49
V000007241	B1	NASCO EDUCATION LLC		
P2600932	828452	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$78.92
V000007241	B1	NASCO EDUCATION LLC		
P2600902	828454	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$85.24
V000007241	B1	NASCO EDUCATION LLC		
P2601832	828456	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$26.09
V000007241	B1	NASCO EDUCATION LLC		
P2600964	828458	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$8.56
V000007241	B1	NASCO EDUCATION LLC		
P2601827	828460	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$14.88
V000007241	B1	NASCO EDUCATION LLC		
P2601845	828471	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$9.31
V000007241	B1	NASCO EDUCATION LLC		
P2600922	829347	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$20.36
V000007241	B1	NASCO EDUCATION LLC		
P2600953	829351	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$43.17
V000007241	B1	NASCO EDUCATION LLC		
P2600942	829352	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$5.60
V000007241	B1	NASCO EDUCATION LLC		
P2600943	829353	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$53.30
V000007241	B1	NASCO EDUCATION LLC		
P2600969	829364	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$24.46
V000007241	B1	NASCO EDUCATION LLC		
P2600901	830192	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$3.44
V000007241	B1	NASCO EDUCATION LLC		
P2600905	830193	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$94.68
V000007241	B1	NASCO EDUCATION LLC		
P2600907	830194	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$707.32
V000007241	B1	NASCO EDUCATION LLC		
P2600946	830195	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$1.02

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	B1	NASCO EDUCATION LLC		
P2600947	830196	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$8.25
V000007241	B1	NASCO EDUCATION LLC		
P2600951	830197	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$18.20
V000007241	B1	NASCO EDUCATION LLC		
P2600955	830198	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/11/2025	\$18.36
V000007241	B1	NASCO EDUCATION LLC		
P2600956	830199	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/11/2025	\$57.16
V000007241	B1	NASCO EDUCATION LLC		
P2601843	830201	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$81.29
V000007241	B1	NASCO EDUCATION LLC		
P2600962	830202	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$5.52
V000007241	B1	NASCO EDUCATION LLC		
P2600941	830203	GUIDANCE SERVICES-SUPPLS & MTRLS	07/11/2025	\$5.80
V000007241	B1	NASCO EDUCATION LLC		
P2600939	830204	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$8.25
V000007241	B1	NASCO EDUCATION LLC		
P2600940	830205	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$5.60
V000007241	B1	NASCO EDUCATION LLC		
P2600963	830207	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$11.83
V000007241	B1	NASCO EDUCATION LLC		
P2600952	831132	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$19.98
V000007241	B1	NASCO EDUCATION LLC		
P2600949	832740	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$5.00
V000007241	B1	NASCO EDUCATION LLC		
P2600915	834779	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$32.96
V000007241	B1	NASCO EDUCATION LLC		
P2600948	835704	INSTRUCTION-SUPPLS & MTRLS	07/21/2025	\$10.40
			Total:	\$6,312.04
22754	PM	NATALICCHIO, PAUL		
P2502969	JUN2025MILEAGE	SECURITY-REG/TRAIN/TRAVEL	06/30/2025	\$30.00
			Total:	\$30.00
V000007863	P1	NEW JERSEY INSTITUTE FOR DISAB		
P2602424	P2602424-0725	INSTRUCTION-TUITN-PRV NJ-SPC	07/07/2025	\$33,537.09
V000007863	P1	NEW JERSEY INSTITUTE FOR DISAB		
P2602424	P2602424-0825	INSTRUCTION-TUITN-PRV NJ-SPC	08/01/2025	\$19,416.21
			Total:	\$52,953.30
V000004654	P1	NEW ROAD SCHOOLS OF NEW JERSEY		
P2602432	P2602432-FY23ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$28,734.40
V000004654	P1	NEW ROAD SCHOOLS OF NEW JERSEY		
P2602432	P2602432-FY24ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$30,225.44
			Total:	\$58,959.84

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
25941	PM	NYAMEKYE, ENOCH		
P2502971	JUN2025MILEAGE	SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	06/30/2025	\$30.00
		Total:		\$30.00
V000006961	P1	OLD BRIDGE TOWNSHIP BOARD OF E		
P2602394	P2602394-FY24ADJ	INSTRUCTION-TUITN-NJLEA-SPCL	07/02/2025	\$246.00
		Total:		\$246.00
V000003527	P1	ON SITE FLEET SERVICES INC		
P2504628	3330094773	TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	06/18/2025	\$162.45
V000003527	P1	ON SITE FLEET SERVICES INC		
P2602074	3330094848	CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	07/03/2025	\$2,006.91
V000003527	P1	ON SITE FLEET SERVICES INC		
P2602074	3330094861	TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	07/09/2025	\$803.23
V000003527	P1	ON SITE FLEET SERVICES INC		
P2602074	3330094889	TRANSPORTATION SERVICES-CLNG/RPR/MNT SVC	07/10/2025	\$157.50
		Total:		\$3,130.09
V000006938	B1	ON SITE LANDSCAPE MANAGEMENT		
P2405384	48094	CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	03/18/2025	\$39,501.52
		Total:		\$39,501.52
V000002691	P1	OPEN SYSTEMS INTEGRATORS INC		
P2601995	68652	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/22/2025	\$1,158.75
		Total:		\$1,158.75
V000007304	B1	OPEN TEXT INC		
P2601926	2508872011	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/31/2025	\$506.48
		Total:		\$506.48
V000007616	B1	OTC DIRECT INC		
P2601671	73776742401	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$1.70
V000007616	B1	OTC DIRECT INC		
P2601702	73776746001	INSTRUCTION-GENERAL SUPPLIES	07/03/2025	\$27.07
V000007616	B1	OTC DIRECT INC		
P2601742	73776750001	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/07/2025	\$6.83
V000007616	B1	OTC DIRECT INC		
P2601680	73776752101	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$6.31
V000007616	B1	OTC DIRECT INC		
P2601693	73776752401	INSTRUCTION-GENERAL SUPPLIES	07/03/2025	\$11.72
V000007616	B1	OTC DIRECT INC		
P2601526	73776754701	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$20.29
V000007616	B1	OTC DIRECT INC		
P2601732	73776756301	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/03/2025	\$34.19
V000007616	B1	OTC DIRECT INC		
P2601534	73776756601	GUIDANCE SERVICES-SUPPLS & MTRLS	07/07/2025	\$16.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000007616	B1	OTC DIRECT INC		
P2601666	73776756901	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$23.44
V000007616	B1	OTC DIRECT INC		
P2601538	73776757901	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/07/2025	\$6.76
V000007616	B1	OTC DIRECT INC		
P2601668	73781867901	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$1.80
			Total:	\$156.11
V000007846	P1	OTTEAU GROUP INC		
P2505490	25030030	CENTRAL SERVICES-PRCH PRF SVC	07/09/2025	\$8,500.00
			Total:	\$8,500.00
V000006029	B1	PAXTON/PATTERSON LLC.		
P2501508	PSCM-000073	INSTRUCTION-GENERAL SUPPLIES	11/13/2024	(\$3.54)
V000006029	B1	PAXTON/PATTERSON LLC.		
P2501508	PSI-0001850	INSTRUCTION-GENERAL SUPPLIES	07/17/2024	\$3.54
V000006029	B1	PAXTON/PATTERSON LLC.		
P2601569	PSI-0009625	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$22.12
			Total:	\$22.12
14553	PM	PAZINKO, GLEN M		
P2502972	JUN2025MILEAGE	SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	06/30/2025	\$47.76
			Total:	\$47.76
V000006314	HO	PEARSON EDUCATION INC.		
P2602411	29034572	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/22/2025	\$3,737.35
V000006314	HO	PEARSON EDUCATION INC.		
P2602412	29036462	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/23/2025	\$451.50
V000006314	HO	PEARSON EDUCATION INC.		
P2602412	29045428	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/25/2025	\$7,102.98
			Total:	\$11,291.83
21064	PM	PELUZZO, HERBERT		
P2502973	JUN2025MILEAGE	IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$40.75
21064	PM	PELUZZO, HERBERT		
P2601915	PD07/21/25	SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	08/05/2025	\$8.41
			Total:	\$49.16
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601357	IN98917819	HEALTH SERVICES-SUPPLS & MTRLS	07/03/2025	\$20.47
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601362	IN98917830	HEALTH SERVICES-SUPPLS & MTRLS	07/03/2025	\$147.22
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601369	IN98917913	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/03/2025	\$38.96
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601364	IN98917914	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/03/2025	\$19.48

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601371	IN98917922	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/03/2025	\$19.48
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601366	IN98930206	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$58.44
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601354	IN98930213	HEALTH SERVICES-SUPPLS & MTRLS	07/08/2025	\$6.86
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601370	IN98975701	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2025	\$38.96
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601372	IN98975703	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2025	\$19.48
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601353	IN98975705	HEALTH SERVICES-SUPPLS & MTRLS	07/22/2025	\$5.13
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601368	IN98975710	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2025	\$58.44
V000005808	B2	PERFORMANCE HEALTH SUPPLY INC		
P2601365	IN98975716	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2025	\$19.48
Total:				\$452.40
13408	PM	PETRONKO, RUSSELL		
P2502974	JUN2025MILEAGE	SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	06/30/2025	\$15.00
Total:				\$15.00
V000006027	B1	PITSCO INC.		
P2601559	25-000011485	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$1,027.12
V000006027	B1	PITSCO INC.		
P2601554	25-000011497	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$605.42
V000006027	B1	PITSCO INC.		
P2601554	25-000011558	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$149.76
Total:				\$1,782.30
T000004346	HO	PLATZMAN, ESTHER		
P2602513	REFFY26MOSAIC	ENTERPRISE FUND-FOOD SERVICES-DFRD REV	07/24/2025	\$83.85
Total:				\$83.85
V000007723	P1	PREMIER SPORTS MEDICINE OF FL		
P2503336	I250415504	INSTRUCTION-PRCH SVC	04/15/2025	\$1,190.00
Total:				\$1,190.00
V000006311	P1	PRESENTATION SYSTEMS		
P2602089	67306	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$248.00
Total:				\$248.00
13205	PM	PULCINE MOORE, CHERYL		
P2502976	JUN2025MILEAGE	IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$22.94
Total:				\$22.94

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000004280	P1	QUALITY ELECTRIC MOTOR SERVICE		
P2506285	42620	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	06/27/2025	\$60.00
			Total:	\$60.00
V000006385	P1	RAPID FIRE & SECURITY SYSTEMS		
P2501907	33261	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$2,475.00
			Total:	\$2,475.00
V000006019	B1	REALLY GOOD STUFF LLC		
P2601282	8908102	GUIDANCE SERVICES-SUPPLS & MTRLS	07/07/2025	\$39.74
V000006019	B1	REALLY GOOD STUFF LLC		
P2601284	8908103	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$29.09
V000006019	B1	REALLY GOOD STUFF LLC		
P2601285	8908104	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$17.43
V000006019	B1	REALLY GOOD STUFF LLC		
P2601287	8908105	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$2.90
V000006019	B1	REALLY GOOD STUFF LLC		
P2601289	8908106	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$59.98
V000006019	B1	REALLY GOOD STUFF LLC		
P2601290	8908107	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$29.09
V000006019	B1	REALLY GOOD STUFF LLC		
P2601291	8908108	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$9.68
V000006019	B1	REALLY GOOD STUFF LLC		
P2601293	8908109	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$37.82
V000006019	B1	REALLY GOOD STUFF LLC		
P2601294	8908110	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$37.82
V000006019	B1	REALLY GOOD STUFF LLC		
P2601298	8908111	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$19.39
V000006019	B1	REALLY GOOD STUFF LLC		
P2601311	8908112	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/07/2025	\$3.87
V000006019	B1	REALLY GOOD STUFF LLC		
P2601305	8908113	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$31.98
V000006019	B1	REALLY GOOD STUFF LLC		
P2601295	8908475	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$7.75
V000006019	B1	REALLY GOOD STUFF LLC		
P2601296	8908476	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$86.31
V000006019	B1	REALLY GOOD STUFF LLC		
P2601300	8908477	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$92.12
V000006019	B1	REALLY GOOD STUFF LLC		
P2601302	8908478	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$82.42
V000006019	B1	REALLY GOOD STUFF LLC		
P2601303	8908479	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$9.68
V000006019	B1	REALLY GOOD STUFF LLC		
P2601304	8908480	GUIDANCE SERVICES-SUPPLS & MTRLS	07/07/2025	\$4.84
V000006019	B1	REALLY GOOD STUFF LLC		
P2601261	8908931	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$21.33

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006019	B1	REALLY GOOD STUFF LLC		
P2601271	8908932	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$14.54
V000006019	B1	REALLY GOOD STUFF LLC		
P2601283	8908934	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$14.54
V000006019	B1	REALLY GOOD STUFF LLC		
P2601286	8908935	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$59.14
V000006019	B1	REALLY GOOD STUFF LLC		
P2601306	8908936	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$63.02
V000006019	B1	REALLY GOOD STUFF LLC		
P2601308	8908937	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$93.11
V000006019	B1	REALLY GOOD STUFF LLC		
P2601309	8908938	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$19.38
V000006019	B1	REALLY GOOD STUFF LLC		
P2601313	8908940	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/08/2025	\$19.39
V000006019	B1	REALLY GOOD STUFF LLC		
P2601253	8910550	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$46.54
V000006019	B1	REALLY GOOD STUFF LLC		
P2601254	8910551	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$29.09
V000006019	B1	REALLY GOOD STUFF LLC		
P2601255	8910552	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$46.54
V000006019	B1	REALLY GOOD STUFF LLC		
P2601257	8910553	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$130.88
V000006019	B1	REALLY GOOD STUFF LLC		
P2601258	8910554	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$14.54
V000006019	B1	REALLY GOOD STUFF LLC		
P2601259	8910555	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$67.88
V000006019	B1	REALLY GOOD STUFF LLC		
P2601260	8910556	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$223.04
V000006019	B1	REALLY GOOD STUFF LLC		
P2601264	8910557	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$4.84
V000006019	B1	REALLY GOOD STUFF LLC		
P2601265	8910558	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$33.94
V000006019	B1	REALLY GOOD STUFF LLC		
P2601266	8910559	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$110.52
V000006019	B1	REALLY GOOD STUFF LLC		
P2601267	8910560	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$67.88
V000006019	B1	REALLY GOOD STUFF LLC		
P2601825	8910561	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$4.84
V000006019	B1	REALLY GOOD STUFF LLC		
P2601269	8910562	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$14.54
V000006019	B1	REALLY GOOD STUFF LLC		
P2601828	8910563	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$58.19
V000006019	B1	REALLY GOOD STUFF LLC		
P2601270	8910564	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$2.71
V000006019	B1	REALLY GOOD STUFF LLC		
P2601273	8910566	INSTRUCTION-SUPPLS & MTRLS	07/08/2025	\$4.84

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006019	B1	REALLY GOOD STUFF LLC		
P2601274	8910567	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$4.84
V000006019	B1	REALLY GOOD STUFF LLC		
P2601275	8910568	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$71.76
V000006019	B1	REALLY GOOD STUFF LLC		
P2601276	8910569	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$75.63
V000006019	B1	REALLY GOOD STUFF LLC		
P2601279	8910570	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$58.18
V000006019	B1	REALLY GOOD STUFF LLC		
P2601280	8910571	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$176.85
V000006019	B1	REALLY GOOD STUFF LLC		
P2601281	8910572	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/08/2025	\$126.06
V000006019	B1	REALLY GOOD STUFF LLC		
P2601271	8911605	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$39.76
V000006019	B1	REALLY GOOD STUFF LLC		
P2601286	8911607	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$69.82
V000006019	B1	REALLY GOOD STUFF LLC		
P2601304	8913184	GUIDANCE SERVICES-SUPPLS & MTRLS	07/09/2025	\$4.84
V000006019	B1	REALLY GOOD STUFF LLC		
P2601277	8919088	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$19.39
V000006019	B1	REALLY GOOD STUFF LLC		
P2601821	8921698	INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$75.65
V000006019	B1	REALLY GOOD STUFF LLC		
P2601307	8924546	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$9.69
V000006019	B1	REALLY GOOD STUFF LLC		
P2602339	8932290	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$390.85
V000006019	B1	REALLY GOOD STUFF LLC		
P2602339	8932291	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$95.49
Total:				\$2,985.98
T000009765	HO	REHMANJI, FARIDA		
P2602387	REFFY25MOSAIC	ENTERPRISE FUND-FOOD SERVICES-DFRD REV	07/18/2025	\$94.85
Total:				\$94.85
V000007862	B1	RIVERVIEW COMPANIES NORTH JERS		
P2504715	31134	CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	07/15/2025	\$40,686.56
Total:				\$40,686.56
T000009771	HO	RODRIQUEZ, JENNIE		
P2602586	REFFY26TNTTENNIS	ADULT & COMMUNITY PROGRAMS-MISC	07/30/2025	\$245.00
Total:				\$245.00
21089	PM	ROSENVINGE, TARA		
P2602505	PD07/22/25	CENTRAL SERVICES-REG/TRAIN/TRAVEL	08/04/2025	\$299.00
Total:				\$299.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000007782 P2504524	B1 P2504524-JUN2025	ROYAL CROWN TRANSPORTATION LLC TRANSPORTATION SERVICES-TRNSP-H/SH-REG	06/30/2025	\$2,000.00
			Total:	\$2,000.00
V000003960 P2601557	P2 INV643333	RSR ELECTRONICS INC INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$79.50
V000003960 P2601575	P2 INV643436	RSR ELECTRONICS INC INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$171.61
V000003960 P2601572	P2 INV644622	RSR ELECTRONICS INC INSTRUCTION-GENERAL SUPPLIES	07/23/2025	\$28.45
			Total:	\$279.56
V000006812 P2602426	P1 P2602426-0725	RUGBY SCHOOL, THE INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$8,078.80
V000006812 P2602426	P1 P2602426-0825	RUGBY SCHOOL, THE INSTRUCTION-TUITN-PRV NJ-SPC	07/14/2025	\$4,677.20
			Total:	\$12,756.00
V000006015 P2601513	P1 87653	S.A.N.E. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$55.65
V000006015 P2601518	P1 87654	S.A.N.E. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$190.33
V000006015 P2601514	P1 87686	S.A.N.E. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$281.70
V000006015 P2601516	P1 87688	S.A.N.E. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$92.75
V000006015 P2601517	P1 87689	S.A.N.E. INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$486.53
V000006015 P2601519	P1 87789	S.A.N.E. INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$708.05
			Total:	\$1,815.01
V000006631 P2502644	P1 05850212340	SAKER SHOPRITES INC INSTRUCTION-GENERAL SUPPLIES	06/24/2025	\$419.70
V000006631 P2503362	P1 05850582041	SAKER SHOPRITES INC INSTRUCTION-GENERAL SUPPLIES	06/20/2025	\$298.40
			Total:	\$718.10
11855 P2502979	PM JUN2025MILEAGE	SCANLON, ANDREW IMPROVEMENT OF INSTRUCTION-REG/TRAIN/TRAVEL	06/30/2025	\$82.41
			Total:	\$82.41
13528 P2502980	PM JUN2025MILEAGE	SCE, CHRISTINE INSTRUCTIONAL STAFF TRAINING S-REG/TRAIN/TRAVEL	06/30/2025	\$39.29
			Total:	\$39.29

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006016	B1	SCHOOL HEALTH CORP		
P2505837	CINV000253521	TITLE IV-SUPPLS & MTRLS	06/23/2025	\$264.84
V000006016	B1	SCHOOL HEALTH CORP		
P2601399	SO000178447-1	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$1,118.39
Total:				\$1,383.23
V000007869	B1	SCN WORLDWIDE LLC		
P2602141	204817	INSTRUCTION-GENERAL SUPPLIES	07/17/2025	\$1,576.00
Total:				\$1,576.00
V000006440	P1	SEARCH DAY PROGRAM INC.		
P2602406	P2602406-FY23ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$8,395.00
V000006440	P1	SEARCH DAY PROGRAM INC.		
P2602428	P2602428-0725	INSTRUCTION-TUITN-PRV NJ-SPC	07/15/2025	\$29,459.32
Total:				\$37,854.32
V000006340	B1	SHEFFIELD POTTERY INC		
P2601935	527505	INSTRUCTION-GENERAL SUPPLIES	07/28/2025	\$23.00
Total:				\$23.00
V000006087	P1	SHERWIN WILLIAMS CO, THE		
P2602020	3546-3	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/11/2025	\$453.75
Total:				\$453.75
V000006007	P1	SILVERGATE PREPARATORY SCHOOL		
P2502338	54563	INSTRUCTION-PRCH PRF-ED SVC	06/10/2025	\$110.00
Total:				\$110.00
V000007457	B1	SPRAYING SYSTEMS CO		
P2602078	UA69391/UC7807	CUSTODIAL SERVICES-CLNG/RPR/MNT SVC	07/01/2025	\$1,268.97
Total:				\$1,268.97
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600684	6036283205	ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	07/02/2025	\$31.24
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600684	6036349969	ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	07/03/2025	\$311.14
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600684	6036418321	ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	07/04/2025	\$5.22
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600684	6036418346	ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	07/04/2025	\$816.73
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600592	6036418410	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/04/2025	\$470.46
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600588	6036418426	SCHOOL ADMINISTRATION-SUPPLS & MTRLS	07/04/2025	\$227.00
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600684	6036418437	ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	07/04/2025	\$67.47

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	B2	STAPLES CONTRACT & COMMERCIAL		
P2600592	6036418444	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/04/2025	\$245.75
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600684	6036693130	ADMIN INFORMATION TECHNOLOGY-SUPPLS & MTRLS	07/10/2025	\$103.60
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600685	6036763663	SECURITY-GENERAL SUPPLIES	07/11/2025	\$84.58
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2600685	6037024582	SECURITY-GENERAL SUPPLIES	07/15/2025	(\$17.96)
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2601951	6037300829	SCHOOL ADMINISTRATION-SUPPLS & MTRLS	07/19/2025	\$622.04
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2601951	6037300831	SCHOOL ADMINISTRATION-SUPPLS & MTRLS	08/18/2025	\$2.47
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2602459	60375199216	CENTRAL SERVICES-SUPPLS & MTRLS	07/23/2025	\$26.64
V000005200	B2	STAPLES CONTRACT & COMMERCIAL		
P2602274	6037714314	INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$44.17
			Total:	\$3,040.55
V000007587	P1	STARLIGHT HOME CARE AGENCY		
P2502165	516914	SUP SVC-STU-EXTRAORDINARY SVCS-PRCH PRF-ED SVC	04/30/2025	\$153.00
			Total:	\$153.00
V000007848	B1	STEPPING STONES GROUP LLC, THE		
P2505757	M0253142	IDEA PRESCHOOL-PRCH PRF/TCH SVC	06/30/2025	\$74,572.51
V000007848	B1	STEPPING STONES GROUP LLC, THE		
P2505757	M0253143	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	06/30/2025	\$15,607.25
V000007848	B1	STEPPING STONES GROUP LLC, THE		
P2505757	M0253144	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	06/30/2025	\$8,150.00
V000007848	B1	STEPPING STONES GROUP LLC, THE		
P2505757	M0253145	IDEA PRESCHOOL-PRCH PRF/TCH SVC	06/30/2025	\$7,987.00
			Total:	\$106,316.76
V000002314	P1	STEVE WEISS MUSIC		
P2602279	INV1382573.1	INSTRUCTION-GENERAL SUPPLIES	07/24/2025	\$155.35
			Total:	\$155.35
23165	PM	SULTANA LOROCCO, LOUISE		
P2502983	JUN2025MILEAGE	SCHOOL ADMINISTRATION-REG/TRAIN/TRAVEL	06/30/2025	\$47.14
			Total:	\$47.14
V000003599	P1	SUMMIT SPEECH SCHOOL		
P2602405	P2602405-FY23ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$1,694.00
V000003599	P1	SUMMIT SPEECH SCHOOL		
P2602405	P2602405-FY24ADJ	INSTRUCTION-TUITN-PRV NJ-SPC	07/02/2025	\$11,550.00
			Total:	\$13,244.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21240730	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/06/2025	\$440.00
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21242311RB	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/24/2025	\$421.30
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21242312RB	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/24/2025	\$1,310.10
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21242316	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/13/2025	\$1,980.00
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21244091	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/20/2025	\$1,760.00
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21244214	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/20/2025	\$1,301.30
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21244215	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/20/2025	\$1,760.00
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21244219	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/20/2025	\$1,980.00
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21246482	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/27/2025	\$1,263.90
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21246483	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/27/2025	\$1,980.00
V000007799	P1	SUNBELT STAFFING LLC		
P2602442	21246502	SPEECH/OT/PT/RELATED SVCS-PRCH PRF-ED SVC	07/27/2025	\$1,263.90
			Total:	\$15,460.50
V000006362	B1	SUPER DUPER INC.		
P2601773	2996192A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$62.94
V000006362	B1	SUPER DUPER INC.		
P2601779	2996195A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$147.85
V000006362	B1	SUPER DUPER INC.		
P2601752	2996197A	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$19.99
V000006362	B1	SUPER DUPER INC.		
P2601749	2996199A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$134.90
V000006362	B1	SUPER DUPER INC.		
P2601765	2996201A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$6.95
V000006362	B1	SUPER DUPER INC.		
P2601769	2996202A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$69.95
V000006362	B1	SUPER DUPER INC.		
P2601794	2996203A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$233.80
V000006362	B1	SUPER DUPER INC.		
P2601783	2996204A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$61.94
V000006362	B1	SUPER DUPER INC.		
P2601792	2996205A	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$29.95
V000006362	B1	SUPER DUPER INC.		
P2601767	2996468A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$218.76
V000006362	B1	SUPER DUPER INC.		
P2601796	2996477A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$289.82

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000006362	B1	SUPER DUPER INC.		
P2601782	2996489A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$65.89
V000006362	B1	SUPER DUPER INC.		
P2601754	2996492A	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$59.99
V000006362	B1	SUPER DUPER INC.		
P2601761	2996498A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$69.95
V000006362	B1	SUPER DUPER INC.		
P2601803	2996502A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$97.93
V000006362	B1	SUPER DUPER INC.		
P2601756	2996511A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/07/2025	\$94.90
V000006362	B1	SUPER DUPER INC.		
P2601788	2996833A	INSTRUCTION-GENERAL SUPPLIES	07/08/2025	\$64.90
V000006362	B1	SUPER DUPER INC.		
P2601790	2996834A	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/08/2025	\$88.93
			Total:	\$1,819.34
V000007798	P1	SWEETWATER SOUND HOLDINGS LLC		
P2601884	46164264	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/17/2025	\$586.43
			Total:	\$586.43
V000004488	B1	SWIFT ELECTRICAL SUPPLY CO		
P2506446	S100932591.001	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/10/2025	\$508.33
V000004488	B1	SWIFT ELECTRICAL SUPPLY CO		
P2602311	S100934213.001	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/22/2025	\$28.10
			Total:	\$536.43
V000007029	P1	TALENT STOCK LLC		
P2602008	49	INSTRUCTIONAL STAFF TRAINING S-PRCH PRF-ED SVC	07/14/2025	\$270.00
			Total:	\$270.00
T000009775	HO	TAPIA, FRECIA		
P2602672	REFFY26LATEFEE	UNDISTRIBUTED-FEES	08/05/2025	\$10.00
			Total:	\$10.00
T000009758	HO	THEOSMY, ALYSHA		
P2602263	REFELACOMBO--VT	ADULT & COMMUNITY PROGRAMS-MISC	07/16/2025	\$1,334.50
			Total:	\$1,334.50
V000005988	P1	TINY TOTS TENNIS LLC		
P2601966	2518	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/07/2025	\$9,360.00
V000005988	P1	TINY TOTS TENNIS LLC		
P2602152	2521	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/18/2025	\$2,730.00
V000005988	P1	TINY TOTS TENNIS LLC		
P2602434	2522	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/28/2025	\$422.50
V000005988	P1	TINY TOTS TENNIS LLC		
P2602514	2523	ADULT & COMMUNITY PROGRAMS-PRCH SVC	08/04/2025	\$6,240.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>Total:</u>	<u>Amount</u> <u>\$18,752.50</u>
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134083	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$220.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134084	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$225.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134085	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$178.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134086	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$220.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134087	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$220.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134088	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$220.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134089	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$278.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134090	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$336.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134091	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	06/30/2025	\$336.00
V000004447	P1	TOP JOB BUILDING SERVICE INC.		
P2503103	134363	ALLOW MAINT FOR SCHOOL FACIL-CLNG/RPR/MNT SVC	07/21/2025	\$441.00
			Total:	\$2,674.00
25529	PM	TORRES, ANGELINE		
P2503039	JUN2025MILEAGE	ADULT & COMMUNITY PROGRAMS-REG/TRAIN/TRAVEL	06/30/2025	\$15.46
			Total:	\$15.46
V000006279	P1	TOWER PRODUCTS INC.		
P2602045	1790632	FACILITIES RENTAL-SUPPLS & MTRLS	07/29/2025	\$2,135.06
			Total:	\$2,135.06
V000006368	P1	TOWNSHIP OF EAST BRUNSWICK		
P2502287	25000836	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	06/30/2025	\$18,096.14
			Total:	\$18,096.14
V000004810	B1	TRANE U.S. INC		
P2505018	18811127	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	03/18/2025	\$214.03
			Total:	\$214.03
V000006642	P1	TRU STOR LLC		
P2602117	83002	GENERAL ADMINISTRATION-COMMUNIC/PHONE	07/21/2025	\$408.80
V000006642	P1	TRU STOR LLC		
P2602050	83013	ADMIN INFORMATION TECHNOLOGY-EQUIPMENT	07/22/2025	\$69,781.20
V000006642	P1	TRU STOR LLC		
P2602208	83026	ADMIN INFORMATION TECHNOLOGY-PURCH TECH SVCS	08/04/2025	\$118,602.46

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>Total:</u>	<u>Amount</u> <u>\$188,792.46</u>
V000007575	P1	TWO RIVER ART LLC		
P2602001	1699	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/10/2025	\$2,730.00
V000007575	P1	TWO RIVER ART LLC		
P2601929	1700	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/11/2025	\$420.00
V000007575	P1	TWO RIVER ART LLC		
P2602436	1707	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/29/2025	\$1,560.00
V000007575	P1	TWO RIVER ART LLC		
P2602435	1709	ADULT & COMMUNITY PROGRAMS-PRCH SVC	07/31/2025	\$1,170.00
			Total:	\$5,880.00
V000004717	B3	TYLER TECHNOLOGIES INC		
P2506190	045-526423	CARE AND UPKEEP OF GROUNDS-GENERAL SUPPLIES	06/24/2025	\$59.00
			Total:	\$59.00
V000007764	P1	UHS OF DOYLESTOWN LLC		
P2504907	1181070036-0625	INSTRUCTION-PRCH PRF-ED SVC	06/30/2025	\$1,949.58
V000007764	P1	UHS OF DOYLESTOWN LLC		
P2602665	1181070036-0725	INSTRUCTION-PRCH PRF-ED SVC	07/25/2025	\$389.38
			Total:	\$2,338.96
V000004051	B1	UNITED REFRIGERATION INC		
P2506283	14031441-00	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/18/2025	\$676.05
			Total:	\$676.05
V000005844	P1	UNITED SALES USA CORP		
P2601729	172793	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/22/2025	\$24.80
			Total:	\$24.80
V000005821	P2	UNITED SUPPLY CORP		
P2600710	772386	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$100.82
V000005821	P2	UNITED SUPPLY CORP		
P2600711	772387	INSTRUCTION-GENERAL SUPPLIES	07/17/2025	\$264.29
V000005821	P2	UNITED SUPPLY CORP		
P2600713	772389	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$21.21
V000005821	P2	UNITED SUPPLY CORP		
P2600715	772391	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$78.36
V000005821	P2	UNITED SUPPLY CORP		
P2600716	772392	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$43.53
V000005821	P2	UNITED SUPPLY CORP		
P2600718	772394	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$87.06
V000005821	P2	UNITED SUPPLY CORP		
P2600719	772395	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/16/2025	\$17.65
V000005821	P2	UNITED SUPPLY CORP		
P2600720	772396	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/15/2025	\$58.83

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	P2	UNITED SUPPLY CORP		
P2600721	772397	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/14/2025	\$64.08
V000005821	P2	UNITED SUPPLY CORP		
P2600724	772400	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/14/2025	\$68.28
V000005821	P2	UNITED SUPPLY CORP		
P2600726	772402	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$45.82
V000005821	P2	UNITED SUPPLY CORP		
P2600727	772403	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$21.82
V000005821	P2	UNITED SUPPLY CORP		
P2600728	772404	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$8.10
V000005821	P2	UNITED SUPPLY CORP		
P2600729	772405	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$25.88
V000005821	P2	UNITED SUPPLY CORP		
P2600730	772406	INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$129.08
V000005821	P2	UNITED SUPPLY CORP		
P2600733	772409	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$60.96
V000005821	P2	UNITED SUPPLY CORP		
P2600734	772410	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$309.24
V000005821	P2	UNITED SUPPLY CORP		
P2600735	772411	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$264.41
V000005821	P2	UNITED SUPPLY CORP		
P2600738	772415	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$45.25
V000005821	P2	UNITED SUPPLY CORP		
P2600739	772416	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$219.84
V000005821	P2	UNITED SUPPLY CORP		
P2600740	772417	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$26.56
V000005821	P2	UNITED SUPPLY CORP		
P2600741	772418	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$39.08
V000005821	P2	UNITED SUPPLY CORP		
P2600742	772419	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$35.60
V000005821	P2	UNITED SUPPLY CORP		
P2600743	772420	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/17/2025	\$440.76
V000005821	P2	UNITED SUPPLY CORP		
P2600748	772425	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$59.13
V000005821	P2	UNITED SUPPLY CORP		
P2600749	772426	INSTRUCTION-GENERAL SUPPLIES	07/03/2025	\$78.93
V000005821	P2	UNITED SUPPLY CORP		
P2600751	772428	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$73.02
V000005821	P2	UNITED SUPPLY CORP		
P2600754	772431	INSTRUCTION-GENERAL SUPPLIES	07/17/2025	\$10.76
V000005821	P2	UNITED SUPPLY CORP		
P2600756	772433	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$35.55
V000005821	P2	UNITED SUPPLY CORP		
P2600757	772434	GUIDANCE SERVICES-SUPPLS & MTRLS	07/18/2025	\$74.81
V000005821	P2	UNITED SUPPLY CORP		
P2600760	772437	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$22.04

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	P2	UNITED SUPPLY CORP		
P2600761	772438	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$17.22
V000005821	P2	UNITED SUPPLY CORP		
P2600762	772439	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$71.12
V000005821	P2	UNITED SUPPLY CORP		
P2600763	772440	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$43.87
V000005821	P2	UNITED SUPPLY CORP		
P2600764	772441	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$22.04
V000005821	P2	UNITED SUPPLY CORP		
P2600765	772442	INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$44.23
V000005821	P2	UNITED SUPPLY CORP		
P2600766	772443	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$14.63
V000005821	P2	UNITED SUPPLY CORP		
P2600768	772445	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$5.69
V000005821	P2	UNITED SUPPLY CORP		
P2600769	772446	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$50.32
V000005821	P2	UNITED SUPPLY CORP		
P2601822	772447	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$99.24
V000005821	P2	UNITED SUPPLY CORP		
P2601826	772448	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$46.05
V000005821	P2	UNITED SUPPLY CORP		
P2600770	772449	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$42.06
V000005821	P2	UNITED SUPPLY CORP		
P2600772	772451	GUIDANCE SERVICES-SUPPLS & MTRLS	07/11/2025	\$34.13
V000005821	P2	UNITED SUPPLY CORP		
P2600774	772453	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$15.35
V000005821	P2	UNITED SUPPLY CORP		
P2600776	772455	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$17.09
V000005821	P2	UNITED SUPPLY CORP		
P2600777	772456	INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$5.76
V000005821	P2	UNITED SUPPLY CORP		
P2600778	772457	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$2.57
V000005821	P2	UNITED SUPPLY CORP		
P2600779	772458	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$56.74
V000005821	P2	UNITED SUPPLY CORP		
P2600782	772461	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$31.29
V000005821	P2	UNITED SUPPLY CORP		
P2600783	772462	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$24.00
V000005821	P2	UNITED SUPPLY CORP		
P2600784	772463	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/16/2025	\$64.16
V000005821	P2	UNITED SUPPLY CORP		
P2600787	772466	INSTRUCTION-GENERAL SUPPLIES	07/01/2025	\$41.78
V000005821	P2	UNITED SUPPLY CORP		
P2600788	772467	INSTRUCTION-GENERAL SUPPLIES	07/24/2025	\$9.49
V000005821	P2	UNITED SUPPLY CORP		
P2600789	772468	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$17.18

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	P2	UNITED SUPPLY CORP		
P2600790	772469	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$19.32
V000005821	P2	UNITED SUPPLY CORP		
P2600791	772470	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$14.23
V000005821	P2	UNITED SUPPLY CORP		
P2600792	772471	GUIDANCE SERVICES-SUPPLS & MTRLS	07/21/2025	\$6.31
V000005821	P2	UNITED SUPPLY CORP		
P2600793	772472	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$18.01
V000005821	P2	UNITED SUPPLY CORP		
P2600794	772473	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$32.08
V000005821	P2	UNITED SUPPLY CORP		
P2600796	772475	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$2.84
V000005821	P2	UNITED SUPPLY CORP		
P2600798	772477	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$13.20
V000005821	P2	UNITED SUPPLY CORP		
P2600799	772478	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$19.93
V000005821	P2	UNITED SUPPLY CORP		
P2600800	772479	INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$18.30
V000005821	P2	UNITED SUPPLY CORP		
P2600801	772480	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$56.17
V000005821	P2	UNITED SUPPLY CORP		
P2600803	772482	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$14.24
V000005821	P2	UNITED SUPPLY CORP		
P2600804	772483	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$35.10
V000005821	P2	UNITED SUPPLY CORP		
P2600807	772486	INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$59.81
V000005821	P2	UNITED SUPPLY CORP		
P2600809	772488	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$66.05
V000005821	P2	UNITED SUPPLY CORP		
P2600810	772489	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$16.04
V000005821	P2	UNITED SUPPLY CORP		
P2600811	772490	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$38.51
V000005821	P2	UNITED SUPPLY CORP		
P2600812	772491	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$4.17
V000005821	P2	UNITED SUPPLY CORP		
P2600818	772497	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/02/2025	\$53.18
V000005821	P2	UNITED SUPPLY CORP		
P2600819	772498	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$549.60
V000005821	P2	UNITED SUPPLY CORP		
P2600820	772499	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$8.78
V000005821	P2	UNITED SUPPLY CORP		
P2600827	772506	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/10/2025	\$30.38
V000005821	P2	UNITED SUPPLY CORP		
P2600830	772509	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/07/2025	\$35.30
V000005821	P2	UNITED SUPPLY CORP		
P2600834	772513	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/18/2025	\$62.48

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	P2	UNITED SUPPLY CORP		
P2600837	772516	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$89.64
V000005821	P2	UNITED SUPPLY CORP		
P2600839	772518	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/22/2025	\$30.72
V000005821	P2	UNITED SUPPLY CORP		
P2600840	772519	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$439.44
V000005821	P2	UNITED SUPPLY CORP		
P2601833	772521	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$48.51
V000005821	P2	UNITED SUPPLY CORP		
P2601837	772522	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$101.79
V000005821	P2	UNITED SUPPLY CORP		
P2601840	772523	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$11.78
V000005821	P2	UNITED SUPPLY CORP		
P2600842	772524	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/02/2025	\$3.75
V000005821	P2	UNITED SUPPLY CORP		
P2600844	772526	GUIDANCE SERVICES-SUPPLS & MTRLS	07/23/2025	\$44.72
V000005821	P2	UNITED SUPPLY CORP		
P2600845	772527	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$18.48
V000005821	P2	UNITED SUPPLY CORP		
P2600848	772530	GUIDANCE SERVICES-SUPPLS & MTRLS	07/15/2025	\$38.89
V000005821	P2	UNITED SUPPLY CORP		
P2600850	772532	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$33.44
V000005821	P2	UNITED SUPPLY CORP		
P2600852	772534	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/22/2025	\$12.34
V000005821	P2	UNITED SUPPLY CORP		
P2600853	772535	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/02/2025	\$12.26
V000005821	P2	UNITED SUPPLY CORP		
P2600854	772536	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$7.59
V000005821	P2	UNITED SUPPLY CORP		
P2600857	772539	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$38.99
V000005821	P2	UNITED SUPPLY CORP		
P2600858	772540	GUIDANCE SERVICES-SUPPLS & MTRLS	07/10/2025	\$12.00
V000005821	P2	UNITED SUPPLY CORP		
P2600859	772541	CHILD STUDY TEAMS-SUPPLS & MTRLS	07/07/2025	\$17.85
V000005821	P2	UNITED SUPPLY CORP		
P2600860	772542	INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$92.40
V000005821	P2	UNITED SUPPLY CORP		
P2600861	772543	INSTRUCTION-GENERAL SUPPLIES	07/18/2025	\$36.98
V000005821	P2	UNITED SUPPLY CORP		
P2600863	772545	SPEECH/OT/PT/RELATED SVCS-SUPPLS & MTRLS	07/23/2025	\$59.14
V000005821	P2	UNITED SUPPLY CORP		
P2600867	772548	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$65.33
V000005821	P2	UNITED SUPPLY CORP		
P2600868	772549	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$33.64
V000005821	P2	UNITED SUPPLY CORP		
P2600870	772551	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$33.60

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	P2	UNITED SUPPLY CORP		
P2600871	772552	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$62.17
V000005821	P2	UNITED SUPPLY CORP		
P2600873	772554	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$10.68
V000005821	P2	UNITED SUPPLY CORP		
P2601847	772555	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$125.11
V000005821	P2	UNITED SUPPLY CORP		
P2600876	772558	INSTRUCTION-GENERAL SUPPLIES	07/24/2025	\$6.04
V000005821	P2	UNITED SUPPLY CORP		
P2600877	772559	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$64.48
V000005821	P2	UNITED SUPPLY CORP		
P2600878	772560	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$25.86
V000005821	P2	UNITED SUPPLY CORP		
P2600879	772561	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$69.72
V000005821	P2	UNITED SUPPLY CORP		
P2600883	772564	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$7.65
V000005821	P2	UNITED SUPPLY CORP		
P2600887	772568	INSTRUCTION-GENERAL SUPPLIES	07/15/2025	\$42.84
V000005821	P2	UNITED SUPPLY CORP		
P2600891	772572	HEALTH SERVICES-SUPPLS & MTRLS	07/15/2025	\$164.54
V000005821	P2	UNITED SUPPLY CORP		
P2600880	772574	INSTRUCTION-GENERAL SUPPLIES	07/02/2025	\$3.31
V000005821	P2	UNITED SUPPLY CORP		
P2600877	B-772559-1	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$35.33
V000005821	P2	UNITED SUPPLY CORP		
P2600734	B772410-1	INSTRUCTION-GENERAL SUPPLIES	07/17/2025	\$160.88
			Total:	\$6,842.68
23609	PM	VALESKI, VICTOR		
P2503600	JUN2025CELL	GENERAL ADMINISTRATION-COMMUNIC/PHONE	06/30/2025	\$147.27
			Total:	\$147.27
V000005151	B1	VAN CLEEF ENGINEERING ASSOCIAT		
P2003184	1810EBT-24	FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	06/30/2025	\$1,272.00
V000005151	B1	VAN CLEEF ENGINEERING ASSOCIAT		
P2504812	2402EBT-6	OTHER LOCAL SOURCES-ARCHT/ENG SVCS	06/30/2025	\$6,673.00
V000005151	B1	VAN CLEEF ENGINEERING ASSOCIAT		
P2503871	2403EBT-5	INTERLOCAL SVC AGRMNT-PRCH PRF/TCH SVC	06/30/2025	\$1,634.50
V000005151	B1	VAN CLEEF ENGINEERING ASSOCIAT		
P2506503	2501EBT-1	FACILITY ACQUISITION/CONSTR SV-ARCHT/ENG SVCS	06/30/2025	\$9,387.00
			Total:	\$18,966.50
26775	PM	VENDOME, JAIRO		
P2504278	JUN2025MILEAGE	ADMIN INFORMATION TECHNOLOGY-REG/TRAIN/TRAVEL	06/30/2025	\$26.74
			Total:	\$26.74

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>
V000007731	P1	VIPER TIMING SYSTEMS LLC		
P2503383	415	INSTRUCTION-PRCH SVC	06/21/2025	\$800.00
			Total:	\$800.00
V000006032	B3	VWR INTERNATIONAL LLC		
P2601316	8819414382	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$230.98
V000006032	B3	VWR INTERNATIONAL LLC		
P2601315	8819414383	INSTRUCTION-GENERAL SUPPLIES	07/07/2025	\$23.00
			Total:	\$253.98
V000003441	B2	W B MASON COMPANY INC		
P2601908	255384333	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$654.40
V000003441	B2	W B MASON COMPANY INC		
P2601981	255388644	EDUCATIONAL MEDIA SERVICES-SUPPLS & MTRLS	07/09/2025	\$445.45
V000003441	B2	W B MASON COMPANY INC		
P2601883	255415442	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$4,270.40
V000003441	B2	W B MASON COMPANY INC		
P2601894	255415451	INSTRUCTION-GENERAL SUPPLIES	07/10/2025	\$2,669.00
V000003441	B2	W B MASON COMPANY INC		
P2601486	255452205	INSTRUCTION-GENERAL SUPPLIES	07/11/2025	\$8.60
V000003441	B2	W B MASON COMPANY INC		
P2601475	255475348	GUIDANCE SERVICES-SUPPLS & MTRLS	07/14/2025	\$45.96
V000003441	B2	W B MASON COMPANY INC		
P2601409	255475409	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$11.90
V000003441	B2	W B MASON COMPANY INC		
P2601445	255475454	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$11.10
V000003441	B2	W B MASON COMPANY INC		
P2601470	255475505	INSTRUCTION-GENERAL SUPPLIES	07/14/2025	\$111.66
V000003441	B2	W B MASON COMPANY INC		
P2601507	255475543	ADULT & COMMUNITY PROGRAMS-SUPPLS & MTRLS	07/14/2025	\$0.91
V000003441	B2	W B MASON COMPANY INC		
P2601470	255535366	INSTRUCTION-GENERAL SUPPLIES	07/16/2025	\$263.69
V000003441	B2	W B MASON COMPANY INC		
P2601856	255565732	INSTRUCTION-GENERAL SUPPLIES	07/17/2025	\$800.70
V000003441	B2	W B MASON COMPANY INC		
P2601423	255566265	INSTRUCTION-GENERAL SUPPLIES	07/17/2025	\$114.89
V000003441	B2	W B MASON COMPANY INC		
P2602158	255569803	IMPROVEMENT OF INSTRUCTION-SUPPLS & MTRLS	07/17/2025	\$295.37
V000003441	B2	W B MASON COMPANY INC		
P2602150	255569894	CENTRAL SERVICES-SUPPLS & MTRLS	07/17/2025	\$135.09
V000003441	B2	W B MASON COMPANY INC		
P2601438	255622106	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$248.74
V000003441	B2	W B MASON COMPANY INC		
P2601455	255622135	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$459.61
V000003441	B2	W B MASON COMPANY INC		
P2601451	255622164	INSTRUCTION-GENERAL SUPPLIES	07/21/2025	\$209.09

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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	B2	W B MASON COMPANY INC		
P2601423	255652768	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$220.04
V000003441	B2	W B MASON COMPANY INC		
P2602101	255652944	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$1,734.85
V000003441	B2	W B MASON COMPANY INC		
P2602216	255659854	SCHOOL ADMINISTRATION-SUPPLS & MTRLS	07/22/2025	\$204.04
V000003441	B2	W B MASON COMPANY INC		
P2602317	255659914	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$265.04
V000003441	B2	W B MASON COMPANY INC		
P2602218	255659992	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$800.70
V000003441	B2	W B MASON COMPANY INC		
P2602257	255660111	INSTRUCTION-GENERAL SUPPLIES	07/22/2025	\$623.80
V000003441	B2	W B MASON COMPANY INC		
P2601455	255715388	INSTRUCTION-GENERAL SUPPLIES	07/24/2025	\$11.92
V000003441	B2	W B MASON COMPANY INC		
P2601412	255715543	INSTRUCTION-GENERAL SUPPLIES	07/24/2025	\$90.90
V000003441	B2	W B MASON COMPANY INC		
P2602317	255716863	INSTRUCTION-GENERAL SUPPLIES	07/24/2025	\$19.49
V000003441	B2	W B MASON COMPANY INC		
P2601480	255747108	INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$3.16
V000003441	B2	W B MASON COMPANY INC		
P2601423	255747204	INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$5.80
V000003441	B2	W B MASON COMPANY INC		
P2602317	255747988	INSTRUCTION-GENERAL SUPPLIES	07/25/2025	\$29.24
			Total:	\$14,765.54
V000002221	B1	W. W. GRAINGER INC.		
P2601633	9565994002	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$63.30
V000002221	B1	W. W. GRAINGER INC.		
P2602139	9575780862	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/17/2025	\$6,368.11
V000002221	B1	W. W. GRAINGER INC.		
P2602138	9575780870	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/17/2025	\$6,368.11
V000002221	B1	W. W. GRAINGER INC.		
P2602137	9575780888	ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/17/2025	\$20,650.00
			Total:	\$33,449.52
V000006491	P2	WEST MUSIC COMPANY INC		
P2601651	SI2535887	INSTRUCTION-GENERAL SUPPLIES	07/09/2025	\$619.32
V000006491	P2	WEST MUSIC COMPANY INC		
P2602219	SI2539666	INSTRUCTION-GENERAL SUPPLIES	07/23/2025	\$47.95
			Total:	\$667.27
V000004962	P1	WHIRL CORPORATION INC		
P2503236	25-7764	INTERLOCAL SVC AGRMNT-CNSTRCT SVCS	04/24/2025	\$15,500.00
V000004962	P1	WHIRL CORPORATION INC		
P2505798	25-7825	CARE AND UPKEEP OF GROUNDS-CLNG/RPR/MNT SVC	07/21/2025	\$3,750.00

BOARD MEETING DATE:08/14/2025
APPROVAL OF BILL LIST--
PAYMENTS PENDING FOR ISSUANCE ON: 08/15/2025

<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>Total:</u>	<u>Amount</u> <u>\$19,250.00</u>
T000009764 P2602386	HO REFY25MOSAIC	WIJESINGHE, MR. & MRS. ENTERPRISE FUND-FOOD SERVICES-DFRD REV	07/18/2025 Total:	\$62.70 \$62.70
V000005472 P2505978	B1 INV016211	YOUNG AUDIENCES OF NEW JERSEY EAST BRUNSWICK EDUCATION FOUND-PRCH SVC	06/04/2025 Total:	\$6,675.00 \$6,675.00
V000007854 P2506151	P1 S6521224.002	Z&Z SUPPLY MERGER SUB LLC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/18/2025	\$2,475.87
V000007854 P2506150	P1 S6522282.001	Z&Z SUPPLY MERGER SUB LLC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	06/03/2025	\$404.76
V000007854 P2506152	P1 S6522358.001	Z&Z SUPPLY MERGER SUB LLC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/08/2025	\$599.21
V000007854 P2506152	P1 S6522358.002	Z&Z SUPPLY MERGER SUB LLC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/08/2025	\$425.54
V000007854 P2506156	P1 S6527004.001	Z&Z SUPPLY MERGER SUB LLC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	06/03/2025	\$846.60
V000007854 P2602520	P1 S6621965.001	Z&Z SUPPLY MERGER SUB LLC ALLOW MAINT FOR SCHOOL FACIL-GENERAL SUPPLIES	07/29/2025 Total:	\$148.11 \$4,900.09
			Grand Total:	\$3,800,208.49



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 14.

Date Prepared: 8/5/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education
FROM: Lori Tagerty, Purchasing Manager
SUBJECT: Surplus Equipment For Disposition

Summary:

The District has identified and recommends materials to be declared surplus and disposed as listed in the attachment. Pursuant to N.J.S.A. 18A:18A-45, the Board must approve the sale or disposition of assets. The assets in the attachment are recommended for disposition.

Recommendation:

Recommendation: WHEREAS, N.J.S.A. 18A:18A-45 authorizes boards of education to dispose of or sell its personal property not needed for school purposes by sealed bid or public auction; and

WHEREAS, the East Brunswick Public Schools has determined that the property described above and incorporated herein is no longer needed for school purpose use, is in disrepair, and should be disposed.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the East Brunswick Public Schools in the County of Middlesex, State of New Jersey, that the Assistant Superintendent for Business and Support Operations is hereby authorized to directly dispose of the attachment-listed surplus personal property.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						

Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Surplus Equipment for Disposition	8/5/2025	Backup Material

<i>Quantity</i>	<i>Description of Equipment</i>	<i>Serial #</i>
1	Powermatic Model 81 Band Saw	67-3699
1	Baldor Model B1125-H7 Grinder	NA
1	Powermatic Model 90 Lathe	65-4599



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 15.

Date Prepared: 8/13/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Joseph Crotchfelt, CPA, Director of Financial Services

SUBJECT: Travel Report - Anna Braun (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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report - Braun	8/13/2025	Backup Material

August 14, 2025

Approval of Request For Travel Expense Report

Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
Anna Braun	Board Member	Administration	New Jersey School Boards Association Annual Conference	Atlantic City, NJ	10/20/25 - 10/23/25	\$ 1,138.00

Financial Services Department Approval

8/14/2025

Date

Superintendent of Schools Approval

8/14/2025

Date



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 16.

Date Prepared: 8/13/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Joseph Crotchfelt, CPA, Director of Financial Services

SUBJECT: Travel Report - Jaime Falco (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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report - Falco	8/13/2025	Backup Material

August 14, 2025

Approval of Request For Travel Expense Report

Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
Jaime Falco	Board Member	Administration	New Jersey School Boards Association Annual Conference	Atlantic City, NJ	10/21/25 - 10/23/25	\$ 887.34

_____	8/14/2025
Financial Services Department Approval	Date

_____	8/14/2025
Superintendent of Schools Approval	Date



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 17.

Date Prepared: 8/13/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Joseph Crotchfelt, CPA, Director of Financial Services

SUBJECT: Travel Report - Louis Figueroa (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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report - Figueroa	8/13/2025	Backup Material

August 14, 2025

Approval of Request For Travel Expense Report

Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
Louis Figueroa	Board Member	Administration	New Jersey School Boards Association Annual Conference	Atlantic City, NJ	10/20/25 - 10/23/25	\$ 1,137.91

Financial Services Department Approval

8/14/2025

Date

Superintendent of Schools Approval

8/14/2025

Date



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 18.

Date Prepared: 8/13/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Joseph Crotchfelt, CPA, Director of Financial Services

SUBJECT: Travel Report - Heather Guas (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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report - Guas	8/13/2025	Backup Material

August 14, 2025

Approval of Request For Travel Expense Report

Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
Heather Guas	Board Member	Administration	New Jersey School Boards Association Annual Conference	Atlantic City, NJ	10/20/25 - 10/22/25	\$ 890.82

Financial Services Department Approval

8/14/2025

Date

Superintendent of Schools Approval

8/14/2025

Date



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 19.

Date Prepared: 8/13/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Joseph Crotchfelt, CPA, Director of Financial Services

SUBJECT: Travel Report - Laurie Herrick (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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report - Herrick	8/13/2025	Backup Material

August 14, 2025

Approval of Request For Travel Expense Report

Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
Laurie Herrick	Board Member	Administration	New Jersey School Boards Association Annual Conference	Atlantic City, NJ	10/20/25 - 10/23/25	\$ 1,143.64

Financial Services Department Approval

8/14/2025

Date

Superintendent of Schools Approval

8/14/2025

Date



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 20.

Date Prepared: 8/13/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Joseph Crotchfelt, CPA, Director of Financial Services

SUBJECT: Travel Report - Liwu Hong (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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report - Hong	8/13/2025	Backup Material

August 14, 2025

Approval of Request For Travel Expense Report

Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
Liwu Hong	Board Member	Administration	New Jersey School Boards Association Annual Conference	Atlantic City, NJ	10/20/25 - 10/23/25	\$ 1,140.82

Financial Services Department Approval

8/14/2025

Date

Superintendent of Schools Approval

8/14/2025

Date



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 21.

Date Prepared: 8/13/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Joseph Crotchfelt, CPA, Director of Financial Services

SUBJECT: Travel Report - Wilbur Pan (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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report - Pan	8/13/2025	Backup Material

August 14, 2025

Approval of Request For Travel Expense Report

Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
Wilbur Pan	Board Member	Administration	New Jersey School Boards Association Annual Conference	Atlantic City, NJ	10/20/25 - 10/23/25	\$ 1,139.88

Financial Services Department Approval

8/14/2025

Date

Superintendent of Schools Approval

8/14/2025

Date



**EAST BRUNSWICK PUBLIC
SCHOOLS**

BUSINESS AND SUPPORT OPERATIONS
Agenda Item: 22.

Date Prepared: 8/13/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Joseph Crotchfelt, CPA, Director of Financial Services

SUBJECT: Travel Report - Marianne Tanious (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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						

Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Travel Report - Tanious	8/13/2025	Backup Material

August 14, 2025

Approval of Request For Travel Expense Report

Name	Title/Position	School	Title of Workshop	Location	Dates	Grand Total Approved
Marianne Tanious	Board Member	Administration	New Jersey School Boards Association Annual Conference	Atlantic City, NJ	10/21/2025	\$ 397.52

Financial Services Department Approval

8/14/2025

Date

Superintendent of Schools Approval

8/14/2025

Date



**EAST BRUNSWICK PUBLIC
SCHOOLS**

HUMAN RESOURCES
Agenda Item: 1.

Date Prepared: 7/9/2025

Meeting Date: 8/14/2025

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
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						

Liwu Hong						
Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Personnel Actions	8/8/2025	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 Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
<u>Attachment E.1</u> <u>Certificated Personnel</u>								
ALUSIK, JULIANA 25725	10	RSGN Resignation	10/4/2025	KINDERGARTEN TEACHER		Central		Resignation
				11-110-100-21010-000-00-0-070				
BEATON, ANDREA 12499	10	RTMT Retirement	11/1/2025	SOCIAL STUDIES TEACHER		Churchill		Retirement
				11-130-100-21010-000-00-0-002				
BORELLI, ALINA 26326	10	REMP Reemployment	9/1/2025	SOCIAL STUDIES TEACHER TE02/MA/10		Churchill	\$85,445.00	Degree: MED Cert: SOCIAL STUDIES COLLEGE OF STATEN ISLAND
				11-130-100-21010-000-00-0-002				
BURNS, MARGARET 26502	10	RSGN Resignation	7/1/2025	SCIENCE TEACHER		Churchill		Resignation
CALICHIO, CARA 23527	10	CPCN Leave Replacement/ Position Change	9/1/2025 - 6/30/2026	SPECIAL ED TEACHER RESOURCE	TE02/BA/01	Lawrence Brook	\$64,000.00	
				11-213-100-21010-000-00-0-100				

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
Leave Information if Applicable								
CALLOWAY, ANIE 26989	10	NEW New Position	9/1/2025	BEHAVIORIST	TE10/MA/07	Administration	\$79,327.00	Degree: MS Cert: BCBA CAPELLA UNIVERSITY
11-000-219-21040-000-00-0-000								
CALVOSA, HELENA 26974	10	RSGN Resignation	9/1/2025	SPEECH LANGUAGE SPECIALIST 1/2 TIME		District		Resignation
CARAMICO, JESSICA 25330	12	60DY 60 Day Non-Tenured	09/8/2025 - 11/07/2025	SCHOOL COUNSELOR	TE08/MA/05	Churchill	\$78,725.00	
11-000-218-21040-000-00-0-055								
CERBONE, BROOKE 25501	10	CLOC Account Change	9/1/2025	ART TEACHER		District		
11-120-100-21010-000-00-0-138 - 40%, 11-120-100-21010-000-00-0-125 - 40%, 11-120-100-21010-000-00-0-060 - 10%, 11-120-100-21010-000-00-0-070 - 10%								
CLARK-PETER, ZOE 26194	10	RSGN Resignation	7/1/2025	SCIENCE TEACHER		Churchill		Resignation
COHEN, NANCY 27007	10	NEW Replacement	9/1/2025	SPANISH TEACHER	TE02/BA/07	EBHS	\$70,845.00	Degree: BA Cert: SPANISH POLITECNICO DI MILANO
11-140-100-21010-000-00-0-050								
DALY, ALLISON 22336	10	CLOC Location Change	9/1/2025	SPECIAL ED TEACHER RESOURCE		Lawrence Brook		
11-213-100-21010-000-00-0-100								
DERKACZ, JAMIE 22393	10	LVAD Leave of Absence		ELEMENTARY TEACHER		Frost		
11-120-100-21010-000-00-0-130								
EffectiveBegin:			10/27/2025	EffectiveEnd:		12/12/2025	LeaveType: PAID LEAVE	
EffectiveBegin:			12/13/2025	EffectiveEnd:		3/14/2026	LeaveType: FMLA/NJFLA - CRL	
EffectiveBegin:			3/15/2026	EffectiveEnd:		4/16/2026	LeaveType: UNPAID LEAVE	

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
DRAGONETTE, PATRICIA 27004	10	NEW Replacement	9/1/2025	SPEECH LANGUAGE SPECIALIST - 1/2 TIME 11-000-216-21000-000-0-000	TE02/MA/11	District	\$45,022.50	Degree: MS Cert: SPEECH LNG SPEC SETON HALL UNIVERSITY
DURANDO, CHRISTINA 27003	10	NEW Replacement	9/1/2025	SCIENCE TEACHER 11-130-100-21010-000-00-0-002	TE02/MA/12	Churchill	\$94,745.00	Degree: MA Cert: ELEM-SCI 5-8 NEW JERSEY CITY UNIVERSITY
ELNAGGAR, MARIAM 27005	10	NEW Leave Replacement	9/1/2025 - 6/30/2026 11-120-100-21010-000-00-0-138	ELEMENTARY TEACHER	TE02/BA/02	Warnsdorfer	\$64,250.00	Degree: BA Cert: ELEM K-6 THE COLLEGE OF NEW JERSEY
FELICETTA, TAYLOR 25820	10	CLOC Location Change	9/1/2025	SPECIAL ED TEACHER RESOURCE 11-213-100-21010-000-00-0-056		Hammar skjold		
GREENE, KATIE 26477	10	NEW Leave Replacement	9/1/2025 - 6/30/2026 11-120-100-21010-000-00-0-130	ELEMENTARY TEACHER	TE02/BA/01	Frost	\$64,000.00	Degree: BA Cert: ELEM K-6 ROWAN UNIVERSITY
HEADLAM, JACLYN 26980	10	CHDT Hire Date Change	9/17/2025 11-000-218-21040-000-00-0-055 - 40%, 11-000-218-21040-000-00-0-130 - 130 - 60%	STUDENT ASSISTANCE SPECIALIST	TE06/MA/11	District	\$93,660.00	

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
JUBA, CASSANDRA 27006	10	NEW Replacement 11-213-100-21010-000-00-0-060	9/1/2025	SPECIAL ED TEACHER RESOURCE	TE02/MA/11	Bowne Munro	\$90,045.00	Degree: MA Cert: TCHR STU DISAB NEW JERSEY CITY UNIVERSITY
KAUSHAL, NIVEDITA 26985	10	NEW Replacement 11-130-100-21010-000-00-0-002	9/1/2025	SCIENCE TEACHER	TE02/DOC/02	Churchill	\$74,450.00	Degree: PHD Cert: BIOLOGICAL SCI PUNJABI UNIVERSITY PATIALA
LYNCH, MICHELLE 26187	10	CLOC Account Change 11-120-100-21010-000-00-0-125 - 30%, 11-120-100-21010-000-00-0-100 - 70%	9/1/2025	ART TEACHER		District		
MANNON, KATHRYN 25151	10	CLOC Account Change 11-120-100-21010-000-00-0-130 - 10%, 11-120-100-21010-000-00-0-070 - 10%, 11-120-100-21010-000-00-0-120 - 40%, 11-120-100-21010-000-00-0-125 - 40%	9/1/2025	MUSIC TEACHER		District		
MELILLO, SAMANTHA 25731	10	CPCN Position Change/ Leave Replacement 11-120-100-21010-000-00-0-138	9/1/2025 - 6/30/2026	ELEMENTARY TEACHER	TE02/BA/02	Warnsdorfer	\$64,250.00	
MOTUSESKY, KATHERINE 12472	10	LVAD Leave of Absence 11-230-100-21010-000-00-0-056		BASIC SKILLS TEACHER		Hammar skjold		
EffectiveBegin: 9/15/2025 EffectiveEnd: 10/5/2025 LeaveType: PAID LEAVE								
MULHALL, EMILY 23986	10	LVAD Leave of Absence 11-120-100-21010-000-00-0-138		ELEMENTARY TEACHER		Warnsdorfer		
EffectiveBegin: 10/27/2025 EffectiveEnd: 11/26/2025 LeaveType: PAID LEAVE								
EffectiveBegin: 11/27/2025 EffectiveEnd: 12/22/2025 LeaveType: FAMILY MEDICAL LEAVE								
EffectiveBegin: 12/23/2025 EffectiveEnd: 2/26/2026 LeaveType: FMLA/NJFLA - CRL								

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
Leave Information if Applicable								
NISLEIT, JOSHUA 26987	10	NEW Leave Replacement	9/1/2025 - 6/30/2026	SCIENCE TEACHER	TE02/BA/01	Churchill	\$64,000.00	Degree: BS Cert: BIOLOGICAL SCI UNIVERSITY OF WISCONSIN
11-130-100-21010-000-00-0-002								
ORAPALLO, JESSICA 26712	10	LVAD Leave of Absence		STUDENT ASSISTANCE SPECIALIST		Hammar skjold		
11-000-218-21040-000-00-0-056								
EffectiveBegin: 12/1/2025 EffectiveEnd: 12/12/2025 LeaveType: PAID LEAVE								
EffectiveBegin: 12/13/2025 EffectiveEnd: 4/12/2026 LeaveType: FMLA/NJFLA - CRL								
PELUZZO, HERBERT 21064	12	TRNE Reemployment Tenure	7/1/2025 - 6/30/2026	SUPERVISOR ALTERNATE PROGRAMS	PSA/SUPV/SPAP	Administration	\$170,702.00	
11-000-221-21020-000-00-0-000								
POLESHUK, JULIE 21478	10	CLOC Account Change	9/1/2025	MUSIC TEACHER		District		
11-120-100-21010-000-00-0-125 - 30%, 11-120-100-21010-000-00-0-100 - 70%								
PORTALES, ROXANA 27009	10	NEW Replacement	9/1/2025	SPANISH TEACHER	TE02/MA/09	EBHS	\$81,345.00	Degree: MA Cert: SPANISH UNIVERSITY SALAMANCA
11-140-100-21010-000-00-0-050								
RIDGWAY, ANDREW 26186	10	RSGN Resignation	9/30/2025	SCHOOL PSYCHOLOGIST		District		Resignation
11-000-219-21040-000-00-0-000								
ROSE, ABIGAIL 26736	10	NEW Replacement	9/1/2025	MUSIC TEACHER PART TIME	TE02/BA/01	Churchill	\$38,400.00	Degree: BM Cert: MUSIC WESTMINSTER CHOIR COLLEGE
11-130-100-21010-000-00-0-002								

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
Leave Information if Applicable								
ROUF, FAHIM 26367	10	LVAD Leave of Absence		MATHEMATICS TEACHER		EBHS		
11-140-100-21010-000-00-0-050								
EffectiveBegin: 9/1/2025 EffectiveEnd: 10/13/2025 LeaveType: FMLA/NJFLA - CRL								
SANTIAGO, KAILEEN 27008	10	NEW Leave Replacement	9/1/2025 - 11/28/2025	MUSIC TEACHER	TE02/BA/01	District	\$64,000.00	Degree: BM Cert: MUSIC NEW JERSEY CITY UNIVERSITY
11-120-100-21010-000-00-0-130 - 20%, 11-120-100-21010-000-00-0-125 - 20% 11-140-100-21010-000-00-0-050 - 20%, 11-120-100-21010-000-00-0-070 - 20%, 11-120-100-21010-000-00-0-090 - 20%								
SASSO, MARGARET 21876	10	CLOC Account Change	9/1/2025	ART TEACHER		District		
11-120-100-21010-000-00-0-138 - 30%, 11-120-100-21010-000-00-0-120 - 70%								
SERRANO ROMAN, CASSANDRA 26991	10	NEW Replacement	9/1/2025	SPECIAL ED TEACHER PRESCH F/T	TE02/BA/05	Irwin	\$65,970.00	Degree: BA Cert: TCHR STU DISAB MONTCLAIR STATE UNIVERSITY
11-216-100-21010-000-00-0-090								
SEYAM, DALIA 26986	10	NEW Leave Replacement	9/1/2025 - 6/30/2026	MATHEMATICS TEACHER	TE02/BA/01	Churchill	\$64,000.00	Degree: BA Cert: MATHEMATICS AIN SHAMS UNIVERSITY
11-130-100-21010-000-00-0-002								
SKARZYNSKI, ALEXANDRA 27013	10	NEW Leave Replacement	9/1/2025 - 6/30/2026	STUDENT ASSISTANCE SPECIALIST	TE06/MA/01	Lawrence Brook	\$71,615.00	Degree: MED Cert: SCHL CNSLR RUTGERS UNIVERSITY
11-000-218-21040-000-00-0-100								
SKIDMORE, KATHERINE 21734	10	LVAD Leave of Absence		ENGLISH/ILA TEACHER		EBHS		
11-140-100-21010-000-00-0-050								
EffectiveBegin: 9/1/2025 EffectiveEnd: 12/31/2025 LeaveType: UNPAID LEAVE EXTENSION								

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
SOCCODATO-DUTKA, RENEE								
12039	10	CLOC Account Change	9/1/2025	MUSIC TEACHER		District		
11-120-100-21010-000-00-0-138 - 70%, 11-120-100-21010-000-00-0-120 - 30%								
STINGEL, RYAN								
26962	10	RSGN Resignation	9/1/2025	STUDENT ASSISTANT SPECIALIST		EBHS		Resignation
WILSON, LISAMARIE								
23947	10	LVAD Leave of Absence		MATHEMATICS TEACHER		Churchill		
11-130-100-21010-000-00-0-002								
EffectiveBegin:			9/1/2025	EffectiveEnd:	10/16/2025	LeaveType:	PAID LEAVE CHANGE 1 - AMENDED DATES	
EffectiveBegin:			10/17/2025	EffectiveEnd:	11/5/2025	LeaveType:	FAMILY MEDICAL LEAVE CHANGE - AMENDED DATES	
EffectiveBegin:			11/6/2025	EffectiveEnd:	1/19/2026	LeaveType:	FMLA/NJFLA - CRL - AMENDED DATES	

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

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 \$58.00 per hour:

		Presentation Hours	Preparation Hours
<i>Initial CPI Certification:</i>			
Leigh-Ann Young	East Brunswick High School	6	1
<i>CPI Re-Certification Training:</i>			
Leigh-Ann Young	East Brunswick High School	17	6
Nicholas Russo	Churchill Junior High School	8.5	3

COACHING POSITIONS 2025 - 2026

It is recommended that the following be approved for a coaching position for the 2025 – 2026 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Tracy Fudge Jr	Football/Assistant	\$6,621.00
Joseph Liquori	Football/Defensive Coordinator	\$6,909.00

Staff attending IEP Meetings - \$29.00 per hour

Donna Heller-Ringer

CERTIFICATED PERSONNEL

ATTACHMENT

KINDERGARTEN/PRE-SCHOOL/NEW STUDENT ORIENTATION

It is recommended that the following be approved to participate in Kindergarten/Pre-school/New Student Orientation at the rate of \$116.00 per session:

<u>Name</u>	<u>School</u>
Masocorro Calleja Uy (2)	Bowne-Munro Elementary School
Lisa McCloskey	Bowne-Munro Elementary School
Amy Vidnansky	Bowne-Munro Elementary School
Erinn Rasin (2)	Bowne-Munro Elementary School
Juliana Alusik	Central Elementary School
Lisa Carney (2)	Central Elementary School
Sara Enis (2)	Central Elementary School
Stephanie Lonigro	Central Elementary School
Alexa Margolin	Central Elementary School
Allison Pimentel	Central Elementary School
Danielle Turk	Central Elementary School
Kathleen Vargas	Central Elementary School
Michele Cittadino	Chittick Elementary School
Laurie Eitel (2)	Chittick Elementary School
Andrea Ford	Chittick Elementary School
Virginia Littlefield	Chittick Elementary School
Kathleen Parkinson	Chittick Elementary School
Allison Pearlman (2)	Chittick Elementary School
Emma Perone	Chittick Elementary School
Shannon Poquette	Chittick Elementary School
Kelly Rosa	Chittick Elementary School

CERTIFICATED PERSONNEL

ATTACHMENT

KINDERGARTEN/PRE-SCHOOL/NEW STUDENT ORIENTATION (Continued)

<u>Name</u>	<u>School</u>
Cheri Upshur	Chittick Elementary School
Andrea Weatherly	Chittick Elementary School
Donielle Abbruscato (2)	Frost Elementary School
Tiffany Blore	Frost Elementary School
Nicole Chan	Frost Elementary School
Jody Crupe	Frost Elementary School
AnnMarie DiRenzo	Frost Elementary School
Bryan Grosvenor	Frost Elementary School
Alexandra Pisano	Frost Elementary School
Ivy Schwam (2)	Frost Elementary School
Megan Vaughn	Frost Elementary School
Juliana Vierbuchen	Frost Elementary School
Olutoyosi Alawode	Irwin Elementary School
Jaclyn Gellman	Irwin Elementary School
Rose Ann Pancione	Irwin Elementary School
Sarah Powers	Irwin Elementary School
Jude Roche (2)	Irwin Elementary School
Donna Savarese (2)	Irwin Elementary School
Cassandra Serrano Roman	Irwin Elementary School
Vanessa Silvia	Irwin Elementary School
Justin Valerio	Irwin Elementary School
Vickiemarie Wilkins	Irwin Elementary School

CERTIFICATED PERSONNEL

ATTACHMENT

KINDERGARTEN/PRE-SCHOOL/NEW STUDENT ORIENTATION (Continued)

<u>Name</u>	<u>School</u>
Agnes Castellano	Lawrence Brook Elementary School
Evagelia Kapsaskis	Lawrence Brook Elementary School
Catherine Kovarcik (2)	Lawrence Brook Elementary School
Jessica Logan (2)	Lawrence Brook Elementary School
Emily Shroyer	Lawrence Brook Elementary School
Alexandra Skarzynski (2)	Lawrence Brook Elementary School
Christina Tregillies	Lawrence Brook Elementary School
Rebecca Young	Lawrence Brook Elementary School
Jennifer Beach-Eberle	Memorial Elementary School
Samantha Berman	Memorial Elementary School
Alissa Ferrante	Memorial Elementary School
Taylor Gavares (2)	Memorial Elementary School
Rachel Thomas	Memorial Elementary School
Michelle Grant	Warnsdorfer Elementary School
Nicole Ilaria	Warnsdorfer Elementary School
Lise Noppenberger	Warnsdorfer Elementary School
Michele Reisbord	Warnsdorfer Elementary School
Antoinette Resti (2)	Warnsdorfer Elementary School
Sharon Taborda	Warnsdorfer Elementary School
Rachel Weitzenkorn (2)	Warnsdorfer Elementary School

CERTIFICATED PERSONNEL

ATTACHMENT

HAMMARSKJOLD UPPER ELEMENTARY/NEW STUDENT ORIENTATION

It is recommended that the following be approved to participate in Hammarskjold New Student Orientation at the rate of \$116.00 per session:

Name

Joseph Bondi
Megan Festa
Marisa Greco
Alicia Jones
Katherine Kennish
Susie Lyons
Kelly McCauley
Clare Moloughney
Kelly Perno
Ashleigh Potenski
Tammy Rella
Christina Richards
Lisa Ruggiero
Valona Santos
Alison Skowronski
Dana Terpenning

CERTIFICATED PERSONNEL

ATTACHMENT

VOLUNTEER ATHLETIC COACH:

It is recommended that the following be approved as a volunteer coach for 2025 – 2026 school year:

Laura Calderone	Cross Country
Jessica Allen	Field Hockey
Brian Bartone	Football
Brian Merlo	Football
Matthew Pazinko	Football
Christian Richards	Football
Robert Shalika	Soccer
Deborah Mangino	Tennis

SUMMER CREDIT RECOVERY

It is recommended that the following staff members be reapproved for Summer Credit Recovery at the rate of \$77 per hour (grant funded):

Shari Cofinas
Katelyn Eyer
Sara Murphy
Shauna Murray
Renee Scaletti

CERTIFICATED PERSONNEL	ATTACHMENT

STUDENT TEACHERS/INTERNS/OBSERVERS:

It is recommended that the following Student Teachers, Interns and Observers be approved for Fall 2025:

- Olivia Beldowicz
- Kevin Catalon
- Michael DeSantis
- Maureen Dreitlein
- Yatzeidy Gonzalez
- Amanda Ha
- Shannon Kearns
- Nikole Marchese
- Sean McDonald
- Cheyenne Piggee
- Kate Spinelli
- Emma Stabile
- Morgan Stout
- Ann Marie Zur

CLUB ADVISORS 2025-2026

It is recommended that the following Advisor and stipend be approved for the 2025 Summer Marching Band:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Zoe D’Amico	Marching	\$1,254.00

E.1 CERTIFICATED PERSONNEL

ATTACHMENT E.1

CONTINUING EDUCATION AND CURRICULUM WORKSHOPS

It is recommended that the following personnel be approved for participation in the Summer and Continuing Education and Curriculum Workshops, Summer, 2025 at the rate of \$116.00 per day for ten (10) month staff:

40-1-5507: CJHS Exploration of Music Curriculum Writing - Arts Education

ERIC STURR

42-1-5558: Amplify CKLA 3-5 Pilot - Language Arts

CARA CALICHIO

42-1-5559: Amplify CKLA K-2 Pilot - Language Arts

MIA ROSENTHAL

42-1-5560: Amplify ELA 6 Pilot - Language Arts

HAVEN TRAVERZO

42-1-5534: Being a Reader 3-5 Pilot - Language Arts

MARISA GRECO

42-1-5596: Grading with Being a Reader - Language Arts

MARISA GRECO

E.1 CERTIFICATED PERSONNEL

ATTACHMENT E.1

46-1-5464: Marketable Skills in Practical Arts - Practical Arts

LISA WEINERT

45-1-5611: Marine Biology Curriculum Review - Science

FRANCIS MURRAY
BETH SHOBE

45-1-5612: Forensics Planning - Science

BETH SHOBE
CARLEN SMITH

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								
BANERJEE, RITASHREE 26776	10	CPCN Position Change	9/1/2025	INSTR ASSIST PRESCH DISAB F/T	AIDE/INSTR/02	Frost	\$20,579.70	
11-216-100-21060-000-00-0-130								
BARRIAL, ITALIA 26796	10	RSGN Resignation	7/1/2025	HOMEWORK TUTOR		CP		Resignation
BRENDEL, ROY 25231	12	LVAD Leave of Absence		SENIOR FOREPERSON FAC MANAGE		SOF		
11-000-261-21000-000-00-0-000								
EffectiveBegin: 7/21/2025 EffectiveEnd: 7/30/2025 LeaveType: PAID LEAVE EXTENSION								
CIRKUS, JULIE 20093	12	CLOC Account Change	7/1/2025	SECRETARY		EBHS		
11-402-100-21000-000-00-0-000								
D'ORIO, LAREINA 26918	10	NEW Replacement	9/1/2025	CHILD NUTRITION	CNUT/FSW/NEW	Hammar skjold	\$16.09	
6E-910-310-21000-000-75-0-056								
EBRAHIM, SAMAR 25776	10	NEW Position Change	9/1/2025	SUBSTITUTE	ELASUB	CP	\$17.50	
GABALLA, ELHAM 20188	10	CLOC Location Change	9/1/2025	INSTR ASSIST AUTISM		Warnsdorfer		
11-214-100-21060-000-00-0-138								

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
Leave Information if Applicable								
GADALLA, HALA 24641	10	RSGN Resignation	7/1/2025	ACTIVITY ASSISTANT		CP		Resignation
GENDEL, ELLEN 26053	12	LVAD Leave of Absence	11-000-252-21000-000-0-000	SYSTEM SUPPORT SPECIALIST		Administration		
EffectiveBegin: 7/1/2025 EffectiveEnd: 8/8/2025 LeaveType: PAID LEAVE								
GHALY, DALIA 25434	10	CLOC Location Change	9/1/2025	INSTR ASSIST STUDENT ASSIGNED		Warnsdorfer		
11-000-217-21000-000-0-0-138								
GNAPP, JUDITH 27011	10	SUBF Sub/Child Nutrition*		N/A	N/A	N/A	0.00	
HUSSAIN, NAZNEEN 26316	10	CLOC Location Change	9/1/2025	INSTR ASSIST PRESCH DISAB F/T		Chittick		
11-216-100-21060-000-00-0-125								
LABIB, PETER 26837	10	RSGN Resignation	7/1/2025	INSTRUCTIONAL ASSISTANT		Frost		Resignation
MALAVIYA, NIPA 24845	10	CLOC Location Change	9/1/2025	INST ASST GEN ED PRESCHOOL		Central		
11-190-100-21060-000-00-0-070								

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
MANDATO, PAULA 26239	10	NEW Replacement	9/1/2025	SUBSTITUTE	ELASUB	CP	\$17.50	
MANISE, JAMES 26831	10	RSGN Resignation	7/1/2025	INSTRUCTIONAL ASSISTANT		Central		Resignation
MOLYNEUX, THERESA 20794	10	CLOC Location Change 11-214-100-21060-000-00-0-130	9/1/2025	INSTR ASSIST AUTISM		Frost		
O'NEILL, TAYLER 26007	10	LVAD Leave of Absence 11-000-270-21600-000-00-0-000		BUS DRIVER		SOF		
EffectiveBegin: 10/27/2025 EffectiveEnd: 11/17/2025 LeaveType: PAID LEAVE EffectiveBegin: 11/18/2025 EffectiveEnd: 12/21/2025 LeaveType: FAMILY MEDICAL LEAVE EffectiveBegin: 12/22/2025 EffectiveEnd: 2/17/2026 LeaveType: FMLA/NJFLA - CRL EffectiveBegin: 2/18/2026 EffectiveEnd: 4/16/2026 LeaveType: UNPAID LEAVE								
PACE, KIMBERLY 25365	10	REMP Reemployment 11-000-262-21070-000-00-0-055	9/1/2025	SCHOOL AIDE	AIDE/SCHL/07	Churchill	\$17.88	
PALAGONIA, DONNA 21939	10	CHRS Hours/FTE Change 6G-993-320-21000-800-60-0-060	9/1/2025	EARLY MORNING AIDE	AIDE/SCHL/08	CP/BM	\$18.33	

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
PETTIT, JANE 26992	10	SUBF Sub/Child Nutrition*		N/A	N/A	N/A	0.00	
RIFAT, FAHMIDA 26442	10	RSGN Resignation	8/16/2025	CLASSROOM ASSISTANT		CP		Resignation
SAAD, KAROLEN 24991	10	NEW Replacement	9/1/2025	CLASSROOM ASSISTANT	ELACA	CP	\$17.50	
SAAD, KAROLEN 24991	10	REMP Reemployment	9/1/2025	EARLY MORNING AIDE	AIDE/SCHL/08	CP/WA	\$18.33	
				6G-993-320-21000-800-60-0-138				
SANDERSON, ASHLEY 26324	10	CHRS Hours/FTE Change	9/1/2025	CLASSROOM ASSISTANT	CPRO/ELA/CA	CP/BM	\$17.50	4 Hours
				6G-993-320-21000-807-60-0-060				
SANTIAGO, LISSETTE 26813	10	RSGN Resignation	7/1/2025	SUBSTITUTE BUS DRIVER		99		Resignation
SEKAR, SUVATHIKA 25969	10	CLOC Location Change	9/1/2025	INST ASST GEN ED PRESCHOOL		Central		
				11-190-100-21060-000-00-0-070				

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

Name ID	No. of Mos	Action Description Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
SIMON-RADOCZY, RENEE 25331	10	CLOC Location Change	9/1/2025	INSTR ASSIST PRESCH DISAB F/T		Chittick		
				11-216-100-21060-000-00-0-125				
STORM, PAULA 22738	10	NEW Replacement	9/1/2025	SECRETARY	CLER/10M/N612	Chittick	\$43,290.95	
				11-000-240-21050-000-00-0-125				
TANNENBAUM, MERRYL 14265	10	CLOC Location Change	9/1/2025	INST ASST GEN ED PRESCHOOL		Central		
				11-190-100-21060-000-00-0-070				
TEJADA, MILENA 26783	10	CHRS Hours/FTE Change	9/1/2025	CHILD NUTRITION	CNUT/FSW/NEW	Churchill	\$16.09	5.75 Hours
				6E-910-310-21000-000-75-0-055				
VILLALONA, OLIVIA 25807	10	CLOC Location Change	9/1/2025	INST ASST GEN ED PRESCHOOL		Central		
				11-190-100-21060-000-00-0-070				
VOLPE, GAYANE 26323	10	CHRS Hours/FTE Change	9/1/2025	CLASSROOM ASSISTANT	CPRO/ELA/CA	CP/CT	\$17.50	4 Hours
				6G-993-320-21000-807-60-0-125				
ZEBRO, KEVIN 25474	12	CPCN Position Change	9/1/2025	DIRECTOR SCHOOL SECURITY OPS	NONU/NONU/96	Administration	\$145,000.00	
				11-000-266-21000-000-00-0-000				

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

NON-CERTIFICATED PERSONNEL	ATTACHMENT

TRANSPORTATION – SUMMER EMPLOYMENT

It is recommended that the following district employees be approved for Summer 2025:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Bora Arhan	Bus Aide	\$16.08
Julianna Garlatti	Bus Aide	\$16.08
Pakiza Siddique	Bus Aide	\$18.83

COMMUNITY PROGRAMS (parent pay)

It is recommended that the following personnel be approved for Summer Early Learning Academy:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Farhat Khan	ELA Classroom Assistant	\$17.50

TERMINATION OF EMPLOYMENT

It is recommended that employee #2XXX9 be approved for termination effective September 1, 2025.

E.2 NON-CERTIFICATED PERSONNEL

ATTACHMENT E.2

CONTINUING EDUCATION AND CURRICULUM WORKSHOPS

It is recommended that the following personnel be approved for participation in the Summer and Continuing Education and Curriculum Workshops, Summer, 2025 at the rate of \$65.00 per day:

73-1-5505: CPR/AED 07/14/2025 for Athletic Coaches, SSOs and Janet's Law Team - Student Services and Activities

REGINALD GRIGGS

73-1-5516: CPR/AED 08/05/2025 for Athletic Coaches, SSOs and Janet's Law Team - Student Services and Activities

CHARLENE ARBOLEDA
KIRAN BARAI
ROSEMARY EDMONSON
ILAYNE FELD
MARLENE GREEN-BUCKWALD
KATHRYN HEILBRONN
BESS NACCARATO
NEETA NAIK
SHASHIKALA PAI
DONNA PALAGONIA
ANNE PFEIFER-WARD
SUSAN REIMER
CATHERINE SEGRETO
AARTI SHAH
ANNA SIDHOM
PAULA SIMPSON
ROSALIE VENEZIA
SHARON VLHA
GAYANE VOLPE

73-1-5517: CPR/AED 08/21/2025 for Athletic Coaches, SSOs and Janet's Law Team - Student Services and Activities

DENNIS DONATELLI



**EAST BRUNSWICK PUBLIC
SCHOOLS**

HUMAN RESOURCES
Agenda Item: 2.

Date Prepared: 8/8/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Nicole Y. Tibbetts, Director of Human Resources

SUBJECT: Personnel Actions - Addendum No. 1 (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.

Recommendation:

Recommendation: That the attached personnel actions - addendum no. 1, pursuant to the recommendation of the Superintendent of Schools, is approved.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						
Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						

Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description	Upload Date	Type
Personnel Addendum No. 1	8/13/2025	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 Leave Information if Applicable	Effective Date	Position	Guide	Location	Salary or Hourly Rate	Comments
<u>Attachment E.1</u> <u>Certificated Personnel</u> <u>ADDENDUM</u>								
CARDINALE, HALEY 27017	10	NEW Replacement	9/1/2025	SPECIAL ED TEACHER RESOURCE	TE02/BA/08	Lawrence Brook	\$73,745.00	Degree: BA (**ADDENDUM) Cert: TCHR STU DISAB HOOD COLLEGE
			11-213-100-21010-000-00-0-100					
DRAKE, KELLY 27018	10	NEW Leave Replacement	9/1/2025 - 6/30/2026	SCHOOL COUNSELOR 10M	TE06/MA/02	Churchill	\$71,865.00	Degree: MED (**ADDENDUM) Cert: SCHL CNSLR GEORGIAN COURT UNIVERSITY
			11-000-218-21040-000-00-0-055					
GONZALEZ, JASMIN 24796	10	NEW Replacement	9/1/2025	SPANISH TEACHER	TE02/BA/01	Churchill	\$64,000.00	Degree: BA (**ADDENDUM) Cert: CERT PENDING* KEAN UNIVERSITY
			11-130-100-21010-000-00-0-002					
MANZO RIVERA, ANDREA 27020	10	NEW Replacement	9/1/2025	KINDERGARTEN TEACHER	TE02/BA+18/10	Central	\$82,645.00	Degree: BA18 (**ADDENDUM) Cert: ELEMENTARY N-8 KEAN UNIVERSITY
			11-110-100-21010-000-00-0-070					
RICCIARDI, ISABELLA 27019	10	NEW Replacement	9/1/2025	SPECIAL ED TEACHER RESOURCE	TE02/BA/01	Lawrence Brook	\$64,000.00	Degree: BA (**ADDENDUM) Cert: TCHR STU DISAB GEORGIAN COURT UNIVERSITY
			11-213-100-21010-000-00-0-100					

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**

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 ADDENDUM								
BREEN, JOHN 26727	10	CPCN Position Change 11-000-266-21000-000-0-000	9/1/2025	SCHOOL SECURITY OFFICER LEAD	NONH/NONH/LEA	District	\$34.01	(**ADDENDUM)
D'ANGELO, MICHAEL 25320	10	CPCN Position Change 11-000-266-21000-000-0-000	9/1/2025	SCHOOL SECURITY OFFICER LEAD	NONH/NONH/LEA	District	\$34.01	(**ADDENDUM)
LARKIN MCDONNELL, SHARON 25443	10	RSGN Resignation	7/1/2025	INSTRUCTIONAL ASSISTANT		Irwin		Resignation (**ADDENDUM)
LATRONICA, NICHOLAS 13324	12	RTMT Retirement 11-000-252-21000-000-0-000	4/1/2026	CHIEF INFORMATION OFFICER		Administration		Retirement (**ADDENDUM)
RANSOM, JOHN 26832	10	NEW Replacement 11-000-266-21000-000-0-000	9/1/2025	SCHOOL SECURITY OFFICER	NONH/NONH/SS	District	\$29.15	(**ADDENDUM)
WANG, JUE 26940	10	NEW Replacement 6E-910-310-21000-000-75-0-050	9/1/2025	CHILD NUTRITION	CNUT/FSW/NEW	EBHS	\$16.09	(**ADDENDUM)

***Approved Substitute Rates for the 2025-2026 School Year: Substitute School Nurse: \$40.00 per hour. Substitute Child Nutrition: \$16.09 per hour. Clerical/School Aide or Secretary: \$16.08 per hour. Substitute Bus Drivers: \$32.67 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: \$4.85 per hour.**



**EAST BRUNSWICK PUBLIC
SCHOOLS**

**SPECIAL EDUCATION AND STUDENT
SERVICES**
Agenda Item: 4.

Date Prepared: 8/8/2025

Meeting Date: 8/14/2025

TO: Members, Board of Education

FROM: Dr. Victor P. Valeski, Superintendent of Schools

SUBJECT: 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 harassment, intimidation and bullying incidents report is accepted for the period July 18, 2025 through August 14, 2025.

Board Member	Moved	Second	Aye	Nay	Abstention	Did Not Vote
Anna Braun						
Timothy Cummings						

Jaime Falco						
Louis Figueroa						
Laurie Herrick						
Liwu Hong						
Wilbur Pan						
Marianne Tanious						
Heather Guas						
Totals						

ATTACHMENTS:

Description

HIB Report

Upload Date Type

8/11/2025

Backup Material

East Brunswick Public Schools
Report of Harassment, Intimidation, and Bullying Incidents

Founded										Results of Investigation			
Incident Number	Incident Date	Grade Level	Protected Category	Effect of Incident	Mode of HIB Incident	Incident Reported By	Number of Targets	Number of Offenders	Number of Bystanders	Actions Related to Target	Actions Related to Offender	Discipline Imposed	Other Actions Taken
None													

Unfounded				
Incident Number	Incident Date	Grade Level	Protected Category	Effect of Incident
None				

Protected Category (check all that apply)		Effect of HIB Incident (check all that apply)	
1 - Race	6 - Gender	1 - Substantially disrupted or interfered with orderly operation of school or rights of other students	<u>Mode of HIB Incident (check all that apply)</u> 1-Gesture 2-Written 3-Verbal 4-Physical (major or minor injury) 5-Electronic Communication 6 - Transportation
2 - Color	7 - Sexual Orientation	2 - Offender knew action would physically or emotionally cause harm to the victim or damage to the victims property	
3 - Religion	8 - Gender Identify & Expression	3 - Victim was in fear of physical or emotional harm or damage to personal property	
4 - Ancestry	9 - Mental, Physical, or Sensory disability	4 - Insulted or demeaned a student of a group of students	
5 - Origin	10 - Perceived to Weakness	5 - Interfered with victim's education	
	11 - Other Distinguishing Characteristics	6 - Created a hostile educational environment by severely or pervasively causing physical or emotional harm to the student	
<u>Incident Reported by</u>	<u>Actions Related to Target/Offender</u>	<u>Discipline</u>	
1 - Parent	1 - Parent Notification	1 - Detention	Total Number of Investigations - 0
2 - Target	2 - Counseling	2 - Loss of free play/recess	Staff Investigations - 0
3 - Witness	3 - Apology from offender(s)	3 - Bus suspension	Unfounded - 0
4 - Staff Member	4 - Tolerance lessons	4 - In-school suspension	Confirmed HIBs - 0
5 - Anonymous	5 - Meeting with victim and/or offender	5 - Out-of-school suspension	
		6 - Athletic suspension	
		7 - Restitution	
		8 - Reprimand	
		9 - Other	
		10 - None	



ESL (English as a Second Language) About our Program

East Brunswick is a diverse, multilingual community. Over **2,800** students (about **36%**) speak **71** languages at home besides English.

ESL Services

Every student who is registered in the district with a home language other than English is screened for eligibility for ESL services.

ESL Students speak **31** languages at home other than English.

Students in ESL Program*: 410

Continuing ESL Students* Length of Time in Program

● First Year	42%
● Second Year	23%
● Third Year	19%
● Fourth Year	7%
● Five+ Years	8%

65% of multilingual learners are in their first year or second year of ESL Instruction.

**As of Spring 2025*

Top Five Languages Spoken by EB ESL Students:

- Arabic [17%]
- Spanish [16%]
- Mandarin [13%]
- Hindi [7%]
- Urdu [6%]



ACCESS for ELLs

Spring 2024	# Students	1 Entering	2 Emerging	3 Developing	4 Expanding	5 Bridging	6 Reaching
KDG	41	24	6	8	3	0	0
GR 1	38	6	7	17	7	0	0
GR 2	60	7	4	27	19	2	0
GR 3	40	2	5	15	12	4	0
GR 4	37	2	3	7	15	7	1
GR 5	23	1	4	4	11	3	0
GR 6	27	1	9	13	3	1	0
GR 7	28	4	5	12	7	0	0
GR 8	21	1	2	7	10	0	0
GR 9	27	1	2	5	11	5	0
GR 10	27	0	1	6	16	3	0
GR 11	25	2	4	7	10	2	0
GR 12	16	0	2	7	5	2	0
Total #	410	51	54	135	129	29	1
Total %		13%	14%	34%	32%	7%	0%

PROFICIENCY BY GRADE

Total Multilingual Students In Program = 410

Spring 2025 Testing Students = 399*

Number of Students Who Met Exit Criteria (4.5) in 2025: 78 students (20%)

Year-to-Year Comparison of Participation and Exit Rates

	2022	2023	2024	2025
Testing Students	275	332	347	399
Exited	25%	21%	19%	20%

*11 students are not represented in this scoring table. Students completed the Alternate ACCESS and/or did not complete enough ACCESS for ELLs components to score.



Dynamic Learning Maps (DLM) Alternative Assessment

The Every Student Succeeds Act (ESSA) allows for the use of alternative assessments, based on alternative achievement standards for students with the most significant cognitive disabilities. The Dynamic Learning Maps (DLM) assessment is administered to students with disabilities who qualify for the alternative assessment in accordance with the student's individualized education plan (IEP).

The DLM is administered to students in the following grades and subjects:

- English Language Arts: Grades 3-8 and Grade 11
- Math: Grades 3-8 and Grade 11
- Science: Grades 5, 8 and 11

Dynamic Learning Maps (DLM)

DLM Eligibility Change:

As the DLM is appropriate only for students with significant intellectual disabilities [...] students eligible for special education and related services under the eligibility categories of:

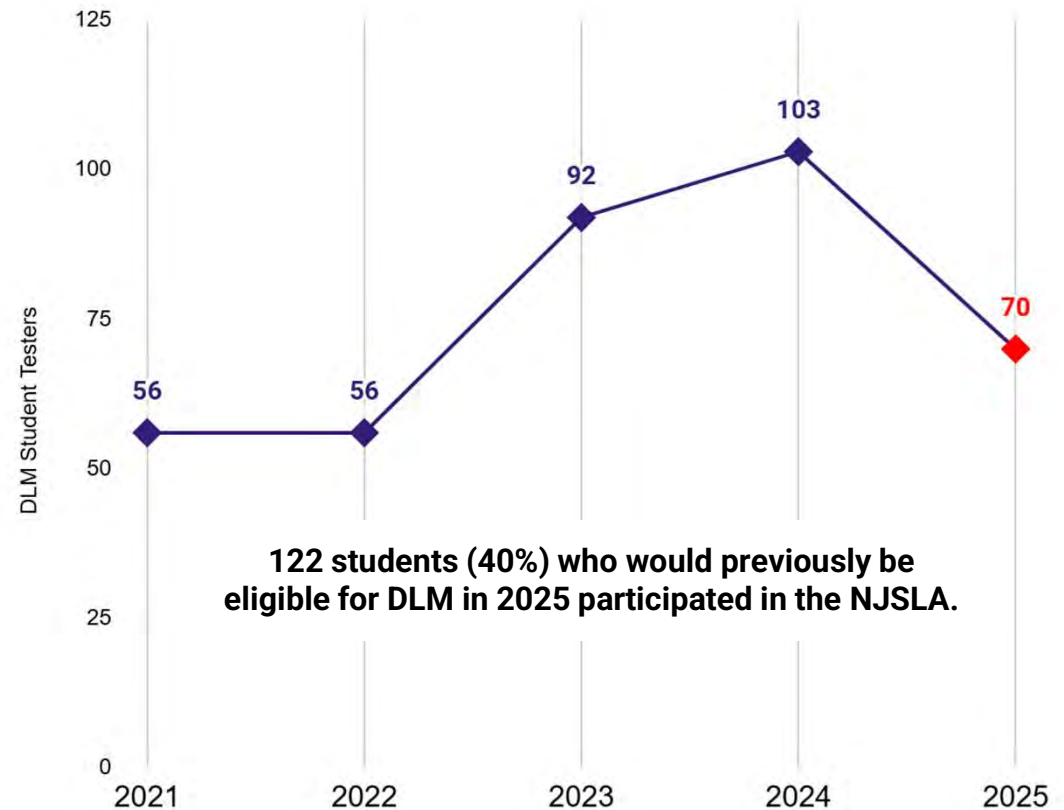
- Specific learning disability (SLD)
- Emotional regulation impairment (ERI)
- Auditorily impaired
- Orthopedic impairment
- Speech or language impairment

are not eligible to participate in the DLM assessment.

These students must instead be administered the **New Jersey Student Learning Assessment (NJSLA)** or **New Jersey Graduation Proficiency Assessment (NJGPA)**, with appropriate accommodations and accessibility features.

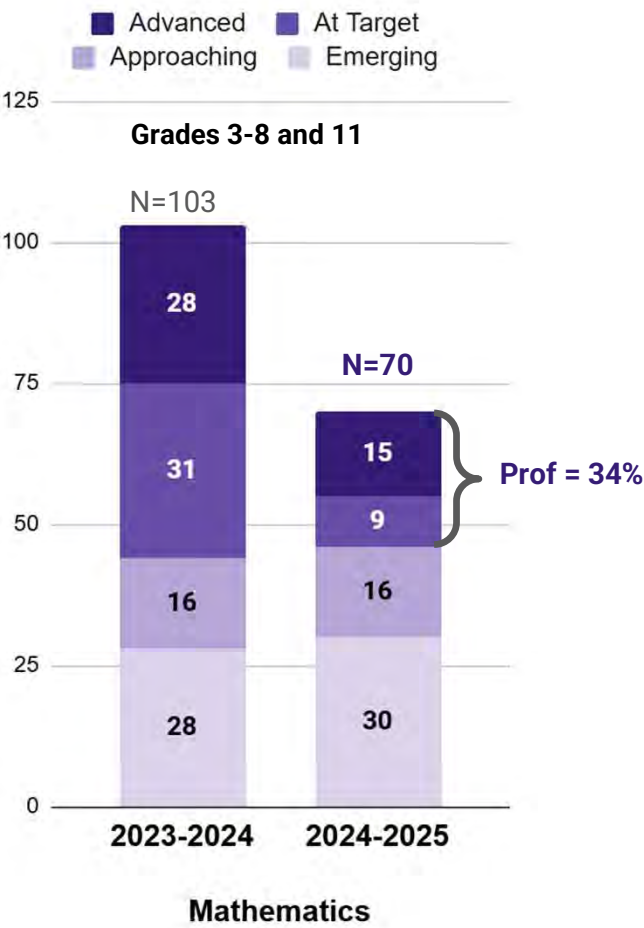
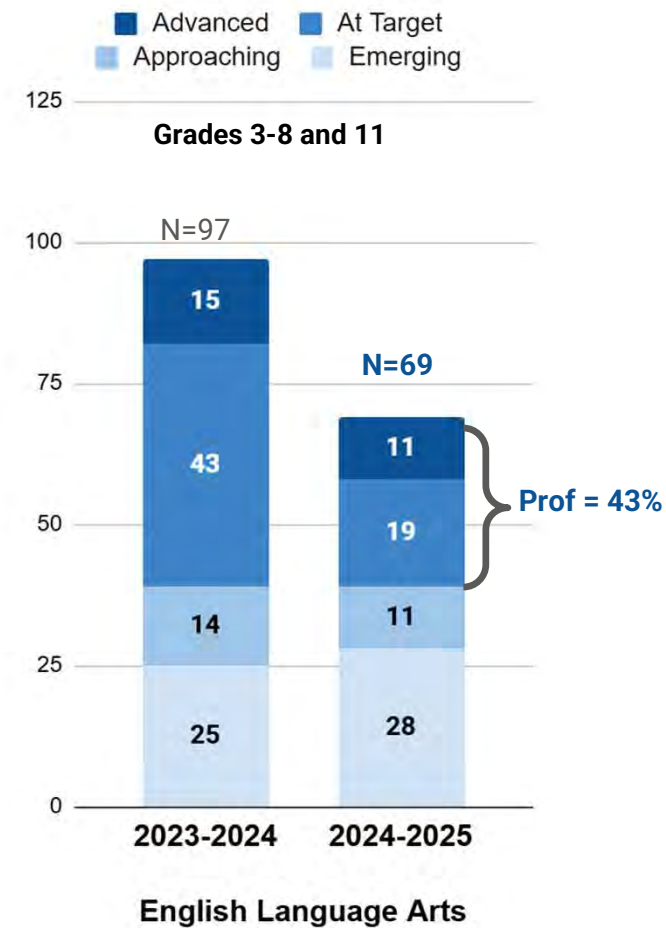
-[NJDOE Broadcast March 2025](#)

Alternative Assessment Participation

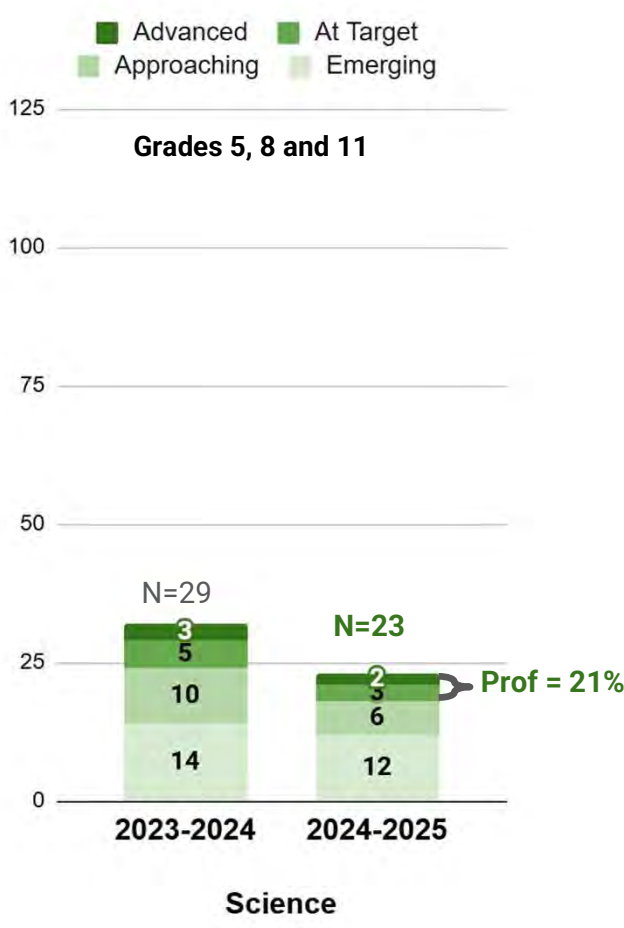


Assessment and Achievement 2024-2025

Dynamic Learning Maps (DLM)



PROFICIENCY BY SUBJECT



New Jersey Graduation Proficiency Assessment

- NJGPA is based on Algebra I, Geometry and 10th Grade ELA standards.
- The spring 2025 NJGPA is the first pathway for meeting graduation assessment requirements.

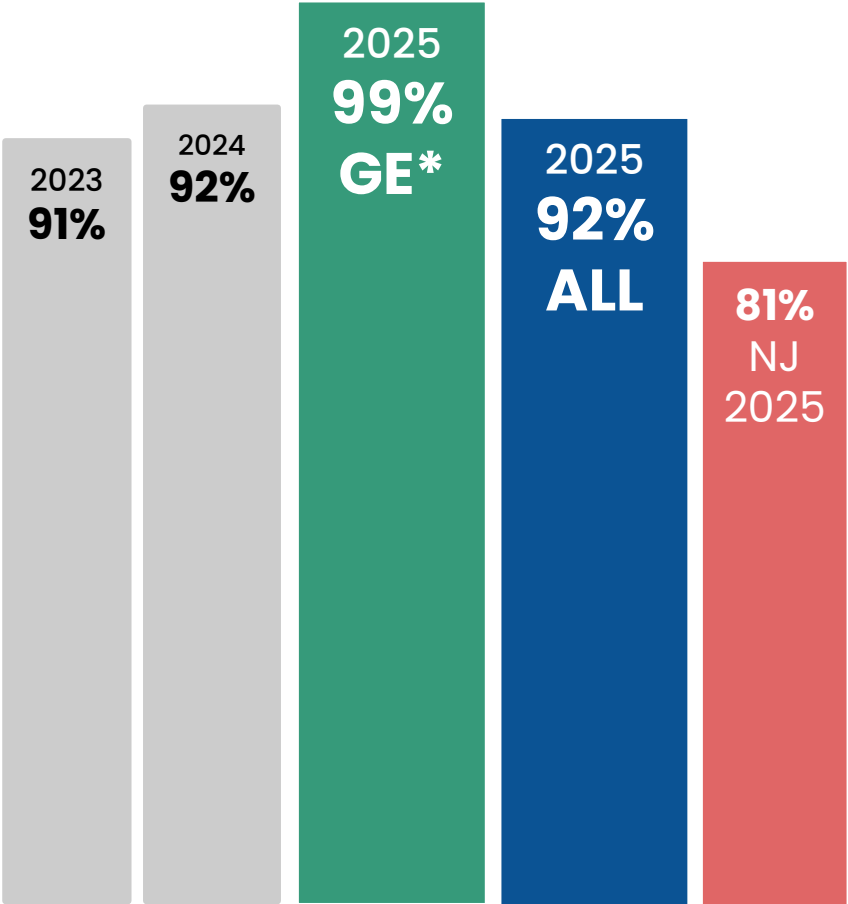
Scoring and Proficiency:

Scaled score target ranges determine if a student is 'Graduation Ready' or 'Not Yet Graduation Ready'





NJGPA English Language Arts



N=709

*General Enrollment students do not include Students with Disabilities, Economically Disadvantaged, or Multilingual Learners.

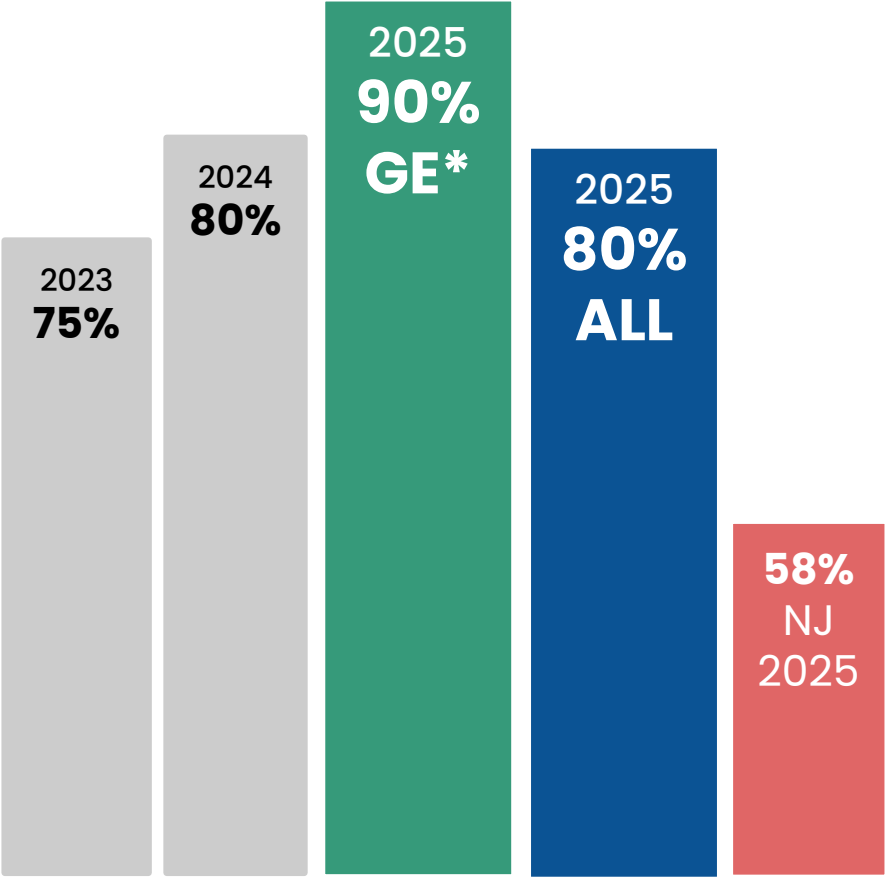
SUBGROUP PERFORMANCE

Graduation Ready 2024 Graduation Ready 2025

GENDER		
Female (355)	96%	93%
Male (353)	88%	91%
ETHNICITY		
Hispanic/Latino (72)	87%	78%
Asian (221)	98%	97%
Black or African American (49)	94%	90%
White (346)	88%	92%
ECONOMIC INDICATOR		
Economically Disadvantaged (145)	79%	85%
STUDENTS WITH DISABILITIES		
IEP-Yes (95)	69%	62%
504 (42)	91%	98%
ENGLISH LANGUAGE LEARNERS (26)	40%	27%



NJGPA Mathematics



*General Enrollment students do not include Students with Disabilities, Economically Disadvantaged, or Multilingual Learners.

East Brunswick Public Schools | Department of Academics

N=709

SUBGROUP PERFORMANCE

Graduation Ready 2024 Graduation Ready 2025

GENDER

Female (343)	81%	80%
Male (351)	79%	80%

ETHNICITY

Hispanic/Latino (78)	63%	51%
Asian (256)	95%	93%
Black or African American (35)	77%	65%
White (308)	72%	80%

ECONOMIC INDICATOR

Economically Disadvantaged (135)	64%	71%

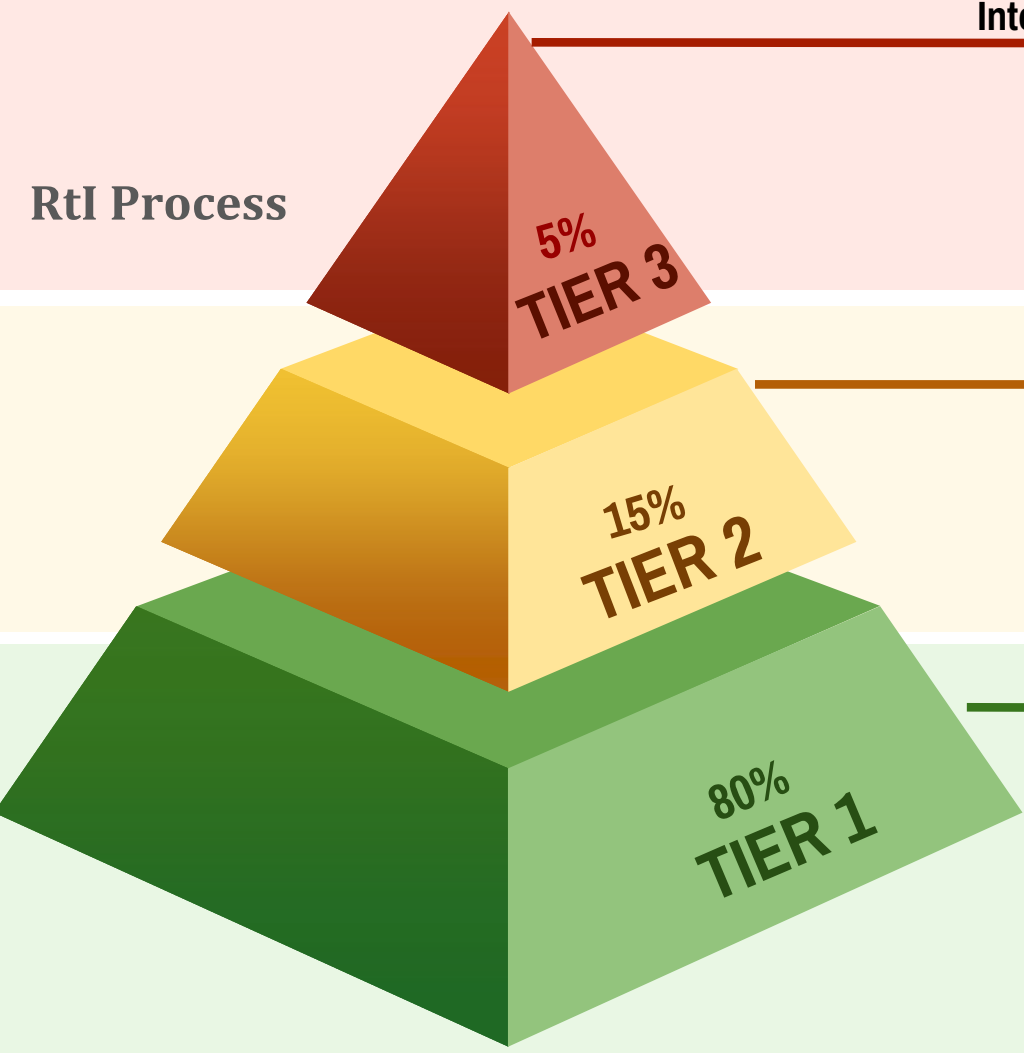
STUDENTS WITH DISABILITIES

IEP-Yes (102)	35%	28%
504 (34)	88%	83%

ENGLISH LANGUAGE LEARNERS (18)	53%	46%

Assessment and Achievement 2024–2025

RtI Process



Intensive Remediation Support for a *FEW* Students

Supporting Tier 3

I&RS
FLEX Program
SIFE, Newcomers, Basic Beginners

Push-In Support
After-School Tutoring
Progress Monitoring
Parent Communication/
Involvement

Remediation Support for *SOME* Students

Supporting Tier 2

Assessment, Data Analysis
Reading/Math Specialists (BSI)
ESL Program
Summer Academic Support
Push-In Support

Progress Monitoring
Parent Communication/
Involvement

Strong Core Instruction for *ALL* Students

Supporting Tier 1

New Staff Support
PDP/SGO/SGP/School Goals
DEAC/SCIP
Walkthroughs/Evaluations
Sheltered Instruction Workshops

Staff Development
Assessment, Data Analysis
Progress Monitoring
Parent Communication/
Involvement

East Brunswick Public Schools



Department of Academics

Dr. Joyce Boley
Assistant Superintendent of Academics