

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

MINUTES

REGULAR MEETING

Tenakill Middle School

March 5, 2025 - 7:30 PM

The Board meeting was called to order by Ms. Finkelstein at 7:31 PM.

The following Board Members were present:

Ms. Salamea-Cross, Mr. Choi, Ms. Micera, Ms. Argenziano, Ms. Estrems (Arrived 7:33),
Mr. Paldi, Ms. Lee (Arrived 7:36), Ms. Li, Ms. Finkelstein

The following Board Members were absent:

None

Also present:

Mr. McHale and Mr. Villanueva

NEW JERSEY OPEN PUBLIC MEETINGS ACT STATEMENT - Read by the President:

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Secretary to the Board of Education has caused notice of this meeting by having the date, time, and place thereof, posted at each school building within the district, district website, the Board of Education office, the Office of the Borough Clerk, and transmitted to *The Record* and *Northern Valley Suburbanite* newspapers.

PLEDGE OF ALLEGIANCE

SUPERINTENDENT'S REPORT

Mr. Vincent McHale, Superintendent of Schools, shared with the Board and the community his report:

- Our Pre-K and Kindergarten registration for the 2025-2026 school year is underway. All information is on our district website, www.ClosterSchools.org. The link for each is on the main page – the first and second banners on the right side, entitled Kindergarten Registration 2025-2026 and Pre-K Application 2025-2026. If you have questions about Pre-K registration, please call Ms. Lynn Dubert, 201-768-3001, ext. 41119. If you have questions about Kindergarten registration, please call Ms. Cheryl Boehm at 201-768-3001, ext. 41118.
- On Tuesday, March 4, 2025, our Board attorney, Stephen Fogarty, conducted an HIB (Harassment, Intimidation, and Bullying) training for administrators and our Anti-Bullying Specialists. This training focused on procedures, timelines, and interpreting the law related to the definition of HIB in New Jersey. Mr. Fogarty also shared a case law update. This training

helped ensure that we are implementing the Anti-Bullying Bill of Rights appropriately and effectively in our schools.

- District Goals Update

- The Profile of a Closter Learner Committee met on Wednesday, February 26, continuing the work on one of our district goals for this school year. The committee has eleven people, including representative parents, teachers, and administrators. The committee reviewed the highest-rated responses from the January ThoughtExchange and started to draft statements defining the skills and qualities students should have after completing 8th grade in our district. By May 2025, we will present a draft iconographic and narrative for the Profile of a Closter Learner to the Board for review and approval. Team members have shared that they find this important work extremely valuable and are honored to be serving. The committee is meeting again tomorrow, March 6, and on March 20, 2025. He will keep you updated on our progress.
- The goal to improve counseling for transition from middle school to high school has been met. The school counselors and Ms. Cipollini have improved services and communication in various ways. They held a Preparing for HS student assembly in October 2024, had a student information table during lunch for students to ask questions about HS, held a Preparing for HS parent information session in November 2024, eighth grade students went to Northern Valley Demarest (NVD) to learn about electives, held a HS Scheduling and Placement Information session for parents in January 2025, and arranged NVD Scheduling Conferences with students and their parents. In addition, the Tenakill Times Newsletter included a Counselor's Corner section to include important information about the transition to high school. Our special services department also held a Transition Process meeting for parents, a Special Education Meeting at NVD for parents to learn about special education programs offered at NVD, a SEPAG meeting to learn about the middle to high school transition for special education students, and held transition meetings in February 2025 for parents and students to meet with the NVD school counselor and the HS case manager. Even though this goal has been technically met, they will continue to keep students and parents well-informed about the transition process from now through the end of the school year.
- Teams at Hillside Elementary School and Tenakill Middle School have been working on the district goal of expanding student advocacy at each school. The principals will provide an update on their school's progress toward this goal during their principal reports on March 19, 2025.

- PTO News

- Join the PTO and Mathnasium for Math Night on Wednesday, March 12, at 5:30 p.m. at Hillside Elementary School. It will be a fun night of math activities, rewards, and giveaways for the whole family!
- The Porchlight Production of Alice in Wonderland will be presented on March 15, at 11:00 a.m. and 3:00 p.m. Their production of Lion King, Jr. will be on April 5, at 11:00 a.m. and 3:00 p.m. Both productions will be performed at Tenakill Middle School. Tickets are \$10 each. Please come and support our performing artists!
- The Closter PTO will host their annual gala on Friday, March 21, 2025, from 7:00 a.m. to 11 pm at the Edgewood Country Club in River Vale. The theme is Viva Las Vegas. Tickets are available on the [Closter PTO webpage](#).

- Our administration and the Board Finance and Physical Plant Committee have dedicated significant time in recent months to develop the preliminary budget for 2025-2026, which Floro Villanueva Jr. will present tonight. This budget preserves all student programs and maintains

our facilities while considering the impact on taxpayers. He appreciates Mr. Villanueva's exceptional leadership in this process. He commends the Board Finance and Physical Plant Committee for their hard work in ensuring our students receive a high-quality education in safe, modern facilities with adequate resources. Once the Board approves our preliminary budget, we will send it to the Executive County Superintendent for approval. The final budget public hearing will be held during our Board of Education meeting on April 30, 2025.

- The school district will have a single session day on Monday, March 24, 2025, so our faculty and staff can participate in professional learning led by the Northern Valley Curriculum Center.

BOARD COMMITTEES

Ms. Salamea Cross reported that the Personnel Committee met on February 27 to discuss the hiring of Ms. Wong's upcoming long-term leave. The administration team interviewed candidates and invited a candidate to deliver a demonstration lesson, which went well. A candidate will be presented for approval on the March 19 agenda. The committee also discussed the potential hiring for the 24-25 school year. With Ms. Rochlin's retirement after the school year ends and the district's need for counseling services, the committee approved the recommendation not to replace an LDT-C but instead hire a school psychologist who can also provide counseling. Adding a school psychologist will be able to increase the amount of counseling and be a case manager. Next year, there are two additional positions for hire, including a special education teacher for Tenakill and an additional world language teacher. We will advertise for Spanish or Mandarin and go with the best candidate. The personnel committee recommends the addition of these two positions as well as a school psychologist. The committee also discussed the 41 non-tenured teachers and three non-tenured administrators. The non-tenured staff will receive rice notices in April so Mr. McHale can discuss their employment for the 2025-2026 school year.

Mr. Choi reported that the Finance and Physical Plant Committee met on the morning of February 28 to finalize the 2025-2026 school year budget. Mr. Villanueva will present the preliminary budget for the Board's approval. Additionally, the committee reviewed and discussed the projects listed on tonight's agenda.

School Year 2025-2026 Preliminary Budget Presentation

Mr. Villanueva presented the preliminary budget for the 2025-2026 school year, as recommended by the Finance and Physical Plant Committee.

The proposed budget preserves all current staffing and adds a Special Education teacher and a World Language teacher at Tenakill Middle School to meet growing student needs. It also invests in technology upgrades, including laptops, Promethean boards, and network infrastructure improvements, while increasing funding for facilities maintenance and instructional resources. Significant capital projects planned for the year include locker replacements at Tenakill, the next phase of the network upgrade at Hillside, and blacktop replacements to ensure safe outdoor spaces.

The district projects a local tax levy increase of 2.90% on the revenue side, including a healthcare cost adjustment. Tuition revenue will increase due to the expansion of the integrated preschool program. Miscellaneous revenue from interest earnings and facility rentals will supplement the budget, while state aid will rise by 6% to \$1,703,454. The district will also apply \$675,000 in excess surplus from the prior year and withdraw \$340,000 from the Maintenance Reserve and \$900,000 from the Capital Reserve to fund maintenance and capital projects. Additionally, \$547,520 is budgeted from federal and state grants, and \$156,315 in debt service aid will offset bond repayment costs.

On the appropriations side, the total general fund is \$27,860,466, with salaries and employee benefits comprising \$21.3 million, or 76.56% of the budget. Purchased services, including special education tuition, account for 10.92%. Professional services receive 4.34%, facilities maintenance and capital work are allocated 4.33%, and supplies represent 3.49% of the budget. Miscellaneous expenses make up the remaining 0.36%. The total budget for all district funds, including grants and debt service, amounts to \$28,867,736.

Despite a 2.87% increase in the total tax levy, the proposed budget results in a 3.03% reduction in school taxes for the average Closter homeowner, saving \$236.61. This decrease is due to the town's higher total assessed property value, which spreads the tax burden over more properties and lowers the tax rate per home. As a result, the school portion of property taxes in 2025 will be about \$297.94 lower than the previous year for an average home.

The budget is submitted to the County Superintendent of Schools for review and approval before advertising. The public hearing and adoption of the SY 25-26 budget is scheduled for the April 30, 2025 meeting.

Mr. Villanueva thanked the Board's Finance and Physical Plant Committee, Mr. McHale, the Administrators, and other staff involved in developing the budget.

Trustees asked clarifying questions about various line items, and Mr. Villanueva responded.

Ms. Finkelstein thanked Mr. Villanueva and everyone involved in preparing the budget. She noted that, while many surrounding districts are making cuts to their programs, Closter Public Schools will continue to add much-needed positions.

Following Mr. Villanueva's budget presentation, Ms. Finkelstein addressed a key item for consideration—the addition of School Security Officers (SSOs) for each building. She explained that the Board's leadership team has engaged in discussions with representatives from the Mayor and Council, the Closter Police Department, and district leadership. These conversations stemmed from requests made by parents and other community members regarding enhanced school security.

During the meeting, the Mayor, Council, and the Board of Education expressed their commitment to improving school safety, including SSOs. However, both entities acknowledged that funding this initiative would require cuts to existing services or programs.

Ms. Finkelstein mentioned one potential option to fund the initiative: the Board of Education could propose a second ballot question for a permanent tax levy increase of \$241,680. This increase would fund a shared services agreement with the Closter Police Department to provide SSOs.

The trustees engaged in a thorough discussion on the importance of having security officers stationed at both schools. However, there was concern that an additional tax increase, on top of the annual property tax rise, may be too burdensome for residents at this time. Additionally, the Board acknowledged the existing partnership with the Closter Police Department, including routine school visits.

The Board has decided that proposing a second question is not the right course of action. They will continue the dialogue with the Mayor, Council, and their respective teams.

PUBLIC COMMENTS ON AGENDA ITEMS

Moved by Ms. Micera ▾, seconded by Ms. Salamea-Cross ▾ to open the meeting to the public.

Statements made by individual participants are limited to a duration of three (3) minutes unless otherwise announced at the beginning of the discussion. A maximum of 15 minutes for public input is scheduled as per Bylaw 0167. The Board urges large groups to select one person to represent them. The Board reminds those individuals who take the opportunity to speak to please step up, identify themselves by name and address, and to limit their comments to items listed on the agenda.

Anna Novick, 283 Homans Avenue, expressed concern about class sizes, specifically mentioning the current third-grade classes, which she believed had 26 or 27 students. She emphasized that each student has different needs and wanted to share her worries regarding the impact of larger class sizes. In response, Mr. McHale clarified that the largest third-grade class currently has 25 students.

Jay Jethani, 178 Alpine Drive, began by expressing his appreciation to the trustees for their hard work and dedication. He then shared his concerns about class sizes, emphasizing his hope to maintain the Blue Ribbon School standard of 20 or fewer students per class. He encouraged the Board to work toward achieving this goal in future budgets.

Mr. Jethani also addressed the topic of school security officers, stating his understanding that the Mayor and Council were willing to contribute 50% of the cost for the police officers. In response, Mr. McHale clarified that this offer had been refuted during the meeting with representatives from the Mayor and Council.

Evelyn Castillo, 49 Wilson Place, asked for clarification on the need for an additional special education teacher, noting enrollment only increased by one student. She also asked how the \$876,000 average home assessment is calculated and expressed concern about funding for school security officers, suggesting the town's improvements should generate additional revenue to help offset costs.

Mr. McHale explained that specific special education programs are capped at nine students, and the incoming fifth-grade students have IEP needs requiring an additional class and a teacher. He also noted ongoing challenges with class sizes due to space and budget limitations. Mr. Villanueva clarified that the average assessed value is based on the town's total taxable property divided by its 2,699 residences.

Sonjela Cami of 430 High Street, a parent of four children in the district and an active PTO member, raised concerns regarding class sizes, specifically for special needs students. She pointed out the difficulty in maintaining the mandated student-to-teacher ratios in these groups. Additionally, she expressed concern that many students, including her own, struggle with math and phonics skills due to the effects of hybrid learning during COVID-19. She wants to ensure her 5th grader receives additional support with reading as they advance through the grades and asked whether the district is considering hiring more special education teachers. Sonjela also asked why the town is not funding two additional school security officers. Mr. McHale responded that while the Mayor and Council, and the Police Department are in full support, it would have required cuts to municipal services to cover the costs, which was not feasible.

Ben Soltz of 15 Gwyne Court shared concerns about class sizes, noting that the increase likely began around the 2020-2021 school year when more families moved into Closter. He asked whether this trend will slow down in the coming years. While he suggested that maintaining class sizes around 24-25 students might be a solution, he expressed concern that, given societal trends, enrollment may continue to rise. Mr. Soltz also asked whether adding two police officers must be a permanent measure or if it could be reassessed in the future. In response, Mr. McHale clarified that the permanency lies in the tax increase, not necessarily in maintaining the police officer positions. Additionally, Ms. Finkelstein noted that with affordable housing developments expected in Closter over the next year or two, the district may need to consider building another school, as projections indicate a significant increase in families and school-aged children.

Nicole Wiggins of 86 Columbus Avenue agreed with the concerns raised about class sizes. She shared that her son's class has 26 students, and while some are doing well, it remains challenging to manage effectively. She pointed out that many students benefit from additional academic support outside of school, such as Mathnasium or Kumon, but those who do not have access to these resources may need more help within the classroom. She also raised concerns about school safety, emphasizing that while some may believe a school shooting won't happen here, having a visible presence of school security officers is necessary. She added that the cost of a police officer shouldn't fall entirely on the school district. Lastly, she mentioned an issue with Chromebooks, stating that students are finding ways to bypass the firewall restrictions.

Bruna Spoto of 265 Knickerbocker Road expressed concern about increasing class sizes, worrying that her children and others may fall through the cracks without enough individual attention from teachers. She referenced Blue Ribbon schools, noting they typically have between 16 and 22 students per class. In response, Mr. McHale clarified that Closter has received Blue Ribbon status, which is awarded based

on student achievement rather than class size. He also explained that once a school earns the designation, it is not eligible again for another 10 years, as the award is not given to the same schools annually.

Connie Fishbein of 25 Yale Place raised concerns about class sizes, mentioning her third grader, and asked for more information about a possible referendum to build another school. She also inquired about special education funding and how state aid is used. Mr. McHale explained the department continues to grow due to legal requirements and rising needs. Mr. Villanueva added that extraordinary aid is applied for annually, with varying reimbursement rates—last year the district received 59% of what was requested. Mr. McHale also noted unexpected costs for out-of-district placements, which can be over \$100,000 per student. Ms. Finkelstein responded that we are still in the very early stages of discussing a possible 3rd school.

A member of the public asked if other towns have police officers stationed in their schools. Mr. McHale replied that, to his knowledge, only Norwood has a full-time police officer in its school.

Moved by Ms. Micera ▾, seconded by Ms. Salamea-Cross ▾ to resume the regular order of business.

BOARD OPERATIONS

Moved by Mr. Paldi ▾, seconded by Ms. Micera ▾ to approve Motions A - C.

Motions were approved ▾ by a roll call vote of the Board as follows:

YEAS: Ms. Salamea-Cross, Mr. Choi, Ms. Micera, Ms. Argenziano, Ms. Estrems, Mr. Paldi, Ms. Lee, Ms. Li, Ms. Finkelstein

NAYS: None

A. **APPROVAL - Board of Education Meeting Minutes**

Motion to approve the February 5, 2025, Board of Education meeting minutes.

B. **APPROVAL - Harassment, Intimidation or Bullying (HIB)**

Motion to affirm the decision of the Superintendent of Schools regarding Harassment, Intimidation or Bullying (HIB) incident TMS-2425-14 as reported to the Board in Executive Session at the February 5, 2025, meeting.

C. **APPROVAL - Development of Needs Assessment and Comprehensive Equity Plan**

Motion to authorize the Affirmative Action Officer (AAO) to organize a team to develop a Needs Assessment and a Comprehensive Equity Plan, which shall be submitted to the County Office by June 2025. The team will prepare a plan to be presented to the Board for approval. Additionally, the AAO shall submit an annual Statement of Assurance documenting the plan's implementation and progress and complete the District Performance Review in the NJQSAC.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson: Ms. Finkelstein; Members: Ms. Argenziano, Ms. Lee

Moved by Ms. Argenziano, seconded by Ms. Micera to approve Motions A - C.

Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Salamea-Cross, Mr. Choi, Ms. Micera, Ms. Argenziano, Ms. Estrems, Mr. Paldi, Ms. Lee, Ms. Li, Ms. Finkelstein

NAYS: None

A. APPROVAL - Staff Coursework

Motion to approve the following courses for the 2024-2025 school year as recommended to the Superintendent by the Principals:

Staff Member: Mary Auriti
Course No./Title: 1) EDUC-6813 Structured Literacy: Students with Reading Difficulties 1
2) EDUC-6184 Structured Literacy: Students with Reading Difficulties 2
3) EDUC-7633 Structured Literacy: Students with Reading Difficulties 3
Institution: Fairleigh Dickinson University
Credits: 9 (3 credits each)

B. APPROVAL - Staff Conferences

Motion to approve the following staff conferences for the 2024-2025 school year:

Staff Member(s): Floro Villanueva Jr.
Conference: NJASBO Annual Conference 2025
Location: Atlantic City, NJ
Date: 6/4/25 - 6/6/25
Cost to Board: \$1,053.36 (Registration, hotel and mileage)

Staff Member(s): Margaret Churchill
Conference: NJTESOL Spring Conference 2025
Location: Hyatt Regency, New Brunswick, NJ
Date: 5/20/25 - 5/22/25
Cost to Board: \$375.00 (Substitute)

Staff Member(s): Alexandra Earle
Conference: It's Real: Teens and Mental Health Training for Presenters
Location: Virtual
Date: 3/7/25
Cost to Board: \$0

Staff Member(s): Lori Cohen
Conference: Innovations in Special Education Tech Conference
Location: Monroe, NJ
Date: 3/14/25
Cost to Board: \$56.87 (Mileage)

Staff Member(s): Dianne Smith
Conference: Responding to School Bomb Threats & Bomb Threat Drilling
Location: Virtual
Date: 3/10/25
Cost to Board: \$0

C. **APPROVAL - Field Trips**

Motion to approve the following field trips for the 2024-2025 school year:

School: Tenakill Middle School
Group: Grade 8, plus Band / Orchestra
Month: June 2025
Destination: NVRHS-D
Location: Demarest, NJ

School: Hillside Elementary School
Group: Grade 2
Month: April 2025
Destination: Newark Museum
Location: Newark, NJ

School: Hillside Elementary School
Group: Grade 2
Month: May 2025
Destination: Closter Nature Center
Location: Closter, NJ

School: Tenakill Middle School
Group: TEP
Month: March, April and June 2025 (One date each)
Destination: Ho-Ho-Kus School (March & April) and Ramapo College (June)
Location: Ho-Ho-Kus and Mahwah, NJ

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson: Mr. Choi; Members: Ms. Estrems, Ms. Finkelstein

Moved by Mr. Choi , seconded by Ms. Micera to approve Motions A - S.

Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Salamea-Cross, Mr. Choi, Ms. Micera, Ms. Argenziano, Ms. Estrems, Mr. Paldi, Ms. Lee, Ms. Li, Ms. Finkelstein

NAYS: None

A. **APPROVAL - Monthly Financials and Certification**

Motion to approve the following items as required, pursuant to NJSA 18A:17-9 and NJAC 6:20-2.13, as per Appendix A attached:

- a. Board Secretary and School Treasurer Financial Reports for January 2025.

- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for January 2025.
- c. Transfer of funds for January 2025.

B. APPROVAL - Payment of Bills

Motion to approve the payment of bills from February 6, 2025, to February 28, 2025, in the amount of:

General Fund (Fund 10)	\$1,894,561.19
Special Revenue (Fund 20)	\$ 8,451.97
Capital Fund (Fund 30)	\$ 107,607.01
Total	\$2,010,620.17

C. APPROVAL - Payment of Bills

Motion to approve the payment of bills from March 1, 2025, to March 5, 2025, in the amount of:

General Fund (Fund 10)	\$ 568,754.18
Special Revenue (Fund 20)	\$ 8,489.00
Enterprise (Milk – Fund 60)	\$ 761.27
Total	\$ 578,004.45

D. APPROVAL - Staff Remuneration

Motion to approve remuneration to staff members as follows:

Staff Member: Wendy Manning
 Course: 1) Mindful Teachers, Mindful Students
 2) ADD/ADHD Strategies & Interventions
 College/University: University of LaVerne
 Remuneration: \$840.00

E. APPROVAL – Special Education Placement

Motion to approve the following 2024-2025 Special Education placement for Closter Students:

<u>NJSMART#</u>	<u>Tuition</u>	<u>Grade</u>	<u>Placement</u>
5220678010	\$25,470.40	K	Valley TIP
2948044104	\$40,000.35	1	ECLC of NJ

F. **APPROVAL - Preliminary Budget for SY 2025 - 2026**

BE IT RESOLVED, that the Closter Board of Education, County of Bergen, approves the preliminary 2025-2026 school year budget and authorizes the School Business Administrator/ Board Secretary to submit the preliminary budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<i>Budget</i>	<i>Local Tax Levy</i>
General Current Expense (Fund 11)	\$ 26,926,125	\$ 23,633,912
Capital Outlay (Fund 12)	\$ 934,341	
GENERAL FUND TOTAL	\$ 27,860,466	\$ 23,633,912
Special Revenue Fund (Fund 20)	\$ 547,520	\$ 0
Debt Service Fund (Fund 40)	\$ 459,750	\$ 303,452
Total Base Budget	\$ 28,867,736	\$ 23,937,364

And

BE IT FURTHER RESOLVED that the General Fund tax levy of **\$23,633,912** is approved to support Current General Expense that includes the use of **\$206,689** Health Care Costs Adjustment. The total budget tax levy, including Debt Service Fund, is **\$ 23,937,364**

And

BE IT FURTHER RESOLVED that the Closter Board of Education accepts the State School Aid for the 2025-26 school year as follows:

Transportation Aid	98,966
Special Education Aid	1,438,479
Security Aid	166,009
Debt Service Aid	156,298
Less: SDA Assessment	<u>-14,941</u>
Total Aid	\$ 1,844,811

And

BE IT FURTHER RESOLVED that a meeting will be held at the Tenakill Middle School Media Center on Wednesday, April 30, 2025, at 7:30 p.m. for the purpose of conducting a public hearing on the SY 2025-2026 budget.

G. **APPROVAL - SY 2025-2026 Preliminary Budget – Adjustment for Health Care Costs**

BE IT RESOLVED that the Closter Board of Education approves the use of adjustment for increase in health care costs, permitting the tax levy to increase above 2% in the amount of **\$206,589**. The adjustment will be used to support the rising cost of health benefits for eligible district staff.

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to submit the preliminary budget with the inclusion of the health care costs adjustment as noted above.

H. **APPROVAL - Capital Reserve Withdrawal (Other Capital Projects) for SY 2025-2026**

BE IT RESOLVED, that the Closter Board of Education, County of Bergen, includes in the general fund appropriations, budget line 620, a withdrawal in the amount of **\$900,000** from the Board of Education's approved **Capital Reserve Account** to fund Other Capital Projects:

Hillside Elementary School

- Network Infrastructure Replacements - \$150,000
- Blacktop around the new additional wing and upper loop drop-off area/playground - \$300,000

Tenakill Middle School

- Student locker replacement - \$450,000

The total cost of the projects represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner of Education as necessary to achieve the New Jersey Student Learning Standards. Any funds withdrawn from Capital Reserve and unspent by the end of the school year shall be returned to the Capital Reserve fund.

I. **APPROVAL - Maintenance Reserve Withdrawal for SY 2025-2026 Budget**

BE IT RESOLVED that as per N.J.A.C 6A:23A-14.2(d), the Closter Board of Education withdraws **\$340,000** from the Board of Education's approved **Maintenance Reserve Account** for use on required maintenance activities for a school facility as reported in the Comprehensive Maintenance Plan pursuant to N.J.A.C 6A:26-20.5.

J. **APPROVAL - Travel and Related Expense Reimbursement for SY 2025-2026**

WHEREAS, the Closter Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Closter Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by state and local funds; and

WHEREAS, the Closter Board of Education established \$35,000.00 as the maximum travel amount for the current school year and has an obligated balance of \$19,461.06 as of this date; now

THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Closter Board of Education hereby establishes the maximum travel and related expense reimbursement for the 2025 - 2026 school year at \$35,000.00.

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to track and record these costs to ensure that the maximum amount is not exceeded.

K. **APPROVAL - Purchase of Math & YOU 2024 for Hillside Elementary School**

Motion to approve a three-year contract with Cengage Learning for Math & YOU 2024 (K-4) student books, workbooks, online access, and professional development in the amount of \$86,467.50. The three-year contract results in a total savings of \$12,650.

L. **APPROVAL – Removal of Carpeting in HES & TMS Offices and Installation of LVT Flooring**

Motion to approve the contract with Hannon Floors, the lowest and most responsive quote for the removal of carpeting in HES & TMS Offices and installation of LVT flooring and cove base. The total contract is \$47,820.71 plus a \$2,000 incidental allowance under the Ed Services Commission of NJ (ESCNJ) Contract 23/24-14 Commercial Carpet & Flooring.

M. **APPROVAL - Transfer Approval and Submission to County Superintendent**

WHEREAS, the Closter Board of Education recognizes the necessity to transfer funds from the General Fund (Fund 11) to the Capital Outlay Fund (Fund 12) to support the purchase of exterior baseball bleachers (\$32,637), removal of carpeting and replacement of LVT flooring and cove base (\$47,820.71) and gym wall padding (\$24,800); and

WHEREAS, the proposed expenditure meets the definition of a capital outlay expense as prescribed by the New Jersey Department of Education (NJDOE) and Generally Accepted Accounting Principles (GAAP); and

WHEREAS, the transfer is necessary to ensure the proper classification of expenditures and compliance with the New Jersey Public Schools Accounting Manual (N.J.A.C. 6A:23A-16); and

WHEREAS, sufficient unexpended appropriations exist within the General Fund to support the transfer without adversely affecting the district's operational needs; and

WHEREAS, the transfer requires Board approval in accordance with N.J.A.C. 6A:23A-13.3, which governs budget transfers exceeding state-defined thresholds for reallocation of appropriations between fund categories;

NOW, THEREFORE, BE IT RESOLVED that the Closter Board of Education approves the transfer of \$105,167.71 from Fund 11 (General Fund) Account Code 11-000-291-270 to Fund 12 (Capital Outlay Fund) Account Code 12-000-400-450 for the projects mentioned above.

N. **APPROVAL - Purchase of 360 Chromebooks**

Motion to approve the purchase of 360 Chromebooks (150 for TMS, 210 for HES) from Trafera for \$139,860. The purchase is broken down into the following contracts:

- \$93,240 for the devices and EDU license under the Hunterdon County Ed Services Commission of NJ Contract (#34HUNCCP) #HCEC-CAT-22-01: Technology Supplies and Equipment.
- \$46,620 for the four-year warranty and asset tags under the OMNIA Contract, Region 14 ESC—National Cooperative Purchasing Alliance. The Notice of Intent of Award was published on February 20, 2025, per P.L. 2011, c. 139.

Trafera is a National Cooperative vendor awarded a contract through OMNIA Partners, 501 Aspen Grove Franklin, TN 37067. The Region 14 Educational Services Center awarded the contract, 1850 Highway 351 Abilene, TX 79601-4750 as the Lead Agency. The Contract Award - Technology Solutions, Products, and Services Contract Number 01-149 Expires November 30, 2025.

The Board of Education is permitted to purchase from national cooperative purchasing agreements without advertising for bids under the authority of N.J.S.A. 52:34-6.2(b)(3).

O. **APPROVAL - Application of Local Recreational Improvement Grant 2025**

Motion to approve the application for the Local Recreational Improvement Grant from the New Jersey Department of Community Affairs for approximately \$100,000 to upgrade the playground at Hillside Elementary School. Attached is the resolution and certification required by the New Jersey Department of Community Affairs as per Appendix B.

P. **APPROVAL - Closeout of the Tenakill Middle School Windows Replacement Project**

Motion to approve the closeout of the Tenakill Middle School Windows Replacement Project, which was funded through the referendum. The contract in the amount of \$454,000, including a \$50,000 allowance, was awarded to Panoramic Windows & Door Systems, Inc. The following change orders were included in the project:

- Change Order #1: \$19,265 for window roller shades (approved on December 3, 2024).
- Change Order #2: \$1,520 for window panels required for issuance of warranty

The final project cost is \$424,785, with \$29,215 remaining unused from the allowance. The district has received all required warranty documents, and the project is now considered complete.

Q. **APPROVAL - Closeout of the Modular Classroom Building Addition**

Motion to approve the closeout of the modular classroom building project, which was funded through the district's Capital Reserve Account. The contract, in the amount of \$1,619,650, was awarded to Mobilease Modular Space. The final project cost is \$1,619,650. The district has received all required warranty documents, and the project is now considered complete.

R. **APPROVAL – Purchase and Installation of Exterior Bleacher System**

Motion to approve the contract with Nickerson to purchase and install exterior bleachers at Tenakill. The total contract is \$32,637 under the Ed Services Commission of NJ (ESC NJ) Contract 23/24-20 Bleacher Systems, Exterior, Purchase, and Installation.

S. **APPROVAL – Replacement and Installation of Gym Wall Padding**

Motion to approve the contract with J&J Gym Floors, the lowest and most responsive quote for the replacement and installation of gym wall padding at Hillside Elementary School. The total contract is \$24,800.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson: Ms. Salamea-Cross; Member: Mr. Paldi

Moved by Ms. Salamea-Cross , seconded by Ms. Micera to approve Motions A - E.

Mr. Choi inquired how often substitutes are typically needed in a given week. Mr. McHale explained that there can be between 12 to 20 employees absent on any given day. Mr. Choi then asked what time the substitutes were required to report. Mr. McHale replied that their hours are from 8:00 a.m. to 3:15 p.m.

Mr. Paldi asked for further clarification on items D and E. Mr. McHale explained that although Mr. Wowkun had been approved to serve as the track coach, he sustained an injury and informed the district that he would be unable to coach this year. As a result, Mr. Calabria, who has experience with track, stepped in and will take over the coaching responsibilities.

Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Salamea-Cross, Mr. Choi, Ms. Micera, Ms. Argenziano, Ms. Estrems, Mr. Paldi, Ms. Lee, Ms. Li, Ms. Finkelstein

NAYS: None

A. **APPROVAL - Appointment of Cassandra Perez as School Psychologist**

Motion to approve the appointment of Cassandra Perez as full-time, tenure track School Psychologist for the 2024-2025 school year at a salary of \$83,377, MA Step 8, with a start date of March 26, 2025. A criminal history background check is already on file.

B. **APPROVAL - Substitute Teachers/Paraprofessionals/Custodians**

Motion to approve the following substitute teachers/paraprofessionals/custodians for the 2024-2025 school year:

<u>Name</u>	<u>Certification</u>
Brad Rosenberg	Substitute Certificate
Charlotte LoSchiavo	Teachers Certification
Maribel Velasco	Nursing Certificate
Vivian Vail	Substitute Custodian
Michael Nevo	Substitute Certificate
Sharon Mai	Substitute Paraprofessional

C. **APPROVAL - Yaxuan Zhang - Non-Employee Researcher for Proposed Project**

Motion to approve Yaxuan Zhang, Teachers College-Columbia University student, for five to ten classroom hours in Tenakill School for the 2024-2025 school year, to undertake a proposed research project to see how educators plan and deploy concepts and techniques to support students with various cultural backgrounds and language capabilities, as per Appendix C.

D. **APPROVAL - Rescindment of Motion for Michael Wowkun as Track Coach**

Motion to approve the rescindment of Michael Wowkun as Track Coach for the 2024-2025 school year, as per Schedule F.

E. **APPROVAL - Joseph Calabria as Track Coach for the 2024-2025 School Year**

Motion to approve Joseph Calabria as Track Coach for the 2024-2025 school year at a rate of \$3,133.00 (split with another coach), as per Schedule F.

POLICY COMMITTEE

Chairperson: Ms. Micera; Member: Ms. Li

Moved by Ms. Micera ▾, seconded by Ms. Salamea-Cross ▾ to approve Motion A.

Motion was approved ▾ by a roll call vote of the Board as follows:

YEAS: Ms. Salamea-Cross, Mr. Choi, Ms. Micera, Ms. Argenziano, Ms. Estrems, Mr. Paldi, Ms. Lee, Ms. Li, Ms. Finkelstein

NAYS: None

A. **APPROVAL - First Reading of Policies and Regulations**

Motion to approve the first reading of the following Policies and Regulations, as per Appendix D:

- P 5111 Eligibility of Resident/Non-Resident Students
- P 5512 Harassment, Intimidation or Bullying
- P 5516 Use of Electronic Communication Devices
- P 5533 Student Smoking
- P 5701 Academic Integrity
- P 5710 Student Grievance
- P 7441 Electronic Surveillance in School Buildings and on School Grounds
- P 8500 Food Services
- P 9163 Spectator Code of Conduct for Interscholastic Events
- P 9320 Cooperation with Law Enforcement Agencies

- R 5516 Use of Electronic Communication Devices
- R 5533 Student Smoking
- R 7441 Electronic Surveillance in School Buildings and on School Grounds
- R 9320 Cooperation with Law Enforcement Agencies

OLD/NEW BUSINESS

Mr. Villanueva informed the trustees about two Capital Reserve Fund projects that need to be completed on time and within budget, despite trade and supply chain uncertainties. To stay on schedule for summer, equipment must be ordered now, and vendors under cooperative purchasing agreements have provided competitive quotes without sacrificing quality. However, purchase orders for the next fiscal year can't be processed until May 2025. To avoid delays and lock in pricing and vendor schedules, he asked the trustees to allow him to sign a commitment letter as a proactive measure.

The trustees provided Mr. Villanueva with the approval to sign commitment letters.

PUBLIC COMMENTS

Moved by Ms. Micera ▾ , seconded by Mr. Paldi ▾ to open the meeting for public comments.

There were no public comments.

Moved by Ms. Micera ▾ , seconded by Ms. Li ▾ to close the meeting to public comments.

CLOSED SESSION MOTION (If required)

Moved by Ms. Micera ▾ , seconded by Ms. Salamea-Cross ▾ to approve the following Closed Session Motion. Motion was approved ▾ by a voice vote of the Board:

YEAS: Ms. Salamea-Cross, Mr. Choi, Ms. Micera, Ms. Argenziano, Ms. Estrems, Mr. Paldi, Ms. Lee, Ms. Li, Ms. Finkelstein

NAYS: None

BE IT RESOLVED that the Closter Board of Education will adjourn to a Closed Session to discuss the following:

HIB

The matters so discussed will be disclosed to the public as soon as and to the extent that such disclosure can be made without adversely affecting the public.

The Board went into Closed Session at 9:43 PM.

The Board reconvened from Closed Session at 9:49 PM.

ADJOURNMENT

Moved by Ms. Lee, seconded by Ms. Salamea-Cross to adjourn the meeting at 9:50 PM.

Respectfully submitted,



Floro M. Villanueva, Jr.
Business Administrator/Board Secretary

**REPORT OF THE TREASURER OF SCHOOL MONIES
TO THE CLOSTER BOARD OF EDUCATION**

All Funds for the Month Ending: January 31, 2025

FUNDS		Beginning Cash		Cash Receipts		Cash Disbursements		(1)+(2)-(3)	
		Balance	Column 1	This Month	Column 2	This Month	Column 3	Ending Cash	Balance
GOVERNMENTAL FUNDS:									Column 4
General Fund -	FUND 10	\$	3,361,578.45	\$	2,365,319.67	\$	2,533,955.86	\$	3,192,942.26
Compensating Balance		\$	1,106,000.00					\$	1,106,000.00
Capital Reserve		\$	7,034,560.83	\$	-			\$	7,034,560.83
Emergency Reserve		\$	250,000.00					\$	250,000.00
Maintenance Reserve		\$	813,985.00					\$	813,985.00
Special Revenue -	FUND 20	\$	229,281.41	\$	6,813.00	\$	6,813.00	\$	229,281.41
Capital Projects -	FUND 30	\$	4,272,839.67	\$	12,373.42	\$	-	\$	4,285,213.09
Debt Service -	FUND 40	\$	17,727.00	\$	55,191.00	\$	-	\$	72,918.00
TOTAL GOVERNMENTAL FUNDS 10-40		\$	17,085,972.36	\$	2,439,697.09	\$	2,540,768.86	\$	16,984,900.59
ENTERPRISE (MILK) FUND 60		\$	9,088.86	\$	460.35	\$	607.62	\$	8,941.59
TRUST and AGENCY FUNDS:									
Payroll -	FUND 90	\$	-	\$	884,245.40	\$	884,245.40	\$	-
Payroll Agency -	FUND 90	\$	4,856.23	\$	722,691.07	\$	612,218.16	\$	115,329.14
Unemployment Insurance Trust -	FUND 63	\$	249,076.27	\$	11,267.72	\$	4,954.20	\$	255,389.79
Tenakill Laptop Account -	FUND 61	\$	13,196.00	\$	120.00			\$	13,316.00
TOTAL TRUST AND AGENCY FUNDS		\$	267,128.50	\$	1,618,324.19	\$	1,501,417.76	\$	384,034.93
TOTAL ALL FUNDS		\$	17,353,100.86	\$	4,058,021.28	\$	4,042,186.62	\$	17,368,935.52

Prepared and Submitted by

2/13/25

Date

Michael J. Donow, RSBA
Treasurer of School Monies

GENERAL FUND

ASSETS AND RESOURCES

ASSETS:

101	CASH IN BANK		\$4,298,942.26
102-106	CASH EQUIVALENTS		\$.00
108	IMPACT AID RESERVE GENERAL		\$.00
109	IMPACT AID RESERVE CAPITAL		\$.00
111	INVESTMENTS		\$.00
116	CAPITAL RESERVE ACCOUNT		\$7,034,560.83
117	MAINTENANCE RESERVE INVESTMENT ACCOUNT		\$813,985.00
118	EMERGENCY RESERVE		\$250,000.00
121	TAX LEVY RECEIVABLE		\$9,569,944.00

ACCOUNTS RECEIVABLE:

132	INTERFUND	\$.00	
140	INTERGOVERNMENTAL-ACCOUNTS RECEIVABLE	\$.00	
141	INTERGOVERNMENTAL-STATE	\$888,583.92	
142	INTERGOVERNMENTAL-FEDERAL	\$.00	
143	INTERGOVERNMENTAL-OTHER	\$1,710.00	
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)	\$888,583.92

LOANS RECEIVABLE:

131	INTERFUND	\$.00	
151, 152	OTHER - NET OF EST. UNCOLLECTIBLE OF	(\$.00)	
181	PREPAID EXPENSES	\$.00	
192	DEFERRED EXPENDITURES	\$.00	
	OTHER CURRENT ASSETS	\$.00	

RESOURCES:

301	ESTIMATED REVENUES	\$25,077,378.00	
302	LESS REVENUES	(\$25,123,495.19)	(\$46,117.19-)

TOTAL ASSETS AND RESOURCES

\$22,809,898.82

LIABILITIES AND FUND EQUITY

LIABILITIES:

101	CASH OVERDRAFT	\$.00
402	INTERFUND ACCOUNTS PAYABLE	\$.00
421	ACCOUNTS PAYABLE	\$844,765.00
431	CONTRACTS PAYABLE	\$.00
451	LOANS PAYABLE	\$.00
423	ACCOUNTS PAYABLE / PREVIOUS YEARS	\$.00
461	ACCRUED SALARIES AND BENEFITS	\$.00
481	DEFERRED REVENUE	\$.00
580	UNEMPLOYMENT TRUST	\$.00

OTHER CURRENT LIABILITIES

TOTAL LIABILITIES

\$.00
\$844,765.00

FUND BALANCE:		
APPROPRIATED:		
753	RESERVE FOR ENCUMBRANCES - CURRENT YEAR	\$11,213,534.67
754	RESERVE FOR ENCUMBRANCES - PRIOR YEAR	(\$226,956.12-)
768	RESERVED FUND BALANCE FOR WAIVER OFFSET RSV	
609	WAIVER OFFSET RESERVE - CURRENT YEAR	\$.00
314	INCREASE IN WAIVER OFFSET RESERVE	\$.00
	WITHDRAWAL FROM WAIVER OFFSET RESERVE	
RESERVED FUND BALANCE:		
755	BUS ADVERTISING RESERVE	\$.00
610	ADD: INCREASE IN BUS ADV RESERVE FOR F	\$.00
315	LESS: BUDGETED W/D FROM BUS ADV FUEL CO	(\$.00)
756	FEDERAL IMPACT AID RESERVE GENERAL - JULY	\$.00
611	ADD: INCREASE IN FEDERAL IMPACT AID RE	\$.00
318	LESS: W/D FROM FEDERAL IMPACT AID RESER	(\$.00)
757	FEDERAL IMPACT AID RESERVE CAPITAL - JULY	\$.00
612	ADD: INCREASE IN FEDERAL IMPACT AID RE	\$.00
319	LESS: W/D FROM FEDERAL IMPACT AID RESER	(\$.00)
764	MAINTENANCE RESERVE ACCOUNT - JULY 1, 2024	\$813,985.00
606	ADD: INTEREST EARNED ON MAINTENANCE RE	\$150.00
310	LESS: BUDGETED W/D FROM MAINT. RESERVE	(\$340,000.00)
765	TUITION RESERVE ACCOUNT	\$.00
761	CAPITAL RESERVE ACCOUNT - JULY 1, 2024	\$7,034,560.83
604	ADD: INCREASE IN CAPITAL RESERVE	\$850.00
605	ADD: INCREASE IN SALE/LEASE RESERVE	\$.00
307	LESS: BUDG. W/D FROM CAPITAL RESERVE-ELI	(\$.00)
309	LESS: BUDG. W/D FROM CAPITAL RESERVE-EXC	(\$350,000.00)
766	CURR. EXP. EMERGENCY RESERVE - JULY 1, 2024	\$250,000.00
607	ADD: INCR. IN CURR. EXP. EMERG. RESERVE	\$.00
312	LESS: W/D FROM CURR. EXP. EMERG. RESERV	(\$.00)
762	ADULT EDUCATION PROGRAMS	\$250,000.00
769	UNEMPLOYMENT FUND	\$.00
750,751,752	RESERVED FUND BALANCE	\$700,000.00
76X	OTHER RESERVES	\$.00
601	APPROPRIATIONS	
602	LESS: EXPENDITURES	
603	ENCUMBRANCES	
	TOTAL APPROPRIATED	\$28,714,442.28
		\$15,312,661.33
		\$10,986,578.55 (\$26,299,239.88)
		\$21,511,326.78
UNAPPROPRIATED:		
770	FUND BALANCE, JULY 1, 2024	\$1,089,281.04
771	FUND BALANCE -DESIGNATED	\$675,000.00
772	FUND BALANCE -UNDESIGNATED	\$.00
303	BUDGETED FUND BALANCE	\$.00
311	BUDGT. WITHDR. FM TUITION RESERVE-ADJUST/SU	(\$1,310,474.00)
320	BUDGT. WITHDR. FROM UNEMPLOYMENT FUND BALAN	(\$.00)
	TOTAL FUND BALANCE	(\$.00)
		\$21,965,133.82

TOTAL LIABILITIES AND FUND EQUITY

\$22,809,898.82

RECAPITULATION OF FUND BALANCE:
APPROPRIATIONS
REVENUES
SUB TOTAL
CHANGE IN RESERVE ACCOUNTS:
PLUS - INCREASE IN RESERVE
LESS - WITHDRAW FROM RESERVE
SUB TOTAL
LESS: ADJUSTMENT FOR PRIOR YEAR ENCUMBRANCE
BUDGETED FUND BALANCE

Budgeted	Actual	Variance
\$28,714,442.28	\$26,299,239.88	\$2,415,202.40
(\$25,077,378.00)	(\$25,123,495.19)	(\$46,117.19-)
\$3,637,064.28	\$1,175,744.69	\$2,461,319.59
\$1,000.00	\$1,000.00	\$.00
(\$690,000.00)	(\$690,000.00)	(\$.00)
\$2,948,064.28	\$486,744.69	\$2,461,319.59
(\$226,956.12-)	(\$226,956.12-)	(\$.00)
\$3,175,020.40	\$713,700.81	\$2,461,319.59

Budget Year: 2025

(2025/02/24-Mon-09:42am)

Closter Board of Education
Board Secretary Report
GENERAL FUND - Fund 10
Interim Statements
January 2025

REVENUE/SOURCES OF FUNDS:

52XX	FROM TRANSFERS	\$0.00				
1XXX	FROM INTEREST EARNED ON CURR. EXP. EMERGENCY	\$0.00				\$0.00
1XXX	FROM INTEREST EARNED ON MAINTENANCE RESERVE	\$0.00				\$0.00
1XXX	FROM LOCAL SOURCES	\$23,470,346.00	\$23,516,463.19	Over		(\$46,117.19-)
2XXX	FROM INTERMEDIATE SOURCES	\$0.00	\$0.00			\$0.00
3XXX	FROM STATE SOURCES	\$1,607,032.00	\$1,607,032.00			\$0.00
4XXX	FROM FEDERAL SOURCES	\$0.00	\$0.00			\$0.00
5XXX	FROM OTHER FINANCING SOURCES	\$0.00	\$0.00			\$0.00
XXX1	ARRA ESF (FUND 16)	\$0.00	\$0.00			\$0.00
XXX2	ARRA GSF (FUND 17)	\$0.00	\$0.00			\$0.00
XXX3	ARRA SFSF (FUND 18)	\$0.00	\$0.00			\$0.00
	TOTAL REVENUES/SOURCES OF FUNDS	\$25,077,378.00	\$25,123,495.19	Over		(\$46,117.19-)

EXPENDITURES:

GENERAL CURRENT EXPENSE FUND (11)

1XX-100-XXX	REGULAR PROGRAMS - INSTRUCTION	\$7,877,034.24	\$3,633,685.42		\$3,669,623.02	\$573,725.80
2XX-100-XXX	SPECIAL EDUCATION - INSTRUCTION	\$2,639,258.00	\$1,304,751.06		\$1,320,891.38	\$13,615.56
230-100-XXX	BASIC SKILLS/REMEDIATION INSTRUCTION	\$530,088.46	\$254,867.22		\$275,016.72	\$204.52
240-100-XXX	BILINGUAL EDUCATION - INSTRUCTION	\$474,143.00	\$219,855.16		\$253,436.91	\$850.93
3XX-100-XXX	VOC. PROGRAMS - LOCAL - INSTRUCTION	\$0.00	\$0.00		\$0.00	\$0.00
401-100-XXX	SCHOOL-SPONS. COCURR. ACTIVITIES - INST.	\$76,339.00	\$5,817.05		\$67,801.95	\$2,720.00
402-100-XXX	SCHOOL-SPONS. ATHLETICS - INSTRUCTION	\$44,607.00	\$8,956.94		\$31,277.38	\$4,372.68
421-XXX-XXX	TOTAL BEFORE/AFTER SCHOOL PROGRAMS	\$42,000.00	\$9,850.00		\$0.00	\$32,150.00
422-XXX-XXX	TOTAL SUMMER SCHOOL PROGRAMS	\$38,500.00	\$16,630.48		\$20,869.52	\$1,000.00
423-XXX-XXX	TOTAL ALTERNATIVE EDUCATION PROGRAM	\$0.00	\$0.00		\$0.00	\$0.00
424-XXX-XXX	TOTAL OTHER SUPPLEMENTAL/AT-RISK PROGRAMS	\$0.00	\$0.00		\$0.00	\$0.00
425-XXX-XXX	TOTAL OTHER SUPPLEMENTAL/AT-RISK PROGRAMS	\$0.00	\$0.00		\$0.00	\$0.00
4XX-100-XXX	OTHER INSTRUCTIONAL PROGRAMS - INSTRUCTION	\$0.00	\$0.00		\$0.00	\$0.00
800-330-XXX	COMM. SERV. PROGRAMS-COMM. SERV. OPERATIONS	\$0.00	\$0.00		\$0.00	\$0.00
	OTHER EXPENDITURES NOT INCLUDED ABOVE	\$0.00	\$0.00		\$0.00	\$0.00

UNDISTRIBUTED EXPENDITURES:

000-1XX-XXX	INSTRUCTION	\$1,937,804.00	\$1,195,856.27		\$333,634.52	\$408,313.21
000-211-XXX	ATTENDANCE AND SOCIAL WORK SERVICES	\$103,925.00	\$58,894.60		\$44,816.61	\$213.79
000-213-XXX	HEALTH SERVICES	\$212,899.00	\$100,612.58		\$99,109.44	\$13,176.98
000-216-XXX	OTHER SUPPORT SERV.-STUDENTS-RELATED SERV	\$531,017.04	\$232,671.81		\$294,056.31	\$4,288.92
000-217-XXX	OTHER SUPPORT SERV.-STUDENTS-EXTRA SERV.	\$1,474,555.00	\$644,672.43		\$732,332.35	\$97,550.22
000-218-XXX	OTHER SUPPORT SERVICES-STUDENTS-REGULAR	\$393,936.00	\$209,898.13		\$178,070.14	\$5,967.73
000-219-XXX	OTHER SUPPORT SERV.-STUDENTS-SPEC. SERV.	\$796,852.00	\$395,615.33		\$373,501.39	\$27,735.28
000-221-XXX	IMPROV. OF INST./OTHER SUP. SERV.-INSTSERV	\$165,820.00	\$90,434.90		\$57,884.02	\$17,501.08
000-222-XXX	EDUCATIONAL MEDIA SERV./SCHOOL LIBRARY	\$211,108.00	\$96,359.00		\$106,020.11	\$8,728.89
000-223-XXX	INSTRUCTIONAL STAFF TRAINING SERVICES	\$79,285.00	\$36,137.30		\$12,913.52	\$30,234.18
000-23X-XXX	SUPP. SERV. - GENERAL ADMINISTRATION	\$562,836.00	\$323,851.68		\$180,748.43	\$58,235.89

Available
Balance

Encumbrances

Expenditures

Appropriations

unrealized
BalanceNOTE: Over
or (Under)

Over

Available
Balance

Budget Year: 2025

(2025/02/24-Mon-09:42am)

	Appropriations	Expenditures	Encumbrances	Available Balance
000-24X-XXX SUPP. SERV. - SCHOOL ADMINISTRATION	\$954,235.46	\$503,940.00	\$390,721.32	\$59,574.14
000-25X-XXX SUPP. SERV. - CENTRAL SERVICES & TECH SERV	\$631,926.00	\$325,336.15	\$239,244.70	\$67,345.15
000-26X-XXX OPERATION AND MAINT. OF PLANT SERVICES	\$2,051,746.54	\$1,047,361.61	\$786,918.62	\$217,466.31
000-263-XXX TOTAL CARE AND UPKEEP OF GROUNDS	\$86,800.00	\$20,885.00	\$38,001.00	\$27,914.00
000-266-XXX TOTAL SECURITY	\$89,512.51	\$62,177.71	\$6,383.80	\$20,951.00
000-27X-XXX STUDENT TRANSPORTATION SERVICES	\$742,302.00	\$204,419.17	\$518,107.84	\$19,774.99
000-29X-XXX BUSINESS AND OTHER SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
000-40X-XXX FACILITIES ACQ. & CONSTRUCTION SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
XXX-XXX-2XX UNALLOCATED BENEFITS	\$4,051,281.50	\$1,852,616.62	\$1,579,744.61	\$618,920.27
000-31X-XXX FOOD SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
000-515-XXX RETIREMENT OF ERIP LIABILITY	\$0.00	\$0.00	\$0.00	\$0.00
000-52X-XXX FUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00
OTHER UNDISTRIBUTED EXPENDITURES NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL GEN. CURRENT EXP. EXPENDITURES/USES OF FUNDS	\$26,799,810.75	\$12,856,153.62	\$11,611,125.61	\$2,332,531.52
CAPITAL OUTLAY (FUND 12)				
XXX-XXX-73X EQUIPMENT	\$202,791.71	\$176,514.60	\$10,495.11	\$15,782.00
000-400-937 IMPACT AID RESERVE	\$0.00	\$0.00	\$0.00	\$0.00
000-4XX-XXX FACILITIES ACQUISITION AND CONSTR. SERV.	\$1,711,839.82	\$1,435,228.11	\$209,722.83	\$66,888.88
430-4XX-741 INFRASTRUCTURE	\$0.00	\$0.00	\$0.00	\$0.00
OTHER CAPITAL OUTLAY EXPENDITURES NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CAPITAL OUTLAY EXPENDITURES/USES OF FUNDS	\$1,914,631.53	\$1,611,742.71	\$220,217.94	\$82,670.88
SPECIAL SCHOOLS (FUND 13)				
3XX-1XX-XXX POST-SECONDARY INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
3XX-2XX-XXX POST-SECONDARY SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
422-1XX-XXX SUMMER SCHOOL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
422-2XX-XXX SUMMER SCHOOL - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
4XX-1XX-XXX OTHER SPEC. SCHOOL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
4XX-2XX-XXX OTHER SPC. SCHOOLS - SUPPORT SERV.	\$0.00	\$0.00	\$0.00	\$0.00
601-1XX-XXX ACCR. EVENING/ADULT H.S./POST-GRADUATE - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
601-2XX-XXX ACCR. EVENING/ADULT H.S./POST-GRADUATE - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
602-1XX-XXX ADULT EDUCATION-LOCAL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
602-2XX-XXX ADULT EDUCATION-LOCAL - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
629-1XX-XXX VOCATIONAL EVENING-LOCAL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
629-2XX-XXX VOCATIONAL EVENING-LOCAL - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
631-1XX-XXX EVENING SCHOOL FOR THE FOREIGN BORN LOCAL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
631-2XX-XXX EVENING SCHOOL FOR THE FOREIGN BORN-LOCAL - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
EVENING SCHOOL FOR FOREIGN BORN-LOCAL SUPPORT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
OTHER SPECIAL SCHOOLS EXPEND. NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	\$0.00	\$0.00	\$0.00	\$0.00

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	Appropriations	Expenditures	Encumbrances	Available Balance
10-000-550-905 BUDGETED INCREASE IN SURPLUS FOR TUITION	\$.00	\$.00	\$.00	\$.00
10-000-100-56X TRANSFER OF FUNDS TO CHARTER SCHOOLS	\$.00	\$.00	\$.00	\$.00
10-000-100-571 TRANSFER OF FUNDS TO RENAISSANCE SCHOOLS	\$.00	\$.00	\$.00	\$.00
10-000-520-93X GENERAL FUND CONTRIB - WHOLE SCH. REFORM	\$.00	\$.00	\$.00	\$.00
16-XXX-XXX-XXX ESF (FUND 16)	\$.00	\$.00	\$.00	\$.00
17-XXX-XXX-XXX ARRA GSF (FUND 17)	\$.00	\$.00	\$.00	\$.00
18-XXX-XXX-XXX ARRA SFSF (FUND 18)	\$.00	\$.00	\$.00	\$.00
19-XXX-XXX-XXX FEMA GRANT (FUND 19)	\$.00	\$.00	\$.00	\$.00
TOTAL GENERAL FUND EXPENDITURES	\$28,714,442.28	\$14,467,896.33	\$11,831,343.55	\$2,415,202.40

REVENUES		Estimate	Actual	Unrealized
LOCAL SOURCES:				
1210	LOCAL TAX LEVY	\$22,967,866.00	\$22,967,866.00	\$.00
1310	TUITION - FROM INDIVIDUALS	\$226,480.00	\$174,187.00	\$52,293.00
1XXX	MISCELLANEOUS	\$276,000.00	\$374,410.19	(\$98,410.19-)
	TOTAL	\$23,470,346.00	\$23,516,463.19	(\$46,117.19-)
STATE SOURCES:				
3121	CATEGORICAL TRANSPORTATION AID	\$93,632.00	\$93,632.00	\$.00
3132	CATEGORICAL SPECIAL EDUCATION AID	\$1,399,363.00	\$1,399,363.00	\$.00
3177	CATEGORICAL SECURITY AID	\$114,037.00	\$114,037.00	\$.00
	TOTAL	\$1,607,032.00	\$1,607,032.00	\$.00
	TOTAL	\$25,077,378.00	\$25,123,495.19	(\$46,117.19-)

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GENERAL CURRENT EXPENSE (FUND 11)

REGULAR PROGRAMS - INSTRUCTION
105-1XX-101 PRESCHOOL - SALARIES OF TEACHERS
110-1XX-101 KINDERGARTEN - SALARIES OF TEACHERS
120-1XX-101 GRADES 1-5 -SALARIES OF TEACHERS
130-1XX-101 GRADES 6-8 -SALARIES OF TEACHERS
150-1XX-101 SALARIES OF TEACHERS
150-1XX-32X PURCHASED PROF. - ED. SERVICES
190-1XX-106 OTHER SALARIES FOR INSTRUCTION
190-1XX-32X PURCHASED PROF. - ED. SERVICES
190-1XX-34X PURCHASED TECHNICAL SERVICES
190-1XX-5XX OTHER PURCHASED SERVICES
190-1XX-61X GENERAL SUPPLIES
190-1XX-64X TEXTBOOKS
190-1XX-890 MISCELLANEOUS EXPENDITURES
1XX-1XX-XXX OTHER UNDISTRIBUTED INSTRUCTION

TOTAL REGULAR PROGRAMS - INSTRUCTION

SPECIAL EDUCATION PROGRAMS:

LEARNING AND/OR LANGUAGE DISABILITIES
204-1XX-101 SALARIES OF TEACHERS
204-1XX-106 OTHER SALARIES FOR INSTRUCTION
204-1XX-5XX OTHER PURCHASED SERVICES
204-1XX-61X GENERAL SUPPLIES

TOTAL

BEHAVIORAL DISABILITIES:
209-1XX-101 SALARIES OF TEACHERS
209-1XX-106 OTHER SALARIES FOR INSTRUCTION
209-1XX-XXX OTHER BEHAVIORAL DISABILITIES

TOTAL

RESOURCE ROOM/RESOURCE CENTER:
213-1XX-101 SALARIES OF TEACHERS
213-1XX-61X GENERAL SUPPLIES

TOTAL

PRESCHOOL DISABILITIES - FULL-TIME:

	Appropriations	Expenditures	Encumbrances	Available Balance
	\$95,550.00	\$48,254.50	\$47,295.50	\$0.00
	\$576,652.00	\$272,375.26	\$304,276.74	\$0.00
	\$3,421,432.00	\$1,675,689.85	\$1,745,742.15	\$0.00
	\$2,202,019.00	\$1,097,469.16	\$1,089,549.84	\$15,000.00
	\$11,000.00	\$5,650.00	\$3,500.00	\$1,850.00
	\$3,000.00	\$0.00	\$0.00	\$3,000.00
	\$313,401.00	\$104,308.49	\$202,092.51	\$7,000.00
	\$18,700.00	\$6,000.00	\$3,000.00	\$9,700.00
	\$100,985.00	\$32,992.50	\$16,145.40	\$51,847.10
	\$241,137.00	\$162,538.48	\$42,612.47	\$35,986.05
	\$204,069.15	\$95,168.21	\$51,578.73	\$57,322.21
	\$135,126.63	\$36,692.32	\$0.00	\$98,434.31
	\$28,000.00	\$10,515.80	\$6,007.79	\$11,476.41
	\$525,962.46	\$86,030.85	\$157,821.89	\$282,109.72
	\$7,877,034.24	\$3,633,685.42	\$3,669,623.02	\$573,725.80
	\$509,499.00	\$257,734.53	\$251,764.47	\$0.00
	\$59,546.00	\$16,839.48	\$42,706.52	\$0.00
	\$7,500.00	\$4,764.60	\$64.99	\$2,670.41
	\$6,750.00	\$959.63	\$1,000.81	\$4,789.56
	\$583,295.00	\$280,298.24	\$295,536.79	\$7,459.97
	\$148,473.00	\$74,680.17	\$73,092.83	\$700.00
	\$27,383.00	\$13,831.34	\$12,608.50	\$943.16
	\$2,760.00	\$403.78	\$1,804.88	\$551.34
	\$178,616.00	\$88,915.29	\$87,506.21	\$2,194.50
	\$1,487,582.00	\$748,107.70	\$739,474.30	\$0.00
	\$14,650.00	\$6,373.51	\$6,457.52	\$1,818.97
	\$1,502,232.00	\$754,481.21	\$745,931.82	\$1,818.97

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	Appropriations	Expenditures	Encumbrances	Available Balance
216-1XX-101 SALARIES OF TEACHERS	\$246,647.00	\$123,491.09	\$123,155.91	\$.00
216-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$123,818.00	\$53,057.35	\$68,760.65	\$2,000.00
216-1XX-5XX OTHER PURCHASED SERVICES	\$3,450.00	\$3,359.00	\$.00	\$91.00
216-1XX-XXX OTHER PRESCHOOL DISABILITIES - FULL-TIME:	\$1,200.00	\$1,148.88	\$.00	\$51.12
TOTAL	\$375,115.00	\$181,056.32	\$191,916.56	\$2,142.12
TOTAL SPECIAL EDUCATION - INSTRUCTION	\$2,639,258.00	\$1,304,751.06	\$1,320,891.38	\$13,615.56
BASIC SKILLS/REMEDIAL - INSTRUCTION				
230-1XX-101 SALARIES OF TEACHERS	\$525,386.00	\$250,369.28	\$275,016.72	\$.00
230-1XX-61X GENERAL SUPPLIES	\$4,702.46	\$4,497.94	\$.00	\$204.52
TOTAL	\$530,088.46	\$254,867.22	\$275,016.72	\$204.52
BILINGUAL EDUCATION - INSTRUCTION				
240-1XX-61X GENERAL SUPPLIES	\$5,045.00	\$4,194.07	\$.00	\$850.93
240-1XX-64X TEXTBOOKS	\$13,300.00	\$13,300.00	\$.00	\$.00
24X-1XX-XXX OTHER BILINGUAL EDUCATION - INSTRUCTION	\$455,798.00	\$202,361.09	\$253,436.91	\$.00
TOTAL	\$474,143.00	\$219,855.16	\$253,436.91	\$850.93
SCHOOL SPONS. COCURRICULAR ACTIVITIES - INSTRUCTION				
401-100-1XX SALARIES	\$72,839.00	\$5,307.05	\$67,531.95	\$.00
401-100-6XX SUPPLIES AND MATERIALS	\$1,000.00	\$155.00	\$.00	\$845.00
401-1XX-8XX OTHER OBJECTS	\$2,500.00	\$355.00	\$270.00	\$1,875.00
TOTAL	\$76,339.00	\$5,817.05	\$67,801.95	\$2,720.00
SCHOOL SPONSORED ATHLETICS - INSTRUCTION				
402-1XX-1XX SALARIES	\$30,319.00	\$.00	\$30,319.00	\$.00
402-1XX-5XX PURCHASED SERVICES	\$5,000.00	\$3,698.00	\$264.00	\$1,038.00
402-1XX-6XX SUPPLIES AND MATERIALS	\$8,588.00	\$4,793.94	\$694.38	\$3,099.68
402-1XX-8XX OTHER OBJECTS	\$700.00	\$465.00	\$.00	\$235.00
TOTAL	\$44,607.00	\$8,956.94	\$31,277.38	\$4,372.68
SUMMER SCHOOL PROGRAMS				
422-100-101 SALARIES OF TEACHERS	\$21,000.00	\$6,175.00	\$13,825.00	\$1,000.00
422-100-106 OTHER SALARIES OF INSTRUCTION	\$9,500.00	\$7,905.48	\$1,594.52	\$.00
TOTAL SUMMER SCHOOL INSTRUCTION	\$30,500.00	\$14,080.48	\$15,419.52	\$1,000.00
SUMMER SCHOOL - SUPPORT SVCS				

	Appropriations	Expenditures	Encumbrances	Available Balance
422-200-100 SALARIES	\$8,000.00	\$2,550.00	\$5,450.00	\$0.00
TOTAL SUMMER SCHOOL - SUPPORT SVCS	\$8,000.00	\$2,550.00	\$5,450.00	\$0.00
TOTAL SUMMER SCHOOL	\$38,500.00	\$16,630.48	\$20,869.52	\$1,000.00
OTHER INSTRUCTIONAL PROGRAMS - INSTRUCTION				
4XX-1XX-1XX SALARIES	\$42,000.00	\$9,850.00	\$0.00	\$32,150.00
TOTAL	\$42,000.00	\$9,850.00	\$0.00	\$32,150.00
UNDISTRIBUTED EXPENDITURES - INSTRUCTION				
INSTRUCTION				
000-1XX-561 TUITION TO OTHER LEAS W/I STATE - REG.	\$11,651.00	\$3,930.20	\$0.00	\$7,720.80
000-1XX-562 TUITION TO OTHER LEAS W/I STATE - SPEC.	\$1,127,162.00	\$885,876.66	\$28,028.00	\$213,257.34
000-1XX-565 TUITION TO CSSD & REG. DAY SCHOOL	\$165,328.00	\$20,417.50	\$111,332.50	\$33,578.00
000-1XX-566 TUITION TO PRIV. SCH. FOR HANDIC. W/I ST	\$633,663.00	\$285,631.91	\$194,274.02	\$153,757.07
TOTAL	\$1,937,804.00	\$1,195,856.27	\$333,634.52	\$408,313.21
ATTENDANCE AND SOCIAL WORK SERVICES				
000-211-1XX SALARIES	\$95,525.00	\$50,494.60	\$44,816.61	\$213.79
000-211-171 SALARIES OF DROP-OUT PREVENTION OFFICER/CO	\$0.00	\$0.00	\$0.00	\$0.00
000-211-172 SALARIES OF FAMILY SUPPORT TEAMS	\$0.00	\$0.00	\$0.00	\$0.00
000-211-173 SALARIES OF FAMILY LIAISONS/COMM. PARENT I	\$0.00	\$0.00	\$0.00	\$0.00
000-211-174 SALARIES OF COMMUNITY/SCHOOL COORDINATORS	\$0.00	\$0.00	\$0.00	\$0.00
000-211-3XX PURCHASED PROF. AND TECH. SERVICES	\$8,400.00	\$8,400.00	\$0.00	\$0.00
TOTAL	\$103,925.00	\$58,894.60	\$44,816.61	\$213.79
HEALTH SERVICES				
000-213-1XX SALARIES	\$184,299.00	\$88,756.63	\$95,542.37	\$0.00
000-213-175 SALARIES OF SOCIAL SERVICES COORDINATORS	\$0.00	\$0.00	\$0.00	\$0.00
000-213-3XX PURCHASED PROF. AND TECH. SERVICES	\$4,400.00	\$2,000.00	\$2,000.00	\$400.00
000-213-5XX OTHER PURCHASED SERVICES	\$14,000.00	\$3,792.76	\$1,100.00	\$9,107.24
000-213-6XX SUPPLIES AND MATERIALS	\$10,200.00	\$6,063.19	\$467.07	\$3,669.74
TOTAL	\$212,899.00	\$100,612.58	\$99,109.44	\$13,176.98
OTHER SUPP. SERV. STUDENTS-RELATED SERVICES				
000-216-1XX SALARIES	\$525,297.00	\$231,240.69	\$294,056.31	\$0.00
000-216-32X PURCHASED PROF. - EDUCATIONAL SERVICES	\$2,500.00	\$450.00	\$0.00	\$2,050.00
000-216-6XX SUPPLIES AND MATERIALS	\$2,220.04	\$981.12	\$0.00	\$1,238.92
TOTAL	\$530,017.04	\$232,671.81	\$294,056.31	\$3,288.92

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OTHER SUPP. - SERV. STUDENTS-EXTRA SERVICES				
000-217-1XX SALARIES	\$943,162.00	\$466,987.71	\$476,174.29	\$0.00
000-217-32X PURCHASED PROF. - EDUCATIONAL SERVICES	\$527,893.00	\$177,575.97	\$256,158.06	\$94,158.97
000-217-6XX SUPPLIES AND MATERIALS	\$3,000.00	\$0.00	\$0.00	\$3,000.00
000-217-8XX OTHER OBJECTS	\$500.00	\$108.75	\$0.00	\$391.25
TOTAL	\$1,474,555.00	\$644,672.43	\$732,332.35	\$97,550.22
OTHER SUPP. - SERV. - STUDENTS - REGULAR				
000-218-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$355,836.00	\$177,765.86	\$178,070.14	\$0.00
000-218-32X PURCHASED PROF. - ED. SERVICES	\$30,000.00	\$25,000.00	\$0.00	\$5,000.00
000-218-6XX SUPPLIES AND MATERIALS	\$1,400.00	\$918.27	\$0.00	\$481.73
000-218-8XX OTHER OBJECTS	\$700.00	\$214.00	\$0.00	\$486.00
TOTAL	\$387,936.00	\$203,898.13	\$178,070.14	\$5,967.73
OTHER SUPPORT SERVICES - STUDENTS-SPECIAL				
000-219-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$494,102.00	\$254,693.04	\$239,139.14	\$269.82
000-219-105 SALARIES OF SEC. AND CLERICAL ASSTS.	\$112,290.00	\$61,496.50	\$50,793.50	\$0.00
000-219-32X PURCHASED PROF. - ED. SERVICES	\$159,163.00	\$65,849.58	\$77,850.58	\$15,463.42
000-219-39X OTHER PURCHASED PROF. AND TECH. SERVICES	\$16,700.00	\$6,931.87	\$0.00	\$9,768.13
000-219-5XX OTHER PURCHASED SERVICES	\$4,500.00	\$0.00	\$3,818.62	\$681.38
000-219-6XX SUPPLIES AND MATERIALS	\$6,097.00	\$2,904.34	\$1,900.13	\$1,292.53
000-219-8XX OTHER PROJECTS	\$4,000.00	\$3,740.00	\$0.00	\$260.00
TOTAL	\$796,852.00	\$395,615.33	\$373,501.39	\$27,735.28
IMPROVEMENT OF INSTRUCTION SERVICES/				
000-221-102 SALARIES OF SUPERVISORS OF INSTR.	\$70,520.00	\$41,135.98	\$29,384.02	\$0.00
000-221-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$28,500.00	\$0.00	\$28,500.00	\$0.00
000-221-176 SAL OF FACILITATORS, MATH COACHES & LITERA	\$0.00	\$0.00	\$0.00	\$0.00
000-221-32X PURCHASED PROF. - ED. SERVICES	\$62,000.00	\$49,284.17	\$0.00	\$12,715.83
000-221-3XX OTHER PURCHASED PROF. AND TECH. SERVICES	\$3,000.00	\$0.00	\$0.00	\$3,000.00
000-221-5XX OTHER PURCHASED SERVICES	\$500.00	\$0.00	\$0.00	\$500.00
000-221-6XX SUPPLIES AND MATERIALS	\$500.00	\$14.75	\$0.00	\$485.25
000-221-8XX OTHER OBJECTS	\$800.00	\$0.00	\$0.00	\$800.00
TOTAL	\$165,820.00	\$90,434.90	\$57,884.02	\$17,501.08
EDUCATIONAL MEDIA SERVICES/SCHOOL LIBRARY				
000-222-1XX SALARIES	\$192,908.00	\$89,465.51	\$103,442.49	\$0.00
000-222-177 SALARIES OF TECHNOLOGY COORDINATORS	\$0.00	\$0.00	\$0.00	\$0.00
000-222-3XX PURCHASED PROF. AND TECH. SERVICES	\$3,500.00	\$0.00	\$0.00	\$3,500.00

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000-222-5XX OTHER PURCHASED SERVICES.	\$8,000.00	\$5,888.78	\$0.00	\$2,111.22
000-222-6XX SUPPLIES AND MATERIALS	\$6,700.00	\$1,004.71	\$2,577.62	\$3,117.67
TOTAL	\$211,108.00	\$96,359.00	\$106,020.11	\$8,728.89
INSTRUCTIONAL STAFF TRAINING SERVICES				
000-223-32X PURCHASED PROF. - ED. SERVICES	\$35,000.00	\$30,015.42	\$0.00	\$4,984.58
000-223-33X OTHER PURCHASED PROF. AND TECH. SERVICES	\$27,785.00	\$985.00	\$11,750.00	\$15,050.00
000-223-5XX OTHER PURCHASED SERVICES	\$11,500.00	\$3,923.44	\$1,163.52	\$6,413.04
000-223-6XX SUPPLIES AND MATERIALS	\$5,000.00	\$1,213.44	\$0.00	\$3,786.56
TOTAL	\$79,285.00	\$36,137.30	\$12,913.52	\$30,234.18
SUPPORT SERVICES - GENERAL ADMINISTRATION				
000-23X-1XX SALARIES	\$320,021.00	\$186,094.40		\$1,000.00
000-23X-331 LEGAL SERVICES	\$36,500.00	\$3,497.75	\$132,926.60	\$3,500.00
000-23X-332 AUDIT FEES	\$34,000.00	\$30,500.00	\$0.00	\$3,500.00
000-230-334 ARCHITECTURAL/ENGINEERING SERVICES	\$7,310.00	\$1,300.00	\$0.00	\$6,010.00
000-23X-33X OTHER PURCHASED PROF. SERVICES	\$17,000.00	\$8,465.00	\$2,500.00	\$6,035.00
000-23X-34X PURCHASED TECHNICAL SERVICES	\$4,500.00	\$1,908.00	\$0.00	\$2,592.00
000-23X-53X COMMUNICATIONS/TELEPHONE	\$48,509.00	\$30,301.15	\$11,787.63	\$6,420.22
000-23X-585 BOE OTHER PURCHASED SERVICES	\$4,000.00	(\$572.56-)	\$590.00	\$3,982.56
000-23X-5XX OTHER PURCHASED SERVICES	\$66,946.00	\$47,142.67	\$3,281.95	\$16,521.38
000-23X-610 GENERAL SUPPLIES	\$3,000.00	\$369.81	\$160.00	\$2,470.19
000-23X-630 BOE MEETING SUPPLIES	\$1,750.00	\$339.96	\$0.00	\$1,410.04
000-23X-890 MISCELLANEOUS EXPENDITURES	\$8,500.00	\$4,048.00	\$0.00	\$4,452.00
000-23X-895 BOE MEMBERSHIP DUES AND FEES	\$10,800.00	\$10,457.50	\$0.00	\$342.50
TOTAL	\$562,836.00	\$323,851.68	\$180,748.43	\$58,235.89
SUPPORT SERVICES - SCHOOL ADMIN.				
000-24X-103 SALARIES OF PRINCIPALS/ASST. PRINCIPALS	\$544,128.00	\$313,181.20	\$230,946.80	\$0.00
000-24X-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$147,000.00	\$82,833.30	\$64,166.70	\$0.00
000-24X-105 SALARIES OF SECR. AND CLERICAL ASSTS.	\$148,918.00	\$86,868.80	\$62,049.20	\$0.00
000-24X-3XX PURCHASED PROF. AND TECH. SERVICES	\$2,000.00	\$144.00	\$0.00	\$1,856.00
000-24X-5XX OTHER PURCHASED SERVICES	\$32,700.00	\$4,413.79	\$21,861.80	\$6,424.41
000-24X-6XX SUPPLIES AND MATERIALS	\$48,289.46	\$12,253.91	\$2,592.72	\$33,442.83
000-24X-8XX OTHER OBJECTS	\$31,200.00	\$4,245.00	\$9,104.10	\$17,850.90
TOTAL	\$954,235.46	\$503,940.00	\$390,721.32	\$59,574.14
SUPPORT SERVICES - CENTRAL SERVICES				
000-251-100 SALARIES	\$376,105.00	\$216,493.50	\$159,611.50	\$0.00
000-251-34X PURCHASED TECHNICAL SERVICES	\$27,850.00	\$3,889.51	\$23,921.25	\$39.24
000-251-592 MISC. PURCHASED SERVICES	\$23,500.00	\$4,405.65	\$0.00	\$19,094.35

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000-251-5XX OTHER PURCHASED SERVICES	\$3,000.00	\$523.05	\$1,586.24	\$890.71
000-251-6XX SUPPLIES AND MATERIALS	\$18,000.00	\$1,950.71	\$2,707.88	\$13,341.41
000-251-890 MISCELLANEOUS EXPENDITURES	\$8,200.00	\$1,560.00	\$.00	\$6,640.00
TOTAL	\$456,655.00	\$228,822.42	\$187,826.87	\$40,005.71
SUPPORT SERVICES - ADMINISTRATIVE INFO TECH SERVICES				
000-252-100 SALARIES	\$123,201.00	\$72,540.56	\$50,660.44	\$.00
000-252-34X PURCHASED TECHNICAL SERVICES	\$39,070.00	\$19,442.93	\$176.89	\$19,450.18
000-252-5XX OTHER PURCHASED SERVICES	\$1,500.00	\$596.57	\$400.00	\$503.43
000-252-6XX SUPPLIES AND MATERIALS	\$11,000.00	\$3,883.67	\$180.50	\$6,935.83
000-252-8XX OTHER OBJECTS	\$500.00	\$50.00	\$.00	\$450.00
TOTAL	\$175,271.00	\$96,513.73	\$51,417.83	\$27,339.44
OPERATION AND MAINTENANCE OF SCHOOL FACILITIES				
000-261-1XX SALARIES	\$177,674.00	\$100,515.64	\$77,158.36	\$.00
000-261-421 LEAD TESTING OF DRINKING WATER	\$5,000.00	\$2,950.00	\$.00	\$2,050.00
000-261-61X GENERAL SUPPLIES	\$69,838.62	\$21,909.55	\$11,192.01	\$36,737.06
000-261-8XX OTHER OBJECTS	\$2,500.00	\$1,705.00	\$160.00	\$635.00
000-261-XXX REQUIRED MAINTENANCE UPDATE	\$228,682.00	\$95,167.36	\$25,472.19	\$108,042.45
TOTAL REQUIRED MAINT FOR SCHOOL FACILITIES	\$483,694.62	\$222,247.55	\$113,982.56	\$147,464.51
CUSTODIAL SERVICES				
000-262-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$135,437.00	\$63,200.66	\$72,236.34	\$.00
000-262-1XX SALARIES	\$602,140.00	\$327,485.05	\$245,270.95	\$29,384.00
000-262-3XX PURCHASED PROF. AND TECH. SERVICES	\$8,400.00	\$.00	\$.00	\$8,400.00
000-262-42X CLEANING, REPAIR, AND MAINT. SERVICES	\$16,000.00	\$6,553.95	\$5,483.50	\$3,962.55
000-262-49X OTHER PURCHASED PROPERTY SERV.	\$22,600.00	\$9,719.99	\$9,280.01	\$3,600.00
000-262-52X INSURANCE	\$279,074.00	\$271,206.00	\$.00	\$7,868.00
000-262-5XX MISCELLANEOUS PURCHASED SERVICES	\$500.00	\$.00	\$.00	\$500.00
000-262-61X GENERAL SUPPLIES	\$47,400.92	\$34,748.07	\$3,865.60	\$8,787.25
000-262-621 ENERGY (NATURAL GAS)	\$175,000.00	\$17,617.12	\$157,382.88	\$.00
000-262-626 ENERGY (GASOLINE)	\$8,000.00	\$1,204.91	\$4,795.09	\$2,000.00
000-262-62X ENERGY (HEAT AND ELECTRICITY)	\$270,000.00	\$93,378.31	\$174,621.69	\$2,000.00
000-262-8XX OTHER OBJECTS	\$3,500.00	\$.00	\$.00	\$3,500.00
TOTAL CUSTODIAL SERVICES	\$1,568,051.92	\$825,114.06	\$672,936.06	\$70,001.80
CARE AND UPKEEP OF GROUNDS				
000-263-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$79,800.00	\$20,885.00	\$38,001.00	\$20,914.00
000-263-610 GENERAL SUPPLIES	\$7,000.00	\$.00	\$.00	\$7,000.00
TOTAL CARE AND UPKEEP OF GROUNDS	\$86,800.00	\$20,885.00	\$38,001.00	\$27,914.00

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Closter Board of Education
Board Secretary Report
GENERAL FUND - Fund 10
Statement of Appropriations
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	Appropriations	Expenditures	Encumbrances	Available Balance
SECURITY				
000-266-300 PURCHASED PROFESSIONAL AND TECHNICAL SERVI	\$7,320.00	\$1,070.00	\$.00	\$6,250.00
000-266-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$10,000.00	\$.00	\$.00	\$10,000.00
000-266-610 GENERAL SUPPLIES	\$7,383.80	\$.00	\$6,383.80	\$1,000.00
TOTAL SECURITY	\$24,703.80	\$1,070.00	\$6,383.80	\$17,250.00
OPERATION AND MAINTENANCE OF PLANT SERVICES				
000-26X-XXX OTHER UNDIST. EXPEND. OPERATION & MAINTEN	\$64,808.71	\$61,107.71	\$.00	\$3,701.00
TOTAL	\$64,808.71	\$61,107.71	\$.00	\$3,701.00
STUDENT TRANSPORTATION SERV.				
000-270-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$15,302.00	\$4,770.76	\$10,531.24	\$.00
000-27X-503 CONTRACTED SERVICES - AID NON-PUBLIC	\$50,000.00	\$.00	\$50,000.00	\$.00
000-27X-511 CONTRACTED SERVICES (HOME/SCH.) VENDORS	\$105,000.00	\$40,898.55	\$56,163.14	\$7,938.31
000-27X-512 CONTRACTED SERV. (OTHER THAN HM/SC) VEND.	\$34,000.00	\$8,450.00	\$15,725.00	\$9,825.00
000-27X-513 CONTRACTED SERV. (HOME/SCH.) JOIN AGREEMN	\$24,000.00	\$.00	\$24,000.00	\$.00
000-27X-515 CONTR. SERV. (SPEC. ED. STUD.) JOIN AGRM.	\$514,000.00	\$150,299.86	\$361,688.46	\$2,011.68
TOTAL	\$742,302.00	\$204,419.17	\$518,107.84	\$19,774.99
UNALLOCATED BENEFITS				
000-291-22X SOCIAL SECURITY CONTRIBUTIONS	\$278,120.00	\$137,390.16	\$.00	\$140,729.84
000-291-241 OTHER RETIREMENT CONTRIBUTIONS - PERS	\$298,500.00	\$6,011.99	\$.00	\$292,488.01
000-291-249 OTHER RETIREMENT CONTRIBUTIONS-REG	\$33,000.00	\$24,553.92	\$.00	\$8,446.08
000-291-26X WORKMEN'S COMPENSATION	\$91,542.00	\$68,404.00	\$.00	\$23,138.00
000-291-27X HEALTH BENEFITS	\$3,307,099.50	\$1,601,882.55	\$1,561,274.61	\$143,942.34
000-291-28X TUITION REIMBURSEMENT	\$15,000.00	\$8,330.00	\$.00	\$6,670.00
000-291-299 UNUSED SICK PAYMENT RETIRE/TERM	\$17,100.00	\$.00	\$17,100.00	\$.00
000-291-2XX OTHER EMPLOYEE BENEFITS	\$10,920.00	\$6,044.00	\$1,370.00	\$3,506.00
TOTAL UNALLOCATED BENEFITS	\$4,051,281.50	\$1,852,616.62	\$1,579,744.61	\$618,920.27
TOTAL PERSONAL SERVICES - EMPLOYEE BENEFITS	\$4,051,281.50	\$1,852,616.62	\$1,579,744.61	\$618,920.27
OTHER UNDISTRIBUTED EXPENDITURES	\$7,000.00	\$6,000.00	\$.00	\$1,000.00
TOTAL UNDISTRIBUTED EXPENDITURES	\$15,077,841.05	\$7,401,740.29	\$5,972,208.73	\$1,703,892.03
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES	\$26,799,810.75	\$12,856,153.62	\$11,611,125.61	\$2,332,531.52
TOTAL GEN. CURRENT EXP. EXPENDITURES AND TRANSFERS	\$26,799,810.75	\$12,856,153.62	\$11,611,125.61	\$2,332,531.52

Closter Board of Education
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January 2025

	Appropriations	Expenditures	Encumbrances	Available Balance
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$428,775.92	\$.00	(\$428,775.92-)
TOTAL GEN. CURRENT EXP. EXPEND., TRANSFERS AND RESERVE	\$26,799,810.75	\$13,284,929.54	\$11,611,125.61	\$1,903,755.60
CAPITAL OUTLAY (FUND 12)				
EQUIPMENT				
120-100-XXX GRADES 1-5	\$143,333.68	\$138,333.68	\$.00	\$5,000.00
130-100-XXX GRADES 6-8	\$7,277.11	\$.00	\$7,277.11	\$.00
4XX-100-XXX SCHOOL-SPONSORED AND OTHER INSTR. PROGRAMS	\$21,943.92	\$21,943.92	\$.00	\$.00
000-24X-73X SCHOOL ADMINISTRATION	\$7,850.00	\$7,850.00	\$.00	\$.00
000-261-730 UNDIST. EXPEND.-REQUIRED MAINT FOR SCHOOL	\$6,150.00	\$6,150.00	\$.00	\$.00
000-262-730 UNDIST. EXPEND.-CUSTODIAL SERVICES	\$2,237.00	\$2,237.00	\$.00	\$.00
000-400-334 ARCHITECTURAL/ENGINEERING SERVICES	\$17,605.57	\$7,564.49	\$10,041.08	\$.00
XXX-XXX-73X OTHER EQUIPMENT	\$14,000.00	\$.00	\$3,218.00	\$10,782.00
TOTAL EQUIPMENT	\$220,397.28	\$184,079.09	\$20,536.19	\$15,782.00
FACILITIES ACQ. AND CONSTR. SERV.:				
000-400-896 ASSESSMENT DEBT SVC ON SDA FUNDING	\$14,941.00	\$.00	\$.00	\$14,941.00
XXX-4XX-XXX OTHER FACILITIES ACQ. AND CONSTR. SERV.	\$1,679,293.25	\$1,427,663.62	\$199,681.75	\$51,947.88
TOTAL	\$1,694,234.25	\$1,427,663.62	\$199,681.75	\$66,888.88
TOTAL CAPITAL OUTLAY EXPENDITURES	\$1,914,631.53	\$1,611,742.71	\$220,217.94	\$82,670.88
TOTAL CAPITAL OUTLAY EXPENDITURES AND RESERVES	\$1,914,631.53	\$1,611,742.71	\$220,217.94	\$82,670.88
TOTAL GENERAL FUND NOT INCLUDING RESERVES	\$28,714,442.28	\$14,467,896.33	\$11,831,343.55	\$2,415,202.40

PREPARED AND SUBMITTED BY:



BOARD SECRETARY/BUSINESS ADMINISTRATOR

DATE

2/24/2025

"PURSUANT TO N.J.A.C. 6A:23-2.11 (C) (3),
I CERTIFY THAT AS OF THE ABOVE DATE, NO BUDGETARY
LINE ITEM ACCOUNT HAS BEEN OVEREXPENDED IN VIOLATIO



Cluster Board Of Education
Board Secretary Report
GENERAL FUND - Fund 10
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OF N.J.A.C. 6A:23-2.11 (A)."

Appropriations	Expenditures	Encumbrances	Available Balance
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ASSETS AND RESOURCES

ASSETS:

101	CASH IN BANK		\$229,281.41
102-106	CASH EQUIVALENTS		\$.00
111	INVESTMENTS		\$.00
116	CAPITAL RESERVE ACCOUNT		\$.00
	ACCOUNTS RECEIVABLE:		
132	INTERFUND	\$.00	
141	INTERGOVERNMENTAL - STATE	(\$7,388.00-)	
142	INTERGOVERNMENTAL - FEDERAL	\$295,291.06	
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$11,066.05-)	\$276,837.01
131	INTERFUND LOANS RECEIVABLE	\$.00	
	OTHER CURRENT ASSETS		\$19,825.05

RESOURCES:

301	ESTIMATED REVENUES	\$712,704.62	
302	LESS REVENUES	(\$723,694.14)	(\$10,989.52-)
	TOTAL ASSETS AND RESOURCES		\$514,953.95

LIABILITIES AND FUND EQUITY

LIABILITIES:

101	CASH OVERDRAFT	\$.00	
411	INTERGOVERNMENTAL ACCOUNTS PAYABLE - STATE	\$13,161.89	
412	INTERGOVERNMENTAL ACCOUNTS PAYABLE - FEDERAL	\$.00	
421	ACCOUNTS PAYABLE	(\$13,161.89-)	
431	CONTRACTS PAYABLE	\$.00	
451	LOANS PAYABLE	\$.00	
481	DEFERRED REVENUES	\$277,544.26	
	OTHER CURRENT LIABILITIES	\$.00	
	TOTAL LIABILITIES		\$277,544.26

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January 2025

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FUND BALANCE:

APPROPRIATED:

753	RESERVE FOR ENCUMBRANCES - CURRENT YEAR	\$53,477.25
754	RESERVE FOR ENCUMBRANCES - PRIOR YEAR	\$.00
	RESERVED FUND BALANCE:	
758	FUND BALANCE - STUDENT ACTIVITY FUND	\$.00
759	FUND BALANCE - SCHOLARSHIP FUND	\$.00
761	CAPITAL RESERVE ACCOUNT	\$.00
762	RESERVED FUND BALANCE - ADULT ED. PROGRAMS	\$.00
604	ADD INCREASE IN CAPITAL RESERVE	\$.00
307	LESS BUDGETED WITHDRAWAL FROM CAP. RESERVE	\$.00
601	APPROPRIATIONS	\$888,740.76
602	LESS: EXPENDITURES	\$475,294.93
603	ENCUMBRANCES	\$53,477.25
		(\$528,772.18)
		\$359,968.58

UNAPPROPRIATED:

770	FUND BALANCE, JULY 1, 2024	\$.00
303	BUDGETED FUND BALANCE	(\$176,036.14)

TOTAL FUND BALANCE

\$237,409.69

TOTAL LIABILITIES AND FUND EQUITY

\$514,953.95

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Interim Statements
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REVENUE/SOURCES OF FUNDS:

	Budgeted Estimated	Actual to Date	NOTE: Over or (Under)	Unrealized Balance
TRANSFERS FROM OPERATING BUDGET PRE-K				
1310 TUITION - PRESCHOOL	\$.00	\$.00		\$.00
1320 TUITION FROM LEA'S - PRESCHOOL	\$.00	\$.00		\$.00
1760 STUDENT ACTIVITY FUND	\$500.00	\$.00	Under	\$500.00
1770 SCHOLARSHIP FUND	\$.00	\$.00		\$.00
1921 DIGITAL DIVIDE	\$.00	\$.00		\$.00
FROM LOCAL SOURCES	\$189,450.00	\$286,642.14	Over	(\$97,192.14-)
UNRESTRICTED GRANTS IN AID	\$.00	\$.00		\$.00
FROM INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3212 NONPUBLIC TEACHER STEM GRANT	\$.00	\$.00		\$.00
3218 PRESCHOOL EDUCATION AID - PR YR CARRYOVER	\$.00	\$.00		\$.00
3257 SDA EMERGENT NEEDS AND CAP MAINT	\$.00	\$.00		\$.00
3258 PRESCHOOL AND CHARTER SECURITY COMPLIANCE	\$.00	\$.00		\$.00
3259 PRESCHOOL FACILITIES LEAD REMEDIATION	\$.00	\$.00		\$.00
3700 STATE GRANTS THROUGH INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3XXX OTHER STATE AIDS	\$17,595.00	\$19,794.00	Over	(\$2,199.00-)
FROM STATE SOURCES				
TITLE I	\$112,041.00	\$37,786.00		\$74,255.00
IDEA	\$298,297.00	\$298,297.00	Under	\$.00
PERKINS GRANT	\$.00	\$.00		\$.00
TITLE II	\$.00	\$.00		\$.00
TITLE IV	\$.00	\$.00		\$.00
TITLE III	\$.00	\$.00		\$.00
FROM FEDERAL SOURCES	\$.00	\$.00		\$.00
4409 ARP-IDEA PRESCHOOL	\$.00	\$.00		\$.00
4417-4418 REAP GRANT	\$.00	\$.00		\$.00
4419 ARP-IDEA BASIC	\$.00	\$.00		\$.00
4500 OTHER RESTRICTED GRANTS	\$.00	\$.00		\$.00
4503 21ST CENTURY	\$.00	\$.00		\$.00
4526 FEMA - SUPERSTORM SANDY	\$.00	\$.00		\$.00
4530 CARES ACT	\$.00	\$.00		\$.00
4531 CARES DIGITAL DIVIDE	\$.00	\$.00		\$.00
4532 CORONAVIRUS RELIEF FUND	\$.00	\$.00		\$.00
4533 STUDENT LEARNING LOSS GRANT	\$.00	\$.00		\$.00
4534 CCPSA ESSER II	\$.00	\$.00		\$.00
4535 CCPSA LEARNING ACCEL	\$.00	\$.00		\$.00
4536 CCPSA MENTAL HEALTH	\$.00	\$.00		\$.00
4537 ACSERS	\$.00	\$.00		\$.00
4540 ARP ESSER	\$40,000.00	\$43,894.00	Over	(\$3,894.00-)
4541 ARP ESSER ACCEL - LEARNING AND SUPPORT	\$584.50	\$584.00	Under	\$.50
4542 ARP ESSER SUMMER LEARNING AND ENRICHMENT	\$.00	\$.00		\$.00
4543 ARP ESSER BEYOND THE SCHOOL DAY	\$4,750.00	\$4,751.00	Over	(\$1.00-)
4544 ARP ESSER NJTSS	\$.00	\$.00		\$.00
4545 ARP HOMELESS CHILDREN AND YOUTH I	\$.00	\$.00		\$.00
4546 ARP HOMELESS CHILDREN AND YOUTH II	\$.00	\$.00		\$.00

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	Budgeted Estimated	Actual to Date	NOTE: Over or (Under)	Unrealized Balance
4600 REVENUE FOR/ON BEHALF OF THE LEA	\$.00	\$.00		\$.00
4700 GRANTS-IN-AID FROM FEDERAL GOVT	\$.00	\$.00		\$.00
4800 REVENUE IN LIEU OF TAXES	\$.00	\$.00		\$.00
TOTAL REVENUE/SOURCES OF FUNDS	\$663,217.50	\$691,748.14	Over	(\$28,530.64--)
EXPENDITURES:				
LOCAL PROJECTS				
STUDENT ACTIVITY FUND	\$326,296.49	\$55,475.00	\$7,989.00	\$262,832.49
SCHOLARSHIP FUND	\$500.00	\$.00	\$.00	\$500.00
STATE PROJECTS	\$.00	\$.00	\$.00	\$.00
EARLY CHILDHOOD PROGRAM AID	\$.00	\$.00	\$.00	\$.00
DEMONSTRABLY EFFECTIVE PROGRAM AID	\$.00	\$.00	\$.00	\$.00
DISTANCE LEARNING NETWORK AID	\$.00	\$.00	\$.00	\$.00
INSTRUCTIONAL SUPPLEMENT AID	\$.00	\$.00	\$.00	\$.00
STATE PROJECTS CARRYOVER	\$.00	\$.00	\$.00	\$.00
DISTANCE LEARNING CARRYOVER	\$.00	\$.00	\$.00	\$.00
PRIVATE INDUSTRY COUNCIL	\$.00	\$.00	\$.00	\$.00
NON PUBLIC TEACHER STEM	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC TEXTBOOKS	\$3,068.00	\$3,068.00	\$.00	\$.00
NJ NONPUBLIC AUXILIARY SERVICES	\$7,867.00	\$.00	\$7,867.00	\$.00
NJ NONPUBLIC HANDICAPPED SERVICES	\$3,720.00	\$1,394.40	\$2,325.60	\$.00
NJ NONPUBLIC NURSING SERVICES	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC TECHNOLOGY INITIATIVE	\$2,940.00	\$2,940.00	\$.00	\$.00
NJ NONPUBLIC SECURITY AID	\$.00	\$.00	\$.00	\$.00
ADULT EDUCATION - STATE	\$.00	\$.00	\$.00	\$.00
VOCATIONAL EDUCATION	\$.00	\$.00	\$.00	\$.00
CONTRIBUTION TO WSR - OTHER STATE PROJECTS	\$.00	\$.00	\$.00	\$.00
TARGETED AT-RISK AID	\$.00	\$.00	\$.00	\$.00
OTHER STATE PROJECTS	\$.00	\$.00	\$.00	\$.00
TOTAL STATE PROJECTS	\$17,595.00	\$7,402.40	\$10,192.60	\$.00
FEDERAL PROJECTS				
ARP-IDEA BASIC GRANT	\$.00	\$.00	\$.00	\$.00
ARP IDEA PRESCHOOL	\$.00	\$.00	\$.00	\$.00
CLASS SIZE REDUCTION	\$.00	\$.00	\$.00	\$.00

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Board Secretary Report
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	Appropriations	Expenditures	Encumbrances	Available Balance
TITLE I	\$112,041.00	\$37,733.90	\$0.00	\$74,307.10
TITLE II	\$0.00	\$0.00	\$0.00	\$0.00
NCLB TITLE III	\$0.00	\$0.00	\$0.00	\$0.00
NCLB TITLE IV	\$0.00	\$0.00	\$0.00	\$0.00
NCLB TITLE V	\$0.00	\$0.00	\$0.00	\$0.00
TITLE VI	\$0.00	\$0.00	\$0.00	\$0.00
I.D.E.A. PART B (HANDICAPPED)	\$298,297.00	\$298,297.00	\$0.00	\$0.00
VOCATIONAL EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
GRANTS IN AID OTHER AGENCIES	\$0.00	\$0.00	\$0.00	\$0.00
CARES ACT	\$0.00	\$0.00	\$0.00	\$0.00
DIGITAL DIVIDE	\$0.00	\$0.00	\$0.00	\$0.00
CORONAVIRUS RELIEF FUND	\$0.00	\$0.00	\$0.00	\$0.00
STUDENT LEARNING LOSS	\$0.00	\$0.00	\$0.00	\$0.00
NONPUBLIC TECHNOLOGY CRF	\$0.00	\$0.00	\$0.00	\$0.00
CRRSA ACT ESSER II	\$0.00	\$0.00	\$0.00	\$0.00
CRRSA ACT LEARNING ACCELERATION	\$0.00	\$0.00	\$0.00	\$0.00
CRRSA ACT MENTAL HEALTH	\$0.00	\$0.00	\$0.00	\$0.00
ACSERS PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER GRANT	\$43,894.00	\$43,000.00	\$0.00	\$894.00
ARP-ESSER ACCEL LEARNING AND SUPPORT	\$584.50	\$584.50	\$0.00	\$0.00
ARP-ESSER SUMMER LEARNING AND ENRICHMENT	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER BEYOND THE SCHOOL DAY	\$4,750.00	\$4,750.00	\$0.00	\$0.00
ARP-ESSER NJTSS	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER SDA EMERGENT NEEDS	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER PRESCHOOL AND CHARTER SECURITY COMPLIANCE	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER PRESCHOOL FACILITIES LEAD REMEDIATION	\$0.00	\$0.00	\$0.00	\$0.00
ARP HOMELESS CHILDREN AND YOUTH I	\$0.00	\$0.00	\$0.00	\$0.00
ARP HOMELESS CHILDREN AND YOUTH II	\$0.00	\$0.00	\$0.00	\$0.00
ADULT EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
OTHER FEDERAL PROJECTS	\$49,487.12	\$28,052.13	\$0.00	\$21,434.99
OTHER SPECIAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTION TO WSR - OTHER FEDERAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL FEDERAL PROJECTS	\$509,053.62	\$412,417.53	\$0.00	\$96,636.09
TOTAL EXPENDITURES	\$853,445.11	\$475,294.93	\$18,181.60	\$359,968.58
FEDERAL PROJECTS				
999-XXX-XXX PRIOR YEAR PURCHASE ORDERS	\$0.00	\$0.00	\$0.00	\$0.00
999-999-999 PRIOR YEAR RESERVE	\$0.00	\$47,878.95	\$0.00	(\$47,878.95-)
TOTAL EXPENDITURES AND RESERVE	\$853,445.11	\$523,173.88	\$18,181.60	\$312,089.63
TOTAL SPECIAL FUND NOT INCLUDING RESERVES	\$853,445.11	\$475,294.93	\$18,181.60	\$359,968.58

PREPARED AND SUBMITTED BY:

	Appropriations	Expenditures	Encumbrances	Available Balance
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2/24/2025

BOARD SECRETARY/BUSINESS ADMINISTRATOR

DATE

"PURSUANT TO N.J.A.C. 6A:23-2.11 (C) (3),
I CERTIFY THAT AS OF THE ABOVE DATE, NO BUDGETARY
LINE ITEM ACCOUNT HAS BEEN OVEREXPENDED IN VIOLATIO
OF N.J.A.C. 6A:23-2.11 (A)."



ASSETS AND RESOURCES

ASSETS:

101	CASH IN BANK	\$4,285,213.09
102-104	CASH - OTHER	\$.00
105	CASH WITH FISCAL AGENTS	\$.00
106	CASH EQUIVALENTS	\$.00
111	INVESTMENTS	\$.00
	ACCOUNTS RECEIVABLE:	
132	INTERFUND	\$.00
141	INTERGOVERNMENTAL - STATE	\$.00
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)
131	INTERFUND LOANS RECEIVABLE	\$.00
161	BOND PROCEEDS RECEIVABLE	\$.00
	OTHER CURRENT ASSETS	\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$.00
302	LESS REVENUES	(\$2,356,145.80)
	TOTAL ASSETS AND RESOURCES	\$1,929,067.29

LIABILITIES AND FUND EQUITY

LIABILITIES:

101	CASH OVERDRAFT	\$.00
421	ACCOUNTS PAYABLE	\$.00
402	INTERFUND ACCOUNTS PAYABLE	\$.00
431	CONTRACTS PAYABLE	\$.00
432	CONSTRUCTION CONTRACTS PAYABLE - RETAINED %	\$.00
433	CONSTRUCTION CONTRACTS PAYABLE	\$.00
451	LOANS PAYABLE	\$.00
423	ACCOUNTS PAYABLE / PREVIOUS YEARS	\$.00
461	ACCRUED SALARIES AND BENEFITS	\$.00
	OTHER CURRENT LIABILITIES	(\$2,246,934.99-)
	TOTAL LIABILITIES	(\$2,246,934.99-)

Closter Board Of Education
 Board Secretary Report
 CAPITAL PROJECTS FUNDS - Fund 30
 Interim Balance Sheet
 January 2025

FUND BALANCE:

APPROPRIATED:

753 RESERVE FOR ENCUMBRANCES - CURRENT YEAR
 754 RESERVE FOR ENCUMBRANCES - PRIOR YEAR
 751, 752, 76X OTHER RESERVES
 601 APPROPRIATIONS
 602 LESS: EXPENDITURES
 603 ENCUMBRANCES

\$1,929,067.29
 \$1,929,067.29
 \$1,048,920.84
 \$1,929,067.29
 \$2,246,934.99
 \$4,176,002.28

\$5,224,923.12
 (\$2,977,988.13)

TOTAL APPROPRIATED

UNAPPROPRIATED:

770 FUND BALANCE, JULY 1, 2024
 771 FUND BALANCE - DESIGNATED
 303 BUDGETED FUND BALANCE
 TOTAL FUND BALANCE

\$2,246,934.99
 (\$2,246,934.99)

\$4,176,002.28
 \$1,929,067.29

TOTAL LIABILITIES AND FUND EQUITY

Budget Year: 2025


(2025/02/24-Mon-09:42am)

Closter Board of Education
Board Secretary Report
CAPITAL PROJECTS FUNDS - Fund 30
Interim Statements
January 2025

REVENUE/SOURCES OF FUNDS:		Budgeted Estimated	Actual to Date	NOTE: Over or (Under)	Unrealized Balance
15XX	INTEREST	\$.00	\$109,210.81	Over	(\$109,210.81-)
51XX	SALE OF BONDS	\$.00	\$2,246,934.99	Over	(\$2,246,934.99-)
52XX	TRANSFERS FROM OTHER FUNDS	\$.00	\$.00		\$.00
54XX	NJEDA (NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY)	\$.00	\$.00		\$.00
56XX	LEASE PURCHASES	\$.00	\$.00		\$.00
3255	ADDITIONAL STATE SCHOOL BUILDING AID - EDA	\$.00	\$.00		\$.00
3256	SECURING OUR CHILDREN'S FUTURE BOND	\$.00	\$.00		\$.00
	OTHER	\$.00	\$.00		\$.00
	TOTAL REVENUE/SOURCES OF FUNDS	\$.00	\$2,356,145.80	Over	(\$2,356,145.80-)
EXPENDITURES:		Appropriations	Expenditures	Encumbrances	Available Balance
XXX-XXX-73X	EQUIPMENT	\$.00	\$.00	\$.00	\$.00
	FACILITIES ACQUISITION AND CONSTR. SERV.				
000-4XX-1XX	SALARIES	\$.00	\$.00	\$.00	\$.00
000-4XX-331	LEGAL SERVICES	\$15,626.99	\$140.00	\$15,475.00	\$11.99
000-4XX-39X	OTHER PURCHASED PROF. AND TECH. SERV.	\$.00	\$.00	\$.00	\$.00
000-4XX-45X	CONSTRUCTION SERVICES	\$4,906,070.00	\$973,284.33	\$1,802,735.67	\$2,130,050.00
000-4XX-61X	GENERAL SUPPLIES	\$.00	\$.00	\$.00	\$.00
000-4XX-71X	LAND AND IMPROVEMENTS	\$.00	\$.00	\$.00	\$.00
000-4XX-72X	BLDGs. OTHER THAN LEASE PURCHASE AGREEMENTS	\$.00	\$.00	\$.00	\$.00
000-4XX-8XX	OTHER OBJECTS	\$97,700.00	\$.00	\$.00	\$97,700.00
000-4XX-XXX	OTHER FAC. ACQ. AND CONSTR. SERV.	\$205,526.13	\$75,496.51	\$110,856.62	\$19,173.00
	TOTAL FAC. ACQ. AND CONSTR. SERV.	\$5,224,923.12	\$1,048,920.84	\$1,929,067.29	\$2,246,934.99
	TOTAL EXPENDITURES	\$5,224,923.12	\$1,048,920.84	\$1,929,067.29	\$2,246,934.99
TRANSFERS					
000-520-93X	TRANSFER TO OTHER FUNDS	\$.00	\$.00	\$.00	\$.00
	TOTAL EXPENDITURES AND TRANSFERS	\$5,224,923.12	\$1,048,920.84	\$1,929,067.29	\$2,246,934.99
RESERVE ACCOUNT					
999-999-999	PRIOR YEAR RESERVE	\$.00	\$.00	\$.00	\$.00
	TOTAL EXPENDITURES, TRANSFERS AND RESERVE	\$5,224,923.12	\$1,048,920.84	\$1,929,067.29	\$2,246,934.99

TOTAL CAPITAL PROJECTS FUNDS NOT INCLUDING RESERVES	Appropriations	Expenditures	Encumbrances	Available Balance
	\$5,224,923.12	\$1,048,920.84	\$1,929,067.29	\$2,246,934.99


PREPARED AND SUBMITTED BY:



BOARD SECRETARY/BUSINESS ADMINISTRATOR

DATE

2/24/2025



"PURSUANT TO N.J.A.C. 6A:23-2.11 (C) (3), I CERTIFY THAT AS OF THE ABOVE DATE, NO BUDGETARY LINE ITEM ACCOUNT HAS BEEN OVEREXPENDED IN VIOLATION OF N.J.A.C. 6A:23-2.11 (A)."

ASSETS AND RESOURCES

ASSETS:

101	CASH IN BANK	\$72,918.00
102-104	CASH - OTHER	\$.00
105	CASH WITH FISCAL AGENTS	\$.00
106	CASH EQUIVALENTS	\$.00
111	INVESTMENTS	\$.00
121	TAX LEVY RECEIVABLE	\$.00

ACCOUNTS RECEIVABLE:

132	INTERFUND	\$.00
141	INTERGOVERNMENTAL - STATE	\$.00
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	\$.00
	OTHER CURRENT ASSETS	\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$457,320.00
302	LESS REVENUES	(\$419,763.00)
	TOTAL ASSETS AND RESOURCES	\$110,475.00

LIABILITIES AND FUND EQUITY

LIABILITIES:

101	CASH OVERDRAFT	\$.00
401	INTERFUND LOANS PAYABLE	\$.00
402	INTERFUND ACCOUNTS PAYABLE	\$.00
455	INTEREST PAYABLE	\$.00
441	MATURED BONDS PAYABLE	\$.00
423	ACCOUNTS PAYABLE / PREVIOUS YEARS	\$.00
461	ACCRUED SALARIES AND BENEFITS	\$.00
	OTHER CURRENT LIABILITIES	\$.00
	TOTAL LIABILITIES	\$.00

FUND BALANCE:

APPROPRIATED:

767 RESERVED-FUND BALANCE
 608 DEBT SERVICE RESERVE - JULY 1, 2024
 313 ADD: INCREASE IN DEBT SERVICE RESERVE
 LESS: W/D FROM DEBT SERVICE RESERVE
 76X OTHER RESERVES
 601 APPROPRIATIONS
 602 LESS: EXPENDITURES
 603 ENCUMBRANCES
 TOTAL APPROPRIATIONS

\$0.00
 \$0.00
 (\$0.00)
 \$0.00
 \$0.00
 \$457,320.00
 (\$346,845.00)
 \$110,475.00
 (\$457,320.00)
 \$0.00
 \$110,475.00

UNAPPROPRIATED:

770 FUND BALANCE, JULY 1, 2024
 771 DESIGNATED FUND BALANCE
 303 BUDGETED FUND BALANCE
 TOTAL FUND BALANCE

\$0.00
 \$0.00
 (\$0.00)
 \$110,475.00
 \$110,475.00

TOTAL LIABILITIES AND FUND EQUITY

January 31, 2025 (Fri)

Budget Year: 2025

Closter Board Of Education
Board Secretary Report
DEBT SERVICE FUNDS - Fund 40
Interim Statements
January 2025

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REVENUE/SOURCES OF FUNDS:		Budgeted Estimated	Actual to Date	NOTE: Over or (Under)	Unrealized Balance
52XX	TRANSFERS FROM OTHER FUNDS	\$.00	\$.00		\$.00
LOCAL SOURCES					
1210	LOCAL TAX LEVY-PREMERGER DEBT	\$.00	\$.00		\$.00
1210	LOCAL TAX LEVY	\$301,848.00	\$301,848.00		\$.00
1XXX	INTEREST EARNED ON DEBT SERVICE RESERVE	\$.00	\$.00		\$.00
1XXX	MISCELLANEOUS	\$.00	\$.00		\$.00
	TOTAL	\$301,848.00	\$301,848.00		\$.00
STATE SOURCES					
3160	DEBT SERVICE AID TYPE II	\$155,472.00	\$117,915.00	Under	\$37,557.00
	TOTAL	\$155,472.00	\$117,915.00	Under	\$37,557.00
50XX	OTHER FINANCING SOURCES	\$.00	\$.00		\$.00
	TOTAL REVENUE/SOURCES OF FUNDS	\$457,320.00	\$419,763.00	Under	\$37,557.00
USES OF FUNDS:					
DEBT SERVICE - REGULAR					
700-530-940	PAYMENT OF REFUND - BOND ESCROW	\$.00	\$.00		\$.00
701-510-723	PRINCIPAL PAYMENTS - LEASE PURCH. AGRMTS.	\$.00	\$.00		\$.00
701-510-833	INTEREST PAYMENTS - LEASE PURCH. AGRMTS.	\$.00	\$.00		\$.00
701-510-835	INTEREST ON EARLY RETIREMENT BONDS	\$.00	\$.00		\$.00
701-510-837	INTEREST ON COMMUNITY DEVELOPMENT LOAN	\$.00	\$.00		\$.00
701-510-83X	INTEREST	\$268,320.00	\$157,845.00		\$.00
701-510-910	REDEMPTION OF PRINC.-EARLY RETIREM.BONDS	\$189,000.00	\$189,000.00		\$.00
701-510-912	PRINCIPAL ON COMM DEVELOPMENT LOAN	\$.00	\$.00		\$.00
701-510-91X	REDEMPTION OF PRINCIPAL	\$.00	\$.00		\$.00
701-510-92X	AMTS. PAID INTO SINKING FUND	\$.00	\$.00		\$.00
701-XXX-XXX	ACCOUNTS NOT INCLUDED ABOVE	\$.00	\$.00		\$.00
	TOTAL	\$457,320.00	\$346,845.00		\$.00
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 177					
	TOTAL	\$.00	\$.00		\$.00

Available
Balance

Encumbrances

Expenditures

Appropriations

January 31, 2025 (Fri)

Budget Year: 2025

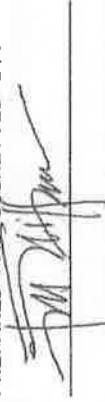
Clotter Board of Education
Board Secretary Report
DEBT SERVICE FUNDS - Fund 40
Interim Statements
January 2025

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	Appropriations	Expenditures	Encumbrances	Available Balance
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 10				
TOTAL	\$.00	\$.00		\$.00
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 74				
TOTAL	\$.00	\$.00		\$.00
000-515-915 RETIREMENT OF ERIP LIABILITY	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$457,320.00	\$346,845.00		\$.00
TRANSFERS				
000-520-93X TRANSFES TO OTHER FUNDS	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS AND TRANSFERS	\$457,320.00	\$346,845.00		\$.00
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS, TRANSFERS AND RESERVE	\$457,320.00	\$346,845.00		\$.00
TOTAL DEBT SERVICE FUNDS NOT INCLUDING RESERVES	\$457,320.00	\$346,845.00	\$110,475.00	\$.00

PREPARED AND SUBMITTED BY:



BOARD SECRETARY/BUSINESS ADMINISTRATOR

DATE

2/24/2025



"PURSUANT TO N.J.A.C. 6A:23-2.11 (C) (3),
I CERTIFY THAT AS OF THE ABOVE DATE, NO BUDGETARY
LINE ITEM ACCOUNT HAS BEEN OVEREXPENDED IN VIOLATIO
OF N.J.A.C. 6A:23-2.11 (A)."

2024-25 Monthly Transfers Worksheet - Details of Transfers

District:
LEA Code:
Month/Year:
Date of
Submission

CLOSTER PUBLIC SCHOOLS
03-0630
JANUARY, 2025
2/3/2025

Cells have been left blank for data entry.

This line contains column numbers for the amount columns, and descriptions of the calculations in each column.

Lines	Budget Category	Account	2024-25 Original Budget	Revenues Allowed (N.J.A.C. 6A-23A-13.3(d))	2024-25 Original Budget For Use in 10% Calculation	Maximum Transfer Amount	2024-25 YTD Net to/(from) as of Date of Submission in cell B5	(column 5 = + or - column 3)	(column 6 = column 5 / column 3)	(column 7 = Remaining Allowable Balance From)	(column 8 = Remaining Allowable Balance To)
3200	Instruction										
10300, 11160, 12160, 40380, 41060	Regular Programs	11-1-XXX-100-XXX	7,249,230	32,807	7,281,837	728,184	595,197	8.17%		1,323,381	
	Special Education, Basic Skills/Remedial and Bilingual Instruction, and Speech/OT/PT and Extraordinary Services	11-2-XXX-100-XXX, 11-000-216,217	5,622,534	16,968	5,639,502	563,950	9,580	0.17%		573,510	
13160, 15180, 17100, 17600, 19620, 20620, 21620, 22620, 23620, 25100	Vocational Programs - Local School-Sponsored Co/Extra-Curricular Activities, School Sponsored Athletics, and Other Instructional Programs	11-3-XXX-100-XXX 11-4-XXX-100-XXX	174,658	288	174,946	17,495	26,500	0.00%		43,995	
27100	Community Services Programs/Operations	11-800-330-XXX						0.00%			
Undistributed Expenditures											
29180	Tuition	11-000-100-XXX	2,060,804		2,050,804	205,080	(113,000)	-5.51%		92,080	
29680, 30620, 41660, 42200, 43620	Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/School Library	11-000-11-000-211,213,216,219,222	1,629,960	497	1,630,457	163,046	68,263	5.41%		251,309	
43300, 44180	Improvement of Instruction Services and Instructional Staff Training Services	11-000-221-223	238,320	965	239,305	23,931	5,800	2.42%		29,731	
45300	General Administration	11-000-230-XXX	521,296		521,296	52,130	41,540	7.97%		93,670	10,690
46160	School Administration	11-000-240-XXX	890,546	2,289	892,835	88,284	71,400	8.00%		159,684	16,894
47200, 47620	General Services & Administrative Information Technology	11-000-250-XXX	589,926		589,926	58,993	42,000	7.12%		100,993	16,993
51120	Operation and Maintenance of Plant Services	11-000-260-XXX	2,048,145	69,614	2,117,759	211,778	110,300	5.21%		322,076	
52480	Student Transportation Services	11-000-270-XXX	721,302		721,302	72,130	21,000	2.91%		93,130	
71260	Personal Services - Employee Benefits	11-XXX-XXX-2XX	4,350,716		4,350,716	435,072	(299,435)	-6.88%		135,697	
72020	Food Services	11-000-310-XXX						0.00%			
72120	Transfer Property Sale Proceeds to Debt Service Reserve	11-200-520-934						0.00%			
72160	Deposit to Sale/Lease-Back Reserve	10-605						0.00%			
72180	Interest Earned on Maintenance Reserve	10-606						0.00%			
72200	Deposit to Maintenance Reserve	10-606									
72220	Deposit to Current Expense Emergency Reserve	10-607									
72240	Interest Earned on Current Expense Emergency Reserve	10-607						0.00%			
72245	Deposit to Bus Advertising Reserve for Fuel Costs	10-610						0.00%			
72246	Increase in IMPACT Aid Reserve (General)	10-611									
72247	Increase in IMPACT Aid Reserve (Capital)	10-612									
72260	Total General Current Expense		28,077,437	123,248	28,200,685	2,620,071	699,125				
Capital Outlay											

District: CLOSTER PUBLIC SCHOOLS	
LEA Code: 03-0930	
Month/Year: JANUARY, 2025	
Date of Submission: 2/3/2025	

Lines	Budget Category	Account	(column 1 = + Data Entry)	(column 2 = + Data Entry)	(column 3 = column 1 + column 2)	(column 4 = column 3 * 0.1)	(column 5 = + or - Data Entry)	(column 6 = column 5 / column 3)	(column 7 = column 4 + column 5)	(column 8 = column 4 - column 5)
75880	Equipment	12-XXX-XXX-73X	24,000	167,643	191,643	19,164	11,349	5.83%	30,493	2024-25 Remaining Allowable Balance To
76260	Facilities Acquisition and Construction Services	12-000-XXX-XXX	364,941	1,769,281	2,134,222	213,422		0.00%		
76320	Capital Reserve-Transfer to Capital Projects Fund	12-000-XXX-931						0.00%		
76340	Capital Reserve-Transfer to Repayment of Debt	12-000-XXX-933						0.00%		
76360	Deposit to Capital Reserve	10-604								
76380	Interest Earned on Capital Reserve	10-604						0.00%		
76385	Impact Aid Reserve (Capital) - Transfer to Capital Projects	12-000-400-938						0.00%		
76400	Total Capital Expenditures		368,941	1,936,724	2,305,665	232,566	11,349	0.00%		
83080	Total Special Schools	13-XXX-XXX-XXX						0.00%		
84000	Transfer of Funds to Charter Schools	10-000-100-56X						0.00%		
84005	Transfer for Funds to Resident Renaissance Schools	10-000-100-571						0.00%		
84020	General Fund Contribution to School Based Budgets	10-000-520-840						0.00%		
84060	Operating Budget Grand Total		26,466,378	2,069,973	28,536,351	2,852,637	610,474			

School Business Administrator Signature: *Flord M. Milanueva Jr.* Date: *February 3, 2025*

Appropriations Adjustments 596,391 - FY 24 Extraordinary Aid
14,083 - Non-Public Transportation Aid

Total Adjustments: \$610,474

Flord M. Milanueva Jr.
Business Administrator/Board Secretary
Closter Public Schools

RESOLUTION

Whereas, the CLOSTER BOARD of EDUCATION
(formal name of organization)
desires to apply for and obtain a grant from the New Jersey Department of Community Affairs
for approximately \$ 100,000 to carry out a project to upgrade the
(dollar amount of request)
playground in Hillside Elementary School.
(briefly describe the project)

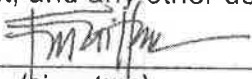
Be it therefore RESOLVED,

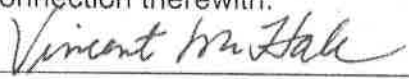
- 1) that the CLOSTER BOARD of EDUCATION
(formal name of organization)
does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between

CLOSTER BOARD of EDUCATION
(formal name of organization)

and the New Jersey Department of Community Affairs.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:


(signature)
FLORIO M. VILLANUEVA JR.
(type or print name)
BUSINESS ADMINISTRATOR
(title)


(signature)
VINCENT McHALE
(type or print name)
SUPERINTENDENT of SCHOOLS
(title)

CERTIFICATION:

I, FLORIO M. VILLANUEVA JR., the BUSINESS ADMINISTRATOR / BOARD SECRETARY
(name of Board Secretary / Government Clerk) (title of position - Board Secretary or Government Clerk)
of CLOSTER BOARD of EDUCATION
(formal name of organization)
hereby certify that at a meeting of the Board of Directors / Governing Body held on MARCH 5, 2025
(meeting date)
the above RESOLUTION was duly adopted.

AFFIX GOV'T,
CORPORATE OR
NOTARY SEAL

(12/03)


(Signature of Secretary of the Board of Directors or Government Clerk)



Application for Approval of a Proposed Research Project by a Non-Employee Researcher

Applicant's Name: Yaxuan Zhang

Affiliation (College or University) or Employer: Teachers College, Columbia University

Date of Application: 2/13/2025

Please provide the following information, with as much detail as possible:

State the purpose of the research project: Analyze teaching techniques and environments supporting bilingual students and language learners

Detailed description of the research project: My current semester courses focus on Linguistics (phonetics and phonology), Science content learning for bilingual students, and general Language Learning practices. The goal of observation/fieldwork is to see first hand how educators plan and deploy concepts and techniques to support students with various cultural backgrounds and language capabilities. I will likely use some classroom examples as case studies in my course work, and will make sure pseudonyms are used to keep staff/student names confidential.

Provide any background information necessary to an understanding of the project: I am a current graduate student at Columbia University, Teachers College with the Bilingual Bicultural Education program. For my program, one key component is to engage with local schools to observe classes related to my field of study, which include bilingual classes, world language English Language Learning (ELL) and English as Second Language (ESL) classes, and other similar subjects.

Projection of the number of pupils involved in the research project: Up to 5 students for analysis of learning scenarios.

Projection of the number of Closter teachers, administrators or staff involved in the research project: Up to 3 for analysis of different classrooms and teaching styles.

State the specific ways in which pupils will be involved: Their classroom experience will be observed.

State the estimated duration of the project: 5~10 classroom hours.

Provide the names of persons who will conduct their research and their relevant affiliations:
Yaxuan Zhang, current graduate student at Teachers College, Columbia University.

To what degree, if any, the project will interrupt or displace the regular instructional program:
Should not cause any interruption, it will be an observation approach.



List any possible benefits to the pupils or the Closter Public School District: At end of the research/obersvation, I can provide feedback and suggestion to the educators based on the research and best practices from the Columbia University education.

Describe the contribution the project will make to the educational program of this district: At end of the research/obersvation, I can provide feedback and suggestion to the educators based on the research and best practices from the Columbia University education.

Will the final research report be shared with the district? ☐ YES ☒ NO

Other comments: Click here to enter text.

POLICY GUIDE

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

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, 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 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 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) 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



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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 shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4 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 the parent'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.

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



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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 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, adult student, or district resident keeping an affidavit student following notice of an ineligibility determination, the Board 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, 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



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has been abandoned, the Board 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 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 of Nonresident Staff Members

Any staff member who does not reside in this school district will not be permitted to enroll their children in the educational program of the school district.

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, with Board approval, be enrolled with payment of a uniform tuition amount approved by the Executive County Superintendent for a period of time not greater than sixty days prior to the anticipated date of residency, pursuant to N.J.S.A. 18A:38-3.

Resident students who were enrolled for at least sixty school days of the current year and who then move out of Closter may remain in the district through June of the current academic year with payment of tuition. Tuition will be prorated for the remaining months based on the uniform tuition amount approved by the Executive County Superintendent, pursuant to N.J.S.A. 18A:38-3.

Nonresident eighth-grade students who were Closter residents and attended Closter Public Schools in sixth and seventh grades may attend eighth-grade with payment of a tuition rate, as approved by the Executive County Superintendent. This policy will not apply to Closter students attending an out-of-district placement, as their new district of domicile will be financially responsible for their tuition and the cost of related services.

Other Nonresident Students

Nonresident students other than those listed above and those attending through Region III agreement shall not be eligible to attend the school



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district. Nonresident students who were accepted as of August 2019 as tuition students may remain in the district, with an annual tuition rate approved by the Executive County Superintendent until their promotion from the eighth grade.

F-1 Visa Students

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

J-1 Visa Students

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

Readopted:

5512 HARASSMENT, INTIMIDATION, OR BULLYING

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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



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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 purpose 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) 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



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- 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'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



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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:



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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;



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- 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 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:



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- 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):



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- 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.



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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



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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.



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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;



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- 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 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 on-going 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:



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- 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 US 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

Principal's Preliminary Determination

Prior to initiating an investigation regarding a reported incident or complaint, the Principal or designee, in consultation with the Anti-



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Bullying Specialist, shall make a preliminary determination as to whether a reported incident or complaint, assuming all facts are presented as true, is a report within the scope of N.J.S.A. 18A:37-14.

Should the Principal or designee, in consultation with the Anti-Bullying Specialist, determine that a reported incident or complaint, assuming all facts presented are true, is not a report within the scope of N.J.S.A. 18A:37-14, the incident will be addressed through the Board's Code of Student Conduct policy. The HIB 338 Form shall be completed, even if a preliminary determination is made not to conduct an investigation of harassment, intimidation, or bullying because the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying, and must be submitted to the Superintendent. The Principal will provide the parents of the alleged offender(s) and victim(s) with formal notice of the decision not to initiate a harassment, intimidation, or bullying investigation.

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 Superintendent may require the Principal to conduct a harassment, intimidation, or bullying investigation of the incident if the Superintendent determines that the incident is within the scope of harassment, intimidation, or bullying and shall notify the Principal of this determination in writing. Should the Superintendent require the Principal to conduct a harassment, intimidation, or bullying investigation, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school Anti-Bullying Specialist.

Additionally, any preliminary determination that finds the incident or complaint is a report outside the scope of N.J.S.A. 18A:37-14 may be appealed to the Board, pursuant to the Board policies and procedures governing student grievances, and thereafter to the Commissioner in accordance with N.J.A.C. 6A:16-7.7(a)ix(1) and (a)ix(1)(A). Should the preliminary determination not to conduct an investigation of harassment, intimidation, or bullying be overturned, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school Anti-Bullying Specialist.

The Board requires a thorough and complete investigation to be conducted for each reported incident or complaint, assuming all facts presented are true, that is determined to be a report within the scope of N.J.S.A.



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18A:37-14. 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 Anti-Bullying Specialist appointed by the Principal. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist the school Anti-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 Anti-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 ten school days 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 Anti-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 the students who are parties to the investigation shall be provided with information about the investigation, in accordance with



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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.

A parent 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:37-15.b (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 school Anti-Bullying 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 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



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Board's Anti-Bullying 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



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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 curricula 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.



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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 building 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



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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 Anti-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 Anti-Bullying Specialist and the district Anti-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 School Safety/School Climate



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Team, with input from the school Anti-Bullying Specialist, 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 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 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 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 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 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.



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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



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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.

P. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. shall 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 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.

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



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Adopted:



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STUDENTS

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Use of Electronic Communication
Devices

5516 USE OF ELECTRONIC COMMUNICATION DEVICES

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



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to academic dishonesty in the event such recordings are stored and/or transmitted to other students.

Adopted:



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5533 STUDENT SMOKING

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.



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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.

Prohibited Items and Controlled Dangerous Substances

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 immediately notify the parent and the Superintendent or designee. The Principal or designee shall 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, Regulation 5530, and this Policy.

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, a controlled substance analog, or other drugs pursuant to N.J.S.A. 2C:35-2, the Principal or designee shall immediately notify the parent and the Superintendent or designee. The Principal or designee shall 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, Regulation 5530, and this Policy. Principals and designees shall 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. 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



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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).

A student found to have violated this Policy and the law may be required to participate in additional educational programs to help the student understand the harmful effects of smoking and to discourage the use of tobacco products. These programs may include, but are not limited to, counseling, smoking information programs, and/or smoking cessation programs sponsored by this school district or available through approved outside agencies.

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 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.

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

Adopted:



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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;



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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.

Adopted:



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5710 STUDENT GRIEVANCE

The Board of Education believes 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 purpose 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



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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:

7441 ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS



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

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.

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

Adopted:

8500 FOOD SERVICES



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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).

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.



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“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



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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.



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“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.



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- 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 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 students receiving subsidized school meals are not identified, by the student body, faculty, or staff, in a manner that is distinct from the manner in which students receiving unsubsidized school meals are identified 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 students; and



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3. To the greatest extent practicable:

- a. Facilitate and expedite the prompt and accurate identification of categorically eligible students who may be certified to receive subsidized school meals without first submitting an application, 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 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 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 subsidized school lunch or subsidized school breakfast to nonetheless participate in the school lunch program or school breakfast program, or both, as appropriate, on a paid and unsubsidized basis.

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.

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.

- C. Summer Food Service Program – N.J.S.A. 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26



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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 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 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 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, in the manner prescribed by the NJDOA, its reasons for requesting a waiver of the requirements of N.J.S.A. 18A:33-24. 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.

D. 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:



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- a. A hard copy of information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to:
 - (1) Information on the ability 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.;
 - (2) Information on the subsidized school meals application and certification processes that are used to determine whether a student is categorically eligible or income-eligible for subsidized school meals;
 - (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) 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, 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;



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- 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.

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 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 2108," 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



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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.

E. 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, NJDOA. 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, NJDOA.

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.



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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 cannot 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 a free and reduced price policy statement pursuant to 7 CFR 245.10.



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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, NJDOA.

F. Meal Charge Program – N.J.S.A. 18A:33-21

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



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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 at school on a school day causing the student's unsubsidized school breakfast or unsubsidized school lunch bill 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 in response to the arrearage.

A parent who has received a second notice their student's unsubsidized school breakfast or unsubsidized school lunch 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 Principal or designee to discuss and resolve the matter.

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

A participating school district shall report at least biannually to the NJDOA the number and percentage of enrolled students who have been denied school breakfast or school lunch on the basis of an unsubsidized meal bill arrearage, pursuant to 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 a student to access unsubsidized school breakfast or unsubsidized school lunch, respectively, whenever 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



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breakfast, to continue to access subsidized school lunch whenever the student's unsubsidized school breakfast bill is in arrears.

The participating school district shall not:

1. Publicly identify or stigmatize a student who cannot pay for an unsubsidized school breakfast or an unsubsidized school lunch or whose unsubsidized school breakfast or lunch bill is in arrears, example, by requiring the student to sit at a separate table, to wear a wristband, hand stamp, or identifying mark, or to accept an alternative meal;
2. Require a student, who cannot pay for an unsubsidized school breakfast or an unsubsidized school lunch or whose unsubsidized school breakfast or lunch bill is in arrears to do chores or other work to pay for the unsubsidized school breakfast or unsubsidized school lunch;
3. Require a student to discard an unsubsidized school breakfast or an unsubsidized school lunch after it has been served, either because the student is unable to pay for the unsubsidized school breakfast or unsubsidized school lunch or because the student's unsubsidized school breakfast or unsubsidized lunch bill is in arrears;
4. Prohibit a student, or a sibling thereof, 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 debt; or
5. Require a student's parent 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 previously served to the student.

If a 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 eligible for subsidized school meals, by conducting a review of all available records related to



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the student, and by making at least two attempts, not including the initial attempt made pursuant to N.J.S.A. 18A:33-21b1 to contact the student's parent and have the parent complete a subsidized school meals application; and

2. Contact the student's parent to:
 - a. Offer assistance with respect to the completion of the subsidized school meals application; and
 - b. Determine whether 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. Offer any other appropriate assistance.

The participating school district shall direct communications about a student's unsubsidized school meals arrearage 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, a 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 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.]



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G. 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.

H. Provision of School Meals During Period of School Closure – N.J.S.A. 18A:33-27.2

Whenever the Board receives a written directive, from either the New Jersey Department of Health or the health officer of the jurisdiction, instituting 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. 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.

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 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, but not 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 meals 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, 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 present at the bus stop to accept the distribution. Distributions made 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.



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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 contracts shall be exempt from 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 an emergency meals distribution program, pursuant to 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.

I. Statement of Compliance

All food service programs shall be operated pursuant to 7 CFR 245, as appropriate, and this Policy.

Adopted:



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9163 SPECTATOR CODE OF CONDUCT FOR INTERSCHOLASTIC EVENTS

The Board of Education promotes a physically and emotionally safe and healthy playing environment at interscholastic events and insists good sportsmanship be exhibited at all times by student athletes, coaches, officials, and spectators at such events.

The Board wishes to establish policies and procedures relating to sportsmanship and to identify responsibilities of administrators, coaches, and students to ensure their observance. The adoption of a Spectator Code of Conduct Policy for all spectators attending an interscholastic event is based on the NJSIAA requirement at the high school level.

The Board requires high standards of courtesy, fair play, and sportsmanship be featured at school district and interscholastic events. Unsportsmanlike conduct by a person at an event shall subject the individual to disciplinary action.

For the purpose of this Policy, a "home event" shall mean any event occurring in the school district's buildings or on school grounds.

For the purpose of this Policy, "school grounds" also includes 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 the land.

1. Unsportsmanlike conduct includes, but is not limited to, actions of a fan or spectator who:
 - a. Strikes or physically abuses an official, opposing coach, player, spectator, school staff member, or school security;
 - b. Intentionally incites participants or spectators to violent or abusive action;
 - c. Uses obscene gestures or profane or unduly provocative language or action toward officials, opponents, spectators, school staff members, or school security; or
 - d. Engages in harassing verbal or physical conduct related to race, gender, ethnicity, disability, sexual orientation, or religion at an interscholastic event.
2. The Board prohibits unsportsmanlike conduct or actions by a spectator, which include, but are not limited to:



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- a. The use of profanity, threatening comments, or biased language before, during, or after an interscholastic event;
 - b. Verbal harassment of an official or participant (i.e., coaches or players from any participating school) by using names or uniform numbers;
 - c. Entering the field of play before, during, or after an interscholastic event;
 - d. Having a physical altercation with an official, coach, player, school staff, school security, or spectator before, during, or after an interscholastic event;
 - e. The use of artificial noisemakers or other instruments intended to disrupt the interscholastic event or distract the participants during an interscholastic event; or
 - f. Any additional unsportsmanlike conduct or actions determined by the Principal or designee to be unsportsmanlike conduct or action.
 - g. If the unsportsmanlike conduct involves a potential criminal act, the Principal or designee shall immediately contact law enforcement.
3. Disciplinary Framework
- a. If the Principal or designee determines a person's conduct or actions are prohibited by this Policy, the person will be subjected to the following disciplinary actions:
 - (1) Immediate removal from the interscholastic event and school grounds;
 - (2) First Offense (365-day calendar starts)
 - (a) Suspension from attending the next two home events for the activity from which the person was immediately removed from school grounds.
 - (3) Second offense occurring within 365-day calendar days of the first offense



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- (a) Suspension from attending the next three home events for the activity from which the person was immediately removed from school grounds.
- (4) Third offense occurring within 365-day calendar days of the first offense or beyond
 - (a) Suspension from attending the next five home event(s) for the activity from which the person was immediately removed from school grounds.
- (5) The Superintendent or designee upon consultation with the Principal or designee may increase the disciplinary actions outlined in this Policy, depending on the severity of the offense.
- b. If it is determined by the Principal or designee that a person exhibited unsportsmanlike conduct at a home interscholastic athletic event, but was not immediately removed from the interscholastic event or from school grounds at the time of the prohibited conduct, the person shall be subject to the disciplinary actions outlined in this Policy.
- c. In the event it is determined by the Principal or designee that a person exhibited unsportsmanlike conduct at an interscholastic event not held in a school district building or on school grounds (away event), the person shall be subject to the disciplinary actions outlined in this Policy.
- d. In the event the suspension from an interscholastic event occurs on the last home event of the activity's season or the suspension exceeds the remaining home events remaining in the activity's season, including playoffs or team or individual championships, the suspension shall continue with the first home event of the same activity in the subsequent school year.
- e. A person suspended by the Principal or designee from attending more than ten home interscholastic events for exhibiting conduct or actions that violate this Policy, regardless of the specific event or activity from which the person was suspended, shall be prohibited from attending



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any other home interscholastic events in the district's schools or on school grounds and shall be required to meet with the Principal or designee prior to being permitted to attend any additional home interscholastic events in the district's schools or on school grounds. The person shall be required to successfully complete an educational component as determined by the Principal or designee before the person is permitted to attend any future home events in school buildings or on school grounds. The educational component will include a program that addresses the unsportsmanlike conduct or actions that caused the person to be suspended from the interscholastic events.

- f. A person who does not comply with the suspension requirements of this Policy or refuses to immediately leave the school building or school grounds for violating the provisions of this Policy may be reported to law enforcement to be removed from the school building or from school grounds.

4. Appeals

- a. A person may appeal the decision of the Principal or designee to the Superintendent of Schools by submitting a written appeal to the Superintendent within three calendar days after receiving notice of the suspension from the event by the Principal or designee. The Superintendent shall make a decision on the written appeal within three business days upon receiving the written appeal. The Superintendent's decision may be appealed to the Board in accordance with the Board appeal provisions in Policy and Regulation 9130 – Public Complaints and Grievances.

This Policy shall be provided to the parent(s) of student-athletes participating in interscholastic programs in the district. The parent(s) shall be required to sign a document acknowledging receipt of this Policy and acknowledging their understanding of the provisions of this Policy. This document shall be provided to the parent(s) during the sports registration process before each season.

A list of unsportsmanlike conduct or actions will be posted at all venues hosting school district events to the extent reasonably possible.

Adopted:



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9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

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.

Adopted:



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R 5516 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. Students are prohibited from using an electronic communication device anywhere on school grounds during the instructional 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. Students may use an electronic communication device outside the school building after the instructional day has concluded, only to communicate with parents.
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.
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.



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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. The following discipline will be imposed on a student for a first offense of the provisions in Policy 5516 and this Regulation:

(1) Elementary School Student

In addition to confiscation of the cell phone, the principal or designee will issue a verbal warning to the student. Parents will be notified of the offense.

(2) Middle School Student

In addition to confiscation of the cell phone, the principal or designee will issue a verbal warning to the student. Parents will be notified of the offense.

2. Second 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.



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- 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. The following discipline will be imposed on a student for a second offense of the provisions in Policy 5516 and this Regulation:

(1) Elementary School Student

The principal or designee will meet with the student and parent to discuss the school policy. The student will receive a detention.

(2) Middle and High School Student

The principal or designee will meet with the student and parent to discuss the school policy. The student will receive an after-school detention and will write a written reflection about why following school rules is a requirement.

3. Third 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.



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- 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 pickup 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 third offense in a school year for their child.
- f. The following discipline will be imposed on a student for a third offense of the provisions in Policy 5516 and this Regulation:

(1) Elementary School Student

The student will receive two detentions. The student will be banned from bringing any electronic communication device to school for two weeks.

(2) Middle and High School Student

The student will receive two detentions. The student will be banned from bringing any electronic communication device to school for two weeks.

4. 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.



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- d. If the parent cannot pick up the electronic communication device by the end of the academic school day, the parent may pickup 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 fourth offense in a school year for their child.
5. 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:
 - (1) Elementary School Student
The student will receive two detentions. The principal may determine that the student cannot participate in any extra-curricular activities.
 - (2) Middle and High School Student
The student will receive two detentions. The principal may determine that the student cannot participate in any extra-curricular activities, school athletic events, or participate in over-night field trips.

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R 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. 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.

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.
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



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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 outlined 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 Student Discipline/Code of Conduct.
2. The Principal or designee will notify the student's parent(s) when discipline is being imposed for a violation of Policy 5533.

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R 7441 ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS

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.



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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 only by the Superintendent or Building Principal.
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.
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 and/or Building Principal.
6. A written log will be maintained by the Superintendent and/or Building Principal of those viewing electronic surveillance and/or 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.



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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;
 - b. Description of the emergency circumstances under which the designated individuals could activate and 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.

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R 9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

- 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. The Superintendent or designee may designate one or more law enforcement units for the district as described in the MOA;
 3. 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;
 4. 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:



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- 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;
5. 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;
6. 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



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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;
- 7. 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;
- 8. 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



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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;

9. 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;
10. 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;
11. Provisions for requesting uniformed police attendance at extracurricular school events shall be in accordance with the MOA;
12. 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;
13. Provisions for in-service training of school district staff concerning policies and procedures established in N.J.A.C. 6A:16-6, and the exchange of information regarding the practices of the school district and law enforcement agencies shall be in accordance with the MOA;
14. A MOA with appropriate law enforcement authorities in accordance with N.J.A.C. 6A:16-6, Policy 9320, and this Regulation;



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15. 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;
16. 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;
17. 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
18. 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, 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



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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



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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:

