

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

MINUTES

REGULAR MEETING

Tenakill Middle School

September 13, 2023 - 7:30 PM

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

The following Board members were present:

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

The following Board members were absent:

Ms. Li, Ms. Fanelli, Ms. Micera

Also present:

Mr. McHale and Mr. Villanueva

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

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

PLEDGE OF ALLEGIANCE

SUPERINTENDENT'S REPORT

Mr. Vincent McHale, Superintendent of Schools provided the SSDS (Student Safety Data System) Reporting Period 2 for SY 2022-2023 data. All trustees received a copy of the report.

During Period 2 reporting, Hillside Elementary School experienced a total of two incidents. Two were confirmed cases of HIB, and there were four alleged HIB matters in total. At Tenakill Middle School during the same reporting period, there were two incidents. One of these incidents involved violence, and the other was a confirmed HIB matter, out of the 23 reported alleged HIB matters. Looking at the entire school year 2022-2023, both schools combined had a total of seven incidents. Among these, one incident was related to violence, while six were confirmed cases of HIB. This occurred within the context of 28 alleged HIB matters for the year.

In Period 2, Hillside Elementary had 20 HIB programs, while Tenakill Middle School had none. Throughout the school year, both schools organized a total of 8 trainings and 53 programs to address and prevent Harassment, Intimidation, and Bullying (HIB) incidents.

Mr. McHale proceeded with the Superintendent's report:

- The 2023-2024 school year is officially underway! Our faculty and staff returned on September 1 and 5, 2023, and we welcomed 1,188 students on Wednesday, September 6, 2023. He hopes that our students have enjoyed the first six days of school.
- He thanked our incredible educators, support staff, and administrators for their dedication and efforts to prepare a safe, nurturing, and welcoming environment for our students. You did an amazing job; the Closter School community is stronger because of you!
- He also thanked the Closter PTO, who provided a wonderful first-day breakfast for our faculty, staff, and administrators on September 1, 2023. We truly are grateful for your hospitality on the first day of school.
- As we start the new school year, He wants to congratulate the 168 students who attended our literacy, mathematics, STEM, art, and special education summer programs. Kudos to these students for dedicating part of their summer time to learning, and thank you to the teachers who worked with them.
- All of our students deserve recognition for their enthusiasm and adaptability as they transition from summer back to school. Seeing their eagerness to learn, reconnect with friends, and explore new opportunities is inspiring. He loves the start of the school year, with all of its excitement, opportunity, and potential that lies ahead.
- We held a Bond Referendum Information Session for Closter residents on Thursday, September 7, 2023, and an information session via Zoom for 23 Closter PTO members on Tuesday, September 12, 2023. We answered the questions of those who attended and encouraged people to vote. Last night, some Board trustees were present at the Tenakill Back-to-School Night to remind people to vote and to answer questions about the referendum. We will be present at the three upcoming Back to School Nights. He encouraged all who are U.S. registered voters to vote on Tuesday, September 26, 2023, at your usual polling place between 6:00 a.m. and 8:00 p.m. For more information about the bond referendum, please visit [our district webpage](#). Thank you to the entire Board and our administrators for preparing the bond referendum and communicating with our community stakeholders about it.
- Mark your calendars for the remaining Back-to-School Nights:
 - Thursday, September 14, 2023: Grades 3 – 4 , HES, 6:30 – 8:00 p.m.
 - Tuesday, September 19, 2023: Grades 7 – 8, TMS, 7:00 – 8:45 p.m.
 - Thursday, September 21, 2023: Grades PreK – 2, HES 6:30 – 8:00 p.m.
- We will observe Hispanic Heritage Month starting Friday, September 15, 2023. Students will learn about the cultures and contributions of people of Hispanic heritage throughout the month.
- Let's all work together to make this a wonderful and productive school year!

BOARD COMMITTEES

Dr. Puttannah, chairperson of the Curriculum Committee gave the report:

- The Curriculum Committee met and received a requested update on the implementation of the Into Reading program in kindergarten as well as the 5th grade social studies textbook which were both rolled out last year. The committee discussed the successes and the challenges when it came to the Into Reading program and one is aligning the use of the program with the phonics program. The district is also planning a kindergarten teachers meeting with Demarest

Public Schools to discuss the Into Reading and phonics program as they both use them. The social studies text is aligned with the updated New Jersey Student Learning Standards for 5th grade. Finally, on behalf of the committee, she wanted to thank all the teachers and administrators for updating the curriculum and for providing feedback about how the first year of implementation went.

Ms. Salamea-Cross, chairperson of the Personnel Committee gave the report:

- The Personnel Committee reviewed the updated job description for the ESL Department Chair. The updated description has the ESL department chair responsible for scheduling and lending department meetings, submitting reports, coordinating the districts annual parent meetings, and access to the annual ELL testing. The committee also discussed the open positions on which the administrators are actively working to fill the last two paraprofessional positions that are needed.*

PUBLIC DISCUSSION ON AGENDA ITEMS

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

No Public Comments

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

BOARD OPERATIONS

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

Dr. Puttannah asked in item B that there is an after school program at Hillside but wanted to know if there was a similar program in Tenakill. Mr. McHale responded that they plan on offering them in both schools but doesn't know the specific programs that will be offered.

Dr. Puttannah then asked to learn more details about item E. Mr. McHale responded that September 26th is the day of the referendum and the library had a guest speaker coming to the library so we offered them the auditorium so that the library can be used for voting.

Ms. Kwon asked about the use of facilities for the Korean School in item C. Mr. Villanueva responded that they pay based on the number of classrooms used.

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

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

NAYS: None

A. **APPROVAL - Minutes**

Motion to approve the August 23, 2023, meeting minutes.

B. **APPROVAL - Use of Facilities for PTO - After School Enrichment Program**

Motion to approve facilities use for the After School Enrichment Program (ASEP) for the 2023-2024 school year.

C. **APPROVAL - Use of Facilities for Korean School**

Motion to approve the renewal of the Use of Facilities Agreement with the Korean Language and Culture School at the fees established for the 2023-2024 school year, utilizing the Tenakill Middle School auditorium and 16 classrooms.

D. **APPROVAL - Use of Facilities for Closter Recreation**

Motion to approve Closter Recreation Department to use Hillside Elementary School and Tenakill Middle School gymnasiums for the 2023-2024 school year for men's basketball, youth basketball and volleyball camp.

E. **APPROVAL - Use of Facilities for Speaker Event**

Motion to approve Closter Public Library to use the Tenakill Middle School Auditorium on September 26, 2023 from 6:00 to 9:00 p.m. for a speaker event.

CURRICULUM AND INSTRUCTION COMMITTEE

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

Moved by Dr. Puttannah, seconded by Ms. Yeoh to approve Motions A - C.

Mr. McHale wanted to point out that in item C, the field trip is now returning to the previous year's schedule in November and also excited to return to Camp Reimagined which was formerly known as Camp Greenkill.

Ms. Wagner asked in terms of chaperones with item C. Mr. McHale responded that it is the same as last year that we will request teachers to chaperone and if there are not enough teachers, then we will open it up to parents.

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

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

NAYS: None

A. **APPROVAL - Staff Coursework**

Motion to approve the following courses for 2023-2024 as recommended to the Superintendent by the Principals:

Staff Member: Leigh Bomzer
Course No./Title: MAT 935 Art-Enhanced Mathematics
Institution: Fresno Pacific University
Credits: 3

Staff Member: Rachel Fineman
Course No./Title: ELAD 622 School Finance
Institution: Montclair State University
Credits: 3

Staff Member: Grace Park
Course No./Title: Multisensory Reading I
(not eligible for reimbursement as it is funded by a scholarship, but is needed toward her Orton-Gillingham certification)
Institution: Fairleigh Dickinson University
Credits: 3

Staff Member: Katharine Meyers
Course No./Title: Multisensory Reading I
(not eligible for reimbursement as it is funded by a scholarship, but is needed toward her Orton-Gillingham certification)
Institution: Fairleigh Dickinson University
Credits: 3

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Eileen Kennedy
Conference: NJALC - Fall Symposium - Who's In? Determining Eligibility
Location: Bridgewater, NJ
Date: 10/20/23
Cost to Board: \$165.00

Staff Member(s): Alexandra Earle
Conference: BCTS Schools Counselor Information Session
Location: Bergen Academies, Hackensack, NJ
Date: 9/27/23
Cost to Board: \$0

Staff Member(s): Laurie Rochlin
Conference: NJALC Fall Symposium
Location: Somerville Elks, Bridgewater, NJ
Date: 10/20/23
Cost to Board: \$214.82

Staff Member(s): Shannon SanGeorge and Ellen Norton
Conference: Buehler Challenger Center Workshop
Location: Bergen Community College
Date: 9/20/23
Cost to Board: \$250.00 (Sub coverage for 2 teachers)

Staff Member(s): Margaret Churchill
Conference: WIDA Annual Conference
Location: Milwaukee, WI
Date: 10/17 - 10/20/23
Cost to Board: \$500.00 (4 days' sub coverage)

Staff Member(s): Callie Stabile
Conference: Legal One Anti-Bullying Specialist Online Certification Program
Location: Online
Date: 3 Days TBD by Principal
Cost to Board: \$500.00

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill Middle School
Group: Grade 6
Month: November 2023
Destination: Camp Reimagined (Formerly Greenkill)
Location: Huguenot, NY

FINANCE AND PHYSICAL PLANT COMMITTEE

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

Moved by Ms. Kwon , seconded by Ms. Yeoh to approve Motions A - I.

Ms. Kwon asked how much the CD would be or if we would have to roll it over in item G. Mr. Villanueva answered that we would have to decide if we would roll it over once the account matures.

Ms. Yeoh asked if item I could be explained. Mr. Villanueva responded that Valley Transportation will take care of assigning the aide and we will pay \$59 a day for the aide. For the safety of all the students in the bus, as well as one particular student that requires a 1:1 aide, having a bus aide is the responsible thing to do. Mr. McHale said that due to student confidentiality, we cannot elaborate on specific needs.

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

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

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 July 2023.
- b. Board of Education’s Monthly Certification of Budgetary Major Account /Fund status for July 2023.
- c. Transfer of funds for July 2023.

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from August 24 to August 31, 2023, in the amount of:

General Fund (Fund 10)	\$122,351.42
Total	\$122,351.42

C. APPROVAL - Monthly Bills

Motion to approve payment of bills from September 1, 2023, to September 11, 2023, in the amount of:

General Fund (Fund 10)	\$629,783.17
Special Revenue (Fund 20)	\$ 3,753.97
Total	\$633,537.14

D. APPROVAL - Staff Remuneration

Motion to approve remuneration to staff members as follows:

Staff Member: Laura Abbey
 Course: 1) MUS 903 Movement and Music
 2) PED 922 Social Emotional Learning Through Sports and Phys. Ed.
 College/University: Fresno Pacific University
 Remuneration: \$890.00

Staff Member: Meghan Pleus
 Course: 1) EDUC 717M Understanding Dyslexia
 2) EDUC 718W Implementing Social Emotional Learning in the Classroom
 3) EDUC 713T Achieving Success for ELLs
 College/University: LaVerne University
 Remuneration: \$1,000.00

E. APPROVAL - Amendment to the 2023-2024 Budget

Motion to approve an amendment to the 2023-24 Budget, appropriating Fiscal Year 2023 Extraordinary Aid and Non-Public Transportation Aid as follows:

Revenue

10-3131-000	Extraordinary Aid	\$662,347
10-3121-001	Non-Public Transportation Aid	\$ 12,773
Total Increase in State Aid		\$675,120

Appropriation

11-000-100-566	Other LEAs (Spec. Ed Tuition)	\$325,000
11-000-230-331	Legal Services	\$ 20,000
11-000-230-332	Audit Fees	\$ 25,000
11-000-230-339	Other Purch Prof Svcs	\$ 25,000
11-000-230-340	Technical Services	\$ 25,000
11-000-240-340	School Technical Services	\$ 10,000
11-000-261-420	Maintenance Services	\$ 80,000
11-000-261-610	Maintenance Supplies	\$ 20,000
11-000-262-610	Custodial Supplies	\$ 15,000
11-190-100-600	Tech Hardware	\$100,120
11-190-100-600	Classroom Furniture	\$ 30,000
Total Increase in Appropriations		\$675,120

F. APPROVAL - Purchase of JAMF Pro Licenses

Motion to approve the purchase of JAMF Pro Licenses - device management platform for Apple devices in the district (sole source) in the amount of \$8,928.00, from JAMF Software LLC.

G. APPROVAL - Investment to a Certificate of Deposit Account

Motion to approve the investment of \$5,000,000 of the Board of Education's General Fund into a three month certificate of deposit (CD) with Capital One Bank at a guaranteed interest rate of 4.40%.

H. APPROVAL - District Optional Disability Insurance Salary Reduction Plan

Motion to approve the addition of AFLAC to participate in Closter Board of Education's optional disability insurance salary reduction plan offered to employees, at no cost to the district.

I. **APPROVAL - Addendum to the Transportation Contract**

Motion to approve the addendum to the SY 23-24 Transportation Contract for a bus aide at \$59.00 per day.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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

Mr. McHale wanted to speak about item B, the resignation of Ralph Chappell. He has been with the district for a number of years and always gone above and beyond. He is moving on to another district and we wish him all the best. Item H is the appointment of Mr. Chappell's replacement.

Mr. McHale mentioned that in item C, Ms. Kim has resigned due to a full time employment opportunity.

Ms. Yeoh asked in item G what are clinical interns allowed to do in a classroom. Mr. McHale responded that a clinical intern is the new term for a student teacher. The district partnered with Ramapo College and these clinical interns are allowed to be in the room and observe how things work in the classroom. As the year goes on they then do more instructional work. As per our agreement with Rampao College, the clinical interns will be able to sub in our district one day per week.

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

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

NAYS: None

A. **APPROVAL - Movement on the Salary Guide for the 2023-2024 School Year**

Motion to approve movement on the salary guide for the following employees for the 2023-2024 school year, retroactive to September 1, 2023:

Name	Current Placement	New Placement	Step	Base Salary
Laura Abbey	MA	MA +15	13	\$94,474
Erika Dunn	MA	MA +15	10	\$89,054
Sandra Hernandez	MA +15	MA +30	15	\$103,013
Sarah Menchise	BA +15	MA +15	8	\$83,714
Meghan Pleus	MA +15	MA +30	11	\$91,913
Brittany Steele	BA +15	BA +30	8	\$76,568
Andrea Watkins	MA +30	MA +60	17	\$113,725

- B. **APPROVAL - Resignation of Ralph Chappell as Supervisor of Buildings and Grounds**
Motion to accept, with regrets, the resignation of Ralph Chappell as Supervisor of Buildings and Grounds, effective October 15, 2023.
- C. **APPROVAL - Resignation of Lena Kim as Hillside School Paraprofessional**
Motion to accept, with regrets, the resignation of Lena Kim as HES Paraprofessional, effective September 1, 2023.
- D. **APPROVAL - Rescindment of Appointment of Paraprofessional Devin Rallo**
Motion to rescind the appointment of Paraprofessional position to Devin Rallo for the 2023-2024 school year.
- E. **APPROVAL - Laura O’Gorman as Hillside School Paraprofessional**
Motion to approve Laura O’Gorman as HES Paraprofessional for the 2023-2024 school year at a salary of \$20.22 per hour, 5.75 hours per day, pending criminal history background check.
- F. **APPROVAL - ESL Department Chair Job Description**
Motion to approve the job description for the position of ESL Department Chair.
- G. **APPROVAL - Catherine Gordon as Clinical Intern from Ramapo College for the 2023-2024 School Year**
Motion to approve Catherine Gordon as a clinical intern from Ramapo College for the 2023-2024 school year, working with Charlene Gerbig in Grade 3 (HES).
- H. **APPROVAL - Appointment of Joseph Scaglione as Supervisor of Buildings & Grounds**
Motion to approve the appointment of Joseph Scaglione as Supervisor of Buildings and Grounds at a salary of \$95,000, starting October 11, 2023, pending a criminal history background check.
- I. **APPROVAL - Schedule F Stipends for HES and TMS**
Motion to approve the School Year 2023-2024 Schedule F: Extracurricular Activity Positions and Stipends for Hillside Elementary School and Tenakill Middle School as per Appendix B attached.
- J. **APPROVAL - Yaneth Carbajal for Black Seal Fireman’s License**
Motion to approve the \$100 differential (prorated) for Yaneth Carbajal for obtaining Black Seal Fireman’s License for the 2023-2024 school year.
- K. **APPROVAL - Substitute Teacher**
Motion to approve the following substitute teachers for the 2023-2024 School Year:

<u>Name</u>	<u>Certification</u>
Sonali Shah	NJ Substitute Certification
Inci Oluc	NJ Substitute Certification

L. **APPROVAL - Phyllis Viole as Long-Term Leave Replacement - Grade 5**

Motion to approve Phyllis Viole as Long-Term Leave Replacement - Grade 5 Teacher (A.K.) - from September 21, 2023 - October 26, 2023. Salary will be \$200 per day on days 1 through 10; the beginning of day 11, \$62,000, MA Step 0, prorated. Background check on file in Board Office.

M. **APPROVAL - Eliana Moreano as Hillside School Paraprofessional**

Motion to approve Eliana Moreano as HES Paraprofessional for the 2023-2024 school year, 5.75 hours per day, at a salary of \$20.22 per hour, pending criminal history background check.

N. **APPROVAL - Kelsey Du Bose as Tenakill School Paraprofessional**

Motion to approve Kelsey Du Bose as TMS Paraprofessional for the 2023-2024 school year, 5.75 hours per day, at a salary of \$20.22 per hour, pending criminal history background check.

POLICY COMMITTEE

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

Moved by Ms. Yeoh - , seconded by Ms. Wagner - to approve Motion A.

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

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

NAYS: None

A. **APPROVAL - Second Reading of Policies and Regulations (One New & One Updated)**

Motion to approve the second reading of the following Policies and Regulations, as per Appendix C:

- New - Policy and Regulation #1642.01 - Sick Leave
- Update - Policy and Regulation #2419 - School Threat Assessment Teams

OLD/NEW BUSINESS

- *Mr. Villanueva asked the trustees who confirmed to attend the NJ School Boards Conference in October to please notify him if there are any changes to their schedule and will need to cancel. Mr. Villanueva also shared that the NJDOE School Development Authority Grant application submitted in March released the award notices. We knew that the application we submitted was not on the priority list, and unfortunately, funding allocations were provided to districts who submitted applications on the high priority list.*
- *Mr. McHale communicated to the trustees that, considering the number of trustees absent tonight, it would be advisable to postpone the discussion on the District and Board goals for SY 2023-2024 until the next meeting.*

PUBLIC DISCUSSION

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

No Public Comments

Moved by Dr. Puttanniah ▾ , seconded by Ms. Yeoh ▾ to close the meeting to public discussion.

CLOSED SESSION MOTION (If required)

Moved by _____ ▾ , seconded by _____ ▾ to approve the following Closed Session Motion.

Motion was _____ ▾ by a voice vote of the Board:

YEAS:

NAYS:

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

There was no closed session needed

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

The Board went into Closed Session at _____ PM.

The Board reconvened from Closed Session at _____ PM.

ADJOURNMENT

Moved by Ms. Yeoh ▾ , seconded by Ms. Salamea-Cross ▾ to adjourn the meeting at 8:13 PM.

Respectfully submitted,



Floro M. Villanueva, Jr.

Business Administrator/Board Secretary

Treasurer's Report
Closter Board of Education
For Month Ending July 2023

Cash Report				
Funds	(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balance (1)+(2)-(3)
General Account - Fund 10	2,923,080.77	2,140,880.02	1,257,268.26	3,806,692.53
Compensating Balance	1,106,000.00	-	-	1,106,000.00
Capital Reserve	5,316,631.12	-	-	5,316,631.12
Emergency Reserve	250,000.00	-	-	250,000.00
Special Revenue -Fund 20	89,606.10	73,327.00	89,620.10	73,313.00
Capital Projects - Fund 30	-	-	-	-
Debt Service -Fund 40	-	138,173.00	-	138,173.00
Maintenance Reserve	300,000.00	-	-	300,000.00
Total Governmental Funds	9,985,317.99	2,352,380.02	1,346,888.36	10,990,809.65
Enterprise Fund (Milk) Fund 60	2,904.77	309.69	-	3,214.46
Trust and Agency Funds				
Payroll - Fund 90	-	160,717.89	160,717.89	-
Payroll Agency - Fund 90	27,478.04	108,878.23	111,982.80	24,373.47
Unemployment Ins Trust - Fund 63	243,241.16	509.34	5,921.03	237,829.47
Tenakill Laptop Account - Fund 61	17,760.00	-	-	17,760.00
Total Trust & Agency Funds	288,479.20	270,105.46	278,621.72	279,962.94
Total All Funds	10,276,701.96	2,622,795.17	1,625,510.08	11,273,987.05

Submitted by:

Matthew Lynaugh
Matthew Lynaugh
Treasurer of School Monies

9-6-23
Date

2023-24 Monthly Transfers Worksheet - Details of Transfers

District:	CLOSTER PUBLIC SCHOOLS
LEA Code:	03-0930
Month/Year:	July-23
Date of Submission:	8/6/2023

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 = (column 3 * 0.1)	(column 5 = + or - Data Entry)	(column 6 = column 5 / column 3)	(column 7 = column 4 + column 5)	(column 8 = column 4 - column 5)
			2023-24 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2023-24 Original Budget For Use in 10% Calculation	Maximum Transfer Amount	2023-24 YTD Net Transfers to/(from) as of Date of Submission in cell B5	% Change of Transfers YTD	2023-24 Remaining Allowable Balance From	2023-24 Remaining Allowable Balance To
3200	Instruction									
10300, 11180, 12160, 40580, 41080	Regular Programs Special Education, Basic Skills/Remedial and Bilingual Instruction, and Speech/OT/PT and Extraordinary Services	11-1XX-100-XXX 11-2XX-100-XXX 000-216,217	7,372,094 5,049,622	8,163	7,380,257 5,049,622	738,026 504,962	(90,000) 83,000	-1.22% 1.64%	648,026 587,962	
13180, 15180, 17100, 17600, 19620, 20620, 21620, 22620, 23620, 25100, 27100	Vocational Programs - Local School-Sponsored Co/Extra-Curricular Activities, School Sponsored Athletics, and Other Instructional Programs Community Services Programs/Operations	11-3XX-100-XXX 11-4XX-X00-XXX 11-800-330-XXX	152,075		152,075	15,208		0.00% 0.00%	15,208	
Undistributed Expenditures										
29180	Tuition	11-000-100-XXX	2,022,142		2,022,142	202,214		0.00%	202,214	
29680, 30620, 41660, 42200, 43620	Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/School Library	11-000-11-000-213,218,219,222	1,490,999	3,453	1,494,452	149,445	1,000	0.07%	150,445	
43200, 44180	Improvement of Instruction Services and Instructional Staff Training Services	11-000-221-223	233,831		233,831	23,383	6,000	2.57%	29,383	
45300	General Administration	11-000-230-XXX	524,263	10,165	534,428	53,443	25	0.00%	53,468	53,418
46160	School Administration	11-000-240-XXX	859,474	1,622	861,096	86,110		0.00%	86,110	86,110
47200, 47820	Central Services & Administrative Information Technology	11-000-25X-XXX	583,747	365	584,112	58,411	(25)	0.00%	58,386	58,436
51120	Operation and Maintenance of Plant Services	11-000-26X-XXX	2,023,041	30,124	2,053,165	205,317		0.00%	205,317	
52480	Student Transportation Services	11-000-270-XXX	716,299		716,299	71,630		0.00%	71,630	
71260	Personal Services - Employee Benefits	11-XXX-XXX-2XX	4,129,135		4,129,135	412,914		0.00%	412,914	
72020	Food Services	11-000-310-XXX						0.00%		
72120	Transfer Property Sale Proceeds to Debt Service Reserve	11-000-520-934								
72122	Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936								
72160	Deposit to Sale/Lease-Back Reserve	10-605						0.00%		
72180	Interest Earned on Maintenance Reserve	10-606						0.00%		
72200	Deposit to Maintenance Reserve	10-606								
72220	Deposit to Current Expense Emergency Reserve	10-607								
72240	Interest Earned on Current Expense Emergency Reserve	10-607								
72245	Deposit to Bus Advertising Reserve for Fuel Costs	10-610						0.00%		
72246	Increase in IMPACT Aid Reserve (General)	10-611						0.00%		
72247	Increase in IMPACT Aid Reserve (Capital)	10-612								
72260	Total General Current Expense		25,156,722	53,892	25,210,614	2,621,063				

District: **CLOSTER PUBLIC SCHOOLS**
 LEA Code: **03-0930**
 Month/Year: **July-23**
 Date of Submission: **8/8/2023**

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 = (column 3 * 0.1)	(column 5 = + or - Data Entry)	(column 6 = column 5 / column 3)	(column 7 = column 4 + column 5)	(column 8 = column 4 - column 5)
			2023-24 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2023-24 Original Budget For Use in 10% Calculation	Maximum Transfer Amount	2023-24 YTD Net Transfers to/(from) as of Date of Submission in cell B5	% Change of Transfers YTD	2023-24 Remaining Allowable Balance From	2023-24 Remaining Allowable Balance To
	Capital Outlay									
75880	Equipment	12-XXX-XXX-73X	29,000	45,802	74,802	7,480		0.00%	7,480	
76260	Facilities Acquisition and Construction Services	12-000-4XX-XXX	1,639,941	5,920	1,645,861	164,586		0.00%		
76320	Capital Reserve- Transfer to Capital Projects Fund	12-000-4XX-931						0.00%		
76340	Capital Reserve- Transfer to Repayment of Debt	12-000-4XX-933						0.00%		
76360	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						0.00%		
76400	Total Capital Expenditures		1,668,941	51,722	1,720,663	172,066		0.00%		
83080	Total Special Schools	13-XXX-XXX-XXX						0.00%		
84000	Transfer of Funds to Charter Schools	10-000-100-56X						0.00%		
84005	Transfer for Funds to Resident Renaissance Schools	10-000-100-571						0.00%		
84020	General Fund Contribution to School Based Budgets	10-000-520-930						0.00%		
84060	Operating Budget Grand Total		26,825,663	105,614	26,931,277	2,693,129		0.00%		

School Business Administrator Signature: 
 Date: **AUGUST 8, 2023**



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GENERAL FUND
 ASSETS AND RESOURCES

ASSETS:			
101	CASH IN BANK		\$4,912,692.53
102-106	CASH EQUIVALENTS		\$.00
108	IMPACT AID RESERVE GENERAL		\$.00
109	IMPACT AID RESERVE CAPITAL		\$.00
111	INVESTMENTS		\$.00
116	CAPITAL RESERVE ACCOUNT		\$5,316,631.12
117	MAINTENANCE RESERVE INVESTMENT ACCOUNT		\$300,000.00
118	EMERGENCY RESERVE		\$250,000.00
121	TAX LEVY RECEIVABLE		\$20,517,730.00

ACCOUNTS RECEIVABLE:

132	INTERFUND		\$.00
140	INTERGOVERNMENTAL-ACCOUNTS RECEIVABLE		\$.00
141	INTERGOVERNMENTAL-STATE	\$2,128,316.16	
142	INTERGOVERNMENTAL-FEDERAL	\$.00	
143	INTERGOVERNMENTAL-OTHER	\$.00	
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)	\$2,128,316.16

LOANS RECEIVABLE:

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

RESOURCES:

301	ESTIMATED REVENUES	\$24,212,101.00	\$265,548.67
302	LESS REVENUES	(\$23,946,552.33)	
	TOTAL ASSETS AND RESOURCES		\$33,690,918.48

LIABILITIES AND FUND EQUITY

LIABILITIES:

101	CASH OVERDRAFT		\$.00
402	INTERFUND ACCOUNTS PAYABLE		\$.00
421	ACCOUNTS PAYABLE		\$25,324.66
431	CONTRACTS PAYABLE		\$.00
451	LOANS PAYABLE		\$.00
423	ACCOUNTS PAYABLE / PREVIOUS YEARS		\$.00
461	ACCURED SALARIES AND BENEFITS		\$.00
481	DEFERRED REVENUE		\$.00
580	UNEMPLOYMENT TRUST		\$.00

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(2023/09/08-Fri-12:52pm)

OTHER CURENT LIABILITIES

\$.00

TOTAL LIABILITIES

\$25,324.66

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753	FUND BALANCE:				
754	APPROPRIATED:				
768	RESERVE FOR ENCUMBRANCES - CURRENT YEAR			\$21,728,517.28	
609	RESERVE FOR ENCUMBRANCES - PRIOR YEAR			\$99,417.35	
314	RESERVED FUND BALANCE FOR WAIVER OFFSET RSV				
	WAIVER OFFSET RESERVE - CURRENT YEAR				
	INCREASE IN WAIVER OFFSET RESERVE			\$.00	
	WITHDRAWAL FROM WAIVER OFFSET RESERVE			\$.00	
	RESERVED FUND BALANCE:				
755	BUS ADVERTISING RESERVE				
610	ADD: INCREASE IN BUS ADV RESERVE FOR F		\$20,514.00		
315	LESS: BUDGETED W/D FROM BUS ADV FUEL CO		(\$.00)		
756	FEDERAL IMPACT AID RESERVE GENERAL - JULY			\$20,514.00	
611	ADD: INCREASE IN FEDERAL IMPACT AID RE			\$.00	
318	LESS: W/D FROM FEDERAL IMPACT AID RESER		(\$.00)		
757	FEDERAL IMPACT AID RESERVE CAPITAL - JULY			\$.00	
612	ADD: INCREASE IN FEDERAL IMPACT AID RE			\$.00	
319	LESS: W/D FROM FEDERAL IMPACT AID RESER		(\$.00)		
764	MAINTENANCE RESERVE ACCOUNT - JULY 1, 2022		\$400,000.00		
606	ADD: INTEREST EARNED ON MAINTENANCE RE		\$150.00		
310	LESS: BUDGETED W/D FROM MAINT. RESERVE		(\$100,000.00)		
765	TUITION RESERVE ACCOUNT			\$300,150.00	
761	CAPITAL RESERVE ACCOUNT - JULY 1, 2022			\$.00	
604	ADD: INCREASE IN CAPITAL RESERVE		\$5,316,481.12		
307	LESS: BUDG. W/D FROM CAPITAL RESERVE-ELI		\$850.00		
309	LESS: BUDG. W/D FROM CAPITAL RESERVE-EXC		(\$.00)		
766	CURR. EXP. EMERGENCY RESERVE - JULY 1, 2022		(\$1,625,000.00)		
607	ADD: INCR. IN CURR. EXP. EMERG. RESERVE		\$250,000.00		
312	LESS: W/D FROM CURR. EXP. EMERG. RESERV		(\$.00)		
762	ADULT EDUCATION PROGRAMS			\$250,000.00	
769	UNEMPLOYMENT FUND			\$.00	
750,751,752	RESERVED FUND BALANCE			\$500,000.00	
76X	OTHER RESERVES			\$.00	
601	APPROPRIATIONS				
602	LESS: EXPENDITURES				
603	ENCUMBRANCES				
	TOTAL APPROPRIATED		\$26,931,276.58		
			(\$23,057,443.32)		
				\$3,873,833.26	
	UNAPPROPRIATED:			\$30,464,763.01	
770	FUND BALANCE, JULY 1, 2023			\$3,590,392.81	
771	FUND BALANCE -DESIGNATED			\$500,000.00	
772	FUND BALANCE -UNDESIGNATED			\$.00	
303	BUDGETED FUND BALANCE			(\$889,562.00)	
311	BUDGT. WITHDR. FM TUITION RESERVE-ADJUST/SU			(\$.00)	
320	BUDGT. WITHDR. FROM UNEMPLOYMENT FUND BALAN			(\$.00)	
	TOTAL FUND BALANCE			\$33,665,593.82	

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TOTAL LIABILITIES AND FUND EQUITY

\$33,690,918.48

	Budgeted	Actual	Variance
RECAPITULATION OF FUND BALANCE:			
APPROPRIATIONS	\$26,931,276.58	\$23,057,443.32	\$3,873,833.26
REVENUES	(\$24,212,101.00)	(\$23,946,552.33)	(\$265,548.67)
SUB TOTAL	\$2,719,175.58	\$889,109.01-	\$3,608,284.59
CHANGE IN RESERVE ACCOUNTS:			
PLUS - INCREASE IN RESERVE	\$1,000.00	\$1,000.00	\$.00
LESS - WITHDRAW FROM RESERVE	(\$1,725,000.00)	(\$1,725,000.00)	(\$.00)
SUB TOTAL	\$995,175.58	(\$2,613,109.01-)	\$3,608,284.59
LESS: ADJUSTMENT FOR PRIOR YEAR ENCUMBRANCE	(\$99,417.35)	(\$99,417.35)	(\$.00)
BUDGETED FUND BALANCE	\$895,758.23	(\$2,712,526.36-)	\$3,608,284.59

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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	\$22,749,543.00	\$22,483,994.33		\$265,548.67)
3XXX FROM INTERMEDIATE SOURCES	\$.00	\$.00	under	\$.00
4XXX FROM STATE SOURCES	\$1,462,558.00	\$1,462,558.00		\$.00
5XXX FROM FEDERAL SOURCES	\$.00	\$.00		\$.00
XXXX FROM OTHER FINANCING SOURCES	\$.00	\$.00		\$.00
XXXX ARRA ESF (FUND 16)	\$.00	\$.00		\$.00
XXXX ARRA GSF (FUND 17)	\$.00	\$.00		\$.00
XXXX ARRA SFSF (FUND 18)	\$.00	\$.00		\$.00
TOTAL REVENUES/SOURCES OF FUNDS	\$24,212,101.00	\$23,946,552.33	under	\$265,548.67

EXPENDITURES:	Appropriations	Expenditures	Encumbrances	Available Balance
GENERAL CURRENT EXPENSE FUND (11)				
1XX-100-XXX REGULAR PROGRAMS - INSTRUCTION	\$7,290,256.74	\$138,577.61	\$6,807,226.84	\$344,452.29
2XX-100-XXX SPECIAL EDUCATION - INSTRUCTION	\$2,447,261.00	\$7,903.54	\$2,431,461.20	\$7,896.26
230-100-XXX BASIC SKILLS/REMEDIATION INSTRUCTION	\$461,413.00	\$.00	\$461,161.82	\$251.18
240-100-XXX BILINGUAL EDUCATION - INSTRUCTION	\$368,654.00	\$.00	\$367,123.49	\$1,530.51
3XX-100-XXX VOC. PROGRAMS - LOCAL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
401-100-XXX SCHOOL-SPONS. COCURR. ACTIVITIES - INST.	\$73,931.00	\$.00	\$68,796.00	\$5,135.00
402-100-XXX SCHOOL-SPONS. ATHLETICS - INSTRUCTION	\$33,644.00	\$.00	\$26,544.00	\$7,100.00
421-XXX-XXX TOTAL BEFORE/AFTER SCHOOL PROGRAMS	\$.00	\$.00	\$.00	\$.00
422-XXX-XXX TOTAL SUMMER SCHOOL PROGRAMS	\$44,500.00	\$13,916.40	\$30,083.60	\$500.00
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:	Budgeted Estimated	Actual to Date	Encumbrances	Available Balance
000-1XX-XXX INSTRUCTION	\$2,022,142.00	\$27,478.18	\$1,309,503.17	\$685,160.65
000-211-XXX ATTENDANCE AND SOCIAL WORK SERVICES	\$101,713.00	\$9,328.00	\$91,985.00	\$400.00
000-213-XXX HEALTH SERVICES	\$225,710.07	\$5,232.14	\$203,472.64	\$17,005.29
000-216-XXX OTHER SUPPORT SERV.-STUDENTS-RELATED SERV	\$482,787.00	\$494.00	\$478,565.73	\$3,727.27
000-217-XXX OTHER SUPPORT SERV.-STUDENTS-EXTRA SERV.	\$1,372,507.00	\$.00	\$1,218,759.00	\$153,748.00
000-218-XXX OTHER SUPPORT SERVICES-STUDENTS-REGULAR	\$359,910.00	\$7,002.29	\$350,149.46	\$2,758.25
000-219-XXX OTHER SUPPORT SERV.-STUDENTS-SPEC. SERV.	\$593,843.00	\$67,321.12	\$495,445.19	\$31,076.69
000-221-XXX IMPROV. OF INST./OTHER SUP. SERV.-INSTSERV	\$172,531.00	\$66,628.34	\$97,336.66	\$8,566.00
000-222-XXX EDUCATIONAL MEDIA SERV./SCHOOL LIBRARY	\$214,276.00	\$.00	\$198,061.36	\$16,214.64
000-223-XXX INSTRUCTIONAL STAFF TRAINING SERVICES	\$67,300.00	\$42,186.00	\$.00	\$25,114.00
000-23X-XXX SUPP. SERV. - GENERAL ADMINISTRATION	\$534,452.68	\$92,206.70	\$396,847.91	\$45,398.07

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	Appropriations	Expenditures	Encumbrances	Availible Balance
000-24X-XXX SUPP. SERV. - SCHOOL ADMINISTRATION	\$861,096.07	\$73,347.80	\$758,503.79	\$29,244.48
000-25X-XXX SUPP. SERV. - CENTRAL SERVICES & TECH SERV	\$584,086.75	\$48,365.75	\$468,314.61	\$67,406.39
000-26X-XXX OPERATION AND MAINT. OF PLANT SERVICES	\$1,943,915.40	\$340,469.45	\$1,411,275.99	\$192,169.96
000-263-XXX TOTAL CARE AND UPKEEP OF GROUNDS	\$85,700.00	\$.00	\$12,850.00	\$72,850.00
000-266-XXX TOTAL SECURITY	\$23,550.00	\$.00	\$705,674.00	\$23,550.00
000-27X-XXX STUDENT TRANSPORTATION SERVICES	\$716,299.00	\$.00	\$.00	\$10,625.00
000-29X-XXX BUSINESS AND OTHER SUPPORT SERVICES	\$.00	\$.00	\$.00	\$.00
000-40X-XXX FACILITIES ACQ. & CONSTRUCTION SERVICES	\$.00	\$.00	\$.00	\$.00
000-40X-XXX UNALLOCATED BENEFITS	\$4,129,135.00	\$289,201.37	\$3,175,610.24	\$664,323.39
XXX-XXX-2XX FOOD SERVICES	\$.00	\$.00	\$.00	\$.00
000-31X-XXX RETIREMENT OF ERIP LIABILITY	\$.00	\$.00	\$.00	\$.00
000-515-XXX FUND TRANSFERS	\$.00	\$.00	\$.00	\$.00
000-52X-XXX OTHER UNDISTRIBUTED EXPENDITURES NOT INCLUDED ABOVE	\$.00	\$.00	\$.00	\$.00
TOTAL GEN. CURRENT EXP. EXPENDITURES/USES OF FUNDS	\$25,210,613.71	\$1,229,658.69	\$21,564,751.70	\$2,416,203.32

	Appropriations	Expenditures	Encumbrances	Availible Balance
CAPITAL OUTLAY (FUND 12)				
XXX-XXX-73X EQUIPMENT	\$74,801.47	\$.00	\$45,801.47	\$29,000.00
000-400-937 IMPACT AID RESERVE	\$.00	\$.00	\$.00	\$.00
000-4XX-XXX FACILITIES ACQUISITION AND CONSTR. SERV.	\$1,645,861.40	\$.00	\$217,231.46	\$1,428,629.94
430-4XX-741 INFRASTRUCTURE	\$.00	\$.00	\$.00	\$.00
OTHER CAPITAL OUTLAY EXPENDITURES NOT INCLUDED ABOVE	\$.00	\$.00	\$.00	\$.00
TOTAL CAPITAL OUTLAY EXPENDITURES/USES OF FUNDS	\$1,720,662.87	\$.00	\$263,032.93	\$1,457,629.94

	Appropriations	Expenditures	Encumbrances	Availible Balance
SPECIAL SCHOOLS (FUND 13)				
3XX-1XX-XXX POST-SECONDARY INSTRUCTION	\$.00	\$.00	\$.00	\$.00
3XX-2XX-XXX POST-SECONDARY SUPPORT SERVICES	\$.00	\$.00	\$.00	\$.00
422-1XX-XXX SUMMER SCHOOL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
422-2XX-XXX SUMMER SCHOOL - SUPPORT SERVICES	\$.00	\$.00	\$.00	\$.00
4XX-1XX-XXX OTHER SPEC. SCHOOL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
4XX-2XX-XXX OTHER SPC. SCHOOLS - SUPPORT SERV.	\$.00	\$.00	\$.00	\$.00
601-1XX-XXX ACCR. EVENING/ADULT H.S./POST-GRADUATE INSTRUCTION	\$.00	\$.00	\$.00	\$.00
601-2XX-XXX ACCR. EVENING/ADULT H.S./POST-GRADUATE - SUPPORT SERVICES	\$.00	\$.00	\$.00	\$.00
602-1XX-XXX ADULT EDUCATION-LOCAL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
602-2XX-XXX ADULT EDUCATION-LOCAL - SUPPORT SERVICES	\$.00	\$.00	\$.00	\$.00
629-1XX-XXX VOCATIONAL EVENING-LOCAL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
629-2XX-XXX VOCATIONAL EVENING-LOCAL - SUPPORT SERVICES	\$.00	\$.00	\$.00	\$.00
631-1XX-XXX EVENING SCHOOL FOR THE FOREIGN BORN LOCAL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
631-2XX-XXX EVENING SCHOOL FOR THE FOREIGN BORN-LOCAL - SUPPORT SERVICES	\$.00	\$.00	\$.00	\$.00
EVENING SCHOOL FOR FOREIGN BORN-LOCAL SUPPORT SERVICE	\$.00	\$.00	\$.00	\$.00
OTHER SPECIAL SCHOOLS EXPEND. NOT INCLUDED ABOVE	\$.00	\$.00	\$.00	\$.00
TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	\$.00	\$.00	\$.00	\$.00

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	Appropriations	Expenditures	Encumbrances	Availble 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 SFSE (FUND 18)	\$.00	\$.00	\$.00	\$.00
19-XXX-XXX-XXX FEMA GRANT (FUND 19)	\$.00	\$.00	\$.00	\$.00
TOTAL GENERAL FUND EXPENDITURES	\$26,931,276.58	\$1,229,658.69	\$21,827,784.63	\$3,873,833.26

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	Estimate	Actual	Unrealized
REVENUES			
LOCAL SOURCES:			
1210 LOCAL TAX LEVY	\$22,382,979.00	\$22,382,979.00	\$.00
1310 TUITION - FROM INDIVIDUALS	\$184,640.00	\$46,764.00	\$137,876.00
1320 - FROM OTHER LEAS WITHIN THE STATE	\$57,924.00	\$.00	\$57,924.00
1XXX MISCELLANEOUS	\$124,000.00	\$54,251.33	\$69,748.67
TOTAL	\$22,749,543.00	\$22,483,994.33	\$265,548.67
STATE SOURCES:			
3121 CATEGORICAL TRANSPORTATION AID	\$93,632.00	\$93,632.00	\$.00
3132 CATEGORICAL SPECIAL EDUCATION AID	\$1,277,579.00	\$1,277,579.00	\$.00
3177 CATEGORICAL SECURITY AID	\$91,347.00	\$91,347.00	\$.00
TOTAL	\$1,462,558.00	\$1,462,558.00	\$.00
TOTAL	\$24,212,101.00	\$23,946,552.33	\$265,548.67

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GENERAL CURRENT EXPENSE (FUND 11)

	Appropriations	Expenditures	Encumbrances	Availble Balance
REGULAR PROGRAMS - INSTRUCTION				
105-1XX-101 PRESCHOOL - SALARIES OF TEACHERS	\$92,814.00	\$.00	\$92,814.00	\$.00
110-1XX-101 KINDERGARTEN - SALARIES OF TEACHERS	\$609,811.00	\$.00	\$609,811.00	\$.00
120-1XX-101 GRADES 1-5 -SALARIES OF TEACHERS	\$3,450,405.00	\$.00	\$3,448,805.00	\$1,600.00
130-1XX-101 GRADES 6-8 -SALARIES OF TEACHERS	\$2,252,791.00	\$.00	\$2,252,791.00	\$.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	\$262,386.00	\$.00	\$262,386.00	\$.00
190-1XX-32X PURCHASED PROF. - ED. SERVICES	\$22,600.00	\$.00	\$.00	\$22,600.00
190-1XX-34X PURCHASED TECHNICAL SERVICES	\$91,208.00	\$16,774.06	\$35,479.06	\$38,954.88
190-1XX-5XX OTHER PURCHASED SERVICES	\$206,559.00	\$36,045.35	\$46,914.35	\$123,599.30
190-1XX-61X GENERAL SUPPLIES	\$120,376.41	\$8,213.74	\$43,486.10	\$68,676.57
190-1XX-64X TEXTBOOKS	\$71,581.00	\$53,640.46	\$1,945.00	\$15,995.54
190-1XX-890 MISCELLANEOUS EXPENDITURES	\$19,000.00	\$.00	\$300.00	\$18,700.00
1XX-1XX-XXX OTHER UNDISTRIBUTED INSTRUCTION	\$80,725.33	\$23,904.00	\$5,495.33	\$51,326.00
TOTAL REGULAR PROGRAMS - INSTRUCTION	\$7,290,256.74	\$138,577.61	\$6,807,226.84	\$344,452.29

SPECIAL EDUCATION PROGRAMS:

LEARNING AND/OR LANGUAGE DISABILITIES				
204-1XX-101 SALARIES OF TEACHERS	\$488,069.00	\$.00	\$488,069.00	\$.00
204-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$9,346.00	\$.00	\$9,346.00	\$.00
204-1XX-5XX OTHER PURCHASED SERVICES	\$3,995.00	\$3,893.94	\$.00	\$101.06
204-1XX-61X GENERAL SUPPLIES	\$3,160.00	\$.00	\$1,767.34	\$1,392.66
TOTAL	\$504,570.00	\$3,893.94	\$499,182.34	\$1,493.72

BEHAVIORAL DISABILITIES:				
209-1XX-101 SALARIES OF TEACHERS	\$122,091.00	\$2,800.00	\$119,291.00	\$.00
209-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$4,205.00	\$1,209.60	\$705.00	\$2,290.40
209-1XX-XXX OTHER BEHAVIORAL DISABILITIES	\$1,050.00	\$.00	\$.00	\$1,050.00
TOTAL	\$127,346.00	\$4,009.60	\$119,996.00	\$3,340.40

RESOURCE ROOM/RESOURCE CENTER:				
213-1XX-101 SALARIES OF TEACHERS	\$1,430,647.00	\$.00	\$1,430,647.00	\$.00
213-1XX-61X GENERAL SUPPLIES	\$5,291.00	\$.00	\$3,642.31	\$1,648.69
TOTAL	\$1,435,938.00	\$.00	\$1,434,289.31	\$1,648.69

PRESCHOOL DISABILITIES - FULL-TIME:

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216-1XX-101 SALARIES OF TEACHERS	\$237,078.00	\$.00	\$237,078.00	\$.00
216-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$139,729.00	\$.00	\$139,729.00	\$.00
216-1XX-XXX OTHER PRESCHOOL DISABILITIES - FULL-TIME:	\$2,600.00	\$.00	\$1,186.55	\$1,413.45
TOTAL	\$379,407.00	\$.00	\$377,993.55	\$1,413.45
TOTAL SPECIAL EDUCATION - INSTRUCTION	\$2,447,261.00	\$7,903.54	\$2,431,461.20	\$7,896.26
BASIC SKILLS/REMEDIAL - INSTRUCTION				
230-1XX-101 SALARIES OF TEACHERS	\$459,413.00	\$.00	\$459,413.00	\$.00
230-1XX-61X GENERAL SUPPLIES	\$2,000.00	\$.00	\$1,748.82	\$251.18
TOTAL	\$461,413.00	\$.00	\$461,161.82	\$251.18
BILINGUAL EDUCATION - INSTRUCTION				
240-1XX-61X GENERAL SUPPLIES	\$2,439.00	\$.00	\$908.49	\$1,530.51
24X-1XX-XXX OTHER BILINGUAL EDUCATION - INSTRUCTION	\$366,215.00	\$.00	\$366,215.00	\$.00
TOTAL	\$368,654.00	\$.00	\$367,123.49	\$1,530.51
SCHOOL SPONS. - COCURRICULAR ACTIVITIES - INSTRUCTION				
401-100-1XX SALARIES	\$66,931.00	\$.00	\$66,931.00	\$.00
401-100-6XX SUPPLIES AND MATERIALS	\$5,000.00	\$.00	\$1,305.00	\$3,695.00
401-1XX-8XX OTHER OBJECTS	\$2,000.00	\$.00	\$560.00	\$1,440.00
TOTAL	\$73,931.00	\$.00	\$68,796.00	\$5,135.00
SCHOOL SPONSORED ATHLETICS - INSTRUCTION				
402-1XX-1XX SALARIES	\$26,544.00	\$.00	\$26,544.00	\$.00
402-1XX-5XX PURCHASED SERVICES	\$4,600.00	\$.00	\$.00	\$4,600.00
402-1XX-6XX SUPPLIES AND MATERIALS	\$2,000.00	\$.00	\$.00	\$2,000.00
402-1XX-8XX OTHER OBJECTS	\$500.00	\$.00	\$.00	\$500.00
TOTAL	\$33,644.00	\$.00	\$26,544.00	\$7,100.00
SUMMER SCHOOL PROGRAMS				
422-100-101 SALARIES OF TEACHERS	\$30,300.00	\$9,660.00	\$20,640.00	\$.00
422-100-106 OTHER SALARIES OF INSTRUCTION	\$4,700.00	\$3,506.40	\$1,193.60	\$.00
422-100-610 GENERAL SUPPLIES	\$500.00	\$.00	\$.00	\$500.00
TOTAL SUMMER SCHOOL INSTRUCTION	\$35,500.00	\$13,166.40	\$21,833.60	\$500.00
SUMMER SCHOOL - SUPPORT SVCS				
422-200-100 SALARIES	\$9,000.00	\$750.00	\$8,250.00	\$.00

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TOTAL SUMMER SCHOOL - SUPPORT SVCS	\$9,000.00	\$750.00	\$8,250.00	\$.00
TOTAL SUMMER SCHOOL	\$44,500.00	\$13,916.40	\$30,083.60	\$500.00
UNDISTRIBUTED EXPENDITURES - INSTRUCTION				
INSTRUCTION				
000-1XX-562	TUITION TO OTHER LEAS W/I STATE - SPEC.	\$1,279,284.00	\$928,856.15	\$350,427.85
000-1XX-565	TUITION TO CSSD & REG. DAY SCHOOL	\$237,110.00	\$126,910.00	\$110,200.00
000-1XX-566	TUITION TO PRIV. SCH. FOR HANDIC. W/I ST	\$505,748.00	\$253,737.02	\$224,532.80
TOTAL	\$2,022,142.00	\$27,478.18	\$1,309,503.17	\$685,160.65
ATTENDANCE AND SOCIAL WORK SERVICES				
000-211-1XX	SALARIES	\$92,713.00	\$91,985.00	\$.00
000-211-171	SALARIES OF DROP-OUT PREVENTION OFFICER/CO	\$.00	\$.00	\$.00
000-211-172	SALARIES OF FAMILY SUPPORT TEAMS	\$.00	\$.00	\$.00
000-211-173	SALARIES OF FAMILY LIAISONS/COMM. PARENT I	\$.00	\$.00	\$.00
000-211-174	SALARIES OF COMMUNITY/SCHOOL COORDINATORS	\$.00	\$.00	\$.00
000-211-3XX	PURCHASED PROF. AND TECH. SERVICES	\$9,000.00	\$8,600.00	\$400.00
TOTAL	\$101,713.00	\$9,328.00	\$91,985.00	\$400.00
HEALTH SERVICES				
000-213-1XX	SALARIES	\$195,907.00	\$195,907.00	\$.00
000-213-175	SALARIES OF SOCIAL SERVICES COORDINATORS	\$.00	\$.00	\$.00
000-213-3XX	PURCHASED PROF. AND TECH. SERVICES	\$4,250.00	\$4,000.00	\$250.00
000-213-5XX	OTHER PURCHASED SERVICES	\$12,200.00	\$1,065.00	\$11,135.00
000-213-6XX	SUPPLIES AND MATERIALS	\$13,353.07	\$4,167.14	\$5,620.29
TOTAL	\$225,710.07	\$5,232.14	\$203,472.64	\$17,005.29
OTHER SUPP. SERV. STUDENTS-RELATED SERVICES				
000-216-1XX	SALARIES	\$478,195.00	\$494.00	\$477,701.00
000-216-6XX	SUPPLIES AND MATERIALS	\$3,592.00	\$.00	\$864.73
TOTAL	\$481,787.00	\$494.00	\$478,565.73	\$2,727.27
OTHER SUPP. SERV. STUDENTS-EXTRA SERVICES				
000-217-1XX	SALARIES	\$853,707.00	\$.00	\$853,707.00
000-217-32X	PURCHASED PROF. - EDUCATIONAL SERVICES	\$514,400.00	\$.00	\$365,052.00
000-217-6XX	SUPPLIES AND MATERIALS	\$3,900.00	\$.00	\$3,900.00
000-217-8XX	OTHER OBJECTS	\$500.00	\$.00	\$500.00
TOTAL	\$1,372,507.00	\$.00	\$1,218,759.00	\$153,748.00

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OTHER SUPP. SERV. - STUDENTS - REGULAR				
000-218-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$352,110.00	\$2,857.53	\$349,252.47	\$.00
000-218-6XX SUPPLIES AND MATERIALS	\$1,300.00	\$.00	\$896.99	\$403.01
000-218-8XX OTHER OBJECTS	\$500.00	\$.00	\$.00	\$500.00
TOTAL	\$353,910.00	\$2,857.53	\$350,149.46	\$903.01
OTHER SUPPORT SERVICES - STUDENTS-SPECIAL				
000-219-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$396,388.00	\$3,089.22	\$393,298.78	\$.00
000-219-105 SALARIES OF SECR. AND CLERICAL ASSTS.	\$109,230.00	\$7,128.20	\$102,101.80	\$.00
000-219-32X PURCHASED PROF. - ED. SERVICES	\$64,000.00	\$49,942.00	\$.00	\$14,058.00
000-219-39X OTHER PURCHASED PROF. AND TECH. SERVICES	\$15,700.00	\$6,301.70	\$.00	\$9,398.30
000-219-5XX OTHER PURCHASED SERVICES	\$500.00	\$.00	\$.00	\$500.00
000-219-6XX SUPPLIES AND MATERIALS	\$6,400.00	\$.00	\$44.61	\$6,355.39
000-219-8XX OTHER PROJECTS	\$1,625.00	\$860.00	\$.00	\$765.00
TOTAL	\$593,843.00	\$67,321.12	\$495,445.19	\$31,076.69
IMPROVEMENT OF INSTRUCTION SERVICES/				
000-221-102 SALARIES OF SUPERVISORS OF INSTR.	\$74,531.00	\$5,694.34	\$68,836.66	\$.00
000-221-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$28,500.00	\$.00	\$28,500.00	\$.00
000-221-176 SAL OF FACILITATORS, MATH COACHES & LITERA	\$.00	\$.00	\$.00	\$.00
000-221-32X PURCHASED PROF. - ED. SERVICES	\$61,700.00	\$60,934.00	\$.00	\$766.00
000-221-3XX OTHER PURCHASED PROF. AND TECH. SERVICES	\$6,000.00	\$.00	\$.00	\$6,000.00
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	\$.00	\$.00	\$800.00
TOTAL	\$172,531.00	\$66,628.34	\$97,336.66	\$8,566.00
EDUCATIONAL MEDIA SERVICES/SCHOOL LIBRARY				
000-222-1XX SALARIES	\$188,576.00	\$.00	\$188,576.00	\$.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.	\$8,500.00	\$.00	\$7,498.99	\$1,001.01
000-222-6XX SUPPLIES AND MATERIALS	\$13,700.00	\$.00	\$1,986.37	\$11,713.63
TOTAL	\$214,276.00	\$.00	\$198,061.36	\$16,214.64
INSTRUCTIONAL STAFF TRAINING SERVICES				
000-223-32X PURCHASED PROF. - ED. SERVICES	\$42,500.00	\$41,486.00	\$.00	\$1,014.00
000-223-3XX OTHER PURCHASED PROF. AND TECH. SERVICES	\$8,300.00	\$.00	\$.00	\$8,300.00
000-223-5XX OTHER PURCHASED SERVICES	\$12,000.00	\$700.00	\$.00	\$11,300.00

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000-223-6XX SUPPLIES AND MATERIALS	\$4,500.00	\$42,186.00	\$.00	\$4,500.00
TOTAL	\$67,300.00	\$42,186.00	\$.00	\$25,114.00
SUPPORT SERVICES - GENERAL ADMINISTRATION				
000-23X-1XX SALARIES	\$311,160.00	\$25,923.00	\$285,237.00	\$.00
000-23X-331 LEGAL SERVICES	\$41,000.00	\$.00	\$31,500.00	\$9,500.00
000-23X-332 AUDIT FEES	\$32,000.00	\$.00	\$32,000.00	\$.00
000-230-334 ARCHITECTURAL/ENGINEERING SERVICES	\$16,000.00	\$.00	\$16,000.00	\$.00
000-23X-33X OTHER PURCHASED PROF. SERVICES	\$22,500.00	\$5,405.00	\$9,718.27	\$7,376.73
000-23X-34X PURCHASED TECHNICAL SERVICES	\$7,554.00	\$1,908.00	\$.00	\$5,646.00
000-23X-53X COMMUNICATIONS/TELEPHONE	\$38,174.00	\$17,245.04	\$18,027.96	\$2,901.00
000-23X-585 BOE OTHER PURCHASED SERVICES	\$2,500.00	\$.00	\$.00	\$2,500.00
000-23X-5XX OTHER PURCHASED SERVICES	\$41,964.68	\$28,468.00	\$4,364.68	\$9,132.00
000-23X-610 GENERAL SUPPLIES	\$4,250.00	\$.00	\$.00	\$4,250.00
000-23X-630 BOE MEETING SUPPLIES	\$1,750.00	\$.00	\$.00	\$1,750.00
000-23X-890 MISCELLANEOUS EXPENDITURES	\$5,200.00	\$2,900.00	\$.00	\$2,300.00
000-23X-895 BOE MEMBERSHIP DUES AND FEES	\$10,400.00	\$10,357.66	\$.00	\$42.34
TOTAL	\$534,452.68	\$92,206.70	\$396,847.91	\$45,398.07
SUPPORT SERVICES - SCHOOL ADMIN.				
000-24X-103 SALARIES OF PRINCIPALS/ASST. PRINCIPALS	\$527,915.00	\$43,950.72	\$483,964.28	\$.00
000-24X-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$149,200.00	\$12,379.16	\$136,820.84	\$.00
000-24X-105 SALARIES OF SECR. AND CLERICAL ASSTS.	\$147,359.00	\$11,905.82	\$135,453.18	\$.00
000-24X-3XX PURCHASED PROF. AND TECH. SERVICES	\$1,500.00	\$.00	\$.00	\$1,500.00
000-24X-5XX OTHER PURCHASED SERVICES	\$10,900.00	\$.00	\$283.80	\$10,616.20
000-24X-6XX SUPPLIES AND MATERIALS	\$10,622.07	\$3,392.10	\$1,981.69	\$5,248.28
000-24X-8XX OTHER OBJECTS	\$13,600.00	\$1,720.00	\$.00	\$11,880.00
TOTAL	\$861,096.07	\$73,347.80	\$758,503.79	\$29,244.48
SUPPORT SERVICES - CENTRAL SERVICES				
000-251-100 SALARIES	\$361,200.00	\$29,734.90	\$331,465.10	\$.00
000-251-34X PURCHASED TECHNICAL SERVICES	\$26,475.00	\$618.75	\$25,856.25	\$.00
000-251-592 MISC. PURCHASED SERVICES	\$7,850.00	\$.00	\$255.64	\$7,594.36
000-251-5XX OTHER PURCHASED SERVICES	\$3,000.00	\$.00	\$769.20	\$2,230.80
000-251-6XX SUPPLIES AND MATERIALS	\$4,364.75	\$440.18	\$.00	\$3,924.57
000-251-890 MISCELLANEOUS EXPENDITURES	\$3,000.00	\$1,500.00	\$.00	\$1,500.00
TOTAL	\$405,889.75	\$32,293.83	\$358,346.19	\$15,249.73
SUPPORT SERVICES - ADMINISTRATIVE INFO TECH SERVICES				
000-252-100 SALARIES	\$120,077.00	\$10,108.58	\$109,968.42	\$.00
000-252-34X PURCHASED TECHNICAL SERVICES	\$51,770.00	\$5,963.34	\$.00	\$45,806.66

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000-252-5XX OTHER PURCHASED SERVICES	\$650.00	\$.00	\$.00	\$650.00
000-252-6XX SUPPLIES AND MATERIALS	\$5,700.00	\$.00	\$.00	\$5,700.00
TOTAL	\$178,197.00	\$16,071.92	\$109,968.42	\$52,156.66
OPERATION AND MAINTENANCE OF SCHOOL FACILITIES				
000-261-1XX SALARIES	\$178,864.00	\$13,819.40	\$165,044.60	\$.00
000-261-61X GENERAL SUPPLIES	\$65,042.38	\$.00	\$23,342.38	\$41,700.00
000-261-8XX OTHER OBJECTS	\$1,725.00	\$475.00	\$.00	\$1,250.00
000-261-XXX REQUIRED MAINTENANCE UPDATE	\$140,587.00	\$9,121.46	\$51,463.78	\$80,001.76
TOTAL REQUIRED MAINT FOR SCHOOL FACILITIES	\$386,218.38	\$23,415.86	\$239,850.76	\$122,951.76
CUSTODIAL SERVICES				
000-262-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$157,313.00	\$.00	\$157,313.00	\$.00
000-262-1XX SALARIES	\$580,105.00	\$46,521.48	\$533,583.52	\$.00
000-262-3XX PURCHASED PROF. AND TECH. SERVICES	\$8,400.00	\$.00	\$.00	\$8,400.00
000-262-42X CLEANING, REPAIR, AND MAINT. SERVICES	\$16,000.00	\$352.00	\$7,168.00	\$8,480.00
000-262-441 RENTAL OF LAND AND BILGS. - OTHER THAN LEASE PURCH. AGREEMENTS	\$14,000.00	\$1,767.00	\$12,233.00	\$.00
000-262-49X OTHER PURCHASED PROPERTY SERV.	\$22,600.00	\$1,271.17	\$17,728.83	\$3,600.00
000-262-52X INSURANCE	\$253,747.00	\$253,663.00	\$.00	\$84.00
000-262-5XX MISCELLANEOUS PURCHASED SERVICES	\$200.00	\$.00	\$.00	\$200.00
000-262-61X GENERAL SUPPLIES	\$48,832.02	\$2,045.80	\$1,832.02	\$44,954.20
000-262-621 ENERGY (NATURAL GAS)	\$175,000.00	\$452.22	\$174,547.78	\$.00
000-262-626 ENERGY (GASOLINE)	\$8,000.00	\$.00	\$8,000.00	\$.00
000-262-62X ENERGY (HEAT AND ELECTRICITY)	\$270,000.00	\$10,980.92	\$259,019.08	\$.00
000-262-8XX OTHER OBJECTS	\$3,500.00	\$.00	\$.00	\$3,500.00
TOTAL CUSTODIAL SERVICES	\$1,557,697.02	\$317,053.59	\$1,171,425.23	\$69,218.20
CARE AND UPKEEP OF GROUNDS				
000-263-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$78,700.00	\$.00	\$12,850.00	\$65,850.00
000-263-610 GENERAL SUPPLIES	\$7,000.00	\$.00	\$.00	\$7,000.00
TOTAL CARE AND UPKEEP OF GROUNDS	\$85,700.00	\$.00	\$12,850.00	\$72,850.00
SECURITY				
000-266-300 PURCHASED PROFESSIONAL AND TECHNICAL SERV	\$2,550.00	\$.00	\$.00	\$2,550.00
000-266-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$10,000.00	\$.00	\$.00	\$10,000.00
000-266-610 GENERAL SUPPLIES	\$1,000.00	\$.00	\$.00	\$1,000.00
TOTAL SECURITY	\$13,550.00	\$.00	\$.00	\$13,550.00
OPERATION AND MAINTENANCE OF PLANT SERVICES				

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000-26X-XXX OTHER UNDIST. EXPEND. OPERATION & MAINTEN	\$10,000.00	\$.00	\$.00	\$10,000.00
TOTAL	\$10,000.00	\$.00	\$.00	\$10,000.00

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STUDENT TRANSPORTATION SERV.				
000-270-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$21,193.00	\$.00	\$21,193.00	\$.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	\$80,106.00	\$.00	\$80,106.00	\$.00
000-27X-512 CONTRACTED SERV. (OTHER THAN HM/SC) VEND.	\$34,000.00	\$.00	\$23,375.00	\$10,625.00
000-27X-513 CONTRACTED SERV. (HOME/SCH.) JOIN AGREEMN	\$25,000.00	\$.00	\$25,000.00	\$.00
000-27X-515 CONTR. SERV. (SPEC. ED. STUD.) JOIN AGRM.	\$501,000.00	\$.00	\$501,000.00	\$.00
TOTAL	\$716,299.00	\$.00	\$705,674.00	\$10,625.00

	Appropriations	Expenditures	Encumbrances	Available Balance
UNALLOCATED BENEFITS				
000-291-22X SOCIAL SECURITY CONTRIBUTIONS	\$277,360.00	\$11,438.45	\$.00	\$265,921.55
000-291-241 OTHER RETIREMENT CONTRIBUTIONS - PERS	\$298,500.00	\$.00	\$.00	\$298,500.00
000-291-249 OTHER RETIREMENT CONTRIBUTIONS-REG	\$33,000.00	\$.00	\$.00	\$33,000.00
000-291-26X WORKMEN'S COMPENSATION	\$88,051.00	\$10,775.00	\$45,106.00	\$32,170.00
000-291-27X HEALTH BENEFITS	\$3,385,224.00	\$266,967.94	\$3,103,504.24	\$14,751.82
000-291-28X TUITION REIMBURSEMENT	\$15,000.00	\$.00	\$.00	\$15,000.00
000-291-299 UNUSED STICK PAYMENT RETIRE/TERM	\$25,000.00	\$.00	\$25,000.00	\$.00
000-291-2XX OTHER EMPLOYEE BENEFITS	\$7,000.00	\$19.98	\$2,000.00	\$4,980.02
TOTAL UNALLOCATED BENEFITS	\$4,129,135.00	\$289,201.37	\$3,175,610.24	\$664,323.39
TOTAL PERSONAL SERVICES - EMPLOYEE BENEFITS	\$4,129,135.00	\$289,201.37	\$3,175,610.24	\$664,323.39
OTHER UNDISTRIBUTED EXPENDITURES	\$7,000.00	\$4,144.76	\$.00	\$2,855.24
TOTAL UNDISTRIBUTED EXPENDITURES	\$14,490,953.97	\$1,069,261.14	\$11,372,354.75	\$2,049,338.08
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES	\$25,210,613.71	\$1,229,658.69	\$21,564,751.70	\$2,416,203.32

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL GEN. CURRENT EXP. EXPENDITURES AND TRANSFERS	\$25,210,613.71	\$1,229,658.69	\$21,564,751.70	\$2,416,203.32
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$6,035.43	\$25,324.66	(\$31,360.09-)
TOTAL GEN. CURRENT EXP. EXPEND., TRANSFERS AND RESERVE	\$25,210,613.71	\$1,235,694.12	\$21,590,076.36	\$2,384,843.23

	Appropriations	Expenditures	Encumbrances	Available Balance
CAPITAL OUTLAY (FUND 12)				
EQUIPMENT				
120-100-XXX GRADES 1-5	\$10,000.00	\$.00	\$.00	\$10,000.00

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130-100-XXX	GRADES 6-8	\$5,000.00	\$.00	\$5,000.00
000-24X-73X	SCHOOL ADMINISTRATION	\$34,320.72	\$34,320.72	\$.00
000-262-730	UNDIST. EXPEND.-CUSTODIAL SERVICES	\$11,480.75	\$11,480.75	\$.00
000-400-334	ARCHITECTURAL/ENGINEERING SERVICES	\$105,920.40	\$100,920.40	\$5,000.00
XXX-XXX-73X	OTHER EQUIPMENT	\$14,000.00	\$.00	\$14,000.00
	TOTAL EQUIPMENT	\$180,721.87	\$146,721.87	\$34,000.00
FACILITIES ACQ. AND CONSTR. SERV.:				
000-400-896	ASSESSMENT DEBT SVC ON SDA FUNDING	\$14,941.00	\$.00	\$14,941.00
XXX-4XX-XXX	OTHER FACILITIES ACQ. AND CONSTR. SERV.	\$1,525,000.00	\$.00	\$1,408,688.94
	TOTAL	\$1,539,941.00	\$116,311.06	\$1,423,629.94
	TOTAL CAPITAL OUTLAY EXPENDITURES	\$1,720,662.87	\$263,032.93	\$1,457,629.94
	TOTAL CAPITAL OUTLAY EXPENDITURES AND RESERVES	\$1,720,662.87	\$263,032.93	\$1,457,629.94
	TOTAL GENERAL FUND NOT INCLUDING RESERVES	\$26,931,276.58	\$1,229,658.69	\$3,873,833.26

PREPARED AND SUBMITTED BY:

[Signature]

9/8/2023

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)."



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 Interim Balance Sheet
 July 2023

ASSETS AND RESOURCES

ASSETS:

101	CASH IN BANK		\$73,313.00
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		\$851,583.00
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)	\$851,583.00
131	INTERFUND LOANS RECEIVABLE		\$.00

OTHER CURRENT ASSETS

\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$680,493.50	\$675,046.50
302	LESS REVENUES	(\$5,447.00)	
	TOTAL ASSETS AND RESOURCES		\$1,599,942.50

LIABILITIES AND FUND EQUITY

LIABILITIES:

101	CASH OVERDRAFT		\$.00
411	INTERGOVERNMENTAL ACCOUNTS PAYABLE - STATE		\$1,116.00
412	INTERGOVERNMENTAL ACCOUNTS PAYABLE - FEDERAL		\$.00
421	ACCOUNTS PAYABLE		\$75,225.14
431	CONTRACTS PAYABLE		\$.00
451	LOANS PAYABLE		\$.00
481	DEFERRED REVENUES		\$928,702.49
	OTHER CURRENT LIABILITIES		\$.00

TOTAL LIABILITIES

\$1,005,043.63

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FUND BALANCE:

APPROPRIATED:

753	RESERVE FOR ENCUMBRANCES - CURRENT YEAR			\$315,448.07
754	RESERVE FOR ENCUMBRANCES - PRIOR YEAR			\$4,025.47
	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			\$.00
602	LESS: EXPENDITURES	\$89,620.10	\$680,493.50	
603	ENCUMBRANCES	\$315,448.07	(\$405,068.17)	\$275,425.33

UNAPPROPRIATED:

770	FUND BALANCE, JULY 1, 2023			\$.00
303	BUDGETED FUND BALANCE			(\$.00)

TOTAL FUND BALANCE

\$594,898.87

TOTAL LIABILITIES AND FUND EQUITY

\$1,599,942.50

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REVENUE/SOURCES OF FUNDS:

	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
TRANSFEERS 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	\$.00	\$.00		\$.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	\$9,947.00	\$5,447.00	Under	\$4,500.00
TITLE I				
IDEA	\$106,761.00	\$.00	Under	\$106,761.00
PERKINS GRANT	\$302,550.00	\$.00	Under	\$302,550.00
TITLE II	\$.00	\$.00		\$.00
TITLE IV	\$.00	\$.00		\$.00
TITLE III	\$.00	\$.00		\$.00
FROM FEDERAL SOURCES	\$.00	\$.00		\$.00
4409 ARP-IDEA PRESCHOOL	\$.00	\$.00		\$.00
4417-4418 REAP GRANT	\$.00	\$.00		\$.00
4419 ARP-IDEA BASIC	\$.00	\$.00		\$.00
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	\$.00	\$.00		\$.00
4536 CCRSA MENTAL HEALTH	\$.00	\$.00		\$.00
4537 ACSERS	\$.00	\$.00		\$.00
4540 ARP ESSER	\$203,619.00	\$.00	Under	\$203,619.00
4541 ARP ESSER ACCEL. LEARNING AND SUPPORT	\$12,116.50	\$.00	Under	\$12,116.50
4542 ARP ESSER SUMMER LEARNING AND ENRICHMENT	\$.00	\$.00		\$.00
4543 ARP ESSER BEYOND THE SCHOOL DAY	\$.00	\$.00		\$.00
4544 ARP ESSER NJTSS	\$45,000.00	\$.00	Under	\$45,000.00
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

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4700 GRANTS-IN-AID FROM FEDERAL GOVT	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
4800 REVENUE IN LIEU OF TAXES	\$.00	\$.00		\$.00
TOTAL REVENUE/SOURCES OF FUNDS	\$680,493.50	\$5,447.00	Under	\$675,046.50

EXPENDITURES:

LOCAL PROJECTS	Appropriations	Expenditures	Encumbrances	Available Balance
STUDENT ACTIVITY FUND	\$.00	\$.00	\$.00	\$.00
SCHOLARSHIP FUND	\$.00	\$.00	\$.00	\$.00
STATE PROJECTS	\$.00	\$.00	\$.00	\$.00

EARLY CHILDHOOD PROGRAM AID	\$.00	\$.00	\$.00	\$.00
DEMONSTRABLY EFFECTIVE PROGRAM AID	\$.00	\$.00	\$.00	\$.00
DISTANCE LEARNING NETWORK AID	\$.00	\$.00	\$.00	\$.00
INSTRUCTIONAL SUPPLEMENT AID	\$.00	\$.00	\$.00	\$.00
STATE PROJECTS CARRYOVER	\$.00	\$.00	\$.00	\$.00
DISTANCE LEARNING CARRYOVER	\$.00	\$.00	\$.00	\$.00

PRIVATE INDUSTRY COUNCIL	\$.00	\$.00	\$.00	\$.00
NON PUBLIC TEACHER STEM	\$.00	\$.00	\$.00	\$.00

NJ NONPUBLIC TEXTBOOKS	\$2,948.00	\$545.10	\$1,657.07	\$745.83
NJ NONPUBLIC AUXILIARY SERVICES	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC HANDICAPPED SERVICES	\$5,000.00	\$.00	\$.00	\$5,000.00
NJ NONPUBLIC NURSING SERVICES	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC TECHNOLOGY INITIATIVE	\$2,499.00	\$.00	\$2,499.00	\$.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	\$10,447.00	\$545.10	\$4,156.07	\$5,745.83

FEDERAL PROJECTS				
ARR-IDEA BASIC GRANT	\$.00	\$.00	\$.00	\$.00
ARR IDEA PRESCHOOL	\$.00	\$.00	\$.00	\$.00
CLASS SIZE REDUCTION	\$.00	\$.00	\$.00	\$.00
TITLE I	\$106,761.00	\$.00	\$12,000.00	\$94,761.00

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 Budget year: 2024


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TITLE	Appropriations	Expenditures	Encumbrances	Availble Balance
TITLE II	\$.00	\$.00	\$.00	\$.00
NCLB TITLE III	\$.00	\$.00	\$.00	\$.00
NCLB TITLE IV	\$.00	\$.00	\$.00	\$.00
NCLB TITLE V	\$.00	\$.00	\$.00	\$.00
TITLE VI	\$.00	\$.00	\$.00	\$.00
I.D.E.A. PART B (HANDICAPPED)	\$ 302,550.00	\$ 70,000.00	\$ 230,992.00	\$ 1,558.00
VOCATIONAL EDUCATION	\$.00	\$.00	\$.00	\$.00
GRANTS IN AID OTHER AGENCIES	\$.00	\$.00	\$.00	\$.00
CARES ACT	\$.00	\$.00	\$.00	\$.00
DIGITAL DIVIDE	\$.00	\$.00	\$.00	\$.00
CORONAVIRUS RELIEF FUND	\$.00	\$.00	\$.00	\$.00
STUDENT LEARNING LOSS	\$.00	\$.00	\$.00	\$.00
NONPUBLIC TECHNOLOGY CRF	\$.00	\$.00	\$.00	\$.00
CRSA ACT ESSER II	\$.00	\$.00	\$.00	\$.00
CRSA ACT LEARNING ACCELERATION	\$.00	\$.00	\$.00	\$.00
CRSA ACT MENTAL HEALTH	\$.00	\$.00	\$.00	\$.00
ACERS PROGRAM	\$.00	\$.00	\$.00	\$.00
ARP-ESSER GRANT	\$.00	\$.00	\$.00	\$.00
ARP-ESSER ACCEL LEARNING AND SUPPORT	\$ 203,619.00	\$ 19,075.00	\$ 23,300.00	\$ 161,244.00
ARP-ESSER SUMMER LEARNING AND ENRICHMENT	\$ 12,116.50	\$.00	\$.00	\$ 12,116.50
ARP-ESSER BEYOND THE SCHOOL DAY	\$.00	\$.00	\$.00	\$.00
ARP-ESSER NJTSS	\$ 45,000.00	\$.00	\$ 45,000.00	\$.00
ARP-ESSER SDA EMERGENT NEEDS	\$.00	\$.00	\$.00	\$.00
ARP-ESSER PRESCHOOL AND CHARTER SECURITY COMPLIANCE	\$.00	\$.00	\$.00	\$.00
ARP-ESSER PRESCHOOL FACILITIES LEAD REMEDIATION	\$.00	\$.00	\$.00	\$.00
ARP HOMELESS CHILDREN AND YOUTH I	\$.00	\$.00	\$.00	\$.00
ARP HOMELESS CHILDREN AND YOUTH II	\$.00	\$.00	\$.00	\$.00
ADULT EDUCATION	\$.00	\$.00	\$.00	\$.00
OTHER FEDERAL PROJECTS	\$.00	\$.00	\$.00	\$.00
OTHER SPECIAL PROJECTS	\$.00	\$.00	\$.00	\$.00
CONTRIBUTION TO WSR - OTHER FEDERAL PROJECTS	\$.00	\$.00	\$.00	\$.00
TOTAL FEDERAL PROJECTS	\$ 670,046.50	\$ 89,075.00	\$ 311,292.00	\$ 269,679.50
TOTAL EXPENDITURES	\$ 680,493.50	\$ 89,620.10	\$ 315,448.07	\$ 275,425.33
FEDERAL PROJECTS				
999-XXX-XXX PRIOR YEAR PURCHASE ORDERS	\$ 4,025.47	\$.00	\$ 4,025.47	\$.00
999-999-999 PRIOR YEAR RESERVE	\$.00	\$.00	\$ 76,341.14	(\$ 76,341.14-)
TOTAL EXPENDITURES AND RESERVE	\$ 684,518.97	\$ 89,620.10	\$ 395,814.68	\$ 199,084.19
TOTAL SPECIAL FUND NOT INCLUDING RESERVES	\$ 680,493.50	\$ 89,620.10	\$ 315,448.07	\$ 275,425.33

PREPARED AND SUBMITTED BY :

July 31, 2023 (Mon)
Budget year: 2024

Cluster Board of Education
Board Secretary Report
SPECIAL REVENUE FUNDS - Fund 20
Interim Statements
July 2023

		Appropriations	Expenditures	Encumbrances	Available Balance
BOARD SECRETARY/BUSINESS ADMINISTRATOR	DATE				

"PURSUANT TO N.J.A.C. 6A:23-2.11 (C) (3),
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LINE ITEM ACCOUNT HAS BEEN OVEREXPENDED IN VIOLATION
OF N.J.A.C. 6A:23-2.11 (A)."



July 31, 2023 (Mon)
 Budget Year: 2024

Cluster Board of Education
 Board Secretary Report
 DEBT SERVICE FUNDS - Fund 40
 Interim Balance Sheet
 July 2023

ASSETS AND RESOURCES

ASSETS:

101	CASH IN BANK		\$138,173.00
102-104	CASH - OTHER		\$.00
105	CASH WITH FISCAL AGENTS		\$.00
106	CASH EQUIVALENTS		\$.00
111	INVESTMENTS		\$.00
121	TAX LEVY RECEIVABLE		\$138,172.00

ACCOUNTS RECEIVABLE:

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

RESOURCES:

301	ESTIMATED REVENUES	\$276,345.00	\$.00
302	LESS REVENUES	(\$276,345.00)	\$.00
	TOTAL ASSETS AND RESOURCES		\$276,345.00

LIABILITIES AND FUND EQUITY

LIABILITIES:

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

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FUND BALANCE:

APPROPRIATED:

767 RESERVED-FUND BALANCE
 608 DEBT SERVICE RESERVE - JULY 1, 2023
 313 ADD: INCREASE IN DEBT SERVICE RESERVE
 LESS: W/D FROM DEBT SERVICE RESERVE

\$.00
 \$.00
 (\$.00)

\$.00

76X OTHER RESERVES

\$.00

601 APPROPRIATIONS
 602 LESS: EXPENDITURES
 603 ENCUMBRANCES
 TOTAL APPROPRIATIONS

(\$.00)
 \$276,345.00
 (\$276,345.00)

\$276,345.00

UNAPPROPRIATED:

770 FUND BALANCE, JULY 1, 2023
 771 DESIGNATED FUND BALANCE
 303 BUDGETED FUND BALANCE
 TOTAL FUND BALANCE

\$.00
 \$.00
 (\$.00)

\$276,345.00

TOTAL LIABILITIES AND FUND EQUITY

\$276,345.00

July 31, 2023 (Mon)
 Budget Year: 2024

Cluster Board of Education
 Board Secretary Report
 DEBT SERVICE FUNDS - Fund 40
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	Budgeted Estimated	Actual to Date	NOTE: Over or (Under)	Unrealized Balance
52XX REVENUE/SOURCES OF FUNDS: TRANSFERS FROM OTHER FUNDS	\$.00	\$.00		\$.00
LOCAL SOURCES				
1210 LOCAL TAX LEVY-PREMERGER DEBT	\$.00	\$.00		\$.00
1210 LOCAL TAX LEVY	\$276,345.00	\$276,345.00		\$.00
1XXX INTEREST EARNED ON DEBT SERVICE RESERVE	\$.00	\$.00		\$.00
1XXX MISCELLANEOUS	\$.00	\$.00		\$.00
TOTAL	\$276,345.00	\$276,345.00		\$.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	\$276,345.00	\$276,345.00		\$.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	\$6,345.00	\$.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	\$276,345.00	\$.00		\$.00
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 177				
TOTAL	\$.00	\$.00		\$.00

Appropriations

Expenditures

Encumbrances

Available Balance

July 31, 2023 (Mon)
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 Interim Statements
 July 2023

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

PREPARED AND SUBMITTED BY:

[Signature]

BOARD SECRETARY/BUSINESS ADMINISTRATOR

DATE

9/8/2023

"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)."



[Signature]

SY 2023-2024 SCHEDULE F POSITIONS

ACTIVITY	Staff	Stipend
<u>HILLSIDE ELEMENTARY SCHOOL</u>		
Yearbook	Joanne Iyo and Tara Eddy (split)	\$2,173.00
Kids Against Pollution *	Wendy Bajakian	\$516.00
Culture Club *		\$516.00
Garden Club *	Silvia Jost	\$516.00
Computer Club ***(HNN1)	Silvia Jost	\$2,173.00
Student Council *	Jamie Morgan and Allison Esposito (split)	\$516.00
Writing *	Charlene Gerbig	\$516.00
Computer Club *** (HNN2)	Sarah Menchise	\$2,173.00
Hillside News Network (HNN) ***	Joanne Iyo	\$2,173.00
<u>TENAKILL MIDDLE SCHOOL</u>		
Yearbook	Min Kim	\$2,173.00
Volleyball	Matt Vassallo (Girls) Kevin Hernandez (Boys)	\$2,973.00
Soccer	Scott Lewis	\$2,973.00
Cross Country	Mike Wowkun	\$1,520.00
Track	Mike Wowkun & Scott Lewis	\$3,042.00
Basketball - Boys	Scott Lewis	\$3,042.00
Basketball - Girls	Brittany Steele	\$3,042.00
Baseball	Kevin Hernandez & Matthew Vassallo (split)	\$3,042.00
Softball	Brittany Steele	\$3,042.00
Academic Support		\$3,042.00
Junior Chorus	Daniella Riecken	\$1,030.00
Grade 6 Trip Coordinator	Adam Sidrow	\$921.00
Grade 7 Trip Coordinator	Julia Palmeri & Chris Rota (split)	\$921.00
Grade 8 Trip Coordinator	Matt Vassallo	\$921.00
Interdisciplinary Team Leader - Gr 5	Amanda Cummings	\$1,230.00
Interdisciplinary Team Leader - Gr 6	Erica Cho	\$1,230.00
Interdisciplinary Team Leader - Gr 7	Anne Haarmann	\$1,230.00
Interdisciplinary Team Leader - Gr 8	Rachel Fineman	\$1,230.00
Department Chair - Science	Brianna McSweeney	\$1,063.00
Department Chair - Social Studies	Rob Neblung	\$1,063.00
Department Chair - Language Arts	Jen Levy	\$1,063.00
Department Chair - Math	Leigh Bomzer	\$1,063.00
Department Chair - Specials	Daniella Riecken	\$1,063.00
Department Chair - ESL		\$1,063.00
Workshop/In-Service Instructor		\$981.00
Athletic Director	Mike Wowkun	\$748.00
Ambassadors Club *	Alex Earle & Callie Stabile (split)	\$516.00
Culture Club *	Michelle Lee-Ein	\$516.00
Garden Club *	Brianna McSweeney & Shireen Moidu (split)	\$516.00
Kids Helping Kids - Gr 5 *	Amanda Cummings	\$516.00
Kids Helping Kids - Gr 6 *	Brianna Kehoe	\$516.00
Kids Helping Kids - Gr 7 *	Leigh Bomzer	\$516.00

SY 2023-2024 SCHEDULE F POSITIONS

ACTIVITY	Staff	Stipend
Kids Helping Kids - Gr 8 *	Shireen Moidu	\$516.00
Math League (Gr 5 - 6) *	Min Kim	\$516.00
Math League (Gr 7 - 8) *	Min Kim	\$516.00
Photography *	Michelle Lee-Ein	\$516.00
Production *		\$516.00
Scripta *	Angela Banta	\$516.00
Service *	Chelsea Smith	\$516.00
Writing *	Michelle Durocher & Chelsea Smith (split)	\$516.00
Computer Club ***	Amy Kenny	\$1,030.00
Tenakill Broadcast Network (TBN) ***	Brenda Kahn	\$1,030.00
Student Council ***	Julia Palmeri & Chris Rota (split)	\$1,030.00
Tenakill Singers ***	Daniella Riecken	\$1,030.00
Peer to Peer 1	Alex Earle	\$867.00
Peer to Peer 2	Amy Kenny	\$867.00
Debate		\$43.50/hour
Science Olympiad	Kevin Hernandez, Shireen Moidu	\$47.74/hour
Harrington Ave Safety/Loop Duty	HES: Alyssa Levy, Allison Esposito, Charlene Gerbig, Claire Pidi, Kristin Talty. Substitutes - Judy Eller, Diane Ferraro Brielle Tacconi TMS: Michelle Durocher, Brittany Steele, Jeffrey Roem, Michael Wowkun, Jennifer Annese	\$22.40/session
Detention Supervision	Michelle Durocher, Brianna McSweeney, Chris Rota, Jen Annese	\$22.40/session
Sports Supervision	Brianna McSweeney, Chris Rota, Julia Palmeri, Mike Wowkun, Michelle Durocher, Brittany Steele, Shannon San George	\$28.45/game

* Clubs minimum of 20 sessions, 30 minutes each

*** Clubs minimum of 40 sessions, 30 minutes each

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1642.01 SICK LEAVE

The Board of Education shall grant sick leave in accordance with N.J.S.A. 18A:30-2. All persons holding any office, position, or employment in the school district, who are steadily employed by the Board or who are protected by tenure in their office, position, or employment under the provisions of this or any other law, except persons in the classified service of the civil service under Title 11, Civil Service, of the Revised Statutes shall be allowed sick leave in accordance with N.J.S.A. 18A:30-2.

Pursuant to N.J.S.A. 18A:30-1.a., sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:

1. The employee is personally ill or injured;
2. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
3. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
4. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - a. Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - b. Services from a designated domestic violence agency or other victim services organization;
 - c. Psychological or other counseling;



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- d. Relocation; or
 - e. Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
5. The death of a family member for up to seven days;
 6. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;
 7. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor due to an epidemic or other public health emergency;
 8. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.

N.J.S.A. 18A:30-1, this Policy, and Regulation 1642.01 shall not supersede any law providing collective bargaining rights for school district employees, and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights pursuant to N.J.S.A. 18A:30-1.b.

The Board reserves the right to require of any employee who claims sick leave sufficient proof in accordance with N.J.S.A. 18A:30-4 and Section C. of Regulation 1642.01.

The Superintendent or designee will prepare rules for the administration of N.J.S.A. 18A:30-1, N.J.S.A. 18A:30-4, this Policy, and Regulation 1642.01, which shall be binding on all employees.

The Superintendent or designee will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave may be subject to discipline.



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29 U.S.C. 2601 et seq.
N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4
Adopted:

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2419 SCHOOL THREAT ASSESSMENT TEAMS

The Board of Education shall establish a threat assessment team at each school in the district pursuant to N.J.S.A. 18A:17-43.4. The purpose of a threat assessment team shall be to provide school teachers, administrators, and other staff with assistance in identifying students of concern, assessing those students' risk for engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm for students who pose a potential safety risk, to prevent targeted violence in the school, and ensure a safe and secure school environment that enhances the learning experience for all members of the school community.

Threat assessment teams established pursuant to N.J.S.A. 18A:17-43.4.a., this Policy, and Regulation 2419 must be multidisciplinary in membership and, to the extent possible, must include the following individuals:

1. A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;
2. A teaching staff member;
3. A Principal or other senior school administrator;
4. A safe schools resource officer or school employee who serves as a school liaison to law enforcement; and
5. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440, in the event that the school safety specialist is not already a school administrator or school employee



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required to be a part of the threat assessment team pursuant to N.J.S.A. 18A:17-43.4.

Additional school employees may serve as regular members of the threat assessment team or may be consulted during the threat assessment process, as determined to be appropriate by the team.

Nothing contained in N.J.S.A. 18A:17-43.4 shall be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the effective date pursuant to N.J.S.A. 18A:17-43.3 (August 1, 2022).

This Policy and Regulation 2419, pursuant to N.J.S.A. 18A:17-43.5, are aligned with the Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023 (Guidance) developed by the New Jersey Department of Education (NJDOE) pursuant to N.J.S.A. 18A:17-43.6.

The school district shall structure the threat assessment teams to best meet the needs and resources available, which may include school-based teams and/or district-level teams.

The Superintendent or designee will build a behavioral threat assessment and management program that will: establish a multi-disciplinary team; define prohibited and concerning behaviors; create a central reporting mechanism; define a threshold for law enforcement intervention; establish threat assessment procedures; develop risk management options; create and promote safe school climates; and conduct training for all stakeholders.

The threat assessment and management process will include: the threat assessment team's actions when first learning of a new report or threat; screening the case; gathering information; organizing and analyzing information; making the assessment; developing and implementing a case management/intervention plan; re-assessing and case monitoring; and documenting and closing the case.

When assessing a student whose behavior may pose a threat to the safety of the school community, in the case of a student with an Individualized Education Program (IEP) or 504 Plan, the threat assessment team shall consult with the IEP team or 504 team to determine whether the aberrant behavior is a threat to school safety and is being properly addressed in a manner that is required by N.J.A.C. 6A:14 and all Federal and State special education laws.



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Each member of the threat assessment team must attend training in accordance with N.J.S.A. 18A:17-43.4, this Policy, and Regulation 7440 that is consistent with the Guidance developed by the NJDOE pursuant to N.J.S.A. 18A:17-43.6. Training must be coordinated with the New Jersey Department of Education, Office of School Preparedness and Emergency Planning (OSPEP). The training shall ensure the threat assessment team is able to accurately assess student behavior and to ensure that threat assessment teams do not have a disparate impact on students based on their race, ethnicity, homelessness status, religious belief, gender, gender identity, sexual orientation, or socioeconomic status. The training shall, at a minimum, include training on adverse childhood experiences, childhood trauma, cultural competency, and implicit bias.

Should a threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 – Harassment, Intimidation, or Bullying for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act.

Should a threat assessment team become aware of a bias-related act, the team should implement Policy and Regulation 8465 – Bias Crimes and Bias-Related Acts on reporting bias-related acts to law enforcement in accordance with the Memorandum of Agreement Between Education and Law Enforcement Officials and Policy and Regulation 9320 – Cooperation With Law Enforcement Agencies.

Questions and concerns about Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA) protections often arise as part of the threat assessment planning process. The threat assessment teams must understand how to balance the safety of the school with the privacy of individual students. These laws should not be an impediment to threat assessment and management.

N.J.S.A. 18A:17-43.3; 18A:17-43.4; 18A:17-43.5; 18A:17-43.6
Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023

Adopted:



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R 1642.01 SICK LEAVE

- A. Definitions – N.J.S.A. 18A:30-1.c. and 18A:30-4.i.
1. “Certified Domestic Violence Specialist” means a person who has fulfilled the requirements of certification as a Domestic Violence Specialist established by the New Jersey Association of Domestic Violence Professionals.
 2. “Child” means a biological, adopted or foster child, stepchild or legal ward of an employee, child of a domestic partner or civil union partner of the employee.
 3. “Designated domestic violence agency” means a county-wide organization whose primary purpose is to provide services to victims of domestic violence and which provides services that conform to the core domestic violence services profile as defined by the Division of Child Protection and Permanency in the Department of Children and Families and is under contract with the division for the express purpose of providing the services.
 4. “Domestic or sexual violence” means stalking, any sexually violent offense, as defined in N.J.S.A. 30:4-27.26, or domestic violence as defined in N.J.S.A. 2C:25-19 and N.J.S.A. 17:29B-16.
 5. “Family member” means a child, grandchild, sibling, spouse, domestic partner, civil union partner, parent, or grandparent of an employee, or a spouse, domestic partner, or civil union partner of a parent or grandparent of the employee, or a sibling of a spouse, domestic partner, or civil union partner of the employee, or any other individual related by blood to the employee or whose close association with the employee is the equivalent of a family relationship.
 6. “Health care professional” means any person licensed under Federal, State, or local law or the laws of a foreign nation, to provide health care services, or any other person who has been authorized to provide health care by a licensed health care professional including, but not limited to, doctors, nurses, and emergency room personnel.



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7. “Supervisor” means the building or district administrative staff member designated by the Superintendent who is responsible for supervising the employee.

B. Eligibility for Sick Leave – N.J.S.A. 18A:30-1

1. Sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:
 - a. The employee is personally ill or injured;
 - b. For diagnosis, care, or treatment of, or recovery from, an employee’s mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
 - c. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
 - d. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - (1) Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - (2) Services from a designated domestic violence agency or other victim services organization;
 - (3) Psychological or other counseling;



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(4) Relocation; or

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(5) Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;

e. The death of a family member for up to seven days;

f. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;

g. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor, due to an epidemic or other public health emergency; or

h. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.

2. N.J.S.A. 18A:30-1, Policy 1642.01, and this Regulation shall not supersede any law providing collective bargaining rights for school district employees and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights.

C. Physician's Certificate Required for Sick Leave – N.J.S.A. 18A:30-4



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1. In case of sick leave claimed due to personal illness or injury, the Board of Education may require a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave.

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2. If an employee's need to use sick leave as defined pursuant to N.J.S.A. 18A:30-1 and B. above is foreseeable, the Board requires advance notice of seven calendar days prior to the date the leave is to begin, of the intention to use the leave and its expected duration, and the employee shall make a reasonable effort to schedule the use of sick leave in a manner that does not unduly disrupt the operations of the Board.
3. If the reason for the leave is not foreseeable, the Board of Education requires an employee to give notice of the intention as soon as practicable, provided the Board of Education has notified the employee of this requirement.
4. The Board may prohibit an employee from using foreseeable sick leave on certain dates, and require reasonable documentation if sick leave that is not foreseeable is used during those dates.
5. In case of sick leave claimed for three or more consecutive days, the Board may require reasonable documentation that the leave is being taken for a purpose permitted pursuant to N.J.S.A. 18A:30-1.a. and B.1. above.
6. If the leave is permitted under N.J.S.A. 18A:30-1.a.(2) or (3) and B.1.b. or c. above, documentation signed by a health care professional who is treating the employee or the family member of the employee indicating the need for the leave and, if possible, the



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number of days of leave, shall be considered reasonable documentation.

7. If the leave is permitted under N.J.S.A. 18A:30-1.a.(4) and B.1.d. above because of domestic or sexual violence, any of the following shall be considered reasonable documentation of the domestic or sexual violence:

- a. Medical documentation;
- b. A law enforcement agency record or report;
- c. A court order;

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- d. Documentation that the perpetrator of the domestic or sexual violence has been convicted of a domestic or sexual violence offense;
- e. Certification from a certified Domestic Violence Specialist or a representative of a designated domestic violence agency or other victim services organization; or
- f. Other documentation or certification provided by a social worker, counselor, member of the clergy, shelter worker, health care professional, attorney, or other professional who has assisted the employee or family member in dealing with the domestic or sexual violence.

8. If the leave is permitted under N.J.S.A. 18A:30-1.a.(7) and B.1.g. above, a copy of the order of the public official or the determination by the health authority shall be considered reasonable documentation.

D. Sick Leave Charges

1. An employee who is absent for fifty-one percent (51%) of their work day shall be charged a full sick day if the employee's reason for absence is covered by N.J.S.A. 18A:30-1.



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2. A sick leave day once commenced may be reinstated as a working day only with the approval of the Superintendent or designee.
3. An employee absent on sick leave on a day when the school is closed early for emergency reasons will be charged with a full sick leave day.
4. An employee scheduled for a sick leave absence on a day on which the schools do not open because of an emergency will not be charged with a sick leave day.

E. Readmission After Disability

1. An employee absent on sick leave, covered under N.J.S.A. 18A:30-1.a.(1); (2); and (8) and B.1.a.; b.; and h., for more than five consecutive working days who wishes to return to work shall

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submit the signed statement of their physician or institution indicating the employee's fitness to perform their duties.

2. The Board may, at its discretion, require the employee submit to an examination by a physician or institution designated by the Board to confirm the information submitted by the employee's physician or institution.
 - a. The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board.
3. If the results of the examination conducted pursuant to paragraph E.2. above are inconsistent with the statement of the employee's physician in E.1. above, the employee and the Board shall agree to a third physician or institution to conduct the examination. The Board shall bear the cost of this third examination.

F. Accumulation of Sick Leave

1. If any employee requires in any school year less than the specified number of days of sick leave with pay allowed, all days of such



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minimum sick leave not utilized that year shall be accumulative to be used for additional sick leave as needed in subsequent years in accordance with N.J.S.A. 18A:30-3.

G. Exhaustion of Sick Leave

1. The Superintendent or designee shall monitor employee accumulated sick leave and charge an employee's accumulated sick leave.
 - a. Sick leave will be charged, first, to the sick leave newly available in the employee's current contract year and, when that sick leave entitlement is exhausted, to the employee's accumulated sick leave.

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H. Records

1. The personnel file of each person employed by this district will include an accurate record of the employee's use and accumulation of sick leave days.
 - a. The Superintendent or designee will maintain the employees record of accumulated sick leave in accordance with Policy 1642.01 and this Regulation.
2. Each employee's attendance record will record the reason for any absence.

Issued:



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R 2419 SCHOOL THREAT ASSESSMENT TEAMS

A. Definitions

1. “Aberrant behavior” means behavior atypical for the person or situation and causes concern for the safety or well-being of those involved. Aberrant behavior for an individual involves actions, statements, communications, or responses that are unusual for the person or situation; or actions which could lead to violence toward self or others; or are reasonably perceived as threatening or causing concern for the well-being of the person.
2. “Behavioral Threat Assessment and Management (BTAM)” means a proactive approach to identify, assess, and provide appropriate



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interventions and resources for individuals who display a behavior that elicits concern for the safety of themselves or others. (U.S. Secret Service National Threat Assessment Center.)

3. “Concerning behavior” means an observable behavior that elicits concerns in bystanders regarding the safety of an individual or those around them. Behaviors that may elicit concern can include unusual interests in violent topics, conflicts between classmates, increased anger, increased substance use, or other noteworthy changes in behavior (e.g., depression or withdrawal from social activities). Some concerning behaviors may be defined as prohibited behaviors and should trigger an immediate response. Prohibited behaviors can include threats, weapons violations, and other aggressive or violent behavior. Concerning behavior does not necessarily imply or predict that an individual or group will become violent. Instead, it serves as an indicator that the student may be in need of intervention or increased supports. Proactive intervention and de-escalation are key and should be part of any approach to violence prevention.

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4. “Concerning communication” means unusual, bizarre, threatening, or violent communication made by an individual or a group that elicit concerns for the safety or wellbeing of the individual or others. Concerning communication may allude to violent intentions, violence as a means to solve a problem, justifying violent acts, unusual interest in weapons, personal grievances, or other inappropriate interests. Concerning communications may also allude to hopelessness or suicide. Concerning communications may be made in the form of written or oral statements, gestures, or visual/electronic media. Communications may be considered concerning regardless of whether a direct



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verbal threat is expressed. Concerning communication does not necessarily imply or predict that an individual or group will become violent. Instead, it serves as an indicator that the student may be in need of intervention or increased supports. Proactive intervention and de-escalation are key and should be part of any approach to violence prevention.

5. “Multidisciplinary Threat Assessment Team” means a team composed of highly trained school personnel with diverse positions, backgrounds, and experience. The team will receive reports about a concerning person and situations, gather additional information, assess the risk posed to the community, and develop intervention and management strategies to mitigate any risk of harm.
6. “Targeted violence” means a premeditated act of violence directed at a specific individual, group, or location regardless of motivation and generally unrelated to other criminal activity.

B. Multidisciplinary Threat Assessment Team

1. Threat Assessment Team Members

- a. In accordance with N.J.S.A. 18A:17-43.4, the threat assessment team established by the Board of Education shall be multidisciplinary in membership and, to the extent possible, must include the following individuals:

- (1) A Principal or other senior school administrator;

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- (2) A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;



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- (3) A safe-schools resource officer or school employee who serves as a school liaison to law enforcement;
 - (4) The school safety specialist (designated pursuant to N.J.S.A. 18A:17-43.3); and
 - (5) A teaching staff member.
- b. Additional school employees may serve as regular members of the threat assessment team or may be consulted during the threat assessment process, as determined to be appropriate by the team. If a student has an Individualized Education Program (IEP), 504 plan, and/or functional behavioral assessment (FBA) plan, the threat assessment team must consult with the appropriate staff or team to determine whether the reported behavior is already part of known baseline behavior or is already being managed under the student's IEP, 504 plan, or FBA plan and addressed in a manner that is required by N.J.A.C. 6A:14 and all other Federal and State special education laws.
- c. The district may choose to name the threat assessment team in a manner that suits the school community needs.
2. Threat Assessment Team Structure
- a. The district can structure the threat assessment teams to best meet the needs and resources available. This may include:
- (1) School-Based Teams: The district may opt to develop teams for each school comprised of those members fulfilling the assigned roles identified in the law in each of its schools.

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(2) District-Level Team: The district may choose to develop one central team designated to serve each school in cases where staffing at individual schools is not sufficient to meet the membership requirements of the law. In such cases, the district may choose to operate smaller teams trained in the threat assessment process in each school, which can screen cases to determine which situations to refer to the District-Level Team. If the district uses this model, the district must ensure representation of those staff members from the involved school as identified by the law to the fullest extent possible when conducting an assessment.

(3) District-Level Team and School-Based Teams: The district may have one central team that provides oversight, consistency, and accountability for all threat assessment processes including threats impacting the entire district. School-Based Teams address cases in each school building, while ensuring all information is shared with the District-Level Team.

C. Building a K-12 Behavioral Threat Assessment and Management Program

The district shall implement the following steps in developing a Behavioral Threat Assessment and Management Program.

1. Step 1: Establish a Multidisciplinary Team
 - a. Identify team membership pursuant to N.J.S.A. 18A:17-3.4.
 - b. Designate a team leader.
 - c. Establish team procedures and protocols.
 - d. Meet on a regular basis and as needed.

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2. Step 2: Define Prohibited and Concerning Behaviors
 - a. Establish policy defining prohibited behaviors
 - (1) These definitions should be included in the code of student conduct policy and shared with staff, parents, and students.
 - b. Identify other behaviors for screening or intervention.
 - c. Define threshold for intervention.
 - (1) The threshold should be relatively low so that teams can identify individuals in distress before the behavior escalates into a violent behavior.
3. Step 3: Create a Central Reporting Mechanism
 - a. Establish one or more anonymous reporting mechanisms.
 - (1) Examples include a mobile application, a dedicated email address or phone number, or on the district website.
 - b. Provide training and guidance to encourage reporting.
 - (1) Students, teachers, staff, school resource officers, and parents should be provided awareness training and guidance on recognizing behaviors of concern, their roles and responsibilities in reporting the behavior, and how to report the information.
 - c. Ensure availability to respond.
 - d. Utilize an Initial Report to collect the threat, concerning behavior, etc.
4. Step 4: Define Threshold for Law Enforcement Intervention



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- a. Most reports can be handled by the School-Based Team.
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- b. Establish which behaviors should be referred for law enforcement intervention (e.g., physical violence, threats of violence, etc.).
5. Step 5: Establish Threat Assessment Procedures
- a. Decide how to document cases.
- b. Create procedures to screen reports, gather information, make assessments, and decide on interventions.
- c. Develop/adapt threat assessment forms to organize information around the 11 Investigative Questions referenced in D.4. below.
6. Step 6: Develop Risk Management Options
- a. Identify all available resources for creating individualized management plans.
- (1) The resources and supports the student needs will differ depending on the information gathered during the assessment.
- (2) Resources to assist the student could take the form of peer support programs or therapeutic counseling to enhance social learning or emotional competency, life skills classes, tutoring in specific academic subjects, or mental health care. Most programs and supports will be available within the school, but the team may need to also access community resources to assist with the managing the student. Identify resources to assist targets/victims.



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- (3) Make efforts to address the safety of any potential targets by altering or improving security procedures for schools or individuals and providing guidance on how to avoid the concerning person.

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- b. Establish points of contact for all resources.

7. Step 7: Create and Promote Safe School Climates

- a. Assess current school climate.

- (1) Anti-Bullying Bill of Rights Act (N.J.S.A. 18A:37-21) requires the school safety team in each school in the district "...to develop, foster, and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues..." and to "review and strengthen school climate and the policies of the school.

- b. Enhance current school climate.

- c. Strengthen students' connectedness.

- (1) Encourage teachers and staff to build positive, trusting relationships with students by actively listening to students and taking an interest in what students say.

- d. Break down "codes of silence" and help students feel empowered to come forward and share concerns and problems with a trusted adult.

- e. Identify clubs or teams at school students can join or encourage students to start their own special interest group.



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8. Step 8: Conduct Training for all Stakeholders

- a. The training is for new threat assessment team members, refresher training, and professional development. This includes training on the screening and threat assessment forms and procedures.

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- b. Training must be coordinated with the New Jersey Department of Education (NJDOE), Office of School Preparedness and Emergency Planning (OSPEP) to ensure that the threat assessment team is able to accurately assess student behavior and to ensure that threat assessment teams do not have a disparate impact on students based on their race, ethnicity, homelessness status, religious belief, gender, gender identity, sexual orientation, or socioeconomic status. This training includes training on adverse childhood experiences, childhood trauma, cultural competency, and implicit bias.
- c. Awareness training for students, teaching staff members, and all school staff members regarding the recognition of concerning or aberrant behavior in an individual that may represent a threat to the school community.
 - (1) Requests for awareness training can be coordinated by the district's School Safety Specialists through the OSPEP.
- d. Training for parents and other community stakeholders to anonymously report dangerous, violent, or unlawful activity to the district or school.

D. Threat Assessment and Management Process



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The district shall implement the following steps in the threat assessment and management process.

1. Step 1: Receive a Report of Concern
 - a. When the threat assessment team first learns of a new report of a threat or aberrant or concerning behavior, the team (or one member of the team) should collect initial intake information about the behavior, the concerning person (i.e., the person who engaged in the threatening behavior; the person to be assessed), and other information that is readily available.

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2. Step 2: Screen the Case
 - a. Screen for imminency (of the threat or concerning behavior) and whether there is a need for a full threat assessment.
 - (1) If the threat assessment team believes the report does present an imminent danger or safety concern, immediately notify law enforcement. Once the emergency has been contained, the team should complete a full threat assessment and make all necessary notifications (i.e., anyone that is or may be directly impacted).
 - b. If the team does not believe the report presents an imminent danger or safety concern, determine if there is a need for full threat assessment. If not, document the initial report and screening.
 - c. If there is a need for a threat assessment, the team shall proceed with a full threat assessment using the steps outlined in D.3. through 8. below.



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- d. The district's Title IX Coordinator must be notified immediately if a report involves sexual harassment, sexual assault, dating violence, stalking, or a domestic violence assault, or if engagement in these actions is uncovered when gathering additional information during the threat assessment process. Notifying the district's Title IX Coordinator is completed parallel to the threat assessment process and does not stop a team from moving forward with gathering information and initiating risk management strategies.
3. Step 3: Gather Information from Multiple Sources
 - a. Gather information about the person displaying the concerning behavior and situation from various sources. These sources can include, but are not limited to, teachers, coaches, parents, and peers.
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4. Step 4: Organize and Analyze
 - a. Organize and analyze information using the 11 Investigative Questions detailed in the U.S. Secret Service and U.S. Department of Education threat assessment guide. The form is comprised of 11 investigative questions adapted from the U.S. Secret Services and U.S. Department of Education Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates and can be found at www.secretservice.gov/nod/2559.
5. Step 5: Make the Assessment
 - a. Make an assessment about whether the individual of concern poses a threat of violence or self-harm, or if they are otherwise in need of intervention.



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6. Step 6: Develop and Implement a Case Management/Intervention Plan
 - a. Develop and implement a case management plan to reduce risk.
 - b. As needed, refer individual of concern to the local mental health authority or healthcare provider for evaluation and/or treatment.
 - c. As needed, refer individual of concern for a full and individual evaluation (FIE) for special education services.

7. Step 7: Re-Assess (Case Monitoring)
 - a. Monitor, re-evaluate, and modify plan as needed to ensure that the identified intervention(s) is effective, and the individual of concern no longer poses a threat of violence or self-harm.
 - b. Re-assessing the person of concern, going through the assessment questions again.

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- c. If there are still concerns, the team shall continue to monitor, adjust plan, and re-assess as needed until there is no longer a concern of harm to self and/or others, and the individual is on a better path.

8. Step 8: Document and Close the Case
 - a. When the team's assessment is that the concerning person no longer poses a threat of violence or self-harm, the team can close the case or place it on the in-active status.
 - b. The threat assessment team should be sure to document the case, including scheduling any future dates to check-in or follow-up, as needed.



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- c. The documentation should be stored in a confidential file, with only authorized personnel having access.

E. Training

1. Each member of the threat assessment team must attend training in accordance with N.J.S.A. 18A:17-43.4. The district may also choose to provide awareness training to school community members on the threat assessment process. The awareness training is also outlined as part of one of the steps of the Building a K-12 Behavior Threat Assessment and Management Program.
2. Threat assessment team membership:
 - a. In accordance with N.J.S.A. 18A:17-43.4, the NJDOE shall provide training through the New Jersey School Safety Specialist Academy. All threat assessment team members must receive training consistent with the training and guidelines provided by the NJDOE. The school safety specialist, is a member of the threat assessment team and will assist in ensuring this training is provided to school staff in coordination with OSPEP.

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- b. Each new threat assessment team member must complete training by the OSPEP, which shall include training sessions as instructed by *Ontic/SIGMA as part of the Bureau of Justice Assistance (BJA) STOP School Violence Grant Program*.
- c. The district shall determine membership on the threat assessment team in accordance with N.J.S.A. 18A:17-43.4, including adding and ensuring the training of new members, as needed. The district must ensure all threat assessment team members attend the required initial



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training and refresher training provided by OSPEP to advance their competency in conducting assessments.

- (1) These trainings will be offered through the OSPEP for both in person and online platforms.
- (2) Refresher training will be developed and facilitated by the OSPEP and will be made available through in-person and online platforms, as necessary.

3. Awareness Training for Other School Community Stakeholders

- a. Request for awareness training for school staff members should be directed to the OSPEP email at school.security@doe.nj.gov, which will provide training or coordinate sessions with approved instructors from the U.S. Department of Homeland Security National Threat Evaluation and Reporting Office's Certified Master Training Program.

F. Other Considerations

1. Individualized Education Program (IEP) or 504 Plans

- a. The district is required by law to meet the needs of students with special needs, who are afforded disciplinary protections not provided to the general education population, to reduce exclusionary practices for special

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education students. When assessing a student whose behavior may pose a threat to the safety of the school community, in the case of a student with an IEP or 504 plan, the threat assessment team shall consult with the IEP team or 504 team to determine whether the aberrant or concerning behavior is a threat to school safety and is being properly addressed in a manner that is required by N.J.A.C. 6A:14 and all Federal and State special education laws.



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Working with the IEP team or 504 team, the threat assessment team shall determine if the behavior is part of known baseline behavior, or is already being managed under the student's IEP, 504 plan, or FBA plan. If the behavior is not consistent with baseline behaviors or is not able to be effectively managed through current programming, then a threat assessment would need to be conducted. A special education representative must be part of the team and shall engage throughout the process.

2. Allegations of Harassment, Intimidation, & Bullying (HIB) or Bias-Related Acts

- a. Should the threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act. Additionally, during the threat assessment process, it is important to recognize that the student may need remedial services (e.g., counseling) to address behavior that may have prompted the need for the threat assessment and to ensure their well-being.
- b. Should a threat assessment team become aware of a bias-related act, they should implement Policy and Regulation 8465 on reporting bias-related acts to law enforcement in accordance with the Memorandum of Agreement Between Education and Law Enforcement Officials and Policy and Regulation 9320.

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3. Information Sharing

- a. The Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA) are two Federal laws protecting the privacy of an individual's personal records. FERPA refers specifically



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to educational records while HIPAA refers to medical records. Questions and concerns about FERPA and/or the HIPAA protections often arise as part of the threat assessment planning process. It is critical that threat assessment teams understand how to balance the safety of the school with the privacy of individual students. These laws should not be an impediment to threat assessment and management.

- b. Threat assessment teams should consult with the Board Attorney on these elements as needed.
4. Family Education Rights & Privacy Act (FERPA) – Educational Records
- a. FERPA is a Federal law that protects the privacy of student education records. FERPA does, however, authorize school officials to disclose information without consent in emergency situations where the health and/or safety of students is at risk. Relevant information can be released to law enforcement, public health, and medical officials, as well as other schools in the event a student transfers or matriculates. The U.S. Department of Education would not find a school in violation of FERPA for disclosing FERPA-protected information under the health or safety exception as long as the school had a rational basis, based on the information available at the time, for making its determination that there was an articulable and significant threat to the health or safety of the student or other individuals.
5. Health Insurance Portability and Accountability Act (HIPAA) – Medical and Mental Health Records

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- a. HIPAA protects the confidentiality of information in health records. Confidentiality is held by the patient, not the mental health provider. In cases where HIPAA applies, the



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following strategies below may assist threat assessment teams in eliminating potential barriers to critical data collection:

- (1) Ask permission from the student and parent to disclose medical records;
 - (2) Provide information to health and mental professionals; and
 - (3) Ask about duty to warn or duty to protect.
- b. Additionally, medical and mental health providers may disclose protected health information when disclosure:
- (1) Is necessary to prevent or lessen a serious and imminent threat to health or safety of patient or others and is to someone reasonably able to prevent or lessen the threat; and
 - (2) May include disclosure to law enforcement, or others who can mitigate the threat and disclosure must be consistent with applicable law and standards of ethical conduct.

6. Record Keeping

All documentation from the threat assessment process must be maintained in a confidential and secure location. Maintaining records and preserving evidence throughout the process, assists in the establishment of a legal and behavioral justification for the intervention. Records may be electronic or paper and must be maintained in accordance with record retention rules established by the Department of Treasury.

Adopted:

