

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

MINUTES

REGULAR MEETING

Tenakill Middle School

October 27, 2022 - 7:30 PM

The Board meeting was called to order by Ms. Finkelstein at 7:30 PM

The following Board members were present:

Ms. Fanelli, Ms. Kothari, Ms. Kwon, Ms. Micera, Dr. Puttannah, Ms. Wagner, Ms. Yeoh,
Ms. Salamea-Cross, Ms. Finkelstein

The following Board members were absent:

None

Also present:

Mr. McHale (virtual) 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, remote access information, 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

PRINCIPALS' REPORTS

Ms. Diane Smith, Principal of Hillside Elementary shared with the Board and the community her report:

- *Wishing our Hillside community a Happy Diwali! It was great to see some of our students and staff dressed in traditional clothing.*
- *During the month of October, we celebrated the week of respect with themed days and videos created by our counselors Ms. Lang and Ms. Weiss.*
- *This week was closely followed by school violence awareness week. This was also a themed week that included daily slides, which informed students on the topic of the HIB law, defined bullying, and shared age appropriate videos - one for K-1 and the other for 3-4.*
- *This week included a culture day, where students and staff showed their cultures through various ways including apparel with flags. Students viewed slides to show how we may be different on the outside (how we look, varying interests and abilities, foods we eat) but we are the same on the inside.*

- *The week concluded with a united against bullying theme. Students and staff dressed in red, white, and blue. Each grade level viewed a different video, including the topics of integrity, peaceful problem solving, comparing bullying and conflict, and problem solving strategies.*
- *Professional development day staff attended sessions on Into Reading, planning for the revised health curriculum, using data to inform instruction, counselors planned for parent presentations and addressing the social emotional wellness of our students.*
- *PTO held its annual fall book fair, which was a great success. Thank you to all the volunteers who made this possible. This year we welcomed parents back in to help their children shop.*
- *She would also like to thank the parent volunteers who are helping out in the library.*
- *The Health Curriculum Presentation for parents was held on October 20th. This presentation was emailed to all parents and included an opt-out form. Parents do not have a deadline to submit this form. We are holding meetings with our staff next week to plan out how these lessons will be delivered, including the resources and how the information will be communicated with families. The presentation in its entirety is available on the Hillside website under programs >academics. As well as on the events > news tab. Also on the events > news tab, you can find the bi-weekly Hillside Happenings newsletter that is shared with families.*
- *We concluded Fire Prevention Week with an assembly by the Closter Fire Department. This is the first time the fire department has visited Hillside School in many years for this important week. We look forward to a continued partnership with our community volunteers.*
- *HEP for students in grades 3-4 started. Excited for this year and new students from grade three.*
- *Hillside's favorite HNN is up and running! She is always amazed at how well our students participate in this program.*
- *The Garden Club started meeting this week with Ms. Jost.*
- *A Halloween safety clip by the Closter Police Department was recorded and will be shared on HNN tomorrow.*
- *Fire drill and on-site evac drills held earlier this month. Appreciate the time of Closter PD.*
- *Kindergarten-launched Star of the Week program, which gives students an opportunity to share family culture and traditions.*
- *First Grade-doubles facts, showing different ways to make a sum*
- *Second Grade-place value*
- *Third grade- making inferences using schema and evidence*
- *Fourth grade- reading asking good questions, different strategies to do so*
- *Coming up School will be closed for NJEA Teachers Convention on November 10 and 11.*
- *Photo retakes on November 17th.*

Mr. William Tantum, Principal of Tenakill Middle School shared with the Board and the community his report:

- *Enrollment*
 - *As of October 27, 2022, Tenakill's student enrollment is 578*
- *Professional Development*
 - *CogAT Training*
 - *SS Benchmark Assessment Development*

- *Planning One Book Rollout*
- *Science Data Informed Instruction with Rocket Lit/Inner Orbit*
- *Counselor Nights Planning*
- *Health Curriculum Planning*
- *Health Curriculum Presentation*
 - *Many parents attended and had their questions answered*
 - *Followup email and instructions for answering the survey sent*
- *Interim Progress reports were released in the portal earlier this week*
- *Week of Respect*
 - *Assembly - Dance Troupe*
- *School Violence Awareness Week*
 - *Police officers interacting with the students during lunch*
- *Cultural Awareness Month Lessons this month include:*
 - *Banta: This year's edition of Scripta Magazine will include a section devoted to "My Name" essays that highlight and showcase the diversity of our own student body. These essays—written by 7th and 8th graders in Ms. Banta's and Ms. Leibowitz's classes—required students to reflect on and write about their own names, characteristics, interests, families, and cultural identities.*
 - *8th grade LA: First chapter Monday (used to broaden and diversify students' independent reading choices) will include novels with diverse characters including a blind protagonist and a protagonist with autism.*
 - *5th Grade: Cummings/Caruso (Social Studies) As a conclusion to our study of our place in the world, students created Global Diversity posters using Canva. Students spoke with their parents/guardians and learned about their cultures. Following a detailed rubric, students created their own culture posters.*
 - *Many lessons this past week took place regarding the holiday Diwali, which many of our students in Tenakill observed*
- *ELL Technology Night*
 - *Nov 1st - 5:30 PM*
 - *32 Rosetta Stone licenses for parents through the American Rescue Plan Grant*
- *Overnight Trip Parent Meetings*
 - *Nov 1st*
 - *6:30 - Boston, Grade 7*
 - *7:30 - DC, Grade 8*
- *Veterans Day*
 - *November 8th - lunch and assembly in coordination with the KPG, Ms. Abbey and Ms. Riecken.*
- *Cogat Testing for TEP*
 - *In November (8th for grade 5)*
- *Picture retakes November 15*
- *Advisory*
 - *Plans are in motion with the students to begin preparing for the Student led conferences on November 30 and December 1.*

- *While the club meeting dates and times have been posted to the website, we are also going to be adding all students and parents to a Schoology group (provided they have created their parent account) so they can see all daily updates that are read in the announcements.*
- *Principal's Advisory Committee*
 - *November 17th's meeting, which is a 2:00 pm meeting, will review the Advisory's curriculum, which addresses SEL.*
- *Principal Conference*
 - *Bergen County Prosecutor's Office held the SNAP Conference for School administrators and police officers*
 - *Looked at current trends, patterns, and statistics surrounding issues with schools and juveniles, including school security and drugs*

SUPERINTENDENT'S REPORT

Mr. Vincent McHale, Superintendent of Schools shared with the Board and the community the results of The NJSLA Results for Spring 2022. The full report is found on the district website, on the right side of the home page under District Assessment Results.

Ms. Finkelstein asked if there was a change in the composition of the exam or if we should expect the level of what the exam was in 2022 to be similar to 2019. Mr. McHale responded that he did not see the test but it was similar to the 2019 test.

Dr. Puttannah inquired about what percentage of students opted out of the NJSLA. Mr. Tantum and Ms. Smith responded that no students opted out.

Ms. Yeoh asked if it was a trend the other schools were seeing in the performance of students who reported lower scores since 2019 because of the pandemic. Mr. McHale stated he doesn't have the data for the other districts but has the state scores and from what he sees there was a drop from the 2019 scores in 2022.

Dr. Puttannah inquired about the Science portion of the test. Students tested poorly, was this because of the composition of the test? As a district or collaboratively with other districts through the NVCC are we given the opportunity to give feedback about the NJSLA? Mr. McHale responded that we could share the information with the Department of Education Assessment. He knows our students are being taught the curriculum standards.

BOARD COMMITTEES

Finance Committee Presentation - Long Term Financial and Facilities Planning

Mr. Villanueva gave a presentation on behalf of the Finance and Physical Plant Committee on the long term plans financial and facilities planning. He explained that with the roughly \$21,000,000 on the long range facilities plan, it would be impossible to fund all the projects with the general/operating budget. Mr. Villanueva shared with the board and the community as well that the last debt payment is scheduled for April of 2024, and therefore continuing a debt payment that will have no or relatively small impact on the taxpayers is the best way to address major capital projects.

Members of the committee jumped in and provided their opinion as to why it's necessary to explore a potential referendum and identify projects that will be eligible debt service aid. They reiterated that the committee has not abandoned the primary concern of space in Hillside Elementary School, however, we are looking at alternatives to address this.

The committee is recommending adding Motion K under Finance and Physical Plant to authorize the Business Administrator & Superintendent of Schools to engage various professionals to begin the process.

PUBLIC DISCUSSION ON AGENDA ITEMS

Moved by Dr. Puttannah, seconded by Ms. Micera 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.

Mr. Larry Reines requested clarification on the first reading of the policies. Teachers were changed to teaching staff, the policy on the book fines, parental involvement wording, and fundraising. Ms. Finkelstein stated that the change from teacher to teaching staff was mainly to keep consistency within all the documents. The recommendation comes from the policy firm we are using. With regards to the textbook fines, Mr. McHale stated it was a recommendation to have the fines discretionary to the situation. The change from parental involvement to parental and family engagement is coming from the federal government - this policy is part of the Title I program. Once the federal government makes the changes, we need to change our policies as well. Finally, the policy on fundraising is per the accountability regulations. All fundraisers should be submitted for board approval so that it clarifies what the fundraiser is for and how the monies will be used.

Moved by Ms. Micera, seconded by Ms. Micera to resume the regular order of business.

BOARD OPERATIONS

Moved by Ms. Yeoh, seconded by Ms. Micera to approve Motions A - D.
Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Fanelli, Ms. Kothari, Ms. Kwon, Ms. Micera, Dr. Puttannah, Ms. Wagner, Ms. Yeoh,
Ms. Salamea-Cross, Ms. Finkelstein
NAYS: None

- A. **APPROVAL - Minutes**
Motion to approve October 12, 2022 minutes.
- B. **APPROVAL - PTO ASEP Table Tennis**
Motion to approve the PTO ASEP program to hold a table tennis program at Tenakill Middle School from October 31 through December 14, 2022, on Tuesdays and Thursdays.
- C. **APPROVAL – Student Council Fundraiser - Susan G. Koman - Breast Cancer Awareness**
Motion to approve the Tenakill Student Council fundraiser in which students will pay \$1 to write an encouraging word/phrase on a pink ribbon. All proceeds will be donated to Susan G. Koman in support of breast cancer awareness.
- D. **APPROVAL – Student Council Fundraiser - Candy Sale for Valley Hospital Health Care Workers**
Motion to approve the Tenakill Student Council fundraiser in which candy will be sold in support of Valley Hospital Health Care workers. All proceeds will be donated to the healthcare workers.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson: Dr. Puttannah; Members: Ms. Finkelstein, Ms. Wagner, Ms. Yeoh

Moved by Dr. Puttannah, seconded by Ms. Micera to approve Motion A.

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

YEAS: Ms. Fanelli, Ms. Kothari, Ms. Kwon, Ms. Micera, Dr. Puttannah, Ms. Wagner, Ms. Yeoh,
Ms. Salamea-Cross, Ms. Finkelstein
NAYS: None

- A. **APPROVAL - Staff Conferences**
Motion to approve the following staff conferences:
- | | |
|------------------|---|
| Staff Member(s): | Mary Auriti and Anne Haarmann |
| Conference: | Growth, Learning, Assessment and Mindset Committee |
| Location: | Varied |
| Date: | October 28, 2022; January 5, 2023; March 8, 2023; April 24, 2023;
June 2, 2023 |
| Cost to Board: | \$315.00 (Sub for one full day and four half days for Haarmann only) |
| Staff Member(s): | Jaime Caruso |
| Conference: | Practical Strategies to Address the Challenges of Today's School Nurse |

Location: Virtual
Date: November 9, 2022
Cost to Board: \$762.00 (Includes registration fee and substitute)

Staff Member(s): Kristen Haenelt
Conference: Practical Strategies to Address the Challenges of Today's School Nurse
Location: Virtual
Date: November 4, 2022
Cost to Board: \$762.00 (Includes registration fee and substitute)

Staff Member(s): Sarah Kang
Conference: NJTesol / NJBE Conference
Location: Hyatt Regency Hotel, New Brunswick Hotel
Date: May 23 and 24, 2023
Cost to Board: \$601.12 (Includes registration and transportation costs)

Staff Member(s): Kathy Lee
Conference: NJTesol / NJBE Conference
Location: Hyatt Regency Hotel, New Brunswick Hotel
Date: May 23 and 24, 2023
Cost to Board: \$623.32 (Includes registration and transportation costs)

Staff Member(s): Keith McElroy, Vincent McHale & Kristen Zanin
Conference: Bergen County Curriculum Consortium
Location: TBA
Date: Dates TBA - 3 Meetings Per Year
Cost to Board: \$270.00 (Total Dues for 3 People for 3 Meetings)

Staff Member(s): Floro Villanueva, Jr.
Conference: Employment & Benefit Issues and Capital Projects A to Z
Location: Birchwood Manor, Whippany, NJ
Date: January 19 and February 14, 2023
Cost to Board: \$316.00 (Includes registration fee and transportation cost)

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson: Ms. Kwon; Members: Ms. Finkelstein, Ms. Kothari, Ms. Yeoh

Moved by Ms. Kwon, seconded by Ms. Micera to approve Motions A - K.

Ms. Micera inquired about item C. Mr. McHale stated this was discussed during the closed session regarding an 8th-grade student who moved from the district. Our policy now allows the student to attend school and parents would be tuition.

Ms. Yeoh shared that one of the things she learned at the NJ School Boards Conference was the need for board members to understand the approval of monthly financial reports.

Mr. Villanueva provided a short presentation on how to read these reports and informed the trustees that he will also email them with some notes for future reference.

Dr. Puttannah requested clarification on item E. Mr. Villanueva reported this was part of the results of our audit. A Flexible Spending Account (FSA) is an employee contribution to cover additional medical expenses. As of the fiscal year 2020/2021, there was a balance of funds that were not used by the employee. The district is not allowed to keep the remaining unused funds as per the IRS recommendation, we can use the additional funds to pay the administrative fees and distribute the remaining funds to the remaining participants.

Ms. Salamea-Cross inquired about item F. Mr. Villanueva explained items F, G, H and I were all connected. All the contracts were previously approved. This is just the formalization of those contracts.

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

YEAS: Ms. Fanelli, Ms. Kothari, Ms. Kwon, Ms. Micera, Dr. Puttannah, Ms. Wagner, Ms. Yeoh,
Ms. Salamea-Cross, 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 September 2022.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for September 2022.
- c. Transfer of funds for September 2022.

B. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from October 13, 2022, to October 27, 2022, in the amount of:

General Fund (Fund 10)	\$1,646,990.77
Special Revenue (Fund 20)	\$ 15,772.45
Enterprise (Milk – Fund 60)	\$ 57.75
Total	\$1,662,820.97

C. **APPROVAL – Tuition Contracts for Received Students**

Motion to approve tuition contracts for received students as outlined below for the 2022-2023 school year:

<u>NJSMART#</u>	<u>Tuition</u>	<u>Grade</u>	<u>District</u>
1841823305	\$17,050.00	8	Parent Paid

D. **APPROVAL – Special Education Placements**

Motion to approve the following 2022-2023 Special Education placement for a Closter Student

<u>Local ID#</u>	<u>Tuition</u>	<u>Grade</u>	<u>Placement</u>
381003	\$59,062.49 (Prorated)	PreK	Valley Program

E. **APPROVAL - Flexible Spending Account (FSA) Account Balance Distribution**

Motion to approve the distribution of the FSA balance from FY 20 and 21 in accordance with IRS regulations and the Closter Board of Education FSA Plan Document as follows:

- Administrative Fee for SY 22-23 starting September 2022
- Increase benefits to FSA participants, proportionately allocated based on the current year's elected contribution amount

F. **APPROVAL - Joint Purchasing Agreement - Transportation**

Motion to approve the Joint Purchasing Agreement for Transportation between the Northern Valley Regional High School District and the School Districts of Alpine, **Closter**, Demarest, Harrington Park, Haworth, Northvale, Norwood, Rockleigh and Old Tappan, from July 1, 2022, to June 30, 2027, as per Appendix B.

G. **APPROVAL - Joint Purchasing Agreement - LDTC/Psychologist/Speech Independent Consultants**

Motion to approve the Joint Purchasing Agreement for LDTC/Psychologist/Speech Independent Consultants between the Northern Valley Regional High School District and the School Districts of Alpine, **Closter**, Demarest, Harrington Park, Haworth, Northvale, Norwood, and Old Tappan, from July 1, 2022, to June 30, 2027, as per Appendix C.

H. **APPROVAL - Shared Services Agreement - Bergen County Region III Council for Special Education**

Motion to approve the Shared Services Agreement for Bergen County Region III Council for Special Education between the Northern Valley Regional High School District and the School Districts of Alpine, **Closter**, Demarest, Harrington Park, Haworth, Northvale, Norwood, and Old Tappan, from July 1, 2022, to June 30, 2032, as per Appendix D.

I. **APPROVAL - Shared Services Agreement - Northern Valley Curriculum Center**

Motion to approve the Shared Services Agreement for Northern Valley Curriculum Center (Curriculum Consortium) between the Northern Valley Regional High School District and the

School Districts of **Closter**, Demarest, Harrington Park, Haworth, Northvale, Norwood, and Old Tappan, from July 1, 2022, to June 30, 2032, as per Appendix E.

J. **APPROVAL – Child Study Team Testing of Students**

Motion to approve the contract with Leslie Fishbein, for Learning Disability Teacher Consultant Services at a rate of \$450 per evaluation for SY 22-23.

K. **APPROVAL - Authorization for Seeking Professional Services**

The Board of Education of the Borough of Closter in the County of Bergen, New Jersey (the "Board"), seeks to take the initial steps to explore options pertaining to the authorization and financing of various capital projects. With respect to this undertaking, the Board hereby authorizes and directs the Superintendent and/or the Business Administrator/Board Secretary, as applicable, to work with and solicit the advice and counsel of the appropriate professionals.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson: Ms. Salamea-Cross; Members: Ms. Fanelli, Ms. Finkelstein

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

Mr. McHale read Ms. Mandal's letter of resignation. He wished her well and thanked her for her time as Tenakill's Middle School art teacher.

Ms. Finkelstein thanked Ms. Mandal for all her contributions to the school and will be missed.

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

YEAS: Ms. Fanelli, Ms. Kothari, Ms. Kwon, Ms. Micera, Dr. Puttanniah, Ms. Wagner, Ms. Yeoh,
Ms. Salamea-Cross, Ms. Finkelstein

NAYS: None

A. **APPROVAL - Veronica Kim as ELL Long-Term Leave Replacement**

Motion to approve Veronica Kim as Long-Term Leave Replacement - Hillside Elementary ELL Teacher (S.K.) - from November 7, 2022, through February 10, 2023. Salary will be \$200 per day on days 1 through 10; the beginning of day 11, MA +15, Step 0, \$63,697 pro-rated, pending a criminal history background check.

B. **APPROVAL - Learner's Compass Therapist for Student ID #371001**

Motion to approve the following parent-paid Learner's Compass Therapist for Student #371001 for the 2022-2023 school year, pending criminal history background check:

- Sudee Hasieh

C. **APPROVAL - FMLA - Alexandra Earle**

Motion to approve Alexandra Earle for an unpaid FMLA leave of absence from October 25, 2022, through November 18, 2022, with an anticipated return date of November 21, 2022.

D. **APPROVAL - Resignation of Lauren Mandal**

Motion to approve, with regrets, the resignation of Lauren Mandal, Art Teacher, effective December 20, 2022.

E. **APPROVAL - Leave Replacement - Case Manager**

Motion to approve Katharine Arena as a leave replacement Case Manager, at a rate of \$70 per hour on an as-needed basis for SY 22-23.

POLICY COMMITTEE

Chairperson: Ms. Micera; Members: Ms. Fanelli, Ms. Finkelstein, Ms. Kothari

Moved by Ms. Micera, seconded by Ms. Yeoh to approve Motion A.

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

YEAS: Ms. Fanelli, Ms. Kothari, Ms. Kwon, Ms. Micera, Dr. Puttannah, Ms. Wagner, Ms. Yeoh,
Ms. Salamea-Cross, Ms. Finkelstein

NAYS: None

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

Motion to approve the first reading of the following policies and regulations per Appendices F and G attached.

- Regulation 3270 Lesson Plans and Plan Books
- Regulation 5513 Care of School Property
- Policy 0163 Quorum
- Policy 1151 Board of Education Website Accessibility
- Policy 2415 Every Student Succeeds Act
- Policy 3270 Professional Responsibilities
- Policy 5111 Eligibility of Resident/Non-Resident Students
- Policy 5513 Care of School Property
- Policy 5517 School District Issued Student Identification Cards
- Policy 5722 Student Journalism
- Policy 5830 Student Fundraising

OLD/NEW BUSINESS

Mr. Villanueva discussed with the trustees the use of Hillside Elementary and Tenakill Middle School by outside organizations. He is very concerned with the conditions of the field, particularly in Hillside, and the use of the Vikings Soccer Club.

The trustees want to explore if there are avenues to partner with them. Mr. Villanueva, Ms. Smith and the teachers present expressed that our students are unable to fully use our fields during recess because of its current condition.

Mr. McHale recommended that either the Finance & Physical Plant Committee or the Policy Committee revisit the use of facilities as well as the schedule of fees.

PUBLIC DISCUSSION

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

No Public Comments

Moved by Ms. Micera, seconded by Ms. Salamea-Cross to close the meeting to public discussion.

No Closed Session is Needed

ADJOURNMENT

Moved by Ms. Wagner, seconded by Ms. Micera to adjourn the meeting at 10:08 PM.

Respectfully submitted,



Mr. Floro M. Millanueva, Jr.
Business Administrator/Board Secretary

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

All Funds for the Month Ending: September, 2022
CASH REPORT

FUNDS	Beginning Cash	Cash Receipts	Cash Disbursements	(1)+(2)-(3)
	Balance Column 1	This Month Column 2	This Month Column 3	Ending Cash Balance Column 4
GOVERNMENTAL FUNDS:				
General Fund - FUND 10	\$ 4,438,021.62	\$ 2,728,179.76	\$ 2,272,200.97	\$ 4,894,000.41
Compensating Balance	\$ 1,106,000.00			\$ 1,106,000.00
Capital Reserve	\$ 3,990,699.00			\$ 3,990,699.00
Emergency Reserve	\$ 250,000.00			\$ 250,000.00
Special Revenue - FUND 20	\$ (96,980.55)	\$ 184,438.00	\$ 312,558.41	\$ (225,100.96)
Capital Projects - FUND 30	\$ -			\$ -
Debt Service - FUND 40	\$ 141,345.00		\$ 6,345.00	\$ 135,000.00
Maintenance Reserve	\$ 300,000.00			\$ 300,000.00
TOTAL GOVERNMENTAL FUNDS 10-40	\$ 10,129,085.07	\$ 2,912,617.76	\$ 2,591,104.38	\$ 10,450,598.45
ENTERPRISE (MILK) FUND 60	\$ 1,618.80	\$ -	\$ -	\$ 1,618.80
TRUST and AGENCY FUNDS:				
Payroll - FUND 90	\$ -	\$ -	\$ -	\$ -
Payroll Agency - FUND 90	\$ 4,663.66	\$ 585.88	\$ -	\$ 5,249.54
Unemployment Insurance Trust - FUND 63	\$ 229,850.96	\$ 2,997.15	\$ -	\$ 232,848.11
Closter PTO - FUND 64	\$ -	\$ -	\$ -	\$ -
Miriam Kramer Scholarship - FUND 67	\$ 1,651.39	\$ -	\$ -	\$ 1,651.39
TOTAL TRUST AND AGENCY FUNDS	\$ 236,166.01	\$ 3,583.03	\$ -	\$ 239,749.04
TOTAL ALL FUNDS	\$ 10,365,251.08	\$ 2,916,200.79	\$ 2,591,104.38	\$ 10,690,347.49

Prepared and Submitted by

Norma T. Kettler

Norma T. Kettler

Treasurer of School Monies

Date

District:	CLOSTER PUBLIC SCHOOLS
LEA Code:	03-0930
Month/Year:	September-22
Date of Submission:	10/4/2022

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	(column 1 = + Data Entry)	(column 2 = + Data Entry)	(column 3 = column 1 + column 2)	(column 4 = Maximum Transfer Amount)	(column 5 = + or - Data Entry)	(column 6 = column 5 / column 3)	(column 7 = column 4 + column 5)	(column 8 = column 4 - column 5)
			2022-23 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2022-23 Original Budget For Use in 10% Calculation		2022-23 YTD Net Transfers to/(from) as of Date of Submission in cell B5	% Change of Transfers YTD	2022-23 Remaining Allowable Balance From	2022-23 Remaining Allowable Balance To
76380	Deposit to Capital Reserve	10-604						0.00%		
76380	Interest Earned on Capital Reserve	10-604						0.00%		
76385	Impact Aid Reserve (Capital) - Transfer to Capital Projects	12-000-400-938								
76400	Total Capital Expenditures		628,941	95,077	724,018	72,402		0.09%		
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	10-000-520-930						0.00%		
84060	Operating Budget Grand Total		24,163,333	390,539	24,553,872	2,455,387	668,585			

Appropriations Adjustments 655,605- Ex-Aid
12,980 - Non-Public Transportation Aid

Total Adjustments: \$668,585

School Business Administrator Signature:



Date: 10/4/2022

GENERAL FUND			
ASSETS AND RESOURCES			
ASSETS:			
101	CASH IN BANK		\$6,000,000.41
102-106	CASH EQUIVALENTS		\$.00
108	IMPACT AID RESERVE GENERAL		\$.00
109	IMPACT AID RESERVE CAPITAL		\$.00
111	INVESTMENTS		\$.00
116	CAPITAL RESERVE ACCOUNT		\$3,990,699.00
117	MAINTENANCE RESERVE INVESTMENT ACCOUNT		\$300,000.00
118	EMERGENCY RESERVE		\$250,000.00
121	TAX LEVY RECEIVABLE		\$16,110,561.01
ACCOUNTS RECEIVABLE:			
132	INTERFUND	\$.00	
140	INTERGOVERNMENTAL-ACCOUNTS RECEIVABLE	\$.00	
141	INTERGOVERNMENTAL-STATE	\$1,171,064.81	
142	INTERGOVERNMENTAL-FEDERAL	\$.00	
143	INTERGOVERNMENTAL-OTHER	\$.00	
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)	\$1,171,064.81
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			
RESOURCES:			
301	ESTIMATED REVENUES	\$22,973,819.00	
302	LESS REVENUES	(\$22,885,430.70)	\$88,388.30
TOTAL ASSETS AND RESOURCES			\$27,910,713.53
LIABILITIES AND FUND EQUITY			
LIABILITIES:			
101	CASH OVERDRAFT		\$.00
402	INTERFUND ACCOUNTS PAYABLE		\$.00
421	ACCOUNTS PAYABLE		\$43,405.00
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

Closter Board Of Education
Board Secretary Report
GENERAL FUND - Fund 10
Interim Balance Sheet
September 2022

September 30, 2022 (Fri)
Budget Year: 2023

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OTHER CURRENT LIABILITIES

\$.00

TOTAL LIABILITIES

\$43,405.00

TOTAL LIABILITIES AND FUND EQUITY

\$27,910,713.53

	Budgeted	Actual	Variance
RECAPITULATION OF FUND BALANCE:			
APPROPRIATIONS	\$25,222,457.11	\$22,889,181.73	\$2,333,275.38
REVENUES	(\$22,973,819.00)	(\$22,885,430.70)	(\$88,388.30)
SUB TOTAL	\$2,248,638.11	\$3,751.03	\$2,244,887.08
CHANGE IN RESERVE ACCOUNTS:			
PLUS - INCREASE IN RESERVE	\$1,200.00	\$1,200.00	\$.00
LESS - WITHDRAW FROM RESERVE	(\$670,000.00)	(\$670,000.00)	(\$.00)
SUB TOTAL	\$1,579,838.11	(\$665,048.97)	\$2,244,887.08
LESS: ADJUSTMENT FOR PRIOR YEAR ENCUMBRANCE	(\$251,106.58)	(\$251,106.58)	(\$.00)
BUDGETED FUND BALANCE	\$1,328,731.53	(\$916,155.55)	\$2,244,887.08

REVENUE/SOURCES OF FUNDS:	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
52XX FROM TRANSFERS	\$.00	\$.00		\$.00
1XXX FROM INTEREST EARNED ON CURR. EXP. EMERGENCY	\$.00	\$.00		\$.00
1XXX FROM INTEREST EARNED ON MAINTENANCE RESERVE	\$.00	\$.00		\$.00
1XXX FROM LOCAL SOURCES	\$21,732,898.00	\$21,645,189.70	Under	\$87,708.30)
2XXX FROM INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3XXX FROM STATE SOURCES	\$1,240,921.00	\$1,240,921.00		\$.00
4XXX FROM FEDERAL SOURCES	\$.00	\$.00		\$.00
5XXX FROM OTHER FINANCING SOURCES	\$.00	\$.00		\$.00
XXX1 ARRA ESF (FUND 16)	\$.00	\$.00		\$.00
XXX2 ARRA GSF (FUND 17)	\$.00	\$.00		\$.00
XXX3 ARRA SFSF (FUND 18)	\$.00	\$.00		\$.00
TOTAL REVENUES/SOURCES OF FUNDS	\$22,973,819.00	\$22,886,110.70	Under	\$87,708.30

EXPENDITURES:	Appropriations	Expenditures	Encumbrances	Availble Balance
GENERAL CURRENT EXPENSE FUND (11)				
1XX-100-XXX REGULAR PROGRAMS - INSTRUCTION	\$7,157,362.98	\$867,988.86	\$6,067,013.72	\$222,360.40
2XX-100-XXX SPECIAL EDUCATION - INSTRUCTION	\$2,279,146.17	\$218,323.67	\$2,050,003.19	\$10,819.31
230-100-XXX BASIC SKILLS/REMEDIATION INSTRUCTION	\$536,476.60	\$48,556.25	\$487,557.27	\$363.08
240-100-XXX BILINGUAL EDUCATION - INSTRUCTION	\$365,835.94	\$34,769.89	\$328,852.00	\$2,214.05
3XX-100-XXX VOC. PROGRAMS - LOCAL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
401-100-XXX SCHOOL-SPONS. COCURR. ACTIVITIES - INST.	\$67,353.00	\$1,535.00	\$60,593.00	\$5,225.00
402-100-XXX SCHOOL-SPONS. ATHLETICS - INSTRUCTION	\$32,800.00	\$130.00	\$26,347.60	\$6,322.40
421-XXX-XXX TOTAL BEFORE/AFTER SCHOOL PROGRAMS	\$.00	\$.00	\$.00	\$.00
422-XXX-XXX TOTAL SUMMER SCHOOL PROGRAMS	\$43,000.00	\$20,966.19	\$18,633.81	\$3,400.00
423-XXX-XXX TOTAL ALTERNATIVE EDUCATION PROGRAM	\$.00	\$.00	\$.00	\$.00
424-XXX-XXX TOTAL OTHER SUPPLEMENTAL/AT-RISK PROGRAMS	\$.00	\$.00	\$.00	\$.00
425-XXX-XXX TOTAL OTHER SUPPLEMENTAL/AT-RISK PROGRAMS	\$.00	\$.00	\$.00	\$.00
4XX-100-XXX OTHER INSTRUCTIONAL PROGRAMS - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
800-330-XXX COMM. SERV. PROGRAMS-COMM. SERV. OPERATIONS	\$.00	\$.00	\$.00	\$.00
OTHER EXPENDITURES NOT INCLUDED ABOVE	\$.00	\$.00	\$.00	\$.00
UNDISTRIBUTED EXPENDITURES:				
000-1XX-XXX INSTRUCTION	\$2,236,367.00	\$504,494.90	\$1,207,446.74	\$524,425.36
000-211-XXX ATTENDANCE AND SOCIAL WORK SERVICES	\$99,468.00	\$23,555.83	\$75,911.17	\$1.00
000-213-XXX HEALTH SERVICES	\$208,535.00	\$19,377.74	\$177,809.50	\$11,347.76
000-216-XXX OTHER SUPPORT SERV.-STUDENTS-RELATED SERV	\$422,984.00	\$40,221.28	\$378,376.61	\$4,386.11
000-217-XXX OTHER SUPPORT SERV.-STUDENTS-EXTRA SERV.	\$1,294,317.00	\$89,758.54	\$1,099,654.58	\$104,903.88
000-218-XXX OTHER SUPPORT SERVICES-STUDENTS-REGULAR	\$278,854.85	\$34,906.53	\$240,397.30	\$3,551.02
000-219-XXX OTHER SUPPORT SERV.-STUDENTS-SPEC. SERV.	\$617,567.00	\$126,390.34	\$468,288.39	\$22,888.27
000-221-XXX IMPROV. OF INST./OTHER SUP. SERV.-INSTSERV	\$165,229.00	\$75,966.50	\$79,415.50	\$9,847.00
000-222-XXX EDUCATIONAL MEDIA SERV./SCHOOL LIBRARY	\$210,717.95	\$29,546.32	\$164,612.86	\$16,558.77
000-223-XXX INSTRUCTIONAL STAFF TRAINING SERVICES	\$67,300.00	\$40,367.92	\$7,028.99	\$19,903.09
000-23X-XXX SUPP. SERV. - GENERAL ADMINISTRATION	\$469,056.00	\$142,274.16	\$300,199.36	\$26,582.48

	Appropriations	Expenditures	Encumbrances	Availible Balance
000-24X-XXX SUPP. SERV. - SCHOOL ADMINISTRATION	\$789,683.60	\$196,773.24	\$574,696.38	\$18,213.98
000-25X-XXX SUPP. SERV. - CENTRAL SERVICES & TECH SERV	\$598,243.00	\$137,273.66	\$400,348.38	\$60,620.96
000-26X-XXX OPERATION AND MAINT. OF PLANT SERVICES	\$1,858,183.34	\$486,753.27	\$1,242,459.18	\$128,970.89
000-263-XXX TOTAL CARE AND UPKEEP OF GROUNDS	\$84,965.08	\$3,692.65	\$34,360.08	\$46,912.35
000-266-XXX TOTAL SECURITY	\$90,258.40	\$0.00	\$72,208.40	\$18,050.00
000-27X-XXX STUDENT TRANSPORTATION SERVICES	\$723,437.00	\$1,861.50	\$711,375.50	\$10,200.00
000-29X-XXX BUSINESS AND OTHER SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
000-40X-XXX FACILITIES ACQ. & CONTRUCTION SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
XXX-XXX-2XX UNALLOCATED BENEFITS	\$3,801,298.00	\$722,341.74	\$2,392,936.85	\$686,019.41
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	\$24,498,438.91	\$3,867,825.98	\$18,666,526.36	\$1,964,086.57
CAPITAL OUTLAY (FUND 12)				
XXX-XXX-73X EQUIPMENT	\$139,077.20	\$17,990.00	\$77,087.20	\$44,000.00
000-400-937 IMPACT AID RESERVE	\$0.00	\$0.00	\$0.00	\$0.00
000-4XX-XXX FACILITIES ACQUISITION AND CONSTR. SERV.	\$584,941.00	\$109,778.76	\$149,973.43	\$325,188.81
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	\$724,018.20	\$127,768.76	\$227,060.63	\$369,188.81
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

	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	\$25,222,457.11	\$3,995,594.74	\$18,893,586.99	\$2,333,275.38

Closter Board of Education
 Board Secretary Report
 GENERAL FUND - Fund 10
 Schedule of Revenues
 September 2022

September 30, 2022 (Fri)
 Budget Year: 2023

(2022/10/04-Tue-10:15am)

	Estimate	Actual	Unrealized
REVENUES			
LOCAL SOURCES:			
1210 LOCAL TAX LEVY	\$21,480,748.00	\$21,480,748.00	\$.00
1310 TUITION - FROM INDIVIDUALS	\$122,650.00	\$65,170.00	\$57,480.00
1320 - FROM OTHER LEAS WITHIN THE STATE	\$101,500.00	\$46,462.50	\$55,037.50
1XXX MISCELLANEOUS	\$28,000.00	\$52,809.20	(\$24,809.20-)
TOTAL	\$21,732,898.00	\$21,645,189.70	\$87,708.30
STATE SOURCES:			
3121 CATEGORICAL TRANSPORTATION AID	\$93,632.00	\$93,632.00	\$.00
3132 CATEGORICAL SPECIAL EDUCATION AID	\$1,055,942.00	\$1,055,942.00	\$.00
3177 CATEGORICAL SECURITY AID	\$91,347.00	\$91,347.00	\$.00
TOTAL	\$1,240,921.00	\$1,240,921.00	\$.00
TOTAL	\$22,973,819.00	\$22,886,110.70	\$87,708.30

	Appropriations	Expenditures	Encumbrances	Available Balance
GENERAL CURRENT EXPENSE (FUND 11)				
REGULAR PROGRAMS - INSTRUCTION				
105-1XX-101 PRESCHOOL - SALARIES OF TEACHERS	\$95,452.00	\$8,601.40	\$86,850.60	\$.00
110-1XX-101 KINDERGARTEN - SALARIES OF TEACHERS	\$586,506.00	\$56,114.23	\$530,391.77	\$.00
120-1XX-101 GRADES 1-5 -SALARIES OF TEACHERS	\$3,372,825.00	\$314,891.94	\$3,057,933.06	\$.00
130-1XX-101 GRADES 6-8 -SALARIES OF TEACHERS	\$2,116,529.00	\$201,641.71	\$1,914,887.29	\$.00
150-1XX-101 SALARIES OF TEACHERS	\$7,000.00	\$.00	\$7,000.00	\$.00
150-1XX-32X PURCHASED PROF. - ED. SERVICES	\$3,000.00	\$.00	\$.00	\$3,000.00
190-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$304,096.00	\$6,933.48	\$297,162.52	\$.00
190-1XX-32X PURCHASED PROF. - ED. SERVICES	\$19,100.00	\$3,615.00	\$3,500.00	\$11,985.00
190-1XX-34X PURCHASED TECHNICAL SERVICES	\$99,348.00	\$23,290.92	\$31,148.06	\$44,909.02
190-1XX-5XX OTHER PURCHASED SERVICES	\$184,094.00	\$100,990.36	\$28,835.65	\$54,267.99
190-1XX-61X GENERAL SUPPLIES	\$118,415.26	\$37,542.79	\$42,103.61	\$38,768.86
190-1XX-64X TEXTBOOKS	\$47,300.00	\$23,152.85	\$14,716.57	\$9,430.58
190-1XX-890 MISCELLANEOUS EXPENDITURES	\$9,000.00	\$.00	\$200.00	\$8,800.00
1XX-1XX-XXX OTHER UNDISTRIBUTED INSTRUCTION	\$194,697.72	\$91,214.18	\$52,284.59	\$51,198.95
TOTAL REGULAR PROGRAMS - INSTRUCTION	\$7,157,362.98	\$867,988.86	\$6,067,013.72	\$222,360.40
SPECIAL EDUCATION PROGRAMS:				
LEARNING AND/OR LANGUAGE DISABILITIES				
204-1XX-101 SALARIES OF TEACHERS	\$379,679.00	\$35,072.46	\$344,606.54	\$.00
204-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$29,609.00	\$2,762.92	\$26,846.08	\$.00
204-1XX-61X GENERAL SUPPLIES	\$13,953.43	\$3,233.12	\$7,239.39	\$3,480.92
TOTAL	\$423,241.43	\$41,068.50	\$378,692.01	\$3,480.92
BEHAVIORAL DISABILITIES:				
209-1XX-101 SALARIES OF TEACHERS	\$90,543.00	\$8,489.96	\$82,053.04	\$.00
TOTAL	\$90,543.00	\$8,489.96	\$82,053.04	\$.00
RESOURCE ROOM/RESOURCE CENTER:				
213-1XX-101 SALARIES OF TEACHERS	\$1,373,176.00	\$132,137.60	\$1,241,038.40	\$.00
213-1XX-61X GENERAL SUPPLIES	\$24,489.43	\$6,262.81	\$13,350.85	\$4,875.77
TOTAL	\$1,397,665.43	\$138,400.41	\$1,254,389.25	\$4,875.77
PRESCHOOL DISABILITIES - FULL-TIME:				
216-1XX-101 SALARIES OF TEACHERS	\$265,244.00	\$21,470.43	\$243,773.57	\$.00
216-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$95,817.00	\$8,247.58	\$87,569.42	\$.00

216-1XX-XXX	OTHER PRESCHOOL DISABILITIES - FULL-TIME:	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL		\$367,696.31	\$30,364.80	\$334,868.89	\$2,462.62
TOTAL SPECIAL EDUCATION - INSTRUCTION		\$2,279,146.17	\$218,323.67	\$2,050,003.19	\$10,819.31
BASIC SKILLS/REMEDIAL - INSTRUCTION					
230-1XX-101	SALARIES OF TEACHERS	\$532,172.00	\$46,968.35	\$485,203.65	\$.00
230-1XX-61X	GENERAL SUPPLIES	\$4,304.60	\$1,587.90	\$2,353.62	\$363.08
TOTAL		\$536,476.60	\$48,556.25	\$487,557.27	\$363.08
BILINGUAL EDUCATION - INSTRUCTION					
240-1XX-61X	GENERAL SUPPLIES	\$2,438.94	\$913.89	\$.00	\$1,525.05
24X-1XX-XXX	OTHER BILINGUAL EDUCATION - INSTRUCTION	\$363,397.00	\$33,856.00	\$328,852.00	\$689.00
TOTAL		\$365,835.94	\$34,769.89	\$328,852.00	\$2,214.05
SCHOOL SPONS. CURRICULAR ACTIVITIES - INSTRUCTION					
401-100-1XX	SALARIES	\$60,353.00	\$.00	\$60,353.00	\$.00
401-100-6XX	SUPPLIES AND MATERIALS	\$5,000.00	\$1,200.00	\$.00	\$3,800.00
401-1XX-8XX	OTHER OBJECTS	\$2,000.00	\$335.00	\$240.00	\$1,425.00
TOTAL		\$67,353.00	\$1,535.00	\$60,593.00	\$5,225.00
SCHOOL SPONSORED ATHLETICS - INSTRUCTION					
402-1XX-1XX	SALARIES	\$25,700.00	\$.00	\$25,700.00	\$.00
402-1XX-5XX	PURCHASED SERVICES	\$4,600.00	\$130.00	\$209.00	\$4,261.00
402-1XX-6XX	SUPPLIES AND MATERIALS	\$2,000.00	\$.00	\$438.60	\$1,561.40
402-1XX-8XX	OTHER OBJECTS	\$500.00	\$.00	\$.00	\$500.00
TOTAL		\$32,800.00	\$130.00	\$26,347.60	\$6,322.40
SUMMER SCHOOL PROGRAMS					
422-100-101	SALARIES OF TEACHERS	\$24,000.00	\$6,600.00	\$14,500.00	\$2,900.00
422-100-106	OTHER SALARIES OF INSTRUCTION	\$8,500.00	\$6,791.19	\$1,708.81	\$.00
422-100-610	GENERAL SUPPLIES	\$500.00	\$.00	\$.00	\$500.00
TOTAL SUMMER SCHOOL INSTRUCTION		\$33,000.00	\$13,391.19	\$16,208.81	\$3,400.00
SUMMER SCHOOL - SUPPORT SVCS					
422-200-100	SALARIES	\$10,000.00	\$7,575.00	\$2,425.00	\$.00
TOTAL SUMMER SCHOOL - SUPPORT SVCS		\$10,000.00	\$7,575.00	\$2,425.00	\$.00

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL SUMMER SCHOOL	\$43,000.00	\$20,966.19	\$18,633.81	\$3,400.00
UNDISTRIBUTED EXPENDITURES - INSTRUCTION				
INSTRUCTION				
000-1XX-562 TUITION TO OTHER LEAS W/I STATE - SPEC.	\$1,636,067.00	\$398,051.00	\$753,348.00	\$484,668.00
000-1XX-565 TUITION TO CSSD & REG. DAY SCHOOL	\$228,925.00	\$11,100.00	\$185,335.00	\$32,490.00
000-1XX-566 TUITION TO PRIV. SCH. FOR HANDIC. W/I ST	\$371,375.00	\$95,343.90	\$268,763.74	\$7,267.36
TOTAL	\$2,236,367.00	\$504,494.90	\$1,207,446.74	\$524,425.36
ATTENDANCE AND SOCIAL WORK SERVICES				
000-211-1XX SALARIES	\$91,468.00	\$15,555.83	\$75,911.17	\$1.00
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	\$8,000.00	\$8,000.00	\$0.00	\$0.00
TOTAL	\$99,468.00	\$23,555.83	\$75,911.17	\$1.00
HEALTH SERVICES				
000-213-1XX SALARIES	\$188,735.00	\$16,469.20	\$172,265.80	\$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	\$4,000.00	\$0.00	\$4,000.00	\$0.00
000-213-5XX OTHER PURCHASED SERVICES	\$4,200.00	\$448.50	\$0.00	\$3,751.50
000-213-6XX SUPPLIES AND MATERIALS	\$11,600.00	\$2,460.04	\$1,543.70	\$7,596.26
TOTAL	\$208,535.00	\$19,377.74	\$177,809.50	\$11,347.76
OTHER SUPP. SERV. STUDENTS-RELATED SERVICES				
000-216-1XX SALARIES	\$418,584.00	\$39,734.37	\$378,291.63	\$558.00
000-216-6XX SUPPLIES AND MATERIALS	\$3,400.00	\$486.91	\$84.98	\$2,828.11
TOTAL	\$421,984.00	\$40,221.28	\$378,376.61	\$3,386.11
OTHER SUPP. SERV. STUDENTS-EXTRA SERVICES				
000-217-1XX SALARIES	\$778,017.00	\$71,591.29	\$706,425.71	\$0.00
000-217-32X PURCHASED PROF. - EDUCATIONAL SERVICES	\$511,900.00	\$18,167.25	\$393,228.87	\$100,503.88
000-217-6XX SUPPLIES AND MATERIALS	\$3,900.00	\$0.00	\$0.00	\$3,900.00
000-217-8XX OTHER OBJECTS	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL	\$1,294,317.00	\$89,758.54	\$1,099,654.58	\$104,903.88
OTHER SUPP. SERV. - STUDENTS - REGULAR				

	Appropriations	Expenditures	Encumbrances	Available Balance
000-218-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$270,393.00	\$29,995.70	\$240,397.30	\$.00
000-218-6XX SUPPLIES AND MATERIALS	\$1,261.85	\$524.33	\$.00	\$737.52
000-218-8XX OTHER OBJECTS	\$370.00	\$348.00	\$.00	\$22.00
TOTAL	\$272,024.85	\$30,868.03	\$240,397.30	\$759.52
OTHER SUPPORT SERVICES - STUDENTS-SPECIAL				
000-219-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$419,084.00	\$39,926.43	\$379,157.57	\$.00
000-219-105 SALARIES OF SECR. AND CLERICAL ASSTS.	\$106,266.00	\$20,960.68	\$85,305.32	\$.00
000-219-32X PURCHASED PROF. - ED. SERVICES	\$62,000.00	\$55,237.21	\$.00	\$6,762.79
000-219-39X OTHER PURCHASED PROF. AND TECH. SERVICES	\$21,592.00	\$8,891.00	\$2,946.00	\$9,755.00
000-219-5XX OTHER PURCHASED SERVICES	\$500.00	\$.00	\$.00	\$500.00
000-219-6XX SUPPLIES AND MATERIALS	\$6,500.00	\$42.02	\$879.50	\$5,578.48
000-219-8XX OTHER PROJECTS	\$1,625.00	\$1,333.00	\$.00	\$292.00
TOTAL	\$617,567.00	\$126,390.34	\$468,288.39	\$22,888.27
IMPROVEMENT OF INSTRUCTION SERVICES/				
000-221-102 SALARIES OF SUPERVISORS OF INSTR.	\$76,501.00	\$16,585.50	\$59,915.50	\$.00
000-221-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$19,500.00	\$.00	\$19,500.00	\$.00
000-221-176 SAL OF FACILITATORS, MATH COACHES & LITERA	\$.00	\$.00	\$.00	\$.00
000-221-32X PURCHASED PROF. - ED. SERVICES	\$60,428.00	\$59,292.00	\$.00	\$1,136.00
000-221-3XX OTHER PURCHASED PROF. AND TECH. SERVICES	\$7,000.00	\$.00	\$.00	\$7,000.00
000-221-5XX OTHER PURCHASED SERVICES	\$500.00	\$.00	\$.00	\$500.00
000-221-6XX SUPPLIES AND MATERIALS	\$500.00	\$.00	\$.00	\$500.00
000-221-8XX OTHER OBJECTS	\$800.00	\$89.00	\$.00	\$711.00
TOTAL	\$165,229.00	\$75,966.50	\$79,415.50	\$9,847.00
EDUCATIONAL MEDIA SERVICES/SCHOOL LIBRARY				
000-222-1XX SALARIES	\$181,404.00	\$17,174.30	\$164,229.70	\$.00
000-222-177 SALARIES OF TECHNOLOGY COORDINATORS	\$.00	\$.00	\$.00	\$.00
000-222-3XX PURCHASED PROF. AND TECH. SERVICES	\$3,500.00	\$.00	\$.00	\$3,500.00
000-222-5XX OTHER PURCHASED SERVICES.	\$7,850.00	\$6,843.26	\$.00	\$1,006.74
000-222-6XX SUPPLIES AND MATERIALS	\$17,963.95	\$5,528.76	\$383.16	\$12,052.03
TOTAL	\$210,717.95	\$29,546.32	\$164,612.86	\$16,558.77
INSTRUCTIONAL STAFF TRAINING SERVICES				
000-223-32X PURCHASED PROF. - ED. SERVICES	\$42,500.00	\$40,367.92	\$.00	\$2,132.08
000-223-3XX OTHER PURCHASED PROF. AND TECH. SERVICES	\$8,300.00	\$.00	\$3,450.00	\$4,850.00
000-223-5XX OTHER PURCHASED SERVICES	\$12,000.00	\$.00	\$3,345.08	\$8,654.92
000-223-6XX SUPPLIES AND MATERIALS	\$4,500.00	\$.00	\$233.91	\$4,266.09
TOTAL	\$67,300.00	\$40,367.92	\$7,028.99	\$19,903.09

	Appropriations	Expenditures	Encumbrances	Available Balance
SUPPORT SERVICES - GENERAL ADMINISTRATION				
000-23X-1XX SALARIES	\$279,421.00	\$69,673.46	\$209,747.54	\$0.00
000-23X-331 LEGAL SERVICES	\$32,000.00	\$5,993.00	\$26,007.00	\$0.00
000-23X-332 AUDIT FEES	\$28,000.00	\$0.00	\$28,000.00	\$0.00
000-230-334 ARCHITECTURAL/ENGINEERING SERVICES	\$16,000.00	\$0.00	\$16,000.00	\$0.00
000-23X-33X OTHER PURCHASED PROF. SERVICES	\$12,000.00	\$8,359.84	\$3,520.00	\$120.16
000-23X-34X PURCHASED TECHNICAL SERVICES	\$2,554.00	\$1,708.00	\$0.00	\$846.00
000-23X-53X COMMUNICATIONS/TELEPHONE	\$41,255.00	\$18,962.03	\$14,180.97	\$8,112.00
000-23X-585 BOE OTHER PURCHASED SERVICES	\$1,300.00	\$0.00	\$0.00	\$1,300.00
000-23X-5XX OTHER PURCHASED SERVICES	\$35,126.00	\$25,576.15	\$2,644.85	\$6,905.00
000-23X-610 GENERAL SUPPLIES	\$4,250.00	\$94.95	\$99.00	\$4,056.05
000-23X-630 BOE MEETING SUPPLIES	\$1,750.00	\$40.38	\$0.00	\$1,709.62
000-23X-890 MISCELLANEOUS EXPENDITURES	\$6,000.00	\$3,570.00	\$0.00	\$2,430.00
000-23X-895 BOE MEMBERSHIP DUES AND FEES	\$9,400.00	\$8,296.35	\$0.00	\$1,103.65
TOTAL	\$469,056.00	\$142,274.16	\$300,199.36	\$26,582.48
SUPPORT SERVICES - SCHOOL ADMIN.				
000-24X-103 SALARIES OF PRINCIPALS/ASST. PRINCIPALS	\$457,091.00	\$114,472.68	\$342,618.32	\$0.00
000-24X-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$148,450.00	\$37,107.48	\$111,342.52	\$0.00
000-24X-105 SALARIES OF SECR. AND CLERICAL ASSTS.	\$145,342.00	\$34,230.96	\$111,111.04	\$0.00
000-24X-3XX PURCHASED PROF. AND TECH. SERVICES	\$1,500.00	\$1,500.00	\$0.00	\$0.00
000-24X-5XX OTHER PURCHASED SERVICES	\$9,100.00	\$1,630.00	\$2,500.00	\$4,970.00
000-24X-6XX SUPPLIES AND MATERIALS	\$14,000.60	\$4,755.12	\$6,279.50	\$2,965.98
000-24X-8XX OTHER OBJECTS	\$14,200.00	\$3,077.00	\$845.00	\$10,278.00
TOTAL	\$789,683.60	\$196,773.24	\$574,696.38	\$18,213.98
SUPPORT SERVICES - CENTRAL SERVICES				
000-251-100 SALARIES	\$380,912.00	\$92,744.03	\$288,167.97	\$0.00
000-251-34X PURCHASED TECHNICAL SERVICES	\$25,470.00	\$5,947.50	\$19,460.42	\$62.08
000-251-592 MISC. PURCHASED SERVICES	\$6,085.00	\$280.54	\$2,599.26	\$3,205.20
000-251-5XX OTHER PURCHASED SERVICES	\$1,995.00	\$0.00	\$854.00	\$1,141.00
000-251-6XX SUPPLIES AND MATERIALS	\$4,000.00	\$181.71	\$1,631.97	\$2,186.32
000-251-890 MISCELLANEOUS EXPENDITURES	\$3,000.00	\$1,240.00	\$0.00	\$1,760.00
TOTAL	\$421,462.00	\$100,393.78	\$312,713.62	\$8,354.60
SUPPORT SERVICES - ADMINISTRATIVE INFO TECH SERVICES				
000-252-100 SALARIES	\$114,150.00	\$28,515.24	\$85,634.76	\$0.00
000-252-34X PURCHASED TECHNICAL SERVICES	\$56,481.00	\$8,166.64	\$1,700.00	\$46,614.36
000-252-5XX OTHER PURCHASED SERVICES	\$650.00	\$0.00	\$300.00	\$350.00
000-252-6XX SUPPLIES AND MATERIALS	\$5,500.00	\$198.00	\$0.00	\$5,302.00
TOTAL	\$176,781.00	\$36,879.88	\$87,634.76	\$52,266.36

	Appropriations	Expenditures	Encumbrances	Available Balance
OPERATION AND MAINTENANCE OF SCHOOL FACILITIES				
000-261-1XX SALARIES	\$172,820.00	\$40,658.63	\$132,161.37	\$.00
000-261-61X GENERAL SUPPLIES	\$48,000.00	\$5,115.64	\$15,139.97	\$27,744.39
000-261-8XX OTHER OBJECTS	\$1,500.00	\$500.00	\$.00	\$1,000.00
000-261-XXX REQUIRED MAINTENANCE UPDATE	\$134,303.34	\$27,166.12	\$59,684.67	\$47,452.55
TOTAL REQUIRED MAINT FOR SCHOOL FACILITIES	\$356,623.34	\$73,440.39	\$206,986.01	\$76,196.94
CUSTODIAL SERVICES				
000-262-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$158,467.00	\$12,814.73	\$145,652.27	\$.00
000-262-1XX SALARIES	\$559,805.00	\$131,077.41	\$425,727.59	\$3,000.00
000-262-3XX PURCHASED PROF. AND TECH. SERVICES	\$6,400.00	\$.00	\$.00	\$6,400.00
000-262-42X CLEANING, REPAIR, AND MAINT. SERVICES	\$14,750.00	\$5,661.00	\$4,419.00	\$4,670.00
000-262-441 RENTAL OF LAND AND BLDGS. - OTHER THAN LEASE PURCH. AGREEMENTS	\$12,000.00	\$3,534.00	\$8,466.00	\$.00
000-262-49X OTHER PURCHASED PROPERTY SERV.	\$16,600.00	\$3,682.94	\$12,415.16	\$501.90
000-262-52X INSURANCE	\$214,856.00	\$214,856.00	\$.00	\$.00
000-262-5XX MISCELLANEOUS PURCHASED SERVICES	\$200.00	\$.00	\$.00	\$200.00
000-262-61X GENERAL SUPPLIES	\$45,897.00	\$5,182.25	\$10,712.70	\$30,002.05
000-262-621 ENERGY (NATURAL GAS)	\$178,000.00	\$939.19	\$177,060.81	\$.00
000-262-626 ENERGY (GASOLINE)	\$8,085.00	\$681.81	\$5,903.19	\$1,500.00
000-262-62X ENERGY (HEAT AND ELECTRICITY)	\$284,000.00	\$34,883.55	\$245,116.45	\$4,000.00
000-262-8XX OTHER OBJECTS	\$2,500.00	\$.00	\$.00	\$2,500.00
TOTAL CUSTODIAL SERVICES	\$1,501,560.00	\$413,312.88	\$1,035,473.17	\$52,773.95
CARE AND UPKEEP OF GROUNDS				
000-263-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$78,965.08	\$3,692.65	\$34,360.08	\$40,912.35
000-263-610 GENERAL SUPPLIES	\$6,000.00	\$.00	\$.00	\$6,000.00
TOTAL CARE AND UPKEEP OF GROUNDS	\$84,965.08	\$3,692.65	\$34,360.08	\$46,912.35
SECURITY				
000-266-300 PURCHASED PROFESSIONAL AND TECHNICAL SERVI	\$3,250.00	\$.00	\$.00	\$3,250.00
000-266-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$8,000.00	\$.00	\$.00	\$8,000.00
000-266-610 GENERAL SUPPLIES	\$1,000.00	\$.00	\$.00	\$1,000.00
TOTAL SECURITY	\$12,250.00	\$.00	\$.00	\$12,250.00
OPERATION AND MAINTENANCE OF PLANT SERVICES				
000-26X-XXX OTHER UNDIST. EXPEND. OPERATION & MAINTEN	\$78,008.40	\$.00	\$72,208.40	\$5,800.00
TOTAL	\$78,008.40	\$.00	\$72,208.40	\$5,800.00

	Appropriations	Expenditures	Encumbrances	Available Balance
STUDENT TRANSPORTATION SERV.				
000-270-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$19,937.00	\$1,861.50	\$18,075.50	\$.00
000-27X-503 CONTRACTED SERVICES - AID NON-PUBLIC	\$55,000.00	\$.00	\$55,000.00	\$.00
000-27X-511 CONTRACTED SERVICES (HOME/SCH.) VENDORS	\$74,000.00	\$.00	\$74,000.00	\$.00
000-27X-512 CONTRACTED SERV. (OTHER THAN HM/SC) VEND.	\$29,000.00	\$.00	\$18,800.00	\$10,200.00
000-27X-513 CONTRACTED SERV. (HOME/SCH.) JOIN AGREEMN	\$10,500.00	\$.00	\$10,500.00	\$.00
000-27X-515 CONTR. SERV. (SPEC. ED. STUD.) JOIN AGRM.	\$535,000.00	\$.00	\$535,000.00	\$.00
TOTAL	\$723,437.00	\$1,861.50	\$711,375.50	\$10,200.00
UNALLOCATED BENEFITS				
000-291-22X SOCIAL SECURITY CONTRIBUTIONS	\$270,250.00	\$46,801.39	\$.00	\$223,448.61
000-291-241 OTHER RETIREMENT CONTRIBUTIONS - PERS	\$288,849.00	\$.00	\$.00	\$288,849.00
000-291-249 OTHER RETIREMENT CONTRIBUTIONS-REG	\$31,000.00	\$3,388.21	\$.00	\$27,611.79
000-291-26X WORKMEN'S COMPENSATION	\$98,393.00	\$10,505.00	\$82,546.00	\$5,342.00
000-291-27X HEALTH BENEFITS	\$3,065,806.00	\$659,527.14	\$2,308,086.85	\$98,192.01
000-291-28X TUITION REIMBURSEMENT	\$15,000.00	\$2,000.00	\$424.00	\$12,576.00
000-291-299 UNUSED SICK PAYMENT RETIRE/TERM	\$25,000.00	\$.00	\$.00	\$25,000.00
000-291-2XX OTHER EMPLOYEE BENEFITS	\$7,000.00	\$120.00	\$1,880.00	\$5,000.00
TOTAL UNALLOCATED BENEFITS	\$3,801,298.00	\$722,341.74	\$2,392,936.85	\$686,019.41
TOTAL PERSONAL SERVICES - EMPLOYEE BENEFITS	\$3,801,298.00	\$722,341.74	\$2,392,936.85	\$686,019.41
OTHER UNDISTRIBUTED EXPENDITURES	\$7,830.00	\$4,038.50	\$.00	\$3,791.50
TOTAL UNDISTRIBUTED EXPENDITURES	\$14,016,464.22	\$2,675,556.12	\$9,627,525.77	\$1,713,382.33
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES	\$24,498,438.91	\$3,867,825.98	\$18,666,526.36	\$1,964,086.57
TOTAL GEN. CURRENT EXP. EXPENDITURES AND TRANSFERS	\$24,498,438.91	\$3,867,825.98	\$18,666,526.36	\$1,964,086.57
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$27,557.72	\$43,405.00	(\$70,962.72-)
TOTAL GEN. CURRENT EXP. EXPEND., TRANSFERS AND RESERVE	\$24,498,438.91	\$3,895,383.70	\$18,709,931.36	\$1,893,123.85
CAPITAL OUTLAY (FUND 12)				
EQUIPMENT				
120-100-XXX GRADES 1-5	\$33,268.00	\$14,882.00	\$8,386.00	\$10,000.00
130-100-XXX GRADES 6-8	\$5,000.00	\$.00	\$.00	\$5,000.00
213-100-XXX RESOURCE ROOM/RESOURCE CENTER	\$5,000.00	\$.00	\$.00	\$5,000.00
000-23X-73X GENERAL ADMINISTRATION	\$3,108.00	\$3,108.00	\$.00	\$.00

Budget Year: 2023

Closter Board of Education
Board Secretary Report
GENERAL FUND - Fund_10
Statement of Appropriations
September 2022

(2022/10/04-Tue-10:15am)

	Appropriations	Expenditures	Encumbrances	Available Balance
000-24X-73X SCHOOL ADMINISTRATION	\$31,883.70	\$.00	\$31,883.70	\$.00
000-261-730 UNDIST. EXPEND.-REQUIRED MAINT FOR SCHOOL	\$36,817.50	\$.00	\$36,817.50	\$.00
XXX-XXX-73X OTHER EQUIPMENT	\$24,000.00	\$.00	\$.00	\$24,000.00
TOTAL EQUIPMENT	\$139,077.20	\$17,990.00	\$77,087.20	\$44,000.00
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.	\$570,000.00	\$109,778.76	\$149,973.43	\$310,247.81
TOTAL	\$584,941.00	\$109,778.76	\$149,973.43	\$325,188.81
TOTAL CAPITAL OUTLAY EXPENDITURES	\$724,018.20	\$127,768.76	\$227,060.63	\$369,188.81
TOTAL CAPITAL OUTLAY EXPENDITURES AND RESERVES	\$724,018.20	\$127,768.76	\$227,060.63	\$369,188.81
TOTAL GENERAL FUND NOT INCLUDING RESERVES	\$25,222,457.11	\$3,995,594.74	\$18,893,586.99	\$2,333,275.38

PREPARED AND SUBMITTED BY:



10/4/2022

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		\$.00
102-106	CASH EQUIVALENTS		\$.00
111	INVESTMENTS		\$.00
116	CAPITAL RESERVE ACCOUNT		\$.00
	ACCOUNTS RECEIVABLE:		
132	INTERFUND	\$.00	
141	INTERGOVERNMENTAL - STATE	\$.00	
142	INTERGOVERNMENTAL - FEDERAL	\$472,936.00	
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)	\$472,936.00
131	INTERFUND LOANS RECEIVABLE	\$.00	
	OTHER CURRENT ASSETS		\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$1,176,254.00
302	LESS REVENUES	(\$167,977.00)
	TOTAL ASSETS AND RESOURCES	\$1,008,277.00
	LIABILITIES AND FUND EQUITY	\$1,481,213.00

LIABILITIES:

101	CASH OVERDRAFT	\$225,100.96
411	INTERGOVERNMENTAL ACCOUNTS PAYABLE - STATE	\$.00
412	INTERGOVERNMENTAL ACCOUNTS PAYABLE - FEDERAL	\$.00
421	ACCOUNTS PAYABLE	\$1,116.00
431	CONTRACTS PAYABLE	\$.00
451	LOANS PAYABLE	\$.00
481	DEFERRED REVENUES	\$514,903.37
	OTHER CURRENT LIABILITIES	\$.00
	TOTAL LIABILITIES	\$741,120.33

FUND BALANCE:			
APPROPRIATED:			
753	RESERVE FOR ENCUMBRANCES - CURRENT YEAR	\$289,635.09	
754	RESERVE FOR ENCUMBRANCES - PRIOR YEAR	\$43,000.00	
	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	\$1,176,254.00	
602	LESS: EXPENDITURES		\$479,161.33
603	ENCUMBRANCES		(\$768,796.42)
			\$407,457.58
UNAPPROPRIATED:			
770	FUND BALANCE, JULY 1, 2022	\$.00	
303	BUDGETED FUND BALANCE	(\$.00)	
	TOTAL FUND BALANCE		\$740,092.67
	TOTAL LIABILITIES AND FUND EQUITY		\$1,481,213.00

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	\$100,270.00	\$.00	Under	\$100,270.00
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	\$.00	\$.00		\$.00
FROM STATE SOURCES	\$11,976.00	\$5,611.00	Under	\$6,365.00
TITLE I				
IDEA	\$46,784.00	\$.00	Under	\$46,784.00
PERKINS GRANT	\$278,715.00	\$.00	Under	\$278,715.00
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
4419 ARP-IDEA BASIC	\$.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 CCRSA ESSER II	\$.00	\$.00		\$.00
4535 CCRSA LEARNING ACCEL	\$123,170.00	\$.00	Under	\$123,170.00
4536 CCRSA MENTAL HEALTH	\$.00	\$.00		\$.00
4537 ACSERS	\$.00	\$.00		\$.00
4540 ARP ESSER	\$.00	\$.00		\$.00
4541 ARP ESSER ACCEL. LEARNING AND SUPPORT	\$434,241.00	\$56,316.00	Under	\$377,925.00
4542 ARP ESSER SUMMER LEARNING AND ENRICHMENT	\$100,598.00	\$71,340.00	Under	\$29,258.00
4543 ARP ESSER BEYOND THE SCHOOL DAY	\$40,000.00	\$34,710.00	Under	\$5,290.00
4544 ARP ESSER NJTSS	\$40,000.00	\$.00	Under	\$40,000.00
4545 ARP HOMELESS CHILDREN AND YOUTH I	\$.00	\$.00		\$.00
4546 ARP HOMELESS CHILDREN AND YOUTH II	\$.00	\$.00		\$.00
4600 REVENUE FOR/ON BEHALF OF THE LEA	\$.00	\$.00		\$.00
4700 GRANTS-IN-AID FROM FEDERAL GOVT	\$.00	\$.00		\$.00

	Budgeted Estimated \$.00	Actual to Date \$.00	NOTE: Over or (Under)	Unrealized Balance \$.00
4800 REVENUE IN LIEU OF TAXES	\$1,176,254.00	\$167,977.00	Under	\$1,008,277.00
TOTAL REVENUE/SOURCES OF FUNDS				
EXPENDITURES:				
LOCAL PROJECTS	\$100,270.00	\$9,625.00	\$11,959.72	\$78,685.28
STUDENT ACTIVITY FUND	\$500.00	\$.00	\$.00	\$500.00
SCHOLARSHIP FUND	\$.00	\$.00	\$.00	\$.00
STATE PROJECTS				
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	\$2,772.00	\$2,772.00	\$.00	\$.00
NJ NONPUBLIC AUXILIARY SERVICES	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC HANDICAPPED SERVICES	\$7,440.00	\$.00	\$7,440.00	\$.00
NJ NONPUBLIC NURSING SERVICES	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC TECHNOLOGY INITIATIVE	\$1,764.00	\$1,764.00	\$.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	\$11,976.00	\$4,536.00	\$7,440.00	\$.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
TITLE I	\$46,784.00	\$3,080.00	\$.00	\$43,704.00
TITLE II	\$.00	\$.00	\$.00	\$.00

	Appropriations	Expenditures	Encumbrances	Available Balance
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)	\$278,715.00	\$278,715.00	\$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	\$123,170.00	\$6,955.20	\$0.00	\$116,214.80
CRRSA ACT MENTAL HEALTH	\$0.00	\$0.00	\$0.00	\$0.00
ACCERS PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER GRANT	\$434,241.00	\$60,841.98	\$0.00	\$373,399.02
ARP-ESSER ACCEL LEARNING AND SUPPORT	\$100,598.00	\$75,865.50	\$245,060.02	\$128,339.00
ARP-ESSER SUMMER LEARNING AND ENRICHMENT	\$40,000.00	\$39,542.65	\$20,348.00	\$4,384.50
ARP-ESSER BEYOND THE SCHOOL DAY	\$40,000.00	\$0.00	\$47.35	\$39,952.65
ARP-ESSER NJTSS	\$0.00	\$0.00	\$4,370.00	\$35,630.00
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	\$0.00	\$0.00	\$0.00	\$0.00
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	\$1,063,508.00	\$465,000.33	\$270,235.37	\$328,272.30
TOTAL EXPENDITURES	\$1,176,254.00	\$479,161.33	\$289,635.09	\$407,457.58
FEDERAL PROJECTS				
999-XXX-XXX PRIOR YEAR PURCHASE ORDERS	\$43,000.00	\$0.00	\$43,000.00	\$0.00
999-999-999 PRIOR YEAR RESERVE	\$0.00	\$100,577.00	\$1,116.00	(\$101,693.00-)
TOTAL EXPENDITURES AND RESERVE	\$1,219,254.00	\$579,738.33	\$333,751.09	\$305,764.58
TOTAL SPECIAL FUND NOT INCLUDING RESERVES	\$1,176,254.00	\$479,161.33	\$289,635.09	\$407,457.58

PREPARED AND SUBMITTED BY:

September 30, 2022 (Fri)
Budget Year: 2023

Closter Board of Education
Board Secretary Report
SPECIAL REVENUE FUNDS - Fund 20
Interim Statements
September 2022

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(2022/10/04-Tue-10:15am)

Available
Balance

Encumbrances

Expenditures

Appropriations



10/4/2022

DATE

BOARD SECRETARY/BUSINESS ADMINISTRATOR

"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		\$135,000.00
102-104	CASH - OTHER		\$.00
105	CASH WITH FISCAL AGENTS		\$.00
106	CASH EQUIVALENTS		\$.00
111	INVESTMENTS		\$.00
121	TAX LEVY RECEIVABLE		\$141,345.00

ACCOUNTS RECEIVABLE:

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

OTHER CURRENT ASSETS

	\$.00
	\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$282,690.00
302	LESS REVENUES	(\$282,690.00)

TOTAL ASSETS AND RESOURCES

	\$276,345.00
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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
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FUND BALANCE:

APPROPRIATED:

767	RESERVED-FUND BALANCE		
608	DEBT SERVICE RESERVE - JULY 1, 2022	\$.00	
313	ADD: INCREASE IN DEBT SERVICE RESERVE	\$.00	
	LESS: W/D FROM DEBT SERVICE RESERVE	(\$.00)	\$.00
76X	OTHER RESERVES		\$.00
601	APPROPRIATIONS	\$282,690.00	
602	LESS: EXPENDITURES	(\$6,345.00)	
603	ENCUMBRANCES	\$276,345.00	
	TOTAL APPROPRIATIONS	(\$282,690.00)	\$276,345.00

UNAPPROPRIATED:

770	FUND BALANCE, JULY 1, 2022		\$.00
771	DESIGNATED FUND BALANCE	\$.00	
303	BUDGETED FUND BALANCE	(\$.00)	

TOTAL FUND BALANCE

\$276,345.00

TOTAL LIABILITIES AND FUND EQUITY

\$276,345.00

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	\$282,690.00	\$282,690.00		\$.00
1XXX INTEREST EARNED ON DEBT SERVICE RESERVE	\$.00	\$.00		\$.00
1XXX MISCELLANEOUS	\$.00	\$.00		\$.00
TOTAL	\$282,690.00	\$282,690.00		\$.00
STATE SOURCES				
3160 DEBT SERVICE AID TYPE II	\$.00	\$.00		\$.00
TOTAL	\$.00	\$.00		\$.00
50XX OTHER FINANCING SOURCES	\$.00	\$.00		\$.00
TOTAL REVENUE/SOURCES OF FUNDS	\$282,690.00	\$282,690.00		\$.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	\$12,690.00	\$6,345.00		\$.00
701-510-910 REDEMPTION OF PRINC.-EARLY RETIREM.BONDS	\$270,000.00	\$.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	\$282,690.00	\$6,345.00		\$.00
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 177				
TOTAL	\$.00	\$.00		\$.00

ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 177

	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	\$282,690.00	\$6,345.00		\$.00
TRANSFERS				
000-520-93X TRANSFER TO OTHER FUNDS	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS AND TRANSFERS	\$282,690.00	\$6,345.00		\$.00
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS, TRANSFERS AND RESERVE	\$282,690.00	\$6,345.00		\$.00
TOTAL DEBT SERVICE FUNDS NOT INCLUDING RESERVES	\$282,690.00	\$6,345.00	\$276,345.00	\$.00

PREPARED AND SUBMITTED BY:



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 VIOLATION OF N.J.A.C. 6A:23-2.11 (A)."

JOINT PURCHASING AGREEMENT-TRANSPORTATION

THIS JOINT PURCHASING AGREEMENT (hereinafter “Joint Purchasing Agreement” or “Agreement”) made and entered into this 1st day of July, 2022, by and between the NORTHERN VALLEY REGIONAL HIGH SCHOOL DISTRICT (hereinafter referred to as the “Host LEA”) and the SCHOOL DISTRICTS OF ALPINE, CLOSTER, DEMAREST, HARRINGTON PARK, HAWORTH, NORTHVALE, NORWOOD, ROCKLEIGH, and OLD TAPPAN, bodies corporate of the State of New Jersey located within the County of Bergen (hereinafter collectively referred to as the “Member Districts” or “Parties”) is to be in effect from July 1, 2022 to June 30, 2027.

WITNESSETH

WHEREAS, N.J.S.A. 18A:39-11 and N.J.S.A. 18A:46-23 specifically authorizes two (2) or more school districts to enter into a joint agreement for providing transportation for special education students; and

WHEREAS, the Parties hereto have approved the within Agreement by Resolution; and

WHEREAS, it is the desire of the Parties to enter into such Agreement for said purposes;

NOW, THEREFORE, in consideration of the promises, covenants, terms, and conditions hereinafter set forth, it is mutually agreed by the Parties as follows:

1. The Host LEA shall be responsible for obtaining approval of this Agreement from the County Superintendent. Four (4) copies of this Agreement shall be submitted to the County Superintendent within sixty (60) days of the date of this Agreement.

2. The Host LEA shall be responsible for preparing and advertising specifications for the transportation of special education, vocational, and non-public students. The Host LEA shall ensure that the transportation provided by contracted services shall meet the requirements for approval by the County Superintendent.
3. Multiple advertisements for bids or the solicitation of informal quotations for the transportation services to be purchased shall be presented on behalf of all the Member Districts.
4. The Host LEA shall receive bids on behalf of all the Member Districts.
5. Following the receipt of bids or quotations, the Host LEA shall review the bids or quotations on behalf of all Member Districts and will either make an award to the lowest responsible bidder or bidders for each separate item or reject all or certain bids.
6. The Host LEA shall enter into formal written contracts directly with the successful bidders on behalf of the Member Districts participating in this Agreement, subject to annual extensions as may be made in accordance with N.J.S.A. 18A:39-3. The Host LEA's responsibility for payment of the contract sum is contingent upon the receipt of funds from the Member Districts. The Host LEA shall also issue purchase orders in its own name to the successful bidders against said contracts; be invoiced by and receive statements from successful bidders, and make payments directly to the successful bidders. The Member Districts shall be billed by the Host LEA on a monthly basis for their respective shares of the transportation contracts, which are more particularly described below. The Member

Districts shall make payment to the Host LEA within forty five (45) days of the date of the said bill.

7. The Host LEA shall invoice and receive payment from the individual Member Districts for each school year of this Agreement, beginning with the 2022-2023 school year, based upon the following formula:
 - a. On a monthly basis, the total monthly cost of transportation divided by the total number of students receiving transportation services for that month equals the cost per rider based on the number of students receiving transportation billed to each district, with the exception of Alpine. Alpine is charged for the actual cost (e.g., if a route is \$300.00 per diem and there are 2 students and they have one student on the route they are charged \$150.00 per diem)
 - b. Any student specific charges shall be billed to that student's home district, including but not limited to, 1:1 aides, additional trips, and other accommodations and charges that are not included in the bid specifications for each individual route.
8. It is understood and agreed to by the Parties that the Host LEA is not responsible for a transportation contractor's failure to provide the services agreed upon herein, but will make a good faith effort to provide alternative services should such failure occur.

9. Paragraphs 4, 5 and 6 above shall be recited in the specifications so that each bidder will be on notice as to the respective responsibilities of the Host LEA and the Member Districts.
10. The Host LEA shall appropriate sufficient funds to enable it to perform the administrative responsibilities pursuant to this Agreement.
11. The Host LEA shall submit all contracts to the County Superintendent for approval.
12. The Host LEA and the Member Districts shall maintain comprehensive general liability insurance in the amount of 2,000,000.00 and shall name each other as additional insureds on their respective insurance policies for coverage of any loss or claim that may arise in connection with the implementation of this Agreement.
13. This Agreement shall begin on July 1, 2022 and shall remain in effect until June 30, 2027. For each school year throughout the term of this Agreement, the Host LEA and the superintendents of the Member Districts shall meet by March 1st to discuss and review the anticipated transportation costs for the next school year. Each of the Member Districts entering into this Agreement acknowledges the reliance of the Host LEA and the other Member Districts upon the participation of all Member Districts throughout each and every school year during the term of this Agreement. A Member District that seeks to withdraw from this Agreement with or without cause for the following school year must give written notice to the Host LEA by March 1. The Host LEA will provide each Member District with notice of the withdrawal of any other Member

District within fourteen (14) days of receipt of such notice. Notwithstanding the withdrawal, the withdrawing Member District shall remain liable for its share of the cost of transportation services pursuant to this Agreement through the current school year.

14. All records and documents maintained or utilized pursuant to the terms of this Agreement shall be available and open to public inspection during normal business hours at the Board Office of each Member District.
15. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective Parties hereto.
16. The rights and responsibilities under this Agreement may not be assigned, transferred, hypothecated or otherwise delegated to any third party, whether voluntarily, involuntarily or by operation of law, without the prior written consent of the other parties to this Agreement.
17. Any dispute under this Agreement shall be resolved by the Executive County Superintendent of Schools, pursuant to N.J.S.A. 18A:18A-14.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above-written.

ATTEST:

CLOSTER

School Business Administrator/
Board Secretary

Board President

Dated: _____

Dated: _____

JOINT PURCHASING AGREEMENT
L.DTC/PYSCH/SPEECH Independent Consultants

THIS JOINT PURCHASING AGREEMENT (hereinafter “Joint Purchasing Agreement” or “Agreement”) made and entered into this 1st day of July, 2022, by and between the NORTHERN VALLEY REGIONAL HIGH SCHOOL DISTRICT (hereinafter referred to as “the Host LEA”) and the SCHOOL DISTRICTS OF ALPINE, CLOSTER, DEMAREST, HARRINGTON PARK, HAWORTH, NORTHVALE, NORWOOD, and OLD TAPPAN, bodies corporate of the State of New Jersey located within the County of Bergen (hereinafter referred to collectively as “Member Districts” or “Parties”) is to be in effect from July 1, 2022 to June 30, 2027.

WITNESSETH

WHEREAS, N.J.S.A. 18A:18A-11 authorizes two or more school districts to enter into joint purchasing agreements to provide jointly by agreement for the purchase of supplies, materials or work;

WHEREAS, all Parties thereto have approved the within Agreement by Resolution; and

WHEREAS, it is the desire of all Parties to enter into such Agreement for the purpose of providing for the joint purchase of Learning Disabilities Teacher Consultants, School Psychologists, and Speech Therapists (“Consultants”).

NOW, THEREFORE, in consideration of the promises and of the covenants, terms, and conditions hereinafter set forth, it is mutually agreed as follows:

1. The Host LEA shall be responsible for contracting Learning Disabilities Teacher Consultants, School Psychologists, and Speech Therapists, to provide independent

evaluation services to students of the Member Districts of the Joint Purchasing Agreement who attend programs in the districts of Alpine, Closter, Demarest, Harrington Park, Haworth, Northvale, Norwood, Northern Valley, and Old Tappan public schools.

2. The Host LEA will ensure that appropriate credentials are on file for all Learning Disabilities Teacher Consultants, School Psychologists, and Speech Therapists.

3. Each Member District shall be entitled to up to 17 total independent evaluations, not including functional behavior assessments which are provided through the behaviorists employed through the Bergen County Region III Council for Special Education (“Region III”) shared service agreement. While each Member District is strongly encouraged to obtain its independent evaluations through this Agreement, a Member District is not required to do so if it determines that the unique needs of the student necessitate an independent evaluation from another provider or for other good cause.

The total anticipated cost for the independent evaluation services under this agreement for the 2022-2023 school year is \$78,400 which shall be included in the Region III budget based upon each Member District’s prior year Application for State School Aid (“ASSA”) Enrollment (the total district enrollment reported to the State Department of Education each October 15). The share of the cost to be paid by each Member District to participate in the program will be derived by dividing each respective district’s ASSA enrollment by the combined total ASSA enrollment of all Member Districts participating in this Agreement. For each school year throughout the term of this Agreement, the superintendent of the Host LEA and the superintendents of the Member Districts shall meet by March 1st to discuss and reach agreement by a majority vote on the anticipated cost of the independent evaluation services for

the next school year, which amount will be included in the Region III budget for the next school year.

4. The Host LEA shall coordinate the service provider's evaluation schedule for the Member Districts.

5. It is understood and agreed by the Parties that the Host LEA will make a good faith effort to provide services whenever possible.

6. Pursuant to N.J.S.A. 18A:18A-5, the services of Learning Disabilities Teacher Consultants, School Psychologists, and Speech Therapists are professional services that are exempt from the requirements of public bidding. Therefore, the Host LEA shall solicit quotations for services on an as-needed basis and shall enter contracts in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., which are in the best interests of the Host LEA and the Member Districts, price and experience considered. The Host LEA shall enter into a formal written contract directly with each Learning Disabilities Teacher Consultant, School Psychologist, and Speech Therapist on behalf of the Member Districts participating in this Joint Purchasing Agreement. The Host LEA shall also issue purchase orders in its own name to the Consultants and make payments directly to them.

7. The Host LEA and the Member Districts shall maintain comprehensive general liability insurance in the amount of \$2,000,000.00 and shall name each other as additional insureds on their respective insurance policies for coverage of any loss or claim that may arise in connection with the implementation of this Agreement.

8. This Agreement shall begin on July 1, 2022 and shall remain in effect until June 30, 2027. Each of the Member District's entering into this Agreement acknowledges the reliance of the Host LEA and the other Member Districts upon the participation of all

identified Member Districts throughout each and every school year during the term of this Agreement. A Member District that seeks to withdraw from this Agreement with or without cause for the following school year must give written notice to the Host LEA on or before March 1. Notwithstanding the withdrawal, the withdrawing Member District shall be and remain liable for its share of the cost of services pursuant to this Agreement through the current school year. Any Member District that fails to provide written notice on or before March 1 shall be and remain liable for its share of the cost of services provided pursuant to this Agreement through the school year following the school year in which the Member District failed to provide the notice of withdrawal. In addition, the Host LEA will provide each Member District with notice of the withdrawal of any other Member District within fourteen (14) days of receipt of such notice. In the event of the withdrawal of a Member District and the cessation of contributions from the withdrawing Member District, the total cost for the provision of the independent consultants, as set forth in this Agreement, shall be apportioned among the remaining Member Districts participating in this Agreement.

9. All records and documents maintained or utilized pursuant to the terms of this Agreement shall be available and open to public inspection during business hours at the Board Office of each Member District.

10. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

11. The rights and responsibilities under this Agreement may not be assigned, transferred, hypothecated or otherwise delegated to any third party, whether voluntarily, involuntarily or by operation of law, without the prior written consent of the other parties to this Agreement.

12. Any dispute under this Agreement shall be resolved by the Executive County Superintendent of Schools, pursuant to N.J.S.A. 18A:18A-14.

INTENTIONALLY LEFT BLANK

SIGNATURE PAGES TO FOLLOW

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above-written.

ATTEST

CLOSTER

Business Administrator/
Board Secretary

Board President

Dated: _____

Dated: _____

SHARED SERVICES AGREEMENT

Bergen County Region III Council for Special Education

THIS SHARED SERVICES AGREEMENT (“Agreement”) made and entered into this 1st day of July, 2022 by and between the NORTHERN VALLEY REGIONAL HIGH SCHOOL DISTRICT (hereinafter referred to as “the Host LEA”) and the SCHOOL DISTRICTS OF ALPINE, CLOSTER, DEMAREST, HARRINGTON PARK, HAWORTH, NORTHVALE, NORWOOD and OLD TAPPAN, bodies corporate of the State of New Jersey located within the County of Bergen (hereinafter collectively referred to as the “Member Districts” or “Parties”) is to be in effect from July 1, 2022 to June 30, 2032.

WITNESSETH

WHEREAS, the Uniform Shared Services and Consolidations Act, N.J.S.A. 40A:65-1 et seq. authorizes two or more districts to enter into a shared services agreement for the provision of joint services; and

WHEREAS, all Parties hereto have approved the within Agreement by Resolution; and

WHEREAS, it is the desire of all Parties to enter into such Agreement for said purposes.

NOW, THEREFORE, in consideration of the promises and of the covenants, terms, and conditions hereinafter set forth, it is mutually agreed as follows:

1. The Host LEA shall, for the term of this agreement, act as the Member District which is responsible for the provision of services as more particularly set forth in this Agreement.

2. The Host LEA shall employ a shared Director, three full-time Behavioral Consultants, one full-time Social Skills Counselor, and a shared administrative assistant/coordinator. The Host LEA shall provide office space to the Director and administrative assistant/coordinator.

3. The Host LEA Superintendent will have the same authority and responsibility for the appointment, evaluation and retention of personnel with respect to these positions as for other district staff as set forth in N.J.S.A. 18A:1-1 et. seq. The parties to this agreement shall meet in March of each year to discuss staffing levels for the following school year.

4. The Host LEA will have the same oversight authority and responsibility for regional services as it does for its other district programs and operations as set forth in N.J.S.A. 18A:1-1 et. seq.

5. The proposed Region III budget for the 2022-2023 school year is \$682,290 which includes a Behaviorist, Social Skills Counselor, Independent Consultant (specified in a separate Joint Purchasing Agreement), After School Social Skills Counselor (Hand in Hand) and special education and non-public transportation programs (specified in a separate Joint Purchasing Agreement). The 2022-2023 budget includes the salaries and benefits of the employees referenced in paragraph 2, as well as after-school social skills counselors' stipends; travel expenses; regional and inter-regional in-service (staff development) workshops; equipment; supplies; auditor's fees; office supplies/testing materials; and independent consultants. The traditional Host LEA fee that covers the cost of facilities, custodial services, insurance, transportation logistics, technology, postage, and utilities, as well as the estimated prorated share of other administrative costs will not be charged for the 2022-2023 school year.

6. For each school year throughout the term of this Agreement, the Host LEA and the superintendents of the Member Districts shall meet by March 1st to discuss and reach agreement

by a majority vote on the Region III budget, and any Host LEA fee and administrative costs to be charged for the next school year.

7. Each of the participating Member Districts agrees to pay its share of the cost for the operation of the Bergen County Region III Council for Special Education (“Region III Council”) and for participating in this Agreement, based upon each Member District’s prior year Application for State School Aid (“ASSA”) Enrollment (the total district enrollment reported to the State Department of Education each October 15). The share of the cost to be paid by each Member District to participate in the program will be derived by dividing each respective district’s ASSA enrollment by the combined total ASSA enrollment of all Member Districts participating in this Agreement. Each Member District’s share of the costs shall be paid to the Host LEA in quarterly installments, with the first payment due July 1, 2022. In addition to the calculated share of the budgeted cost due for the 2022-2023 school year, each Member District shall pay its prorated share of the agreed-upon budgeted Host LEA fee and administrative costs allocable to the operation of the Region III Council for each school year thereafter for the remaining term of the Agreement. The services to be provided by the Host LEA to the school districts of Alpine, Closter, Demarest, Harrington Park, Haworth, Northvale, Norwood, and Old Tappan include the services of the Director whose responsibilities will be to coordinate special education initiatives, provide technical assistance, and staff development programs in accordance with current trends and Federal and State mandates. The Director will also assist the Districts in the recruitment and hiring of Special Education personnel. In addition, the Director will survey the Special Education needs of each District on an annual basis. The Director shall be responsible for the gathering of data and submission of reports to the Region III, Special Education Advisory Council. The Director shall be available on an as-needed basis and may be

contacted directly by the Member Districts. These and other responsibilities are specified in the attached "Job Description of the Director".

The Behavior Consultant shall be responsible for conducting functional behavioral assessments, and for designing modifications and accommodations for students. The Behavior Consultant shall also complete PLAAFP's for students receiving behavior support services and shall attend I&RS/RTI, child study team and IEP meetings as needed. These and other responsibilities are specified in the attached Behavior Consultant job description.

8. The superintendents of the Member Districts shall meet to discuss the implementation of this Agreement, as well as the implementation of any Joint Purchasing Agreements and to make suggestions and recommendations to the Host LEA. The Director of Region III shall schedule meetings with Member District Superintendents on a monthly basis. The Director shall also meet with district Child Study Team Chairpersons on a monthly basis or as needed if sooner than on a monthly basis.

9. The Host LEA and the Member Districts shall maintain comprehensive general liability insurance in the amount of \$2,000,000.00 and shall name each other as additional insureds on their respective policies for coverage of any loss or claim that may arise in connection with the implementation of this Agreement.

10. This Agreement shall begin on July 1, 2022 and shall remain in effect until June 30, 2032. Each of the Member Districts entering into this Agreement acknowledges the reliance of the Host LEA and the other Member Districts upon the participation of all identified Member Districts throughout each and every school year during the term of this Agreement. A Member District that seeks to withdraw from this Agreement with or without cause for the following school year must give written notice to the Host LEA on or before March 1. The Host LEA will

provide each Member District with notice of the withdrawal of any other Member District within fourteen (14) days of receipt of such notice. Notwithstanding the withdrawal, the withdrawing Member District shall be and remain liable for its share of the cost of services pursuant to this Agreement through the current school year. Any Member District that fails to provide written notice on or before March 1 shall be and remain liable for the operation of its share of the cost for the operation of the Bergen County Region III Council for Special Education through the school year following the school year in which the Member District failed to provide the required minimum notice of withdrawal. In the event of the withdrawal of a Member District and the cessation of contributions from the withdrawing Member District, the total cost for the operation of the Bergen County Region III Council for Special Education, as set forth in this Agreement, shall be apportioned among the remaining Member Districts' participating in the Region III Council.

11. All records and documents maintained or utilized pursuant to the terms of the Agreement shall be available and open to public inspection during normal business hours at the Board Office of each of the Region III Member Districts.

12. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

13. The rights and responsibilities under this Agreement may not be assigned, transferred, hypothecated or otherwise delegated to any third party, whether voluntarily, involuntarily or by operation of law, without the prior written consent of the other parties to this Agreement.

14. This agreement shall be governed, construed and interpreted in accordance with the law of the State of New Jersey. The Superior Court of the State of New Jersey, in the County of Bergen, shall have jurisdiction to hear and determine any claim or disputes pertaining directly

or indirectly to the Agreement or to any matter arising therefrom. Each of the parties hereby expressly submits and consents in advance to such jurisdiction in any action or proceeding commenced by the other in such court.

INTENTIONALLY LEFT BLANK

SIGNATURE PAGES TO FOLLOW

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above-written.

ATTEST

CLOSTER

Business Administrator/
Board Secretary

Board President

Dated: _____

Dated: _____

SHARED SERVICES AGREEMENT

Northern Valley Curriculum Consortium

THIS CURRICULUM CONSORTIUM AGREEMENT (“Agreement”) made and entered into this 1st day of July, 2022, by and between the NORTHERN VALLEY HIGH SCHOOL DISTRICT (hereinafter referred to as “the Host LEA”), and Closter, Demarest, Harrington Park, Haworth, Norwood, Northvale, and Old Tappan bodies corporate of the State of New Jersey located within the County of Bergen (hereinafter collectively referred to as the “Member Districts” or “Parties”) is to be in effect from July 1, 2022 to June 30, 2032.

WITNESSETH

WHEREAS, the Uniform Shared Services and Consolidations Act, N.J.S.A. 40A:65-1 et seq., authorizes two or more districts to enter into a shared services agreement for the provision of joint services; and

WHEREAS, all Parties hereto have approved the within Agreement by Resolution; and

WHEREAS, it is the desire of all Parties to enter into such Agreement for the operation of the Northern Valley Curriculum Consortium (“Consortium”) in accordance with the terms set forth herein.

NOW, THEREFORE, in consideration of the promises and of the covenants, terms, and conditions hereinafter set forth, it is mutually agreed as follows:

1. The Host LEA shall, for the term of this agreement, act as the Member District which is responsible for the provision of services as more particularly set forth in this Agreement.
2. The Host LEA shall employ the employees of the Northern Valley Curriculum Center (“NVCC”): a Regional Director of Curriculum and Instruction, a Supervisor of Staff

Development, a full-time Administrative Assistant, and a part-time Associate Secretary. The Host LEA shall provide office space to the NVCC Staff.

3. The Host LEA Superintendent will have the same authority and responsibility for the appointment, evaluation and retention of personnel with respect to these positions as for other district staff as set forth in N.J.S.A. 18A:1-1 et. seq.

4. The Host LEA Board of Education will have the same oversight authority and responsibility for regional services as it does for its other district programs and operations as set forth in N.J.S.A. 18A:1-1 et. seq.

5. The NVCC budget for the 2022-2023 school year is \$751,725, which includes Curriculum and Instruction, Staff Development, VIA, and CRT programs. The 2022-2023 NVCC budget includes the salaries and benefits of the employees referenced in paragraph 2, as well as consultant costs, transportation, office supplies, professional services, membership expenditures, research and instructional materials, technology supplies, auditors' fees, printing and copying, room rentals, travel expenses, supplies, membership fees, advisor stipend, and the Host LEA fee. The Host LEA fee in the amount of 3.5% of the budget covers the cost of facilities, custodial services, and utilities, as well as the estimated prorated share of other administrative costs.

6. For each school year throughout the term of this Agreement, the Host LEA and the superintendents of the Member Districts shall meet by March 1st to discuss and reach agreement by a majority vote on the NVCC budget, and any Host LEA fee and administrative costs to be charged for the next school year.

7. The Host LEA and each Member District of the Consortium agrees to pay its prorated share of the cost for the operation of the NVCC based upon the Member District's Application for State School Aid ("ASSA") Enrollment (the total district enrollment reported to

the State Department of Education each October 15). The share of the cost to be paid by each Member District of the Consortium will be derived by dividing each respective District's ASSA enrollment by the combined, total ASSA enrollment of all Member District's participating in the Consortium. Each Member District's share of the costs shall be paid to the Host LEA in quarterly installments, with the first payment due July 1, 2022. In addition to the calculated share of the budgeted cost due for the 2022-2023 school year, each Member District shall pay its share of the agreed-upon budgeted cost and any Host LEA fee and administrative costs allocable to the operation of the NVCC for each school year thereafter for the remaining term of the Agreement. The services to be provided by the Host LEA to the Districts of Closter, Demarest, Harrington Park, Haworth, Norwood, Northvale, and Old Tappan include the services of the Regional Director of Curriculum and Instruction whose responsibilities will be to coordinate curriculum initiatives and staff development programs. The Director shall also be responsible for making recommendations for curriculum development and improvement of instruction. The Director will be responsible for the implementation of federal and state aid programs. He/she will work with fellow administrators, teachers and special services personnel to cooperatively plan and put into action the educational programs appropriate for every child. The Director shall study state and national curriculum standards and advise of their merit. The Director shall provide leadership with curriculum specialists in the development of curriculum guides, task analyses and assessment protocols. These and other responsibilities are specified in the attached "Job Description of Regional Director of Curriculum and Instruction." The Director will be available on an as-needed basis and may be contacted directly by the Member Districts.

8. The supervisor of staff development shall provide continuous growth opportunities for staff members, including the creation and presentation of staff development programs and follow-up coaching visits. He/she is responsible for the continuing direction and

guidance of the work of the instructional personnel in the staff development program. He/she will also prepare a staff development offering catalog for regional communication of activities and shall provide assistance in the alignment of professional development concepts with the K-12 curriculum.

9. The superintendents of the Member Districts shall meet to discuss the implementation of this Agreement, as well as the implementation of any Joint Purchasing Agreements and to make suggestions and recommendations to the Host LEA. The Director of Curriculum and Instruction shall schedule meetings with the Member District Superintendents on a monthly basis.

9. The Host LEA and the Member Districts shall maintain comprehensive general liability insurance in the amount of \$2,000,000.00 and shall name each other as additional insureds on their respective insurance policies for coverage of any loss or claim that may arise in connection with the implementation of this Agreement.

10. This Agreement shall begin on July 1, 2022 and shall remain in effect until June 30, 2032. Each of the Member Districts entering into this Agreement acknowledges the reliance of the Host LEA and the other Member Districts upon the participation of all identified Member Districts throughout each and every school year during the term of this Agreement. A Member District that seeks to withdraw from this Agreement with or without cause for the following school year must give written notice to the Host LEA on or before March 1. Notwithstanding the withdrawal, the withdrawing Member District shall be and remain liable for its share of the cost of services pursuant to this Agreement through the current school year. Any member District that fails to provide written notice on or before March 1 shall be and remain liable for its share of the cost for the operation of the Consortium and the NVCC through the school year following the school year in which the Member District failed to provide the required minimum notice of

withdrawal. The Host LEA will provide each Member District with notice of the withdrawal of any other Member District within fourteen (14) days of receipt of such notice. In the event of the withdrawal of a Member District and the cessation of contributions from the withdrawing Member District, the total cost for the operation of the NVCC and the Consortium, as set forth in this Agreement, shall be apportioned among the remaining Member Districts participating in the Consortium.

11. All records and documents maintained or utilized pursuant to the terms of the Agreement shall be available and open to public inspection during normal business hours at the Board Office of each Member District.

12. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

13. The rights and responsibilities under this Agreement may not be assigned, transferred, hypothecated or otherwise delegated to any third party, whether voluntarily, involuntarily or by operation of law, without the prior written consent of the other parties to this Agreement.

14. This agreement shall be governed, construed and interpreted in accordance with the law of the State of New Jersey. The Superior Court of the State of New Jersey, in the County of Bergen, shall have jurisdiction to hear and determine any claim or disputes pertaining directly or indirectly to the Agreement or to any matter arising therefrom. Each of the parties hereby expressly submits and consents in advance to such jurisdiction in any action or proceeding commenced by the other in such court.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above-written.

ATTEST

Closter School District

Business Administrator/
Board Secretary

Board President

Dated: _____

Dated: _____

REGULATION GUIDE

TEACHING STAFF MEMBERS

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Lesson Plans and Plan Books

R 3270 LESSON PLANS AND PLAN BOOKS

A. Lesson Plans

1. Teaching staff members assigned specific instructional responsibilities designated by the Superintendent shall prepare regular lesson plans.
2. Lesson plans must conform to the guidelines established by the Superintendent or designee. Plans may be reviewed and monitored by school district administrative staff as determined by the Superintendent.
3. The content of the lesson plan will be determined by the Superintendent or designee. The content of the lesson plan may include, but not be limited to:
 - a. Name of the unit or area of learning;
 - b. Goals and objectives;
 - c. Instructional planning that includes the applicable New Jersey Student Learning Standards (NJSLS);
 - d. Interdisciplinary connections;
 - e. Integration of technology;
 - f. Assessments, including, but not limited to formative, summative, benchmark, and alternative assessments;
 - g. List of core instructional and supplemental materials; and
 - h. Any other content as prescribed by the Superintendent, Principal, and/or immediate supervisor.
4. Lesson plans must be prepared in advance.



REGULATION GUIDE

TEACHING STAFF MEMBERS

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Lesson Plans and Plan Books

5. Lesson plans will follow the format established by the Principal or designee.
6. Lesson plans must be prepared with clarity and in sufficient detail to permit a substitute to conduct the lesson efficiently and effectively.

B. Lesson Plan Books

1. Lesson plans shall be kept in an accessible electronic version or in a plan book.
2. The plan book will permit administrators to monitor classroom instruction.
3. Content of the lesson plan book shall be designated by the Superintendent and will be determined by the school district.

C. Substitute Lesson Plans

1. Each teaching staff member shall submit a substitute folder to the Principal or designee that shall contain the following:
 - a. Lesson plans;
 - b. Emergency procedures; and
 - c. Any other content as prescribed by the Principal.
2. To help a substitute and to provide meaningful work for the students in the event a teaching staff member is absent, subject related activities shall be provided.
3. Every attempt shall be made to follow the lesson plans so that the student's education will not be interrupted during the teaching staff member's absence.

Issued:



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Care of School Property
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R 5513 CARE OF SCHOOL PROPERTY

A. **Teaching Staff Member ~~Teachers~~' Responsibilities**

- ~~1. Teachers will exercise judgment in the entrustment of school property to students.~~
12. **Teaching staff members ~~Teachers~~** will impress upon all students the importance of the proper care of school property and instruct students in the proper use of school facilities, equipment, instructional materials, and textbooks.
23. **Teaching staff members ~~Teachers~~** will keep an accurate inventory of textbooks and other materials ~~in assigned to~~ their classrooms.

B. **General Rules Governing the Use of School Property**

1. Students shall not deface the school building, furnishings, or equipment in any manner.
2. Students shall not use school furnishings or equipment for purposes other than those for which the furnishing or equipment was designed and intended.
3. Students will care for school textbooks in accordance with ~~paragraph D. below.~~

C. **Distribution and Collection of Textbooks and Materials**

1. ~~Each T~~textbooks will be **identified stamped** as the property of the Board of Education and ~~marked with a number unique to that book.~~
2. A label ~~shall will~~ be affixed to ~~the front of~~ each textbook and will include:
 - a. The name of the Board of Education, **and**



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STUDENTS

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Care of School Property

- b. The name of the school,
 - c. ~~The year in which the book was purchased, and~~
 - d. ~~The number assigned to the book.~~
3. The following information will also be entered on the label **or documented in another manner** each time the book is issued to a student:
- a. The name of the student to whom the book is issued,
 - b. The date on which the book is issued to the student,
 - c. The condition of the book when it is issued, and
 - d. The condition of the book when it is returned.
4. Each classroom teacher will keep a permanent record of the textbooks used in **their** ~~his/her~~ classroom. The record will include all the information listed in ~~paragraph C.2. and paragraph C.3.~~ **above.**
5. A lost textbook must be promptly reported to the **teaching staff member** ~~teacher~~ who issued the book. A replacement textbook will be issued **to the student as soon as possible** ~~immediately.~~
6. Textbooks will be collected and inspected before the end of the school year or marking period, as appropriate. Once inspected, a textbook will be returned to inventory until it is again distributed to a student.
7. Students must remove covers, loose papers, and markings before returning any textbook.
8. Fines ~~may will~~ be assessed for lost and damaged textbooks in accordance with a **schedule as approved by the Superintendent or designee** ~~paragraph E.~~



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Care of School Property

D. Care of Textbooks by Students

1. Students shall take care not to lose or misplace a textbook or expose a textbook to conditions or circumstances likely to destroy, damage, or degrade it.
2. All textbooks that will be taken home by students must be protected with an appropriate cover to be supplied by the student.
3. Students should not:
 - a. Use pens, pencils, or other implements to mark a place in a textbook;
 - b. Use a textbook to file bulky papers and notes;
 - c. Write in textbooks; or
 - d. Soil textbooks beyond normal use.

E. Fines and Penalties

1. ~~Fines will be assessed as follows for any lost textbook or textbook damaged beyond normal wear.~~

Loss or damage	Fine
Lost book issued in	80% of list price
—new condition	
Lost book issued in	60% of list price
—good condition	
Lost book issued in	40% of list price
—fair condition	
Lost book issued in	20% of list price
—poor condition	
Broken bindings	\$1
Defaced cover	50 cents
Missing pages	25 cents per page
Loose or torn pages	10 cents per page
Marks not damaging to text	5 cents per page
Marks damaging to text	25 cents per page
Dog-eared pages	10 cents per page
Soil not damaging to text	5 cents per page
Soil damaging to text	25 cents per page
Book so damaged (by water or	



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STUDENTS

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Care of School Property

~~otherwise) as to be unusable _____ as for lost books~~

12. The **teaching staff member teacher** will inspect each textbook returned. The teacher will prepare a **report form in triplicate to be submitted to the Principal or designee** that includes:

- a. The name and number of the textbook damaged or lost;
- b. The name of the student **that lost or damaged a textbook**;
- c. The loss or **extent of damage** to the textbook; and

The principal will determine the amount of the fine **assessed, if any**.

23. In setting fines, the **principal teacher** may take into account verified extenuating circumstances.

~~4. The student will take the form to the _____ and make payment of the fine assessed. The _____ will sign the form when payment is made.~~

35. **Teaching staff members Teachers** will not collect fines. **Textbook fines shall be submitted to the Principal or designee.**

~~6. Copies of the form will be distributed as follows:~~

- ~~a. The _____ (same as #E4) will retain one copy for office records.~~
- ~~b. The student will be given one copy as receipt for the fine.~~
- ~~c. The teacher will be given one copy as evidence that the fine has been paid.~~

47. A student who finds their lost textbook, **after being assessed and paying a fine**, will be reimbursed any fine paid for the lost textbook but **may will** be assessed a fine for any damage done to the book.



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Care of School Property

58. **The Board of Education may withhold** ~~A student who has not paid a fine owed will not receive a diploma, transcript, transfer card, or report card until the fine has been duly paid and acknowledged. A high school senior who has unpaid fines may participate in the graduation ceremony but will receive a blank diploma.~~
9. ~~If fines remain unpaid, the _____ may request payment from the parent(s) or legal guardian(s), notify the student's employer, or take such other steps as may be appropriate to ensure that moneys due the district are paid and that the importance of taking responsibility for the consequence of one's acts is instilled.~~

Adopted:



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Quorum

0163 QUORUM

A quorum of the Board of Education shall consist of a minimum of five Board members, and no business shall be conducted in the absence of a quorum except when the Doctrine of Necessity is invoked.

All Board meetings shall be called to commence not later than 8:00 p.m. of the designated day but, if ~~In the event~~ a quorum is not present at the time for which the meeting is called, the Board member or ~~Board members present~~ ~~hour of convening, the meeting may be recessed~~ recess the meeting to a time not later than 9:00 p.m. of the same day- and, ~~if~~ a quorum ~~be not present at that time, is not then present,~~ the member or members present may adjourn the meeting to commence not later than 8:00 p.m. of another day, but not more than seven days following the date for which the original meeting was called, but no further recess or adjournment of the meeting shall be made ~~a later date within seven days.~~

The Board of Education recognizes ~~that~~ there may be matters that come before the Board or acts required of Board members in their official capacity where the Board member may have a conflict of interest or the act by a Board member would be in violation of N.J.S.A. 18A:12-24. In these matters, the Board member(s) shall ~~will~~ remove themselves ~~himself/herself~~ from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter. The Board will consider this matter without the Board member(s) who has the conflict.

In the event a matter comes before the Board or an act is required of a Board member in ~~their his/her~~ official capacity that is a conflict or would be in violation of N.J.S.A. 18A:12-24, the Board would still be required to have a quorum to consider the matter. However, the New Jersey Department of Education and the School Ethics Commission ~~has~~ envisioned this prohibition could create a situation in which ~~the number of conflicted Board members would prevent so many Board members have a conflict, that the Board would be unable to take action on~~ a matter. Therefore, when more than a quorum of the Board members must abstain from voting on a matter due to a conflict or the act would be in violation of N.J.S.A. 18A:12-24, the Board will invoke the Doctrine of Necessity consistent with the New Jersey Department of Education and School Ethics Commission guidelines as follows:



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Quorum

A. Board Member(s) in Conflict - Less Than a Majority of The Board

1. In the event a Board member(s) has a conflict of interest where the Board member will act in **their his/her** official capacity, the Board member must remove **themselves himself/herself** from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter.
2. In the event a Board member is unsure whether **they he/she** or any other Board member has a conflict of interest or whether the matter, if acted upon by a Board member(s) is in violation of N.J.S.A. 18A:12-24 - Prohibited Acts, the School Board Attorney will make a determination.
3. The School Board Attorney will provide the Board of Education an opinion on whether the matter is a conflict of interest or act prohibited by N.J.S.A. 18A:12-24 - Prohibited Acts.
4. If the Board member(s) believes **they he/she have has** a conflict of interest where **they he/she** will act in **their his/her** official capacity or if the School Board Attorney renders an opinion ~~that~~ the Board member has a conflict of interest where the Board member will act in **their his/her** official capacity, the Board member will remove **themselves himself/herself** from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter.

B. Board Member(s) in Conflict - A Majority of Board Members in Conflict

1. In the event:
 - a. A Board member(s) believes **they he/she have has** a conflict of interest or **if acted upon by a Board member is in violation of N.J.S.A. 18A:12-24** ~~where he/she will act in his/her official capacity;~~ or
 - b. If the School Board Attorney renders an opinion ~~that the a~~ Board member(s) has a conflict of interest or **if acted upon by a Board member is in violation of N.J.S.A. 18A:12-24** ~~where the Board member will act in his/her official capacity;~~ and



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Quorum

- c. The number of Board members that have a conflict would make it so the Board would be unable to take action on the matter, then the Board may invoke the “~~Rule [or Doctrine]~~ of Necessity.” (Citing U.S. v. Will, 449 U.S. 200 (1980)).

C. ~~Rule [Or Doctrine]~~ Of Necessity

1. The Doctrine of Necessity may be invoked when more than a quorum of the Board must abstain from voting on a matter.
2. There are three prerequisites necessary for a Board to invoke the Doctrine of Necessity:
 - a. The Board must be unable to act without the members in conflict taking part;
 - b. There must be a pressing need for action, i.e. the matter cannot be laid aside until another date; and
 - c. There can be no alternative forum that can grant the same relief.

~~(Allen v. Toms River Regional Board of Education, 233 N.J. Super 651 (Law Division 1989)).~~

3. When the School Board Attorney advises the Board the Doctrine of Necessity must be invoked in order to obtain a quorum on a vote, the Board must **publicly state:** ~~announce that it is invoking the Doctrine.~~
 - a. **That it is invoking the Doctrine of Necessity;** ~~The announcement must include the reason the Board must invoke the Doctrine of Necessity including stating the nature of each Board members conflict.~~
 - b. **The specific reason/purpose for which the Doctrine of Necessity is being invoked; and** ~~The announcement will be in writing and should be recorded in the minutes of the meeting by the Board Secretary at the point when the vote takes place.~~



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Quorum

- c. **The specific nature of the conflict of interest for each Board member that has a conflict of interest: ~~It is enough for the Board to announce it is invoking the Doctrine and a Board Resolution is not required.~~**
 - (1) **The specific nature of the conflict of interest for each Board member should include the Board member's name; the name of the immediate family member or relative which is the basis for the conflict of interest, and the position that immediate family member or relative holds; or**
 - (2) **If the specific nature of the conflict of interest for a Board member is a conflict other than an immediate family member or relative, the announcement should include the conflict which is the basis for the conflict of interest.**
- 4. **When the Board invokes the Doctrine of Necessity, it will adopt a Resolution setting forth the same information as outlined in C.3. above.**
- 54. **When the Board invokes the Doctrine of Necessity, the Resolution will be:**
 - a. **Read at a regularly scheduled public meeting;**
 - b. **Posted in such places the Board posts public notices for thirty days; and**
 - c. **~~Provided to the School Ethics Commission When the Board announces the Doctrine of Necessity is being invoked, the details, parameters and/or other pertinent facts of the matter to be voted should be revealed on an agenda for the public meeting in which the matter is to be voted upon.~~**



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Quorum

65. The Board members who have a conflict in the matter are prohibited from:
- a. Participating in any discussions on the matter prior to the announcement of the invocation of the Doctrine of Necessity at the and public meeting; and
 - b. Being present in an executive session when the matter is being discussed ~~From entering an executive session in order to discuss the merits of the matter or contract; and~~
 - c. ~~From~~ Offering their opinions on the matter at any time prior to the announcement or the invocation of the Doctrine of Necessity and public meeting.
6. ~~The Board members who have a conflict in the matter may only participate to the extent they may vote after the motion to approve and/or ratify the matter has been made and seconded and the Doctrine of Necessity has been thoroughly explained to the public.~~
7. The Board members who have a in conflict may only ask questions regarding the matter to be voted on in public and after the Board has invoked the Doctrine of Necessity.
8. The Board members who have a in conflict may explain their reasons for not voting just before the vote.

N.J.S.A. 18A:10-6; 18A:12-24

New Jersey School Ethics Commission – Advisory Opinions A10-93(b), and A07-94, and C07-96

New Jersey School Ethics Commission – Resolution on Invoking the Doctrine of Necessity – June 25, 2018

Adopted:



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ADMINISTRATION

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Board of Education Website Accessibility

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1511 BOARD OF EDUCATION WEBSITE ACCESSIBILITY

It is the goal of the Board of Education that the information on the school district's **internet websites are is** accessible to individuals with disabilities in compliance with the requirements of **Federal law** (Section 504 of the Rehabilitation Act of 1973 and that statute's implementing regulations at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and that statute's implementing regulations at 28 C.F.R. Part 35) **and New Jersey law** (N.J.S.A. 18A:36-35.1).

A. **Federal Law – American with Disabilities Act (ADA)**

1. For the purposes of ~~this Policy~~ the Federal law - Section 504 of the Rehabilitation Act of 1973 and that statute's implementing regulations at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and that statute's implementing regulations at 28 C.F.R. Part 35 and this Policy, "school district website" includes, but is not limited to, the internet home page, all subordinate pages, school or school district department pages, intranet pages and sites, and includes online content and functionality, developed by, maintained by, or offered through a third-party vendor or by using open sources.
2. The accessibility of online content and functionality will be measured according to the **most up-to-date version of the World Wide Web Consortium's (W3C) Web Content Accessibility Guidelines (WCAG) 2.0 Level AA** and the Web Accessibility Initiative Accessible Rich Internet Application Suite (WAI-ARIA) 1.0 for web content (benchmarks for measuring accessibility).
3. By conforming to the benchmarks for measuring accessibility set forth above, the Board of Education will ensure that people with disabilities have an opportunity equal to that of their nondisabled peers to access the information on the district's website, ~~except where doing so would impose an undue burden or create a fundamental alteration of the district's website. When~~

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~~fundamental alteration or undue burden defenses apply, the district will make reasonable modifications/accommodations for individuals with disabilities in order to provide equally effective alternate access. In providing such access, the district will ensure that to the maximum extent possible individuals with disabilities receive the same benefits or services as their nondisabled peers. To provide equally effective alternate access, alternates are not required to produce the identical result or level of achievement for persons with and without disabilities, but must afford persons with disabilities equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement.~~

4. To ensure ~~that~~ the district's website conforms with the above benchmarks for measuring accessibility, ~~except where doing so would impose an undue burden or create a fundamental alteration of the district's website,~~ the Superintendent of Schools will designate a school staff member to act as the Website Accessibility Coordinator. The Coordinator will:
 - a1. Ensure that in-house staff and contractors responsible for webpages and webpage content development are properly trained on the Board of Education's website accessibility policy and procedures;
 - b2. Ensure that all new, newly added, and modified online content and functionality is accessible to people with disabilities as measured by conformance to the above benchmarks by, among other things:
 - (1)a. Checking the hypertext markup language (HTML) of all new webpages on the website to make sure that accessible elements are used, including "alt" tags, long descriptions, and captions, as needed;
 - (2)b. Ensuring that webpages are designed in a manner that allows them to be displayed using a visitor's own settings for color and fonts, and can be navigated with a keyboard;



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- (3)e- If images are used, including photos, graphics, scanned images, or image maps, making sure to include text equivalents for them, using "alt" tags and/or long descriptions for each and ensuring the text equivalents convey the meaningful information presented visually by the image;
- (4)d- If online forms and tables are used, making those elements accessible;
- (5)e- Ensuring that videos appearing on the website include appropriately synchronized audio description and captions;
- (6)f- Ensuring when posting new documents on the website, the documents shall be provided in HTML or another text-based format (even if they are provided in another format, such as portable document format (PDF)). If documents are provided in both formats, provide both formats at the same time so people with disabilities have the same degree of access as others;
- (7)g- Periodically enlisting people with a variety of disabilities to test the Board of Education's webpages for accessibility and ease of use and use this information to increase the Board's website accessibility;
- (8)h- Periodically coordinating the audit of existing content and functionality of the website to identify online content or functionality that is inaccessible to persons with disabilities; and
- (9)i- Developing and carrying out a corrective action plan, when necessary, for making the district's existing web content accessible.



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- c3. Ensure that alternative means are available for people with disabilities to access information, programs, and services that are normally provided on the Board's website.

B. New Jersey Law – N.J.S.A. 18A:36-35.1

1. For the purpose of New Jersey law – N.J.S.A. 18A:36-35.1 and this Policy, “internet website or web service” includes any webpage, website, web service, online curriculum, or online third party or open educational resource product that is made available to enrolled students or the public by the school district.
2. Pursuant to N.J.S.A. 18A:36-35.1, no school district shall make available to the enrolled students of the district or school or to the public an Internet website or web service unless the Internet website or web service complies with the most up-to-date version of the World Wide Web Consortium's (W3C) Web Content Accessibility Guidelines (WCAG) if the Guidelines are approved by the Commissioner of Education, or any other applicable guidelines or requirements as may be designed or approved by the Commissioner of Education.
3. In accordance with N.J.S.A. 18A:36-35.1.a. and b., the school district is required to submit a statement of assurance attesting to compliance with N.J.S.A. 18A:36-35.1 as required by the Commissioner of Education.

This Policy establishes minimum standards for the accessibility of web-based information and services considered necessary to meet the district's goals and ensure compliance with applicable **Federal and State** laws.

Section 504 of the Rehabilitation Act of 1973
Title II of the Americans with Disabilities Act of 1990
34 C.F.R. Part 104; 28 C.F.R. Part 35
N.J.S.A. 18A:36-35.1

Adopted:



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M

2415 EVERY STUDENT SUCCEEDS ACT

The Every Student Succeeds Act (ESSA) is a reauthorization of the Elementary and Secondary Education Act (ESEA) of 1965 that provides Federal funds to help all New Jersey's school children achieve. The purpose of the ESSA is to ensure all students have equitable access to high-quality educational resources and opportunities and to close educational achievement gaps. The Board of Education elects to augment the instructional program of students by projects supported by Federal funds allocated under the ESSA and the district will comply with the requirements of all the programs authorized by the ESSA.

The district may be eligible for several grant programs funded through the ESSA, including, but not limited to, Title I through Title VII. Many of the Titles of the ESSA have several parts and subparts that provide a funding source for specific purposes.

Application Procedure

The district will submit an annual ESSA Consolidated Formula Subgrant Application to the New Jersey Department of Education (NJDOE). The school district's application shall include all information required by the NJDOE and the ESSA for the district to be considered for funding under the ESSA.

Covered Programs

Formula grants under the ESSA are non-competitive grants that school districts are eligible for based on the make-up of their student bodies. These formula grants for each Title are committed to different purposes and may be used to support different activities and programs.

Title I

The largest Federal program supporting elementary and secondary education is Title I. The ESSA strengthens Title I requirements for the State's assessments, accountability system, and support for school improvement. The law also requires minimum qualifications for teachers and paraprofessionals in Title I programs.



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Every Student Succeeds Act

The school district must use the best available measure for identifying children from low-income families to: identify eligible school attendance areas, determine the ranking of each area, and determine allocations as identified in the Title I guidelines and regulations.

The school district will offer Title I services to eligible children enrolled in private elementary and secondary schools. The services and benefits will be equitable in comparison to services and benefits for participating public school children.

The school district will provide the New Jersey Department of Education assurances it will provide the maximum coordination between the Title I program, the regular school program, and services provided by other programs for specialized populations. The Title I program will consider the special needs of homeless children, migrant children, children with disabilities and limited English Language Learner (ELL) children. Title I funds will be reserved so that migrant children who are otherwise eligible to receive Title I services, even if they arrive during the school year, are served.

Type of Title I Program

The school district will offer a Target Assistance Title I program.

Target Assistance Program

Schools that are not eligible for (or do not choose to operate) school-wide Title I programs must use Title I funds to provide targeted services to low-achieving students. A Target Assistance program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.

New Jersey Department of Education Accountability System

The district will comply with the accountability system established by the New Jersey Department of Education and outlined in the New Jersey State Plan and approved by the United States Department of Education.



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Fiscal Responsibility

The district will comply with the requirements as outlined in Policy 2415.02 Title I – Fiscal Responsibilities in accordance with the NJDOE and the ESSA.

Staff

The district will comply with the staff certification requirements of the ESSA and the NJDOE. In addition, the district will ensure all paraprofessionals meet the requirements as established by the ESSA and as outlined in Policy 4125 – Employment of Support Staff Members.

Parent and Family Engagement ~~Parental Involvement~~

The district will comply with the requirements as outlined in Policy 2415.04 – ~~Title I – District-Wide Parent and Family Engagement Parental Involvement~~ and Policy 2415.50 – Title I – School Parent and Family Engagement as applicable in accordance with the NJDOE and the ESSA.

Student Surveys, Analysis, and/or Evaluations

The Protection of Pupil Rights Amendment (PPRA) applies to school districts that receive Federal funding from the United States Department of Education. The district will comply with the requirements as outlined in Policy 2415.05 - Student Surveys, Analysis, and/or Evaluations in accordance with the PPRA.



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Unsafe School Choice Option

In the event there is a school in the district designated as Persistently Dangerous in accordance with the Victims of Violent Criminal Offenses as outlined in the ESSA, the district will comply with the requirements of Policy 2415.06 – Unsafe School Choice Option in accordance with the NJDOE and the ESSA.

Property

Property acquired through Title I funds for use in public or private schools will be acquired in accordance with the Public School Contracts Law, will be held in title by the Board of Education, and will not be used for other purposes so long as it is required in the Title I program. Property no longer required for Title I purposes will be used for other, similarly funded projects or disposed of in accordance with State and Federal guidelines.

Capital Expenses

The Superintendent will assure the district abides by New Jersey's Public Contracts Law; consults appropriate private school officials prior to making any decisions regarding capital expenses; ensure funds that are received to cover capital expenses provide equitable Title I services to private school students; ensure accounts for any capital funding is separately maintained; and assure lease purchase agreements are consistent with applicable statute and administrative code.

Post-Award Requirements

The school district will maintain all project records for five years following the completion of the activity for which the funds were used. The school district will prepare and submit all reports as required by the State Department of Education in a timely manner.

Supplement, Not Supplant

Grant funds provided under Federal programs, including the ESEA of 1965 as amended by the ESSA, shall supplement, not supplant the funds that would, in the absence of such Federal funds, be made available from State and local sources for the education of students participating in programs assisted under the ESEA of 1965 as amended by the ESSA.



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Evaluation

The Superintendent or designee will evaluate the ESSA programs as required by the United States and the New Jersey Departments of Education.

Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act.

Adopted:



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Professional Responsibilities

3270 PROFESSIONAL RESPONSIBILITIES

The Board of Education will establish and enforce rules for the assignment of specific duties to teaching staff members and for the conduct of teaching staff members during the work day.

Teaching staff members assigned specific instructional responsibilities and as designated by the Superintendent shall prepare regular lesson plans, in advance of the planned instruction. ~~The Board directs the Superintendent to require the preparation of lesson plans each teacher that implement the goals and objectives of the educational program.~~ Teachers shall also be responsible for providing adequate direction and guidance to substitutes. Lesson plans ~~will~~ **shall** be subject to ~~periodic~~ review by _____ **the teaching staff member's Principal or designee and/or immediate supervisor as assigned by the Superintendent.**

~~The Superintendent shall apply uniformly throughout the district, except as may otherwise be provided in this policy, the following additional rules for teaching staff member conduct:~~

- ~~1. During the work day, teaching staff members may be assigned extra or alternative duties by the _____ in accordance with Board Policy No. 3134;~~
- ~~2. Teaching staff members are expected to attend every faculty meeting unless expressly excused by the _____;~~

During the work day, teaching staff members may be assigned extra or alternative duties by the Principal or designee in accordance with Policy 3134. Teaching staff members are to attend every faculty meeting unless expressly excused by the Principal or designee.

Optional

~~{A teaching staff member who is excused from attending a faculty meeting must meet with the _____ the following day to review the topics covered at the meeting;}~~



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~~3. Teaching staff members may not leave the school grounds during mealtime without the express permission of the _____.~~

~~Teaching staff members who are assigned as department heads or who are assigned to work on curriculum revision during the regular school day will be given an appropriate reduction in teaching assignments.~~

N.J.S.A. 18A:27-4
N.J.A.C. 6A:9-3.3

Adopted:



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

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

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.S.A. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

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

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

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

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

A student is eligible to attend this school district free of charge:

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

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the

provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

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

Except as set forth in N.J.A.C. 6A:22-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

Proof of Eligibility

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

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

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

Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is

not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

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

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

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

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

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

Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

Removal of Currently Enrolled Students

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

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C.6A:22-4.3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed

of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2 Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

Appeal to the Commissioner

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

Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board of Education may assess tuition, for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C.

6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

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

Nonresident Students

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

Children Who Anticipate Moving to or from the District

A nonresident student otherwise eligible for attendance whose parent or guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this school district may be enrolled without payment of tuition for a period of time not greater than sixty days prior to the anticipated date of residency. If any such student does not become a resident of the school district within sixty days after admission to school, tuition will be charged for attendance commencing the beginning of the sixty-first day and until such time as the student becomes a resident or withdraws from school.

Other Nonresident Students

Nonresident students, other than those listed above and those attending through the Region III agreement, shall not be eligible to attend the school district. Nonresident students who were accepted as of August 2019 as tuition students may remain in the district with annual tuition based on per-pupil cost until their promotion from eighth grade.

Resident students who were enrolled for at least 60 school days of the current academic year and who then move out of Closter may remain in the district through June of the current academic year as tuition students. Tuition will be prorated for the remaining months based on the annual per-pupil cost. At the conclusion of that school year, the student will be required to register in his/her school district of residence. **Nonresident 8th grade students who attended**

Closter Public Schools in 6th and 7th grade may attend as tuition students. The tuition will be based on the established tuition rate for that year. 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.

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. A F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a F-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

J-1 Visa Students

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.

Adopted May 27, 2021

Revised April 7, 2022

Revised November 17, 2022

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Care of School Property
M

5513 CARE OF SCHOOL PROPERTY

The Board of Education believes ~~that~~ the schools ~~district~~ should help students learn to respect property and ~~instill to develop~~ feelings of pride in ~~their school community institutions~~. The Board ~~requires charges~~ each student ~~enrolled in the this district to responsibly~~ ~~with responsibility for the proper care for of~~ school property and the school supplies and equipment entrusted to ~~the student his/her use by the school district~~.

Students who cause damage to ~~or lose~~ school property ~~may will~~ be subject to disciplinary measures. The Board authorizes the imposition of a fine for the loss, damage, or ~~destruction defacement~~ of a textbook and reserves the right to withhold a report card or diploma from any student whose payment of a fine is in arrears.

A student who demonstrates chronic and/or serious disregard for property may be referred to the Child Study Team.

The Superintendent shall develop rules for the safekeeping and accounting of textbooks and prepare a schedule of fines for lost, ~~and~~ damaged, ~~and~~ destroyed textbooks.

N.J.S.A. 18A:34-2; 18A:37-3
N.J.A.C. 6A:~~23A-20.623-6.6~~

Cross-reference: Policy Guide Nos. 2520, 7610, 8461, 9260

Adopted:



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School District Issued Student Identification Cards

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5517 SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

The Board of Education recognizes school building security measures are important for the safety and welfare of all students, staff, parents, and community members in school buildings. In recognizing this important responsibility, the Principal or designee may require students to carry a school district-issued Identification Card.

An Identification Card will be issued to all students in

Choose one or more of the following:

all school buildings,

elementary schools,

middle schools,

The Identification Card for students in grades seven and eight shall have printed on the back the telephone number for the New Jersey Suicide Prevention Hopeline (NJ Hopeline) and contact information for a crisis text line pursuant to N.J.S.A. 18A:6-113.1. The district may, in addition to the telephone number for the NJ Hopeline and contact information for a crisis text line, provide the contact information for the National Suicide Prevention Lifeline, a school district crisis center, or any other mental health support services pursuant to N.J.S.A. 18A:3B-73.2.]

The Principal or designee may require a student to present their Identification Card at any time during the school day or at any time during a school-sponsored activity on school grounds.



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School District Issued Student Identification Cards

Notwithstanding any provision of this Policy, the Principal or designee may also require students carry their Identification Card at any school-sponsored, off-campus activity, including but not limited to, field trips or interscholastic sports programs pursuant to N.J.S.A. 18A:36-43a. The provisions of this Policy shall not be construed to require a student to carry the Identification Card while participating in an athletic contest or competition, an activity involving fine arts or performing arts, or any other activity that the Commissioner of Education determines does not require the physical possession of an Identification Card. An Identification Card used in accordance with N.J.S.A. 18A:36-43a shall include, but need not be limited to, the following information: the student's name; an up-to-date photograph; and the current school year.

Any student who fails to have the Identification Card in their possession or fails to present it when required may be denied access to an event or activity and may be subject to appropriate discipline.

An Identification Card issued in accordance with this Policy shall not be considered a government record pursuant to P.L. 1963, c.73 (N.J.S.A. 47:1A-1 et seq.), P.L. 2001, c.404 (N.J.S.A. 47:1A-5), or the common law concerning access to government records.

N.J.S.A. **18A:3B-73.2**; **18A:6-113.1**; 18A:36-43

Adopted:



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STUDENTS
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Student Journalism
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5722 STUDENT JOURNALISM

The Board of Education believes it is important to afford students the opportunity to exercise their creativity, passion, and constitutionally-protected freedom of speech. However, the Board also believes this opportunity must be balanced between ensuring students have the right to speak freely while also preserving the ability of district staff to maintain the safe and orderly operation of the school district. The Board adopts this Policy granting students the right to exercise freedom of speech and of the press in accordance with N.J.S.A. 18A:36-44 and N.J.S.A. 18A:36-45.

For the purpose of this Policy, the following terms shall mean:

“Prior restraint” means a school official informing a student journalist(s) the news, opinion, feature, and advertising content of school-sponsored media, subject to the restrictions listed in N.J.S.A. 18A:36-45.b., N.J.S.A. 18A:36-45.c., and the provisions of this Policy, cannot be published in school-sponsored media or a school official takes any action to prevent a student from doing so.

“Prior review” means a school official reviewing school sponsored media before it is published, broadcast by a student journalist at school or distributed, or generally made available to members of the student body.

“School official” means the Principal or designee or an administrative staff member designated by the Superintendent.

“School-sponsored media” means any material that is prepared, substantially written, published, or broadcast by a student journalist at school, distributed or generally made available to members of the student body, and prepared under the direction of a student media advisor. School-sponsored media does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

“Student journalist” means a student who gathers, compiles, writes, edits, photographs, records, or prepares information for dissemination in school-sponsored media.



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Student Journalism

“Student media advisor” means an individual employed, appointed, or designated by the district to supervise or provide instruction relating to school-sponsored media.

Student journalists have the right to exercise freedom of speech and of the press in school-sponsored media, regardless of whether the media is supported financially by the district or by use of school district facilities, or produced in conjunction with a class in which the student is enrolled. Subject to 1. through 5. below, student journalists are responsible for determining the news, opinion, feature, and advertising content of school-sponsored media. N.J.S.A. 18A:36-45.b. and this Policy shall not be construed to prevent student media advisors from teaching professional standards of English and journalism to student journalists.

This Policy does not authorize or protect expression by a student that:

1. Is libelous or slanderous;
2. Constitutes an unwarranted invasion of privacy;
3. Is profane or obscene;
4. Violates Federal or State law; or
5. So incites students as to create a clear and present danger of the commission of an unlawful act, the violation of school district policies, or the material and substantial disruption of the orderly operation of the school.

The district shall not authorize any prior restraint of any school-sponsored media except for the types of expression prohibited under N.J.S.A. 18A:36-45.c. and as listed in 1. through 5. above.

A school official may implement a procedure for prior review of school-sponsored media. Any prior review of school-sponsored media required by the school official shall be communicated to the student journalist by the school official and be conducted within three school days after submission to the



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Student Journalism

school official by the student journalist. If the school official cannot show the school-sponsored media is prohibited under N.J.S.A. 18A:36-45.c. and 1. through 5. above, within the three school days, the student journalist may release the school-sponsored media.

When a school official determines the restraint of student expression is necessary, the school official shall simultaneously identify at least one of the five prohibitions listed in 1. through 5. above under N.J.S.A. 18A:36-45.c. and in this Policy under which the limitation of student expression is appropriate. This determination shall be provided to the student journalist in writing by the school official that made the determination.

A student journalist may appeal, to the Superintendent or designee, a determination by a school official that the restraint of student expression is necessary. An appeal must be submitted in writing to the Superintendent or designee within five school days of the written determination being communicated to the student journalist. The appeal must include a copy of the written determination and the reasons why the student journalist believes the limitation is not appropriate. The Superintendent or designee may, but is not required to, provide the student journalist an opportunity to present their written appeal in person. The Superintendent or designee will make a determination on the appeal within five school days of receiving the written appeal from the student journalist. The student journalist may appeal a decision of the Superintendent or designee to the Board of Education in writing. The Board of Education will make a decision on the appeal at the first Regular Board Meeting after receiving the written appeal or within ten school days after receiving the written appeal.

A student journalist that violates a provision of this Policy may be subject to appropriate discipline.

The school district shall not sanction a student operating as an independent journalist.

A staff member shall not be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in the conduct authorized under N.J.S.A. 18A:36-44 and N.J.S.A. 18A:36-45 and this Policy, or refusing to infringe upon conduct that is protected by this Policy, the First Amendment to the United States Constitution, or paragraph 6 of Article I of the New Jersey Constitution.



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Student Journalism

The Superintendent or designee shall determine reasonable provisions for the time, place, and manner of student expression for the purposes of school-sponsored media.

N.J.S.A. 18A:36-44; 18A:36-45

Adopted:



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Student Fundraising

5830 STUDENT FUNDRAISING

The Board of Education will limit the solicitation of funds by and from the students of this district in order to protect students from unnecessary pressures and the instructional program from disruption.

“Student fund raising” means the solicitation and collection of money by students, on or off school premises, for any purpose associated directly or indirectly with the school district or under circumstances in which the solicitors are identified as students of this district.

~~Students may solicit and collect money on behalf of approved school organizations, provided the fund raising has been approved by the Principal.~~

~~No fund raising activity involving door to door solicitation shall be permitted.~~

~~Out-of-school solicitation of money for school organizations must be approved by the Principal.~~

~~Students may solicit and collect money on behalf of non-school organizations, provided the fund raising has been approved by the Principal.~~

~~No student will be permitted to solicit and collect money on school premises or at a school sponsored event for the student's own benefit.~~

~~The Superintendent shall develop regulations regarding student fund raising that establish times and places in which student fund raising may be conducted and ensure adequate accounting of funds collected. The Building Principal shall distribute this policy and the Superintendent's regulations to each recognized student organization.~~

All school fundraising must be approved in advance by the building Principal, Superintendent and Board of Education. The purpose of each fundraiser must be identified and approved in advance. A form shall be available in each district building for this approval.

School fundraising shall not be conducted for the purpose of hiring licensed or support staff.



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Student Fundraising

School fundraising shall not be conducted for the purpose of maintenance projects.

Individual student participation is optional. Students shall not be pressured to sell products or solicit funds and will not be required to meet a sales quota to participate in an activity or field trip. Staff shall not use their positions of influence to pressure students to participate nor shall students who do not participate in any way be penalized.

The school district expects all students who participate in approved fundraising activities to represent the school, the student organization, and the community in a responsible manner. All rules pertaining to student conduct and discipline extend to student fundraising activities.

Adopted:



