

**GREAT MEADOWS REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING**

October 27, 2020

7:00 pm

Middle School Gymnasium

MISSION STATEMENT

The Great Meadows Regional School District will provide quality educational opportunities that ensure the individual success of all students within a safe and supportive environment and to build lifelong learners who will meet society's challenges into and beyond the 21st century. To that end, it is anticipated that all students will achieve the New Jersey Core Curriculum Content Standards at all grade levels.

A G E N D A

Statement of Compliance with Open Public Meeting Act

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 meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with the State's Sunshine Law, adequate notice of this Regular meeting was provided by sending a notice of the time date location and to the extent known the agenda of this meeting to the "Express Times", "Star Ledger" and the "Warren Reporter/Gazette", on January 3, 2020. Copies of the notice have also been posted in each of our schools, the Board Office located at 281 Route 46, Great Meadows and filed with the municipal clerks of each respective district.

Flag Salute

Roll Call – Trustees:

Susan Cullen	Independence
Alison DeMarco	Liberty
Daria Hill	Independence
Tim Koeller	Independence
Giles Stuber	Independence
William VonderHaar	Liberty
Courtney Wenthen (VP)	Independence
Heather Wulf	Liberty
Douglas Smith, President	Independence

Executive Session

Whereas, the Open Public Meetings Act authorize Boards of Education to meet in executive session under certain circumstances:

Whereas, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session;

Now Therefore Be It Resolved that the Great Meadows Regional School District Board of Education states that it is necessary to meet in executive session at _____ pm to discuss certain items involving: _____

Be It Further Resolved that the discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of executive session will not be disclosed until the need for confidentiality no longer exists.

Be It Further Resolved the Board will return to open session in approximately _____ minutes/hours and does or does not expect to conduct business at the conclusion of the executive session.

Correspondence /Recognition

Approval of Minutes

- Motion to approve the minutes of September 17, 2020
- Motion to approve the minutes of September 22, 2020

Superintendent's Report

- Student/Staff Member of the Month for September & October
- Hybrid/Remote Update
- QSAC
- Strategic Planning
- Election Day
- Free Lunch

Committee Reports:

- Operations – Trustee Stuber
- Human Resources – Trustee Wenthien
- Education – Trustee Koeller
- Governance – Trustee Cullen

Public Comment on Agenda Items Only –

A. Operations

1. Approval of Check Registers
2. Approval of Check Register (Cafeteria Account)
3. Approval of Financial Reports
4. Acceptance of Financial Reports Certification
5. Approval of Transfers
6. Approval of Participation in National Cooperative Purchasing Alliance
7. Approval of Coronavirus Relief Fund Grant
8. Approval of Tuition Contract Agreement, Special Education
9. Approval of Tuition Contract Agreement, Lopatcong
10. Approval of Funds Transferred to Hackettstown H.S.
11. Approval to approve annual submission of M-1 and CMP
12. Approval of Budget Calendar 2021-22 FY

B. Human Resources

1. Approval of Extra Curricular Programs (Virtual)
2. Approval of Title 1 Clubs (Virtual)
3. Approval of Substitute Nurse
4. Approval of Leave of Absence
5. Approval of New Staff
6. Approval of Involuntary Transfer
7. Approval of Instructional Aide Reinstatement
8. Approval of 2021 ESY Program
9. Acceptance of Resignation

C. Education & Governance

1. Approval of Workshops
2. Approval of HIB Reports
3. Approval of 2019-2020 School Self-Assessment
4. Approval of Annual Memorandum of Agreement
5. Annual Approval of Nursing Services Plans
6. Approval of 2nd Reading & Adoption
7. Approval of 1st Reading of Policies & Regulations

Other / New Business**Community Reports**

- Hackettstown Report – Representative Trustee Wenthien
- Independence Report
- Liberty Report –Representative Trustee Wulf

Public Comment**Adjournment**

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION MEETING
OCTOBER 27, 2020**

OPERATIONS

- A-1 Approval of Check Register – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approves the bill lists:

October Benefits/PR/ESIP	(Electronic)	\$964,803.17
October Interim (10/1-10/19)	Checks #55688-55703	\$ 41,526.59
October Bill List (10/19-10/31)	Checks# 55704-55788	\$ 896,376.90

ATTACHMENT A-1(a-b-c)

- A-2 Approval of Check Register (Cafeteria Account) – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approves the bills as listed:

Check # 2577	Parent Refund – Schaffer	\$ 35.75
Check # 2578	Maschio's	\$ 6,390.59

- A-3 Approval of Financial Reports – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the Secretary and Treasurer Reports (*BSR/ TSM*) for the month(s) September 2020.

ATTACHMENT A-3(a-b)

- A-4 Acceptance of Financial Reports Certification – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, accept the certification of the Board Secretary, and certify: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of September 30, 2020, no major account or fund has been over-expended and that sufficient funds exist to meet the district's financial obligations for the remainder of the 2020-2021 fiscal year.

- A-5 Approval of Transfers – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, to approve the transfers as of September 30, 2020 in the amount of \$84,882.24.

ATTACHMENT A-5

- A-6 Approval of Participation in National Cooperative Purchasing Alliance- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve participation in the NCPA (National Cooperative Purchasing Alliance) for school materials and supplies for the 2020-2021 School Year.

- A-7 Approval of Coronavirus Relief Fund Grant- BE IT RESOLVED:** that the Board of Education, upon recommendation by the School Business Administrator, acknowledges the amount and authorize the submission of the FY2021 grant application in the total amount of \$36,150 as developed by the administration and accept the award of funds upon subsequent approval of the application.

ATTACHMENT A-7

- A-8 Approval of Tuition Contract Agreement, Special Education : BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the 2020-2021 Special Education Tuition Contract Agreement with Rutgers Day School, for student (NT), September 1, 2020 – June 30, 2021 at a tuition rate of \$85,620.

- A-9 Approval of Tuition Contract Agreement, Lopatcong : BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the 2020-2021 Regular Education Tuition Contract Agreement with Lopatcong Board of Education (Sending District) and Great Meadows (Receiving District) for one student (JC) , at tuition rate of \$13,000.

- A-10 Approval of Funds Transferred Class of 2020 Funds - BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve the transfer of \$6,451.06, on behalf of the GMR Class of 2020 to Hackettstown H.S. Activity Account for deposit into individual sub accounts of the GMR students now part of HHS Class of 2024, as the funds were fundraised for a trip to Washington D.C. that was cancelled due to COVID-19.

- A-11 Approval to approve annual submission of M-1 and CMP – BE IT RESOLVED:** that the Board of Education approve the annual submission of the M-1 and the Comprehensive Maintenance Plan (CMP) for the school year 2020-2021 to the Warren County Office of Education.

ATTACHMENT A-11

- A-12 Approval of Budget Calendar 2021-22 FY – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, acknowledges the budget calendar for the creation of the 2021-22 FY Budget that reflects all applicable legal and management requirements, pursuant to N.J.S.A. 18A:22-7. This development timeline includes input from all relevant programmatic staff for requirements and materials needed for teaching and student learning.

ATTACHMENT A-12

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
N4021	10/1/20	HORIZON BC/BS of NEW JERSEY			
		Medical Prem October	136,445.34	P202100093	11-000-291-270-111-000
		RX Prem October	44,829.91	P202100093	11-000-291-270-333-000
Total Check Amount:			181,275.25		
N4022	10/1/20	DELTA DENTAL PLAN OF NJ			
		Dental Prem Oct	9,333.76	P202100092	11-000-291-270-444-000
N4023	10/1/20	VSP (VISION SERVICE PLAN)			
		Vision Prem Oct	1,364.33	P202100065	11-000-291-270-666-000
N4024	9/22/20	TD EQUIPMENT FINANCE, INC.			
		ESIP - Princ & Int Sept 2020	85,430.69	P202100098	11-000-262-444-000-000

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
N4025	10/12/20	GREAT MEADOWS REGIONAL			
		KDG SAL - (CEN)	18,104.50	P202100001	11-110-100-101-000-001
		GR 1-5 CENTRAL	91,367.50	P202100001	11-120-100-101-000-001
		GR 1-5 LIBERTY	60,297.20	P202100001	11-120-100-101-000-002
		GR 6-8 GMMS	105,303.80	P202100001	11-130-100-101-000-003
		LD TEACHER - (CEN)	12,488.00	P202100001	11-204-100-101-000-001
		LD TEACHER - (LIB)	5,661.50	P202100001	11-204-100-101-000-002
		LD TEACHER - (GMMS)	6,136.50	P202100001	11-204-100-101-000-003
		LD AIDES - (CEN)	217.70	P202100001	11-204-100-106-000-001
		LD AIDES - (CEN)	4,397.20	P202100001	11-204-100-106-000-001
		LD AIDES - (GMMS)	1,515.40	P202100001	11-204-100-106-000-003
		BD TEACHER - (GMMS)	6,051.50	P202100001	11-209-100-101-000-003
		BD AIDE - (GMMS)	1,742.40	P202100001	11-209-100-106-000-003
		RR TEACHER - (CEN)	14,919.00	P202100001	11-213-100-101-000-001
		RR TEACHER - (LIB)	20,605.50	P202100001	11-213-100-101-000-002
		RR TEACHER - (GMMS)	43,766.00	P202100001	11-213-100-101-000-003
		RR AIDES - (CEN)	8,702.30	P202100001	11-213-100-106-000-001
		RR AIDES - (CEN)	234.40	P202100001	11-213-100-106-000-001
		RR AIDES - (LIB)	1,673.00	P202100001	11-213-100-106-000-002
		RR AIDES - (GMMS)	4,910.90	P202100001	11-213-100-106-000-003
		PSD TEACHER - (CEN)	14,584.00	P202100001	11-216-100-101-000-001
		PSD AIDES - (CEN)	4,442.80	P202100001	11-216-100-106-000-001
		PSD AIDES - (CEN)	273.30	P202100001	11-216-100-106-000-001
		BSI TEACHER - (CEN)	15,550.00	P202100001	11-230-100-101-000-001
		BSI TEACHER - (LIB)	7,671.50	P202100001	11-230-100-101-000-002
		SUMMER SCHOOL NURSE	792.00	P202100001	11-422-200-101-000-001
		NURSE SAL - (CEN)	6,737.50	P202100001	11-000-213-100-000-001
		NURSE SAL - (MID)	7,926.33	P202100001	11-000-213-100-000-003
		SPEECH SALARIES	14,289.00	P202100001	11-000-216-100-000-000
		PERS CARE AIDE - CEN	1,515.40	P202100001	11-000-217-106-000-001
		PERS CARE AIDE - (CEN)	3,155.50	P202100001	11-000-217-106-000-002
		PERS CARE AIDE - (GMMS)	3,219.00	P202100001	11-000-217-106-000-003
		GUIDANCE SAL	12,988.00	P202100001	11-000-218-104-000-000
		CST SAL	26,386.50	P202100001	11-000-219-104-000-000
		Summer Hours	88.00	P202100001	11-000-219-104-000-000
		CST SEC	1,000.00	P202100001	11-000-219-105-000-000
		CURR SUPER/WRITING	750.00	P202100001	11-000-221-104-000-000
		COMPUTER TECHS	2,500.00	P202100001	11-000-221-110-000-000
		COMPUTER TECHS	50.00	P202100001	11-000-221-110-000-000
		LIB SAL - (CEN)	2,359.50	P202100001	11-000-222-100-000-001
		LIB SAL - (MID)	8,812.50	P202100001	11-000-222-100-000-003
		SAL TECH COORDINATOR	2,500.00	P202100001	11-000-222-177-000-000
		Superintendent 11/12ths	13,460.17	P202100001	11-000-230-100-000-000
		PRINC SAL - (CEN)	7,500.00	P202100001	11-000-240-103-000-001
		PRIN SAL - (MID)	10,174.00	P202100001	11-000-240-103-000-003
		SEC & CLERICAL	234.00	P202100001	11-000-240-105-000-000
		CLERICAL - (CEN)	2,750.00	P202100001	11-000-240-105-000-001
		CLERICAL - (MID)	2,790.00	P202100001	11-000-240-105-000-003
		Interim SBA	2,160.00	P202100001	11-000-251-100-000-000
		SAL FISCAL / HR	18,131.00	P202100001	11-000-251-103-000-000
		INFORMATION TECH SALARY	1,118.00	P202100001	11-000-252-101-000-000
		MAINTENANCE SAL	5,503.00	P202100001	11-000-261-100-000-000
		MAINTENANCE SAL	350.00	P202100001	11-000-261-100-000-000
		CUSTODIAN SAL	658.33	P202100001	11-000-262-100-000-000
		CUSTODIAN SAL	1,941.03	P202100001	11-000-262-100-000-000
		CUST SAL - (CEN)	8,397.67	P202100001	11-000-262-100-000-001
		CUST SAL - (MID)	13,434.00	P202100001	11-000-262-100-000-003

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
		GROUNDS UPKEEP SALARY	2,666.00	P202100001	11-000-263-100-000-000
		SECURITY/TRAFFIC 3 HRS DAY	1,550.40	P202100001	11-000-266-100-000-000
		SECURITY/TRAFFIC 3 HRS DAY	312.38	P202100001	11-000-266-100-000-000
		SECURITY/TRAFFIC 3 HRS DAY	387.60	P202100001	11-000-266-100-000-000
		TSA EMPL PER CONTRACT	943.06	P202100001	11-000-291-241-000-000
Total Check Amount:			640,145.77		
N4026	10/12/20	GREAT MEADOWS REGIONAL			
		FICA 10/15 Payroll	18,873.36	10 - 141	STATE A/R
		FICA 9/30 Payroll	18,873.36	10 - 141	STATE A/R
		Oct FICA Bd Share	7,984.47	P202100055	11-000-291-220-000-000
Total Check Amount:			45,731.19		
N4027	10/12/20	GREAT MEADOWS REGIONAL			
		2020-2021 DCRP employer paid portion	248.20	P202100015	11-000-291-249-000-000
N4028	10/14/20	GREAT MEADOWS REGIONAL			
		3Q2020 SUI Employer Contribution	1,273.98	P202100379	11-000-291-250-000-000
The Grand Total of all Checks from Fund 10 is:			37,746.72		
The Grand Total of all Checks from Fund 11 is:			927,056.45		
The Grand total of all checks for this period is:			964,803.17		

Non-Checks Excluded

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
55688	10/2/20	PETTY CASH			
		Postage MS Summer	28.80	P202100089	11-000-230-530-000-003
		MS Postage Sept	36.45	P202100089	11-000-230-530-000-003
		Central School Petty Cash	37.40	P202100089	11-000-240-600-000-001
Total Check Amount:			102.65		
55689	10/2/20	DCCF, LLC			
		ED ESY - SUMMER PROGRAM	5,645.00	P202100042	11-000-100-566-000-000
55690	10/19/20	COMCAST			
		Liberty Acct #8499052670019605-Sept Pymt	395.79	P202100068	11-190-100-340-000-000
55691	10/19/20	C-3 TECHNOLOGIES LLC			
		Extension of Drain in Central School Parking Lot	7,500.00	P202100313	11-000-261-420-700-001
55692	10/19/20	DYNTEK SERVICES INC			
		Ongoing Troubleshooting & Support Retainer	5,000.00	P202100346	11-190-100-340-800-004
55693	10/19/20	LOGIC 54 LLC			
		Sept Services	1,366.00	P202100088	11-000-270-390-000-000
55694	10/19/20	JCP&L			
		Oct Elec Liberty	4,569.77	P202100004	11-000-262-622-000-002
55695	10/19/20	JCP&L			
		September - MS Acct #517 Electric	1,111.05	P202100005	11-000-262-622-000-003
		October - MS Acct #517 Electric	3,489.27	P202100005	11-000-262-622-000-003
Total Check Amount:			4,600.32		
55696	10/19/20	PETTY CASH			
		BOE Petty Cash	12.80	P202100089	11-000-230-530-000-000
55697	10/19/20	COMCAST			
		Middle/Central Acct#8499052790038998-Sept	393.35	P202100069	11-190-100-340-000-004
55698	10/19/20	CDW-G			
		StarTech DisplayPort to VGA Adaptors	88.74	P202100336	11-000-252-600-000-000
55699	10/19/20	MASTER GRINDING & SECURITY, LLC			
		Keys	415.00	P202100339	11-000-266-420-000-000
55700	10/19/20	MCGOWAN LLC			
		SEPT SERVICES	330.00	P202100063	11-000-261-420-000-003
		OCT SERVICES	330.00	P202100063	11-000-261-420-000-003
Total Check Amount:			660.00		
55701	10/19/20	J & B OCCUPATIONAL THERAPY			
		Sept Services	8,264.34	P202100078	11-000-216-320-000-000
55702	10/19/20	CENTURY LINK			
		Sept Service	2,119.48	P202100066	11-000-230-530-000-000

Non-Checks Excluded

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
55703	10/19/20	COMCAST Central/Middle Modem Acct#8499052790053271	393.35	P202100076	11-190-100-340-000-000

The Grand Total of all Checks from Fund 11 is:	41,526.59
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The Grand total of all checks for this period is:	41,526.59
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<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
55704	10/27/20	THE ARC OF ESSEX COUNTY 20-21 Tuition - Oct.	7,035.00	P202100046	11-000-100-566-000-000
55705	10/27/20	AMERICAN BUSINESS COMMUNICATION Annual Telephone Maintenance	3,300.00	P202100330	11-000-230-530-000-000
55706	10/27/20	ATRA Central Custodial Supplies-Oct	2,183.41	P202100071	11-000-262-610-000-001
55707	10/27/20	ATRA Middle Custodial Supplies-Oct	2,394.83	P202100056	11-000-262-610-000-003
55708	10/27/20	AMERIFLEX Nov Cobra Admin Fee	50.00	P202100086	11-000-251-592-000-000
55709	10/27/20	APPLIED BEHAVIORAL CONSULTING LLC Oct Services	3,460.75	P202100099	11-000-216-320-000-000
55710	10/27/20	ADP, LLC 20-21 Payroll -- September	652.40	P202100013	11-000-251-592-000-000
55711	10/27/20	BUREAU OF EDUCATION & RESEARCH What's New in Children's Books - Virtual PD Da	279.00	P202100340	20-270-200-500-000-000
55712	10/27/20	CDW-G Xerox B215/DNI All-In-One Printer	215.72	P202100341	11-000-251-600-000-000
55713	10/27/20	CFP SERVICE SOLUTIONS Quarterly Service October	3,000.00	P202100084	11-190-100-500-000-001
		Quarterly Service October	3,000.00	P202100084	11-190-100-500-000-003
		Quarterly Maint October	1,325.00	P202100084	11-000-261-420-000-000
Total Check Amount:			7,325.00		
55714	10/27/20	CERDANT INC SENTRY - Ann'l Support, Monitoring & Threat I	4,326.30	P202100224	11-190-100-340-800-004
55715	10/27/20	CELEBRATE THE CHILDREN SCHOOL ED School Year-Oct	8,547.00	P202100040	11-000-100-566-000-000
55716	10/27/20	C-3 TECHNOLOGIES LLC Estimate #3276 Remove Unused Oil Tank from C	38,147.50	P202100101	11-000-261-420-700-001
55717	10/27/20	C-3 TECHNOLOGIES LLC Liberty Elem - Oil Tank Sump repair EST#3606	9,546.05	P202100242	11-000-261-420-000-002
55718	10/27/20	COMEGNO LAW GROUP, PC Sept Service	1,697.50	P202100073	11-000-230-331-000-000
55719	10/27/20	ELIZABETHTOWN GAS Middle-Sept Payment-3860536253	791.26	P202100002	11-000-262-621-000-000

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
55720	10/27/20	ELIZABETHTOWN GAS			
		Central Aug Payment	400.40	P202100007	11-000-262-621-000-000
		Central Sept Payment	427.00	P202100007	11-000-262-621-000-000
		Total Check Amount:	827.40		
55721	10/27/20	EUROFINS QC			
		Sept Service	762.00	P202100097	11-000-262-300-000-000
		Oct Service	157.25	P202100097	11-000-262-300-000-000
		Total Check Amount:	919.25		
55722	10/27/20	Easily Inspired LLC			
		Bucket Drumming Online School Yearly Member	210.00	P202100344	11-190-100-610-000-003
55723	10/27/20	ESC OF SUSSEX COUNTY			
		SG Oct Tuition	5,801.80	P202100022	11-000-100-565-000-000
		Oct Addit'l Therapy	406.60	P202100022	11-000-216-320-000-000
		Sept Addit'l Therapy	406.60	P202100022	11-000-216-320-000-000
		SG Aide Oct Tuition	2,800.10	P202100022	11-000-217-320-000-000
		Total Check Amount:	9,415.10		
55724	10/27/20	ESC OF MORRIS COUNTY			
		FC - October - Tuition	6,849.00	P202100034	11-000-100-565-000-000
		FC - October - Aide	2,926.50	P202100034	20-250-100-560-000-000
		Total Check Amount:	9,775.50		
55725	10/27/20	ESC OF MORRIS COUNTY			
		XC - October - Tuition	6,849.00	P202100032	11-000-100-565-000-000
		XC - October - Aide	2,926.50	P202100032	20-250-100-560-000-000
		Total Check Amount:	9,775.50		
55726	10/27/20	ESC OF MORRIS COUNTY			
		SA - October Tuition	6,849.00	P202100025	11-000-100-565-000-000
		SA - October - Aide	2,926.50	P202100025	20-250-100-560-000-000
		Total Check Amount:	9,775.50		
55727	10/27/20	HOME DEPOT CREDIT SERVICES			
		Central Maintenance Supplies	1,298.78	P202100096	11-000-261-610-000-001
		Middle School Maintenance Supplies	725.29	P202100096	11-000-261-610-000-003
		Total Check Amount:	2,024.07		
55728	10/27/20	HOBBIE HEAT & POWER, INC			
		JOB TICKET 80288	663.40	P202100364	11-000-261-420-000-000
		JOB TICKET 90287	94.00	P202100364	11-000-261-420-000-000
		Total Check Amount:	757.40		

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
55729	10/27/20	HOBBIE HEAT & POWER, INC			
		Central - Clean & Close Water & Fire Side Boile	874.42	P202100365	11-000-261-420-000-001
		Liberty School - Clean & Close Fire Side of Boil	840.75	P202100365	11-000-261-420-000-002
		Middle School -- Clean & Close Fire Side of Boi	379.60	P202100365	11-000-261-420-000-003
Total Check Amount:			2,094.77		
55730	10/27/20	HACKETTSTOWN BOE			
		FY 20/21 D.C. Settlement	17,509.00	P202100026	11-000-100-566-000-000
55731	10/27/20	HACKETTSTOWN BOE			
		Nov Regular Tuition	413,199.00	P202100038	11-000-100-561-000-000
55732	10/27/20	HACKETTSTOWN BOE			
		Nov Resource Room	26,350.00	P202100039	11-000-100-562-000-000
55733	10/27/20	HANDWRITING WITHOUT TEARS			
		Various Instructional Supplies - per attached	2,505.91	P202100165	20-250-100-600-000-000
55734	10/27/20	ATRA			
		2 ea Country Strike Surface Disinfecting System	2,922.00	P202100280	11-000-262-610-800-000
55735	10/27/20	ASSET CONTROL SOLUTIONS INC			
		FY 2019-2020 Inventory Bound Report	75.00	P202100243	11-000-261-420-000-000
55736	10/27/20	LEAF			
		October Payment	1,575.00	P202100094	11-190-100-500-000-001
55737	10/27/20	LICON LIGHTING & SUPPLY CORP.			
		Emergency Battery RB 1252	90.00	P202100371	11-000-261-610-000-001
55738	10/27/20	MOUNTAIN LAKES BOARD OF EDUCATI			
		October Tuition MC	627.00	P202100027	11-000-216-320-000-000
55739	10/27/20	MUSIC SHOP			
		GEN SUPPLIES - (GMMS)	149.00	P202100357	11-190-100-610-000-003
55740	10/27/20	THE MIDLAND SCHOOL			
		DL Nov Tuition	7,191.50	P202100011	11-000-100-566-000-000
55741	10/27/20	THE MIDLAND SCHOOL			
		BD School Year-Nov	7,191.50	P202100041	11-000-100-566-000-000
55742	10/27/20	NEW JERSEY SCHOOLS INSURANCE GROU			
		Workers Comp	6,197.60	P202100087	11-000-291-260-000-000
55743	10/27/20	FOUNDATION FOR EDUCATIONAL ADMIN			
		NJPSA Principal Insurace-Marmolejos	1,095.00	P202100317	11-000-240-800-000-003
55744	10/27/20	NJ SCHOOL BDS ASSOC			
		Basic School Law 2019 Edition	128.00	P202100284	11-000-230-600-000-000
		Basic School Law 2019 Edition	128.00	P202100284	11-000-251-600-000-000
Total Check Amount:			256.00		

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
55745	10/27/20	NNJ			
		Study Shields	6,900.00	P202100269	11-000-213-600-800-000
		Study Shields	6,900.00	P202100269	20-477-100-600-000-000
Total Check Amount:			13,800.00		
55746	10/27/20	NORTHWEST REFRIGERATION			
		Service on Middle School Walk-In Freezer	204.50	P202100359	11-000-230-600-000-000
55747	10/27/20	QUILL CORP.			
		Pocket folder -DeNicola	131.76	P202100299	11-000-240-600-000-003
		Office supplies- DeNicola- Quill	237.00	P202100320	11-000-240-600-000-003
		Batteries- DeNicola	146.52	P202100322	11-000-240-600-000-003
Total Check Amount:			515.28		
55748	10/27/20	PRO-ED			
		Edmark Reading Program	1,952.00	P202100249	20-250-100-600-000-000
55749	10/27/20	STAPLES BUSINESS ADVANTAGE			
		Brother IntelliFAX 2840 Fax Machine & Toner	397.02	P202100368	11-000-251-600-000-000
55750	10/27/20	STAPLES BUSINESS ADVANTAGE			
		Fax Machine Middle School	166.23	P202100377	11-000-240-600-000-003
55751	10/27/20	RUTGERS, THE STATE UNIVERSITY OF NE			
		NT Tuition - September	7,135.00	P202100028	11-000-100-565-000-000
		NT Tuition - October	7,135.00	P202100028	11-000-100-565-000-000
		NT Tuition - November	7,135.00	P202100028	11-000-100-565-000-000
Total Check Amount:			21,405.00		
55752	10/27/20	RIVERSIDE INSIGHTS			
		CST Materials	1,139.71	P202100262	11-000-219-600-000-000
55753	10/27/20	RIFTON EQUIPMENT			
		R860 Large Activity Chair	1,207.50	P202100361	11-000-216-600-000-003
55754	10/27/20	RIVERSIDE INSIGHTS			
		CST Testing Supplies	58.02	P202100363	11-000-219-600-000-000
55755	10/27/20	RUBICON WEST LLC			
		3 Virtual Sessions	2,500.00	P202100374	20-270-200-500-000-000
55756	10/27/20	SCHOOL HEALTH CORP			
		Children's masks (see attached)	270.66	P202100319	11-190-100-610-000-001
55757	10/27/20	SUCCESS ADVERTISING INC.			
		915031-1 The Star Ledger - Board Notice	125.59	P202100373	11-000-230-592-000-000
		914985-1 The Star Ledger - GMBOE	134.71	P202100372	11-000-230-592-000-000
Total Check Amount:			260.30		
55758	10/27/20	SAFE SCHOOLS INTEGRATED PEST MANA			
		OCT SERVICE	275.00	P202100014	11-000-262-420-000-000

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
55759	10/27/20	SCHOOL SPECIALTY			
		K supplies 3 - see attached	112.02 ✓	P202100147	11-190-100-610-000-001
		WL supplies 1 - see attached	167.50 ✓	P202100157	11-190-100-610-000-001
		Grade 2 supplies 3 - see attached	10.86 ✓	P202100151	11-190-100-610-000-001
		Fuelner - School Specialty - General Supplies	21.12 ✓	P202100219	11-190-100-610-000-003
		Mandery - School Specialty - General Supplies	41.70 ✓	P202100203	11-190-100-610-000-003
		Speech General Supplies	144.79 ✓	P202100295	11-000-216-600-000-000
		Total Check Amount:	497.99		
55760	10/27/20	SCHOOL HEALTH CORP			
		See Attached Cart-Middle School	850.00	P202000739	11-000-213-600-000-003
		health office supplies 4 - see attached	23.12	P202100133	11-000-213-600-800-000
		health office supplies 4 - see attached	245.70	P202100133	11-000-213-600-800-000
		Item 55694 Welch Allyn Care Temp Infared Tou	2,125.00	P202100246	11-000-213-600-800-000
		Total Check Amount:	3,243.82		
55761	10/27/20	STS EDUCATION			
		Dell Latitude 7480 -- BA Laptop	566.00	P202100325	11-190-100-610-000-004
55762	10/27/20	SUCCESS ADVERTISING INC.			
		Great Meadows BOE - Star Ledger	134.71	P202100353	11-000-230-592-000-000
55763	10/27/20	SCHOOL SPECIALTY			
		PK supplies - see attached	949.95	P202100127	11-216-100-610-000-001
55764	10/27/20	SCHOLASTIC INC.			
		Hull - Scholastic-Scope - General Supplies	109.89	P202100212	11-190-100-610-000-003
55765	10/27/20	STAPLES BUSINESS ADVANTAGE			
		DeNicola- Office refrigerator	242.99	P202100334	11-000-240-600-000-003
55766	10/27/20	T & R ALARM SYSTEMS, INC			
		Oct Monitoring	141.00	P202100080	11-000-261-420-000-000
55767	10/27/20	TEAM LIFE			
		Powerheart AED Battery	299.00	P202100354	11-000-213-600-000-003
55768	10/27/20	VERIZON WIRELESS			
		October Payment	463.31	P202100062	11-000-262-420-000-000
55769	10/27/20	WCSSSSD (Warren County Special Serv. Scho			
		Admin Line WCSSSD for Trans 20-21	1,528.03	P202100045	11-000-270-350-000-000
		Contracted Transportation Services 2019-20 - Ai	1,872.00	P202100045	11-000-270-390-999-000
		Special Ed Transportation 20-21	36,328.77	P202100045	11-000-270-518-000-000
		Total Check Amount:	39,728.80		

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55770	10/27/20	WARREN COUNTY TECHNICAL SCHOOL			
		Reg-Ed Program	15,810.00	P202100017	11-000-100-563-000-000
		Spec-Ed Program	4,080.00	P202100017	11-000-100-564-000-000
		Reg-Ed Program Transportation	2,325.00	P202100017	11-000-270-511-000-000
		Spec-Ed Program Transportation	600.00	P202100017	11-000-270-518-000-000
		Total Check Amount:	22,815.00		
55771	10/27/20	WARREN COUNTY NJ ASA			
		School Administrators Associaation Dues 20-21	200.00	P202100366	11-000-230-890-000-000
55772	10/27/20	W.B. MASON CO, INC			
		Xerox B215 Toner	70.99	P202100360	11-000-240-600-000-000
55773	10/27/20	WASTE MGMT OF NO. JERSEY			
		20 - 21 Customer ID 13-80808-3303 -- Septembe	1,169.00	P202100061	11-000-262-420-000-000
55774	10/27/20	ZVERSE			
		S&H	64.00	P202000819	11-190-100-610-000-000
		ZShield Youth 100 @17.50	1,750.00	P202000819	11-190-100-610-000-000
		ZShield Youth 100 @17.50	0.00	P202000819	11-190-100-610-000-000
		ZShield Flex 100@ 17.50	1,750.00	P202000819	11-000-213-600-000-001
		Total Check Amount:	3,564.00		
55775	10/27/20	XTel Communications Inc.			
		20 - 21 Long Distance -- September	263.51	P202100067	11-000-230-530-000-000
55776	10/27/20	KENNETH YUDICHAK			
		Monthly Service-Oct	250.00	P202100058	11-000-261-420-000-001
55777	10/27/20	MONTGOMERY ACADEMY			
		VR November Tuition	5,831.36	P202100019	11-000-100-566-000-000
		SS November Tuition	5,831.36	P202100060	20-250-100-560-000-000
		Total Check Amount:	11,662.72		
55778	10/27/20	TELEONE COMMUNICATIONS PLUS LLC			
		Thermal Camera Imager - Non-Contact Fever Sc	6,200.00	P202100386	20-477-200-600-000-000
55779	10/27/20	ATRA			
		Counter Strike Sprayers	3,734.96	P202100387	11-000-261-610-800-000
55780	10/27/20	TEACHERS DISCOVERY			
		WL supplies 2 - see attached	180.11	P202100158	11-190-100-610-000-001
55781	10/27/20	SCHOOL SPECIALTY			
		Feulner-Personal - School Specialty - Gen. Sup.	5.47	P202100217	11-190-100-610-000-003
55782	10/27/20	SANICO			
		Monthly Charges - October	583.00	P202100074	11-000-262-420-000-000
55783	10/27/20	EAST COAST POWER & GAS LLC NJ			
		Final Billing - Energy Services	391.80	P202100389	11-000-262-622-000-000

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
55784	10/27/20	EDGENUITY INC Professional Development Webinar Training	500.00	P202100348	11-190-100-340-800-000
55785	10/27/20	ESS NORTHEAST LLC Oct. 2020-2021 Substitute Services	16,691.10	P202100044	11-190-100-340-800-999
55786	10/27/20	RIDGE&VALLEY CHARTER SCH Oct 2020-21 Tuition	12,104.00	P202100047	10-000-100-561-000-000
55787	10/27/20	WCSSSSD (Warren County Special Serv. Scho Admin Line WCSSSD for Trans 20-21	1,895.21	P202100045	11-000-270-350-000-000
		Contracted Transportation Services 2019-20 - Ai	1,440.00	P202100045	11-000-270-390-999-000
		Regular Ed. Transportation	2,435.08	P202100045	11-000-270-511-000-000
		Special Ed Transportation 20-21	40,042.26	P202100045	11-000-270-518-000-000
Total Check Amount:			45,812.55		
55788	10/27/20	FIRST GROUP AMERICA Annual Contract Renewal - GMR2005	25,117.89	P202100075	11-000-270-511-000-000
		Annual Contract Renewal - 2019-2020-001	32,072.40	P202100075	11-000-270-511-000-000
Total Check Amount:			57,190.29		
The Grand Total of all Checks from Fund 10 is:			12,104.00		
The Grand Total of all Checks from Fund 11 is:			849,325.13		
The Grand Total of all Checks from Fund 20 is:			34,947.77		
The Grand total of all checks for this period is:			896,376.90		

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS		
101 Cash in checking account	\$ 1,757,299.82	
102-106 Other cash equivalents	\$ 1,125.00	
Total cash		\$ 1,758,424.82
111 Investments		\$ 0.00
114 Investment interest receivable		\$ 0.00
116 Capital reserve account		\$ 858,134.54
117 Maintenance reserve account		\$ 322,615.00
118 Current expense emergency reserve account		\$ 0.00
121 Tax levy receivable		\$ 11,284,261.51
Accounts receivable		
132 Interfund	\$ 2,000.00	
141 Intergovernmental - state	\$ 4,273,979.97	
142 Intergovernmental - federal	\$ 0.00	
143 Intergovernmental - other	\$ 37,513.09	
153 Other A/R (net of estimated uncollectable of \$44,937.92)	\$ 48,517.92	
		\$ 4,362,010.98
Loans receivable		
131 Interfund	\$ 0.00	
151 Other Loans Receivable	\$ 708.00	
		\$ 708.00
181 Prepaid Expenses		\$ 0.00
199 Other current assets		\$ 0.00

RESOURCES

301 Estimated revenues (from adjusted budget)	\$ 19,426,310.00	
302 Less: revenues collected or accrued	\$ (19,242,245.39)	
		\$ 184,064.61
TOTAL ASSETS AND RESOURCES		\$ 18,770,219.46

LIABILITIES AND FUND EQUITY

LIABILITIES		
401 Interfund loans payable	\$	0.00
402 Interfund accounts payable	\$	469.89
411 Intergovernmental accounts payable - state	\$	0.00
412 Intergovernmental accounts payable - federal	\$	0.00
413 Intergovernmental accounts payable - other	\$	0.00
421 Accounts payable	\$	0.00
422 Judgments payable	\$	0.00
430 Compensated absences payable	\$	0.00
431 Contracts payable	\$	0.00
451 Loans payable	\$	0.00
481 Deferred revenues	\$	0.00
491 Deposits payable	\$	(92.00)
499 Other current liabilities	\$	0.00
Total liabilities	\$	377.89

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$ 14,026,518.69	
754 Reserve for encumbrances - prior year			\$ 74,837.35	
761 Reserved fund balance Capital Reserve - July 1, 2020	\$ 1,298,134.54			
604 Add: Increase in capital reserve	\$ 0.00			
307 Less: Budgeted withdrawal from capital reserve - eligible costs	\$ (440,000.00)			
309 Less: Budgeted withdrawal from capital reserve - excess costs	\$ 0.00			
317 Less: Budgeted withdrawal from capital reserve - transfer to Debt Svc	\$ 0.00			
Subtotal - capital reserve			\$ 858,134.54	
764 Reserved fund balance Maintenance Reserve - July 1, 2020	\$ 492,615.00			
606 Add: Increase in maintenance reserve	\$ 0.00			
310 Less: Budgeted withdrawal from maintenance reserve	\$ (170,000.00)			
Subtotal - maintenance reserve			\$ 322,615.00	
766 Reserved fund balance emergency rsv - July 1, 2020	\$ 250,000.00			
607 Add: Increase in emergency reserve	\$ 0.00			
312 Less: Budgeted withdrawal from emergency reserve	\$ (220,000.00)			
Subtotal - Emergency Reserve			\$ 30,000.00	
760 Other reserves			\$ 0.00	
771 Designated Fund Balance			\$ 0.00	
772 Designated Fund Balance - ARRA/SEMI			\$ 0.00	
601 Appropriations	\$ 20,504,169.00			
602 Less: expenditures	\$ 3,515,641.87			
603 Less: encumbrances	\$ 14,101,356.04	\$ (17,616,997.91)	\$ 2,887,171.09	
Appropriations less expenditures				\$ 18,199,276.67
Unappropriated:				
770 Fund Balance, July 1, 2020			\$ 570,564.90	
303 Less: budgeted fund balance			\$ 0.00	
Unappropriated fund balance				\$ 570,564.90
Total fund equity				\$ 18,769,841.57

TOTAL LIABILITIES AND FUND EQUITY

\$ 18,770,219.46

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 20,504,169.00	\$ 17,616,997.91	\$ 2,887,171.09
Less: Revenues	\$ (19,426,310.00)	\$ (19,242,245.39)	\$ (184,064.61)
Subtotal	\$ 1,077,859.00	\$ (1,625,247.48)	\$ 2,703,106.48
Change in capital reserve			
Plus - Increase in reserve	\$ 0.00	\$ 0.00	\$ 0.00
Less - Withdrawal from reserve	\$ (440,000.00)	\$ (440,000.00)	\$ 0.00
Change in maintenance reserve			
Plus - Increase in reserve	\$ 0.00	\$ 0.00	\$ 0.00
Less - Withdrawal from reserve	\$ (170,000.00)	\$ (170,000.00)	\$ 0.00
Change in emergency reserve			
Plus - Increase in reserve	\$ 0.00	\$ 0.00	\$ 0.00
Less - Withdrawal from reserve	\$ (220,000.00)	\$ (250,000.00)	\$ 30,000.00
Less: adjustment to appropriations for Prior Year Encumbrances	\$ (247,859.00)	\$ (247,859.00)	\$ 0.00
Total current year budgeted fund balance	\$ 0.00	\$ (2,733,106.48)	\$ 2,733,106.48
Add: Unappropriated fund balance			\$ 570,564.90
Total of budgeted and unappropriated fund balance			<u>\$ 3,303,671.38</u>

Revenues/Sources of Funds

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	247,859.00	247,859.00	(2,485,247.48)	2,733,106.48
307/309/317	Bgtd wdrwl from cap rsv	440,000.00	0.00	440,000.00	440,000.00	0.00
310	Bgtd wdrwl from maint rsv	130,000.00	40,000.00	170,000.00	170,000.00	0.00
312	Bgtd wdrwl from emergency rsv	0.00	220,000.00	220,000.00	250,000.00	(30,000.00)
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	15,048,043.00	0.00	15,048,043.00	14,928,978.39	119,064.61
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	4,378,267.00	0.00	4,378,267.00	4,313,267.00	65,000.00
4xxx	From Federal Sources	0.00	0.00	0.00	0.00	0.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Totals		19,996,310.00	507,859.00	20,504,169.00	17,616,997.91	2,887,171.09

Fund 10 (General Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
	CHARTER SCHOOLS	151,690.00	0.00	151,690.00	28,636.00	110,164.00	12,890.00	0.00
	Grand Totals for fund 10:	151,690.00	0.00	151,690.00	28,636.00	110,164.00	12,890.00	0.00

Fund 11 (Current Expense Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
	REGULAR INSTRUCTION	2,970,105.00	0.00	2,970,105.00	275,073.00	2,428,003.00	267,029.00	0.00
	HOME INSTRUCTION	4,500.00	1,160.00	5,660.00	0.00	2,000.00	3,660.00	0.00
	REGULAR (190)	566,749.00	76,814.00	643,563.00	186,942.42	193,769.70	262,850.88	0.00
	LD PROGRAMS	290,345.00	0.00	290,345.00	31,063.42	261,412.25	(2,130.67)	0.00
	BD PROGRAMS	96,432.00	(9,500.00)	86,932.00	7,793.90	71,127.63	8,010.47	0.00
	MD PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	RESOURCE PROGRAMS	910,232.00	0.00	910,232.00	92,732.61	731,250.30	86,249.09	0.00
	PSD PROGRAMS	207,419.00	0.00	207,419.00	19,859.22	169,998.03	17,561.75	0.00
	HOME INSTRUCTION (219)	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
	BSI PROGRAMS	274,923.00	0.00	274,923.00	23,301.50	209,524.89	42,096.61	0.00
	BILINGUAL PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CO-CURRICULAR PROGRAMS	29,566.00	0.00	29,566.00	0.00	0.00	29,566.00	0.00
	ATHLETIC PROGRAMS	2,870.00	0.00	2,870.00	0.00	0.00	2,870.00	0.00
	ESY PROGRAMS	55,220.00	0.00	55,220.00	36,559.06	5,120.94	13,540.00	0.00
	TUITION PROGRAMS	5,684,950.00	0.00	5,684,950.00	1,031,614.40	4,227,591.44	425,744.16	9,154.00
	HEALTH PROGRAMS	160,982.00	23,887.00	184,869.00	21,590.23	148,316.10	14,962.67	0.00
	RELATED SVS PROGRAMS	319,386.00	0.00	319,386.00	21,656.91	286,437.83	11,291.26	0.00
	EXTRAORDINARY SVS PROGRAMS	261,842.00	0.00	261,842.00	19,503.00	95,310.00	147,029.00	0.00
	REG SUPPORT SVS PROGRAMS	134,880.00	0.00	134,880.00	15,190.50	116,892.00	2,797.50	0.00
	CST PROGRAMS	323,615.00	20,000.00	343,615.00	38,011.44	250,737.81	54,865.75	0.00
	INSTRUCTIONAL SUPPORT PROGRAMS	121,230.00	0.00	121,230.00	13,230.00	32,270.00	75,730.00	0.00
	LIBRARY/MEDIA PROGRAMS	132,044.00	0.00	132,044.00	21,511.55	92,308.20	18,224.25	0.00
	PRO DEV PROGRAMS	9,000.00	0.00	9,000.00	558.00	0.00	8,442.00	0.00
	DISTRICT ADMIN PROGRAMS	220,675.00	112,500.00	333,175.00	111,173.96	184,880.11	37,120.93	28.80
	BUILDING ADMIN PROGRAMS	508,668.00	(140,000.00)	368,668.00	83,058.04	213,863.46	71,746.50	3,286.22
	FISCAL ADMIN PROGRAMS	266,926.00	10,000.00	276,926.00	66,157.05	177,993.84	32,775.11	499.28
	TECH ADMIN PROGRAMS	20,045.00	1,700.00	21,745.00	8,307.97	10,408.42	3,028.61	0.00
	MAINTENANCE PROGRAMS	367,868.00	58,521.00	426,389.00	52,553.67	297,557.78	76,277.55	0.00
	CUSTODIAL PROGRAMS	920,177.00	8,185.00	928,362.00	229,569.89	574,556.62	124,235.49	0.00
	GROUNDS PROGRAMS	64,238.00	3,985.00	68,223.00	10,373.10	31,002.00	26,847.90	0.00
	SECURITY PROGRAMS	73,300.00	0.00	73,300.00	18,682.03	13,993.70	40,624.27	0.00
	TRANSPORATION SERVICES	1,393,389.00	109,500.00	1,502,889.00	62,847.29	962,883.60	477,158.11	0.00
	ALLOCATED BENEFITS	26,581.00	0.00	26,581.00	0.00	0.00	26,581.00	0.00
	PERSONNEL BENEFIT PROGRAMS	2,970,702.00	0.00	2,970,702.00	608,281.98	1,977,856.64	384,563.38	52,058.34
	FOOD SERVICE PROGRAMS	0.00	625.20	625.20	0.00	30,625.20	(30,000.00)	0.00
	FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
606	Increase in Maint Rsv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
607	Increase in Emergency Rsv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Grand Totals for fund 11:	19,393,859.00	277,377.20	19,671,236.20	3,107,196.14	13,797,691.49	2,766,348.57	65,026.64

Fund 12 (Capital Outlay Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
604	Increase in Cap Rsv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Instructional Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Undistributed Instructional Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Non-Instructional Equip	8,500.00	0.00	8,500.00	0.00	0.00	8,500.00	0.00
	FACILITY SERVICES	440,000.00	229,967.00	669,967.00	379,809.73	192,985.75	97,171.52	0.00
	FUND TRANSFERS	2,261.00	0.00	2,261.00	0.00	0.00	2,261.00	0.00
Grand Totals for fund 12:		450,761.00	229,967.00	680,728.00	379,809.73	192,985.75	107,932.52	0.00
Grand Totals for all Subfunds of Fund 10:		19,996,310.00	507,344.20	20,503,654.20	3,515,641.87	14,100,841.24	2,887,171.09	65,026.64

Revenues Summary

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	247,859.00	247,859.00	(2,485,247.48)	2,733,106.48
307/309/317	Bgtd wdrwl from cap rsv	440,000.00	0.00	440,000.00	440,000.00	0.00
310	Bgtd wdrwl from maint rsv	130,000.00	40,000.00	170,000.00	170,000.00	0.00
312	Bgtd wdrwl from emergency rsv	0.00	220,000.00	220,000.00	250,000.00	(30,000.00)
10-5200-000-000	TRANSFERS (OTHER FUNDS)	0.00	0.00	0.00	0.00	0.00
10-5210-000-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00
10-5210-000-000	Transfer from Cap Reserve	0.00	0.00	0.00	0.00	0.00
10-1210-000-000	LOCAL TAX LEVY	14,895,043.00	0.00	14,895,043.00	14,895,043.00	0.00
10-1310-000-000	TUITION - INDIVIDUAL	38,000.00	0.00	38,000.00	22,750.00	15,250.00
10-1320-000-000	TUITION - OTHER LEA	95,000.00	0.00	95,000.00	0.00	95,000.00
10-1420-000-000	TRANSPORTATION FEES/LE	0.00	0.00	0.00	0.00	0.00
10-1510-000-000	INT ON INVEST	20,000.00	0.00	20,000.00	3,732.43	16,267.57
10-1511-000-000	CAPITAL INTEREST	0.00	0.00	0.00	0.00	0.00
10-1512-000-000	MAINT RESERVE INTEREST	0.00	0.00	0.00	0.00	0.00
10-1900-000-000	Restricted Misc Revenue	0.00	0.00	0.00	0.00	0.00
10-1910-000-000	RENTAL	0.00	0.00	0.00	0.00	0.00
10-1920-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
10-1980-000-000	PRIOR YR REFUND	0.00	0.00	0.00	6,736.41	(6,736.41)
10-1990-000-000	MISCELLANEOUS	0.00	0.00	0.00	716.55	(716.55)
10-3111-000-000	CORE CURR STAND	0.00	0.00	0.00	0.00	0.00
10-3120-000-000	TRANSPORTA AID	0.00	0.00	0.00	0.00	0.00
10-3121-000-000	CATEGORICAL TRANSPORAT	147,093.00	0.00	147,093.00	147,093.00	0.00
10-3130-000-000	SPEC EDUC AID	0.00	0.00	0.00	0.00	0.00
10-3131-000-000	EXTRAORDINARY AID	65,000.00	0.00	65,000.00	0.00	65,000.00
10-3132-000-000	CATEGORICAL SP ED AID	763,471.00	0.00	763,471.00	763,471.00	0.00
10-3140-000-000	BILINGUAL EDUC	0.00	0.00	0.00	0.00	0.00
10-3172-000-000	SUPP STABILIZAT	0.00	0.00	0.00	0.00	0.00
10-3176-000-000	EQUALIZATION AID	3,297,471.00	0.00	3,297,471.00	3,297,471.00	0.00
10-3177-000-000	CATEGORICAL SECURITY AI	105,232.00	0.00	105,232.00	105,232.00	0.00
10-3178-000-000	ADJUSTMENT AID	0.00	0.00	0.00	0.00	0.00
10-3180-000-000	CONSOLIDATED AID	0.00	0.00	0.00	0.00	0.00
10-3181-000-000	PARCC Readiness Aid	0.00	0.00	0.00	0.00	0.00
10-3182-000-000	Per Pupil Growth Aid	0.00	0.00	0.00	0.00	0.00
10-3183-000-000	Professional Learning Communit	0.00	0.00	0.00	0.00	0.00
10-3190-000-000	OTHER STATE AID PAARC/PE	0.00	0.00	0.00	0.00	0.00
10-3193-000-000	ACADEMIC ACHIEV	0.00	0.00	0.00	0.00	0.00
10-3196-000-000	FORMULA AID	0.00	0.00	0.00	0.00	0.00
10-3197-000-000	FULL DAY KIND SUPPL AID	0.00	0.00	0.00	0.00	0.00
10-4210-000-000	ARRA/SEMI Revenue	0.00	0.00	0.00	0.00	0.00
18-4522-555-000	ED JOBS GRANT	0.00	0.00	0.00	0.00	0.00
Grand Totals		19,996,310.00	507,859.00	20,504,169.00	17,616,997.91	2,887,171.09

Minimum Expense General Ledger Report**Fund 10 (General Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
10-000-100-561	CHARTER SCHOOL TUITION	151,690.00	0.00	151,690.00	28,636.00	110,164.00	12,890.00	0.00
	CHARTER SCHOOLS	151,690.00	0.00	151,690.00	28,636.00	110,164.00	12,890.00	0.00
Grand Totals for fund 10:		151,690.00	0.00	151,690.00	28,636.00	110,164.00	12,890.00	0.00

Fund 11 (Current Expense Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-110-100-101	KDG SAL TEACHER	181,085.00	0.00	181,085.00	18,104.50	162,940.50	40.00	0.00
11-120-100-101	GR 1-5 SAL TEACHERS	1,468,993.00	0.00	1,468,993.00	151,664.70	1,317,328.30	0.00	0.00
11-130-100-101	GR 6-8 SALARIES	1,320,027.00	0.00	1,320,027.00	105,303.80	947,734.20	266,989.00	0.00
	REGULAR INSTRUCTION	2,970,105.00	0.00	2,970,105.00	275,073.00	2,428,003.00	267,029.00	0.00
11-150-100-101	HOME INST-REGULAR	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00	0.00
11-150-100-320	OOD STUDENTS-HOME INST	2,500.00	1,160.00	3,660.00	0.00	0.00	3,660.00	0.00
	HOME INSTRUCTION	4,500.00	1,160.00	5,660.00	0.00	2,000.00	3,660.00	0.00
11-190-100-106	AIDES SAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-190-100-320	OT REGULAR STUDENTS	3,500.00	0.00	3,500.00	0.00	0.00	3,500.00	0.00
11-190-100-340	PURCH SERV TECH	270,000.00	63,000.00	333,000.00	44,001.10	140,417.07	148,581.83	0.00
11-190-100-500	Other Purchased Services (400-500 Series)	92,100.00	0.00	92,100.00	21,839.50	33,015.00	37,245.50	0.00
11-190-100-610	GEN SUPPL-TECH	198,099.00	814.00	198,913.00	113,462.46	20,337.63	65,112.91	0.00
11-190-100-640	TEXTBOOKS	2,800.00	13,000.00	15,800.00	7,639.36	0.00	8,160.64	0.00
11-190-100-800	MISC & TRIP ADM	250.00	0.00	250.00	0.00	0.00	250.00	0.00
	REGULAR (190)	566,749.00	76,814.00	643,563.00	186,942.42	193,769.70	262,850.88	0.00
11-204-100-101	LD Teacher Salary	240,260.00	0.00	240,260.00	24,286.00	218,574.00	(2,600.00)	0.00
11-204-100-106	LD Aide Salary	48,359.00	0.00	48,359.00	5,694.90	42,664.10	0.00	0.00
11-204-100-610	LD Supplies	1,726.00	0.00	1,726.00	1,082.52	174.15	469.33	0.00
	LD PROGRAMS	290,345.00	0.00	290,345.00	31,063.42	261,412.25	(2,130.67)	0.00
11-209-100-101	BD-Teacher Salary	60,515.00	0.00	60,515.00	6,051.50	54,463.50	0.00	0.00
11-209-100-106	BD-Aide Salary	33,517.00	(9,500.00)	24,017.00	1,742.40	15,681.60	6,593.00	0.00
11-209-100-610	BD-Supplies	2,400.00	0.00	2,400.00	0.00	982.53	1,417.47	0.00
11-209-100-800	SUPPLIES - (LIB)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	BD PROGRAMS	96,432.00	(9,500.00)	86,932.00	7,793.90	71,127.63	8,010.47	0.00
11-212-100-101	MD TEACHER SAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-212-100-106	MD AIDES SAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-212-100-610	MD GEN SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MD PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-213-100-101	RES CNTR SAL TC	699,866.00	0.00	699,866.00	79,290.50	620,575.50	0.00	0.00
11-213-100-106	RESOURCE ROOM AIDES	208,506.00	0.00	208,506.00	12,228.20	110,674.80	85,603.00	0.00
11-213-100-610	RES CNTR SUPP	1,860.00	0.00	1,860.00	1,213.91	0.00	646.09	0.00
	RESOURCE PROGRAMS	910,232.00	0.00	910,232.00	92,732.61	731,250.30	86,249.09	0.00
11-215-100-101	PSD TEACHER SAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-215-100-106	PSD AIDE SAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-215-100-610	PSD GEN SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-216-100-101	PSD TEACHER - (CEN)	145,840.00	0.00	145,840.00	14,584.00	131,256.00	0.00	0.00
11-216-100-106	PSD AIDES - (CEN)	47,329.00	0.00	47,329.00	4,169.50	37,525.50	5,634.00	0.00
11-216-100-320	PSD PURCH SVS - (CEN)	11,750.00	0.00	11,750.00	0.00	0.00	11,750.00	0.00
11-216-100-610	PSD SUPPLIES - (CEN)	2,500.00	0.00	2,500.00	1,105.72	1,216.53	177.75	0.00
	PSD PROGRAMS	207,419.00	0.00	207,419.00	19,859.22	169,998.03	17,561.75	0.00
11-219-100-101	HOME INST-SPEC ED	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-219-100-320	HOME INST-PURCHASED SVR	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
	HOME INSTRUCTION (219)	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
11-230-100-101	BSI TEACHER SALARY	273,878.00	0.00	273,878.00	23,221.50	208,993.50	41,663.00	0.00
11-230-100-610	BSI SUPPLIES	1,045.00	0.00	1,045.00	80.00	531.39	433.61	0.00
	BSI PROGRAMS	274,923.00	0.00	274,923.00	23,301.50	209,524.89	42,096.61	0.00
11-240-100-101	BILINGUAL SAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-240-100-610	BILINGUAL SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	BILINGUAL PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fund 11 (Current Expense Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsl	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-401-100-100	Salaries	28,000.00	0.00	28,000.00	0.00	0.00	28,000.00	0.00
11-401-100-500	Purchased Services (300-500 Series)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-401-100-610	GENERAL SUPPLIES	1,566.00	0.00	1,566.00	0.00	0.00	1,566.00	0.00
11-401-100-800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-CURRICULAR PROGRAMS		29,566.00	0.00	29,566.00	0.00	0.00	29,566.00	0.00
11-402-100-100	Salaries	2,320.00	0.00	2,320.00	0.00	0.00	2,320.00	0.00
11-402-100-500	Purchased Services (300-500 Series)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-402-100-610	ATHLETIC GEN SUPPLIES	550.00	0.00	550.00	0.00	0.00	550.00	0.00
11-402-100-800	ATHLETIC OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ATHLETIC PROGRAMS		2,870.00	0.00	2,870.00	0.00	0.00	2,870.00	0.00
11-422-100-101	SUMMER SCHOOL TEACHER	39,720.00	0.00	39,720.00	31,680.00	0.00	8,040.00	0.00
11-422-100-320	PURCH SERV SUMMER SCHOOL	10,460.00	0.00	10,460.00	4,879.06	5,120.94	460.00	0.00
11-422-100-610	SUMMER SCH GEN SUPPLIES	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
11-422-200-101	SUMMER SCHOOL NURSE	4,040.00	0.00	4,040.00	0.00	0.00	4,040.00	0.00
ESY PROGRAMS		55,220.00	0.00	55,220.00	36,559.06	5,120.94	13,540.00	0.00
11-000-100-561	TUITION-REG	4,046,640.00	85,350.00	4,131,990.00	826,398.00	3,305,592.00	0.00	0.00
11-000-100-562	TUITION-SP ED	365,500.00	(86,396.00)	279,104.00	52,700.00	210,800.00	15,604.00	0.00
11-000-100-563	TUITION-VOTECH OUT OF CNTY	158,100.00	0.00	158,100.00	15,810.00	142,290.00	0.00	0.00
11-000-100-564	TUITION VO TECH SPEC ED	30,600.00	1,046.00	31,646.00	(5,074.00)	36,720.00	0.00	9,154.00
11-000-100-565	TUITION WCSSSD	290,670.00	81,053.00	371,723.00	50,390.80	237,139.20	84,193.00	0.00
11-000-100-566	TUITION-PRIV SH	735,074.00	(81,053.00)	654,021.00	91,389.60	295,050.24	267,581.16	0.00
11-000-100-567	TUITION-OUT OF NJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-100-568	STATE FACILITY	58,366.00	0.00	58,366.00	0.00	0.00	58,366.00	0.00
TUITION PROGRAMS		5,684,950.00	0.00	5,684,950.00	1,031,614.40	4,227,591.44	425,744.16	9,154.00
11-000-213-100	Salaries	141,982.00	0.00	141,982.00	14,007.10	126,063.90	1,911.00	0.00
11-000-213-300	Purchased Prof. & Tech. Svcs	12,000.00	0.00	12,000.00	4,400.00	0.00	7,600.00	0.00
11-000-213-600	NURSE SUPPLIES	7,000.00	23,887.00	30,887.00	3,183.13	22,252.20	5,451.67	0.00
HEALTH PROGRAMS		160,982.00	23,887.00	184,869.00	21,590.23	148,316.10	14,962.67	0.00
11-000-216-100	Salaries	143,190.00	0.00	143,190.00	14,289.00	128,601.00	300.00	0.00
11-000-216-320	RELATED SVS - PURCHASED (OT/PT)	173,396.00	(2,299.99)	171,096.01	6,513.94	156,990.31	7,591.76	0.00
11-000-216-600	SPEECH SUPPLIES	2,300.00	2,299.99	4,599.99	853.97	846.52	2,899.50	0.00
11-000-216-610	Supplies : IEP Driven	500.00	0.00	500.00	0.00	0.00	500.00	0.00
RELATED SVS PROGRAMS		319,386.00	0.00	319,386.00	21,656.91	286,437.83	11,291.26	0.00
11-000-217-106	PERS CARE AIDE-GMR	110,842.00	0.00	110,842.00	7,889.90	70,109.10	32,843.00	0.00
11-000-217-320	PERS CARE AIDE-CONTRACTED	147,500.00	0.00	147,500.00	11,613.10	25,200.90	110,686.00	0.00
11-000-217-600	EXTRAORDINARY	3,500.00	0.00	3,500.00	0.00	0.00	3,500.00	0.00
EXTRAORDINARY SVS PROGRAMS		261,842.00	0.00	261,842.00	19,503.00	95,310.00	147,029.00	0.00
11-000-218-104	GUIDANCE SAL	129,880.00	0.00	129,880.00	12,988.00	116,892.00	0.00	0.00
11-000-218-105	GUIDANCE SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-218-320	PROFESSIONAL EDUCATIONAL SERVI	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
11-000-218-390	GUID - OTH -TECH LISC	3,000.00	0.00	3,000.00	2,202.50	0.00	797.50	0.00
11-000-218-500	Other Purchased Services (400-500 Series)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-218-600	GEN SUPPLIES	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
11-000-218-800	MISC EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REG SUPPORT SVS PROGRAMS		134,880.00	0.00	134,880.00	15,190.50	116,892.00	2,797.50	0.00
11-000-219-104	CST SAL	264,465.00	20,000.00	284,465.00	32,773.94	240,390.46	11,300.60	0.00
11-000-219-105	CST SEC	10,000.00	0.00	10,000.00	1,000.00	9,000.00	0.00	0.00
11-000-219-320	CST PROFESSIONAL ED SERVICES	30,000.00	0.00	30,000.00	0.00	0.00	30,000.00	0.00
11-000-219-390	CST - OTH -TECH LISC	6,500.00	0.00	6,500.00	4,237.50	0.00	2,262.50	0.00
11-000-219-500	Other Purchased Services (400-500 Series)	400.00	0.00	400.00	0.00	0.00	400.00	0.00
11-000-219-600	CST SUPPLIES	12,250.00	0.00	12,250.00	0.00	1,347.35	10,902.65	0.00
CST PROGRAMS		323,615.00	20,000.00	343,615.00	38,011.44	250,737.81	54,865.75	0.00
11-000-221-104	CURR SUPER/WRITING	35,000.00	0.00	35,000.00	2,250.00	6,750.00	26,000.00	0.00
11-000-221-105	CURR SUPERV SEC	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00	0.00
11-000-221-110	COMPUTER TECHS	75,830.00	0.00	75,830.00	10,980.00	24,020.00	40,830.00	0.00
11-000-221-320	SHARED SERV INSTRUCTION/CURR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-221-390	PURCH SERV IMPROVEMENT INSTR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-221-500	Other Purchased Services (400-500 Series)	5,900.00	0.00	5,900.00	0.00	0.00	5,900.00	0.00
11-000-221-600	GEN SUPP-CURR	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
11-000-221-800	CURR OTHER EXP	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00
INSTRUCTIONAL SUPPORT PROGRAM		121,230.00	0.00	121,230.00	13,230.00	32,270.00	75,730.00	0.00

Fund 11 (Current Expense Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-000-222-100	Salaries	80,763.00	0.00	80,763.00	11,172.00	69,591.00	0.00	0.00
11-000-222-177	Tech Coord Salaries	30,831.00	0.00	30,831.00	7,500.00	22,500.00	831.00	0.00
11-000-222-500	Other Purchased Services (400-500 Series)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-222-600	LIBRARY SUP/MAT	20,450.00	0.00	20,450.00	2,839.55	217.20	17,393.25	0.00
LIBRARY/MEDIA PROGRAMS		132,044.00	0.00	132,044.00	21,511.55	92,308.20	18,224.25	0.00
11-000-223-104	SUPER TEA TRAIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-223-320	INSER/CONSULTAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-223-500	Other Purchased Services (400-500 Series)	9,000.00	0.00	9,000.00	558.00	0.00	8,442.00	0.00
11-000-223-800	O.E. STAFFTRAIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRO DEV PROGRAMS		9,000.00	0.00	9,000.00	558.00	0.00	8,442.00	0.00
11-000-230-100	Salaries	67,275.00	110,000.00	177,275.00	43,176.34	119,745.66	14,353.00	0.00
11-000-230-331	ADM LEGAL SV	25,000.00	2,500.00	27,500.00	3,920.00	19,000.00	4,580.00	0.00
11-000-230-332	AUDITOR FEES	22,500.00	0.00	22,500.00	8,000.00	14,500.00	0.00	0.00
11-000-230-334	ARCH/ENG PROF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-230-339	ADM PROF SVR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-230-340	ADM PCH TECH SV	1,750.00	0.00	1,750.00	0.00	0.00	1,750.00	0.00
11-000-230-530	Communications/Telephone	40,800.00	0.00	40,800.00	6,203.33	28,639.00	5,957.67	28.80
11-000-230-585	BOE Other Purchased Services	0.00	900.00	900.00	900.00	0.00	0.00	0.00
11-000-230-590	Other Purchased Services (400-500 Series)	38,200.00	2,942.25	41,142.25	36,356.64	2,665.95	2,119.66	0.00
11-000-230-600	ADM SUP/MAT	1,500.00	0.00	1,500.00	0.00	329.50	1,170.50	0.00
11-000-230-630	BOE MTG SUPPLIES	200.00	0.00	200.00	51.20	0.00	148.80	0.00
11-000-230-820	JUDGEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-230-890	ADM MISC EXP	10,950.00	(3,448.00)	7,502.00	1,610.00	0.00	5,892.00	0.00
11-000-230-895	BOE DUES	12,500.00	(394.25)	12,105.75	10,956.45	0.00	1,149.30	0.00
DISTRICT ADMIN PROGRAMS		220,675.00	112,500.00	333,175.00	111,173.96	184,880.11	37,120.93	28.80
11-000-240-103	PRINCIPALS SAL	351,828.00	(100,000.00)	251,828.00	51,168.00	158,317.78	42,342.22	3,286.22
11-000-240-105	SEC & CLERICAL	140,440.00	(40,000.00)	100,440.00	28,830.15	53,129.85	18,480.00	0.00
11-000-240-500	Other Purchased Services (400-500 Series)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-240-600	OFFICE SUPPLIES	12,100.00	0.00	12,100.00	3,059.89	1,320.83	7,719.28	0.00
11-000-240-800	PRIN DUES-MISC	4,300.00	0.00	4,300.00	0.00	1,095.00	3,205.00	0.00
BUILDING ADMIN PROGRAMS		508,668.00	(140,000.00)	368,668.00	83,058.04	213,863.46	71,746.50	3,286.22
11-000-251-100	Salaries	216,001.00	10,000.00	226,001.00	53,111.33	165,888.67	7,001.00	0.00
11-000-251-330	PURCH PROF SERVICES	12,000.00	0.00	12,000.00	0.00	450.00	11,550.00	0.00
11-000-251-592	Other Purchased Services (400-500 Series)	32,575.00	0.00	32,575.00	13,040.60	10,140.00	9,394.40	0.00
11-000-251-600	SUPPLIES & MATERIALS	3,350.00	0.00	3,350.00	5.12	1,515.17	1,829.71	499.28
11-000-251-832	INTEREST LEASE PURCH.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-251-890	MISCELLANEOUS	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	0.00
FISCAL ADMIN PROGRAMS		266,926.00	10,000.00	276,926.00	66,157.05	177,993.84	32,775.11	499.28
11-000-252-100	Salaries	11,745.00	1,700.00	13,445.00	3,354.00	10,062.00	29.00	0.00
11-000-252-330	PROFESSIONAL SERVICES	5,000.00	0.00	5,000.00	4,953.97	0.00	46.03	0.00
11-000-252-340	INFO TECH PURCH SERV	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00	0.00
11-000-252-600	Technology Supplies	800.00	0.00	800.00	0.00	346.42	453.58	0.00
TECH ADMIN PROGRAMS		20,045.00	1,700.00	21,745.00	8,307.97	10,408.42	3,028.61	0.00
11-000-261-100	Salaries	70,228.00	25.00	70,253.00	17,489.66	52,746.34	17.00	0.00
11-000-261-320	MAINT PURCH SVS (INTERLOCAL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-261-420	MAINT CONTRACT	268,215.00	55,390.00	323,605.00	27,876.10	239,026.19	56,702.71	0.00
11-000-261-610	MAINT SUPPLIES	28,300.00	3,106.00	31,406.00	7,187.91	5,785.25	18,432.84	0.00
11-000-261-800	MAINT OTH EXP	1,125.00	0.00	1,125.00	0.00	0.00	1,125.00	0.00
MAINTENANCE PROGRAMS		367,868.00	58,521.00	426,389.00	52,553.67	297,557.78	76,277.55	0.00
11-000-262-100	Salaries	344,961.00	(1,750.00)	343,211.00	70,431.20	241,726.80	31,053.00	0.00
11-000-262-300	PURCH TECH SERV	30,000.00	0.00	30,000.00	292.00	15,408.00	14,308.00	0.00
11-000-262-320	B&G PURCH SVS (INTERLOCAL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-262-420	CONTRACTED SERV	38,808.00	(65.00)	38,743.00	10,196.03	12,825.00	15,721.97	0.00
11-000-262-444	LEASE PURCHASE - ESIP	173,908.00	0.00	173,908.00	85,430.69	85,715.50	2,761.81	0.00
11-000-262-520	PLNT INSURANCE	55,000.00	0.00	55,000.00	54,726.99	0.00	273.01	0.00
11-000-262-590	TRUCK GAS & MISC	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
11-000-262-610	PLNT GEN SUP	42,000.00	10,000.00	52,000.00	600.40	21,789.32	29,610.28	0.00
11-000-262-620	HEAT/ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-262-621	Natural Gas	43,000.00	0.00	43,000.00	1,095.17	34,350.00	7,554.83	0.00
11-000-262-622	ELECTRICITY	157,500.00	0.00	157,500.00	4,967.41	150,750.00	1,782.59	0.00
11-000-262-624	ENERGY OIL	27,000.00	0.00	27,000.00	0.00	12,000.00	15,000.00	0.00
11-000-262-800	OTHER OBJECTS	3,000.00	0.00	3,000.00	1,830.00	0.00	1,170.00	0.00
CUSTODIAL PROGRAMS		920,177.00	8,185.00	928,362.00	229,569.89	574,556.62	124,235.49	0.00

Fund 11 (Current Expense Fund)

Expend, Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-000-263-100	GROUNDS UPKEEP SALARY	31,988.00	25.00	32,013.00	7,998.00	24,002.00	13.00	0.00
11-000-263-300	PURCH TECH SERVICES	8,750.00	0.00	8,750.00	0.00	0.00	8,750.00	0.00
11-000-263-420	CONTRACTED SERVICES	12,500.00	0.00	12,500.00	0.00	0.00	12,500.00	0.00
11-000-263-610	GROUNDS SUPPLIES	11,000.00	3,960.00	14,960.00	2,375.10	7,000.00	5,584.90	0.00
11-000-263-800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	GROUNDS PROGRAMS	64,238.00	3,985.00	68,223.00	10,373.10	31,002.00	26,847.90	0.00
11-000-266-100	SECURITY - SALARIES	18,000.00	0.00	18,000.00	1,341.30	11,658.70	5,000.00	0.00
11-000-266-300	SECURITY - PURCH SVS	31,300.00	0.00	31,300.00	3,951.24	0.00	27,348.76	0.00
11-000-266-420	SECURITY - MAINTENANCE	21,000.00	0.00	21,000.00	13,389.49	2,335.00	5,275.51	0.00
11-000-266-610	SECURITY SUPPLIES	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	0.00
	SECURITY PROGRAMS	73,300.00	0.00	73,300.00	18,682.03	13,993.70	40,624.27	0.00
11-000-270-107	BUS DRIVERS	12,000.00	7,000.00	19,000.00	0.00	10,000.00	9,000.00	0.00
11-000-270-109	FIELD TRIP SAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-350	TRAN ESC/CSTA	37,000.00	0.00	37,000.00	0.00	15,280.00	21,720.00	0.00
11-000-270-390	TRANS CONSULT.	55,400.00	0.00	55,400.00	2,732.00	32,380.00	20,288.00	0.00
11-000-270-442	LEASE BUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-503	AIL - NON PUB	47,000.00	0.00	47,000.00	0.00	0.00	47,000.00	0.00
11-000-270-504	AID IN LIEU CSSSD/ESC	8,000.00	0.00	8,000.00	0.00	0.00	8,000.00	0.00
11-000-270-511	REG TRANSP CONT	589,289.00	100,000.00	689,289.00	59,515.29	535,637.60	94,136.11	0.00
11-000-270-512	TRAN FIELD TRIP	7,350.00	0.00	7,350.00	0.00	0.00	7,350.00	0.00
11-000-270-513	PROJ EXCEL/VO TEC JOINTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-515	SPEC ED TRANSP	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00	0.00
11-000-270-517	CONTRACTED SERVICE ECS/CTSA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-518	SPEC ED TRANS CSSSD/ESC	617,350.00	0.00	617,350.00	600.00	369,586.00	247,164.00	0.00
11-000-270-519	AIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-600	BUS SUPPLIES	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
11-000-270-890	OTHER TRANS EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TRANSPORATION SERVICES	1,393,389.00	109,500.00	1,502,889.00	62,847.29	962,883.60	477,158.11	0.00
11-100-100-299	Unused Sick Pay Term/Retired	26,581.00	0.00	26,581.00	0.00	0.00	26,581.00	0.00
	ALLOCATED BENEFITS	26,581.00	0.00	26,581.00	0.00	0.00	26,581.00	0.00
11-000-291-220	FICA-OTHER	135,000.00	0.00	135,000.00	23,032.42	105,000.00	6,967.58	0.00
11-000-291-241	RETIREMENT/PENS	180,482.00	0.00	180,482.00	1,400.47	8,599.53	170,482.00	0.00
11-000-291-249	DCRP EMPLOYER EXP	2,000.00	0.00	2,000.00	0.00	1,200.00	800.00	0.00
11-000-291-250	UNEMPLOYMENT CONTR	31,000.00	0.00	31,000.00	259.50	0.00	30,740.50	0.00
11-000-291-260	WORKERS COMPEN	79,480.00	0.00	79,480.00	21,053.37	55,788.20	2,638.43	0.00
11-000-291-270	MEDICAL	2,471,474.00	0.00	2,471,474.00	555,055.83	1,781,000.00	135,418.17	52,058.34
11-000-291-280	TUITION REIMB	40,616.00	0.00	40,616.00	5,870.39	13,878.91	20,866.70	0.00
11-000-291-290	OTH EMP BENEFIT	30,650.00	0.00	30,650.00	1,610.00	12,390.00	16,650.00	0.00
	PERSONNEL BENEFIT PROGRAMS	2,970,702.00	0.00	2,970,702.00	608,281.98	1,977,856.64	384,563.38	52,058.34
11-000-310-930	FOOD DEFICIT	0.00	625.20	625.20	0.00	30,625.20	(30,000.00)	0.00
	FOOD SERVICE PROGRAMS	0.00	625.20	625.20	0.00	30,625.20	(30,000.00)	0.00
11-000-520-934	Trans of Prop Sale Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
606	Increase in Maint Rsv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
607	Increase in Emergency Rsv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Grand Totals for fund 11:	19,393,859.00	277,377.20	19,671,236.20	3,107,196.14	13,797,691.49	2,766,348.57	65,026.64

Fund 12 (Capital Outlay Fund)

Expend, Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
604	Increase in Cap Rsv	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
12-110-100-730	KDG EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-120-100-730	GR 1-5 EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-130-100-730	GR 6-8 EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-212-100-730	MD EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-213-100-730	R.C. EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-215-100-730	PSD EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Instructional Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-100-730	INSTRUCT EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Undistributed Instructional Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fund 12 (Capital Outlay Fund)

Expend, Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
12-000-230-730	GEN ADMIN EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-251-730	BUS OFF EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-260-730	PLANT EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-261-730	MAINTENANCE EQUIP	8,500.00	0.00	8,500.00	0.00	0.00	8,500.00	0.00
12-000-263-730	Equip - Grounds Upkeep	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-290-730	BUS OFF EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-300-730	NON-INSTR EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Non-Instructional Equip		8,500.00	0.00	8,500.00	0.00	0.00	8,500.00	0.00
12-000-400-331	PROF SERVICES-LEGAL	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00	0.00
12-000-400-334	Architectural/Engineering Svcs	62,500.00	0.00	62,500.00	0.00	46,500.00	16,000.00	0.00
12-000-400-390	PROFES-ENGINEER	17,500.00	10,700.00	28,200.00	3,566.00	7,134.00	17,500.00	0.00
12-000-400-450	RENOVATIONS	350,000.00	219,267.00	569,267.00	376,243.73	139,351.75	53,671.52	0.00
12-000-400-721	LEASE PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-400-800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FACILITY SERVICES		440,000.00	229,967.00	669,967.00	379,809.73	192,985.75	97,171.52	0.00
12-000-400-896	SDA ASSESSMENT	2,261.00	0.00	2,261.00	0.00	0.00	2,261.00	0.00
12-000-400-932	Transfer to Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FUND TRANSFERS		2,261.00	0.00	2,261.00	0.00	0.00	2,261.00	0.00
Grand Totals for fund 12:		450,761.00	229,967.00	680,728.00	379,809.73	192,985.75	107,932.52	0.00
Grand Totals for all Subfunds of Fund 10:		19,996,310.00	507,344.20	20,503,654.20	3,515,641.87	14,100,841.24	2,887,171.09	65,026.64

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).

Angela Moyer, Bus Adm/Bd Secy

Date

Interim Balance SheetASSETS AND RESOURCES

ASSETS		
101 Cash in checking account	\$ (38,366.79)	
102-106 Other cash equivalents	\$ 0.00	
Total cash		\$ (38,366.79)
111 Investments		\$ 0.00
114 Investment interest receivable		\$ 0.00
121 Tax levy receivable		\$ 0.00
Accounts receivable		
132 Interfund	\$ 0.00	
141 Intergovernmental - state	\$ 0.00	
142 Intergovernmental - federal	\$ (706.20)	
143 Intergovernmental - other	\$ 0.00	
153 Other Accounts Receivable	\$ 0.00	
		\$ (706.20)
Loans receivable		
131 Interfund	\$ 0.00	
151 Other Loans Receivable	\$ 0.00	
		\$ 0.00
199 Other current assets		\$ 0.00
RESOURCES		
301 Estimated revenues (from adjusted budget)	\$ 370,864.01	
302 Less: revenues collected or accrued	\$ (7,166.01)	
		\$ 363,698.00
TOTAL ASSETS AND RESOURCES		\$ 324,625.01

LIABILITIES AND FUND EQUITY

LIABILITIES		
401 Interfund loans payable		\$ 0.00
402 Interfund accounts payable		\$ 0.00
411 Intergovernmental accounts payable - state		\$ 0.00
412 Intergovernmental accounts payable - federal		\$ 0.00
413 Intergovernmental accounts payable - other		\$ 0.00
421 Accounts payable		\$ 0.00
422 Judgments payable		\$ 0.00
430 Compensated absences payable		\$ 0.00
431 Contracts payable		\$ 0.00
451 Loans payable		\$ 0.00
481 Deferred revenues		\$ 1,596.04
499 Other current liabilities		\$ 0.00
Total liabilities		\$ 1,596.04

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year				\$	160,412.03	
754 Reserve for encumbrances - prior year				\$	0.00	
760 Other reserves				\$	0.00	
771 Designated Fund Balance				\$	0.00	
601 Appropriations			\$	371,476.31		
602 Less: expenditures	\$	47,835.62				
603 Less: encumbrances	\$	160,412.03	\$	(208,247.65)	\$	163,228.66
Appropriations less expenditures						\$ 323,640.69

Unappropriated:

770 Fund Balance, July 1, 2020	\$	(611.72)	
303 Less: budgeted fund balance	\$	<u>0.00</u>	
Unappropriated fund balance			\$ (611.72)
Total fund equity			<u>\$ 323,028.97</u>
TOTAL LIABILITIES AND FUND EQUITY			\$ 324,625.01

Revenues/Sources of Funds

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Info Only	Revenue Req'd to Balance	0.00	612.30	612.30	201,081.64	(200,469.34)
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	6,000.00	1,166.01	7,166.01	7,166.01	0.00
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	0.00	0.00	0.00	0.00	0.00
4xxx	From Federal Sources	271,943.00	91,755.00	363,698.00	0.00	363,698.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Totals		277,943.00	93,533.31	371,476.31	208,247.65	163,228.66

Fund 20 (Special Revenue Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
	LOCAL GRANTS	6,000.00	1,166.01	7,166.01	0.00	0.00	7,166.01	0.00
	TITLE I - ESEA	68,000.00	4,144.30	72,144.30	14,932.30	0.00	57,212.00	0.00
	TITLE III - ESEA	1,088.00	0.00	1,088.00	0.00	0.00	1,088.00	0.00
	IDEA REGULAR	169,670.00	32,622.00	202,292.00	25,337.40	149,133.03	27,821.57	0.00
	IDEA PRESCHOOL	4,395.00	713.00	5,108.00	0.00	4,100.00	1,008.00	0.00
	TITLE II - ESEA	15,515.00	962.00	16,477.00	0.00	279.00	16,198.00	0.00
	TITLE IV - ESEA	13,275.00	(3,275.00)	10,000.00	0.00	0.00	10,000.00	0.00
	CARES ACT FUNDING	0.00	57,201.00	57,201.00	7,565.92	6,900.00	42,735.08	0.00
	CORONAVIRUS RELIEF FUNDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Totals for fund 20:		277,943.00	93,533.31	371,476.31	47,835.62	160,412.03	163,228.66	0.00

Revenues Summary

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Info Only	Revenue Req'd to Balance	0.00	612.30	612.30	201,081.64	(200,469.34)
20-1980-000-000	PRIOR YR REFUND	0.00	0.00	0.00	0.00	0.00
20-1990-000-000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
20-1990-014-000	NJSBAIG Safety Grant	6,000.00	1,166.01	7,166.01	7,166.01	0.00
20-1990-200-000	GMR ED FOUNDATION	0.00	0.00	0.00	0.00	0.00
20-1990-207-000	BERNARD F STEINFELT AWA	0.00	0.00	0.00	0.00	0.00
20-1999-210-000	OTHER GRANTS	0.00	0.00	0.00	0.00	0.00
20-2202-291-000	REBEL	0.00	0.00	0.00	0.00	0.00
20-2202-292-000	PROFESSIONAL STANDARDS	0.00	0.00	0.00	0.00	0.00
20-3290-431-000	CHARACTER EDUCATION AI	0.00	0.00	0.00	0.00	0.00
20-4411-000-000	TITLE I - BUDGET PROJECTIC	0.00	0.00	0.00	0.00	0.00
20-4411-231-000	TITLE I	68,000.00	3,532.00	71,532.00	0.00	71,532.00
20-4411-231-001	TITLE I CO	0.00	0.00	0.00	0.00	0.00
20-4411-231-002	TITLE I 2013-2014	0.00	0.00	0.00	0.00	0.00
20-4411-450-000	TITLE I ARRA	0.00	0.00	0.00	0.00	0.00
20-4415-260-000	TITLE V	0.00	0.00	0.00	0.00	0.00
20-4416-261-000	CLASS SIZE RED TITLE VI	0.00	0.00	0.00	0.00	0.00
20-4420-000-000	IDEA - BUDGET PROJECTION	0.00	0.00	0.00	0.00	0.00
20-4421-250-000	IDEA BASIC	169,670.00	32,622.00	202,292.00	0.00	202,292.00
20-4423-251-000	IDEA PRE-SCHOOL	4,395.00	713.00	5,108.00	0.00	5,108.00
20-4451-000-000	TITLE II - BUDGET PROJECTIC	0.00	0.00	0.00	0.00	0.00
20-4451-270-000	TITLE II TEACHER RECRUIT	15,515.00	962.00	16,477.00	0.00	16,477.00
20-4451-270-001	TITLE IIA CO	0.00	0.00	0.00	0.00	0.00
20-4451-270-002	TITLE IIA 2013-14	0.00	0.00	0.00	0.00	0.00
20-4452-271-000	TITLE IID ENHANCE EDUCAT	0.00	0.00	0.00	0.00	0.00
20-4471-280-000	TITLE IV	13,275.00	(3,275.00)	10,000.00	0.00	10,000.00
20-4471-280-001	TITLE IV CO	0.00	0.00	0.00	0.00	0.00
20-4491-241-000	TITLE III	1,088.00	0.00	1,088.00	0.00	1,088.00
20-4491-241-001	TITLE III CO	0.00	0.00	0.00	0.00	0.00
20-4495-260-000	TITLE V INNOVATIVE PROG	0.00	0.00	0.00	0.00	0.00
20-4514-450-000	ARRA BASIC	0.00	0.00	0.00	0.00	0.00
20-4515-450-000	ARRA PRESCHOOL	0.00	0.00	0.00	0.00	0.00
20-4525-290-000	RTTT3	0.00	0.00	0.00	0.00	0.00
20-4530-477-000	CARES Act	0.00	57,201.00	57,201.00	0.00	57,201.00
20-4532-479-000	CRF Grant	0.00	0.00	0.00	0.00	0.00
Grand Totals		277,943.00	93,533.31	371,476.31	208,247.65	163,228.66

Minimum Expense General Ledger Report**Fund 20 (Special Revenue Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
20-114-100-420	NJSBAIG GRANT	6,000.00	1,166.01	7,166.01	0.00	0.00	7,166.01	0.00
	LOCAL GRANTS	6,000.00	1,166.01	7,166.01	0.00	0.00	7,166.01	0.00
20-231-100-101	TITLE I INSTR SALARIES	68,000.00	(15,886.00)	52,114.00	14,320.00	0.00	37,794.00	0.00
20-231-100-300	TITLE I PURCH PROF SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-231-100-600	TITLE I INSTRUC SUPPLIES	0.00	6,416.00	6,416.00	0.00	0.00	6,416.00	0.00
20-231-100-610	TITLE I PR YR INSTR SUP	0.00	612.30	612.30	612.30	0.00	0.00	0.00
20-231-200-106	TITLE I AIDE	0.00	5,200.00	5,200.00	0.00	0.00	5,200.00	0.00
20-231-200-300	TITLE I PURCH PROF SVS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-231-200-500	TITLE I PROF DEVELOP	0.00	3,416.00	3,416.00	0.00	0.00	3,416.00	0.00
20-231-290-290	TITLE I FRINGE	0.00	4,386.00	4,386.00	0.00	0.00	4,386.00	0.00
	TITLE I - ESEA	68,000.00	4,144.30	72,144.30	14,932.30	0.00	57,212.00	0.00
20-241-100-610	TITLE III SUPPLIES	1,088.00	0.00	1,088.00	0.00	0.00	1,088.00	0.00
	TITLE III - ESEA	1,088.00	0.00	1,088.00	0.00	0.00	1,088.00	0.00
20-250-100-101	IDEA TEACHER SALARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-250-100-106	IDEA CLASS AIDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-250-100-560	IDEA OUT OF DISTRICT TUITION	149,378.00	32,622.00	182,000.00	23,357.40	143,990.74	14,651.86	0.00
20-250-100-600	IDEA INSTRUC SUP	20,292.00	0.00	20,292.00	1,980.00	5,142.29	13,169.71	0.00
20-250-200-320	IDEA NONPUBLIC SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-250-200-590	IDEA WORKSHOPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-250-290-290	IDEA FRINGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IDEA REGULAR	169,670.00	32,622.00	202,292.00	25,337.40	149,133.03	27,821.57	0.00
20-251-100-106	PS IDEA CLASS AIDES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-251-100-560	PS IDEA TUITION	287.00	713.00	1,000.00	0.00	0.00	1,000.00	0.00
20-251-100-610	PS IDEA SUPPLIES	4,108.00	0.00	4,108.00	0.00	4,100.00	8.00	0.00
20-251-200-200	PS IDEA BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-251-200-320	PS IDEA PURCH SVS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IDEA PRESCHOOL	4,395.00	713.00	5,108.00	0.00	4,100.00	1,008.00	0.00
20-270-100-101	TITLE II RECRUIT SUBS SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-100-500	TITLE II PART A - Purch Sys	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-100-610	TITLE II INSTRUC SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-200-100	TITLE II ADM SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-200-290	TITLE II EMPL BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-200-320	TITLE II PURCH PROF SVS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-200-500	TITLE II PURCH SRVS WORKSHOPS	15,515.00	962.00	16,477.00	0.00	279.00	16,198.00	0.00
20-270-200-590	TITLE II OTHER EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TITLE II - ESEA	15,515.00	962.00	16,477.00	0.00	279.00	16,198.00	0.00
20-280-100-101	T4 TEACHER SALARIES	0.00	2,520.00	2,520.00	0.00	0.00	2,520.00	0.00
20-280-100-110	T4 OTH INSTRUC SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-280-100-610	T4 INSTRUC SUPPLIES	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
20-280-200-104	T4 ADM SAL PEER LEADERSHIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-280-200-200	T4 EMPL BENEFITS	0.00	193.00	193.00	0.00	0.00	193.00	0.00
20-280-200-300	T4 PURCH SERV	13,275.00	(8,988.00)	4,287.00	0.00	0.00	4,287.00	0.00
20-280-200-590	T4 WORKSHOPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-280-200-600	T4 ADM SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TITLE IV - ESEA	13,275.00	(3,275.00)	10,000.00	0.00	0.00	10,000.00	0.00
20-477-100-300	Purchased Services-Instruction	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
20-477-100-500	CARES Instr Purch Serv	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
20-477-100-600	CARES Instr Supplies	0.00	25,000.00	25,000.00	575.92	6,900.00	17,524.08	0.00
20-477-200-500	CARES Admin Purch Serv	0.00	12,000.00	12,000.00	6,990.00	0.00	5,010.00	0.00
20-477-200-600	CARES Adm Purch Serv	0.00	10,201.00	10,201.00	0.00	0.00	10,201.00	0.00
	CARES ACT FUNDING	0.00	57,201.00	57,201.00	7,565.92	6,900.00	42,735.08	0.00
20-479-100-600	Coronavirus Relief Fund Instructional Supp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CORONAVIRUS RELIEF FUNDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Grand Totals for fund 20:	277,943.00	93,533.31	371,476.31	47,835.62	160,412.03	163,228.66	0.00

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).

Angela Moyer, Bus Adm/Bd Secy

Date

Interim Balance SheetASSETS AND RESOURCES

ASSETS

101 Cash in checking account	\$	0.00	
102-106 Other cash equivalents	\$	0.00	
Total cash			\$ 0.00
111 Investments			\$ 0.00
114 Investment interest receivable			\$ 0.00
121 Tax levy receivable			\$ 0.00
Accounts receivable			
132 Interfund	\$	0.00	
141 Intergovernmental - state	\$	0.00	
142 Intergovernmental - federal	\$	0.00	
143 Intergovernmental - other	\$	0.00	
153 Other Accounts Receivable	\$	0.00	
			\$ 0.00
Loans receivable			
131 Interfund	\$	0.00	
151 Other Loans Receivable	\$	0.00	
			\$ 0.00
199 Other current assets			\$ 0.00

RESOURCES

301 Estimated revenues (from adjusted budget)	\$	0.00	
302 Less: revenues collected or accrued	\$	0.00	
			\$ 0.00
TOTAL ASSETS AND RESOURCES			\$ 0.00

LIABILITIES AND FUND EQUITY

LIABILITIES

401 Interfund loans payable	\$	0.00
402 Interfund accounts payable	\$	0.00
411 Intergovernmental accounts payable - state	\$	0.00
412 Intergovernmental accounts payable - federal	\$	0.00
413 Intergovernmental accounts payable - other	\$	0.00
421 Accounts payable	\$	0.00
422 Judgments payable	\$	0.00
430 Compensated absences payable	\$	0.00
431 Contracts payable	\$	0.00
451 Loans payable	\$	0.00
481 Deferred revenues	\$	0.00
499 Other current liabilities	\$	0.00
Total liabilities	\$	0.00

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$	0.00		
754 Reserve for encumbrances - prior year			\$	0.00		
760 Other reserves			\$	0.00		
771 Designated Fund Balance			\$	0.00		
601 Appropriations		\$	0.00			
602 Less: expenditures	\$	0.00				
603 Less: encumbrances	\$	0.00	\$	0.00	\$	0.00
Appropriations less expenditures					\$	0.00
Unappropriated:						
770 Fund Balance, July 1, 2020			\$	0.00		
303 Less: budgeted fund balance			\$	0.00		
Unappropriated fund balance					\$	0.00
Total fund equity					\$	0.00
TOTAL LIABILITIES AND FUND EQUITY					\$	0.00

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 0.00	\$ 0.00	\$ 0.00
Less: Revenues	\$ 0.00	\$ 0.00	\$ 0.00
Subtotal	\$ 0.00	\$ 0.00	\$ 0.00
Less: adjustment to appropriations for Prior Year Encumbrances	\$ 0.00	\$ 0.00	\$ 0.00
Total current year budgeted fund balance	\$ 0.00	\$ 0.00	\$ 0.00
Add: Unappropriated fund balance			\$ 0.00
Total of budgeted and unappropriated fund balance			\$ 0.00

Revenues/Sources of Funds

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	0.00	0.00	0.00	0.00
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	0.00	0.00	0.00	0.00	0.00
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	0.00	0.00	0.00	0.00	0.00
4xxx	From Federal Sources	0.00	0.00	0.00	0.00	0.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Totals		0.00	0.00	0.00	0.00	0.00

Fund 30 (Capital Projects Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Oth prch prf/tech svc		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction services		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers From Capital Projects (to GF)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers To Capital Projects		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Totals for fund 30:		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Revenues Summary

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	0.00	0.00	0.00	0.00
30-5200-000-000	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	0.00
30-1510-000-000	Interest on LP	0.00	0.00	0.00	0.00	0.00
30-1990-000-000	LOCAL - LEASE	0.00	0.00	0.00	0.00	0.00
30-3255-000-000	CAP RESERVE TRANSFER	0.00	0.00	0.00	0.00	0.00
30-3255-000-001	EDA GRANT	0.00	0.00	0.00	0.00	0.00
Grand Totals		0.00	0.00	0.00	0.00	0.00

Minimum Expense General Ledger Report**Fund 30 (Capital Projects Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
30-000-400-390	Prof/Legal Serv-Middle School	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Oth prch prf/tech svc		0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-400-450	Const Serv- MS Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-401-390	Prof./Tech. Services -Liberty	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-401-450	Construction Services -Liberty	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-402-390	Prof./Tech. Services -Central	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-402-450	Construction Services -Central	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-403-331	Professional Services - Energy	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-403-390	ENERGY SAVINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-403-450	ENERGY SAVINGS (450)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction services		0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-420-930	TRANSFER TO OTHR FUNDS (GF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers From Capital Projects (to GF)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-400-932	Transfer to Capital	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers To Capital Projects		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Totals for fund 30:		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).

Angela Moyer, Bus Adm/Bd Secy

Date

Interim Balance SheetASSETS AND RESOURCES

ASSETS

101 Cash in checking account	\$ 187,991.42	
102-106 Other cash equivalents	\$ 0.00	
Total cash		\$ 187,991.42
111 Investments		\$ 0.00
114 Investment interest receivable		\$ 0.00
121 Tax levy receivable		\$ 225,960.50
Accounts receivable		
132 Interfund	\$ 0.00	
141 Intergovernmental - state	\$ 142,049.00	
142 Intergovernmental - federal	\$ 0.00	
143 Intergovernmental - other	\$ 0.00	
153 Other Accounts Receivable	\$ 0.00	
		\$ 142,049.00
Loans receivable		
131 Interfund	\$ 0.00	
151 Other Loans Receivable	\$ 0.00	
		\$ 0.00
199 Other current assets		\$ 0.00

RESOURCES

301 Estimated revenues (from adjusted budget)	\$ 607,000.00	
302 Less: revenues collected or accrued	\$ (607,000.00)	
		\$ 0.00
TOTAL ASSETS AND RESOURCES		\$ 556,000.92

LIABILITIES AND FUND EQUITY

LIABILITIES

401 Interfund loans payable	\$ 0.00
402 Interfund accounts payable	\$ 0.00
411 Intergovernmental accounts payable - state	\$ 0.00
412 Intergovernmental accounts payable - federal	\$ 0.00
413 Intergovernmental accounts payable - other	\$ 0.00
421 Accounts payable	\$ 0.00
422 Judgments payable	\$ 0.00
430 Compensated absences payable	\$ 0.00
431 Contracts payable	\$ 0.00
451 Loans payable	\$ 0.00
481 Deferred revenues	\$ 0.00
499 Other current liabilities	\$ 0.00
Total liabilities	\$ 0.00

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year				\$	556,000.00	
754 Reserve for encumbrances - prior year				\$	0.00	
760 Other reserves				\$	0.00	
771 Designated Fund Balance				\$	0.00	
601 Appropriations			\$	607,000.00		
602 Less: expenditures	\$	51,000.00				
603 Less: encumbrances	\$	556,000.00	\$	(607,000.00)	\$	0.00
Appropriations less expenditures						\$ 556,000.00

Unappropriated:

770 Fund Balance, July 1, 2020	\$	0.92	
303 Less: budgeted fund balance	\$	0.00	
Unappropriated fund balance			\$ 0.92
Total fund equity			\$ 556,000.92

TOTAL LIABILITIES AND FUND EQUITY

\$ 556,000.92

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 607,000.00	\$ 607,000.00	\$ 0.00
Less: Revenues	\$ (607,000.00)	\$ (607,000.00)	\$ 0.00
Subtotal	\$ 0.00	\$ 0.00	\$ 0.00
Less: adjustment to appropriations for Prior Year Encumbrances	\$ 0.00	\$ 0.00	\$ 0.00
Total current year budgeted fund balance	\$ 0.00	\$ 0.00	\$ 0.00
Add: Unappropriated fund balance			\$ 0.92
Total of budgeted and unappropriated fund balance			\$ 0.92

Revenues/Sources of Funds

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	0.00	0.00	0.00	0.00
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	451,921.00	0.00	451,921.00	451,921.00	0.00
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	155,079.00	0.00	155,079.00	155,079.00	0.00
4xxx	From Federal Sources	0.00	0.00	0.00	0.00	0.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Totals		607,000.00	0.00	607,000.00	607,000.00	0.00

Fund 40 (Debt Service Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Debt service-regular		607,000.00	0.00	607,000.00	51,000.00	556,000.00	0.00	0.00
Grand Totals for fund 40:		607,000.00	0.00	607,000.00	51,000.00	556,000.00	0.00	0.00

Revenues Summary

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	0.00	0.00	0.00	0.00
40-0520-000-000	TRANSFER FROM	0.00	0.00	0.00	0.00	0.00
40-1210-000-000	DS TAX LEVY	451,921.00	0.00	451,921.00	451,921.00	0.00
40-1900-000-000	ACCRUED INTEREST	0.00	0.00	0.00	0.00	0.00
40-3160-000-000	DS STATE AID	155,079.00	0.00	155,079.00	155,079.00	0.00
Grand Totals		607,000.00	0.00	607,000.00	607,000.00	0.00

Minimum Expense General Ledger Report**Fund 40 (Debt Service Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
40-701-510-830	DS INTEREST	102,000.00	0.00	102,000.00	51,000.00	51,000.00	0.00	0.00
40-701-510-850	ADMINISTRATIVE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40-701-510-910	DS PRINCIPAL	505,000.00	0.00	505,000.00	0.00	505,000.00	0.00	0.00
Debt service-regular		607,000.00	0.00	607,000.00	51,000.00	556,000.00	0.00	0.00
Grand Totals for fund 40:		607,000.00	0.00	607,000.00	51,000.00	556,000.00	0.00	0.00

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).

Angela Moyer, Bus Adm/Bd Secy

Date

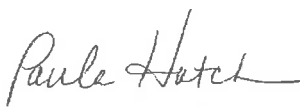
REPORT OF THE TREASURER
TO THE BOARD OF EDUCATION OF THE
GREAT MEADOWS REGIONAL SCHOOL DISTRICT

CASH REPORT - ALL FUNDS
MONTH ENDING SEPTEMBER 30, 2020

ALL FUNDS	(1) Beginning Cash Balance	(1a) Cash Adj	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balance
General Fund 10	1,354,315.48	860,000.00	1,600,904.48	2,057,920.14	1,757,299.82
*Petty Cash (BSR 10-103)	1,125.00	0.00	0.00	0.00	1,125.00
Capital Reserve	1,298,134.54	(440,000.00)	0.00	0.00	858,134.54
Maintenance Reserve	492,615.00	(170,000.00)	0.00	0.00	322,615.00
Emergency Reserve	250,000.00	(250,000.00)	0.00	0.00	0.00
Special Revenue Fund 20	(12,139.39)	0.00	6,100.00	32,327.40	(38,366.79)
Capital Projects Fund 30	0.00	0.00	0.00	0.00	0.00
Debt Service Fund 40	187,991.42	0.00	0.00	0.00	187,991.42
TOTAL GOVERNMENTAL	3,572,042.05	0.00	1,607,004.48	2,090,247.54	3,088,798.99
Enterprise Fund 60	0.00	0.00	0.00	0.00	0.00
Trust & Agency Funds 80/90					
Payroll	3,097.81	0.00	396,864.85	398,076.64	1,886.02
Payroll Agency	8,313.91	0.00	704,557.42	710,363.58	2,507.75
Other	0.00	0.00	0.00	0.00	0.00
TOTAL TRUST & AGENCY	11,411.72	0.00	1,101,422.27	1,108,440.22	4,393.77
TOTAL ALL FUNDS	3,583,453.77	0.00	2,708,426.75	3,198,687.76	3,093,192.76

* Petty Cash is not reconciled by the Treasurer

Prepared & Submitted by:


Paula Hatch, Treasurer of School Moneys

10/12/2020

Date

**REPORT OF THE TREASURER
GREAT MEADOWS REGIONAL SCHOOL DISTRICT**

MONTH ENDING SEPTEMBER 30, 2020

BALANCE AS PER BOARD SECRETARY'S REPORTS:

FUND 10-101	Cash-Gen.	1,757,299.82	
FUND 10-106	S/T Invest	0.00	
10-103	*Petty Cash	1,125.00	
FUND 10-111	L/T Invest	0.00	
FUND 10-116	Cap Rsv	858,134.54	
FUND 10-117	Maint Rsv	322,615.00	
FUND 10-118	Emerg Rsv	0.00	
SUBTOTAL FUND 10			2,939,174.36
FUND 20-101	Cash-Sp.Rev.	(38,366.79)	
FUND 30-101	Cash-Cap Proj	0.00	
FUND 40-101	Cash-Debt Sv.	187,991.42	
TOTAL GOV'T FUNDS			3,088,798.99
Payroll Agency Account Bal		2,507.75	
Salary Account Balance		1,886.02	
TOTAL ALL FUNDS			3,093,192.76

GOVERNMENTAL FUNDS SUMMARY COMPARISON

AS PER BOARD SECRETARY'S REPORTS

Fund 10	2,939,174.36
Fund 20	(38,366.79)
Fund 30	0.00
Fund 40	187,991.42
Subtotal	3,088,798.99
Other Receipts	0.00
Other Disbursements	0.00
TOTAL BD SEC BALANCE	3,088,798.99

AS PER BANK STATEMENTS

Combined Bank Statement Bals:

General Fund Account	3,087,673.99
* Petty Cash (bal in 10-103 on BSR)	1,125.00
Subtotal	3,088,798.99
Other Credits	0.00
Other Debits	0.00
TOTAL BANK BALANCE	3,088,798.99

BANK RECONCILIATION
GREAT MEADOWS REGIONAL SCHOOL DISTRICT
First Hope Bank Checking Account # xxxxxx0492
GENERAL FUND ACCOUNT
As of SEPTEMBER 30, 2020

AS PER BOARD SECRETARY'S REPORT

Bd Sec Balance	3,087,673.99
Additions (Debits):	
Deposits in Transit	0.00
	0.00
Subtotal	3,087,673.99
Less Credits:	
	0.00
	0.00
TOTAL BD SEC BAL	3,087,673.99
	DIFFERENCE

AS PER BANK STATEMENT

Bank Statement Balance	3,311,140.53
Additions (Credits):	0.00
Deposits in Transit	0.00
	0.00
Subtotal	3,311,140.53
Less Outstanding Checks	223,466.54
Less Outstanding Checks - Page 2	0.00
	0.00
TOTAL STATEMENT BAL	3,087,673.99
	0.00

CHECKS OUTSTANDING

<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>
Nov 26	54515	27.23	Sept 9	55611	7,639.36		55658	990.00
Jan 28	54672	500.00		55615	3,566.00		55659	404.61
	54683	1,000.00	Sept 22	55624	12,104.00		55661	204.95
May 26	55126	50.00		55625	8,601.90		55663	2,644.80
	55131	52.50		55629	1,825.20		55665	22,815.00
	55154	6.00		55630	312.19		55666	1,185.00
	55167	18.00		55634	1,489.66		55667	250.00
	55179	6.00		55636	3,506.00		55669	1,270.85
	55187	50.00		55637	5,900.00		55670	1,170.17
	55194	18.00		55639	105.45		55671	6,650.00
	55200	21.00		55640	1,855.19		55675	76.51
	55202	6.00		55641	14,761.50		55678	341.64
	55221	6.00		55642	14,761.50		55679	14,578.40
	55222	6.00		55643	2,806.00		55685	57,190.29
	55223	18.00		55644	900.00			
June 26	55355	125.00		55645	12,385.20			
	55382	810.90		55647	155.04			
	55386	70.00		55648	11,362.92			
Aug 12	55515	VOID		55650	259.50			
Aug 26	55544	460.00		55653	18.67			
	55565	VOID		55654	209.70			
Aug 27	55596	5,645.00		55656	24.78			
	55607	216.45		55657	32.48			

TOTAL

223,466.54

BANK RECONCILIATION
GREAT MEADOWS REGIONAL SCHOOL DISTRICT
First Hope Bank Checking Account # XXXXXX0506
PAYROLL AGENCY ACCOUNT
As of SEPTEMBER 30, 2020

Bd Sec Check Book Balance	2,477.88	AS PER BANK STATEMENT	
Additions (Debits):	0.00	Bank Statement Balance	13,856.14
Deposit in Transit	0.00	Additions (Credits):	
Interest	29.87	Deposit in Transit	0.00
	0.00	Refund of check printing charge 6/19/20	168.11
Subtotal	2,507.75	Bank Fee - stop payment charge 9/9/20	30.00
Less Credits:	0.00	Subtotal	14,054.25
	0.00	Less Outstanding Checks	11,546.50
TOTAL BOOK BAL	2,507.75		0.00
		TOTAL STATEMENT BAL	2,507.75
	DIFFERENCE		0.00

CHECKS OUTSTANDING

<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>
Sept 24	5386	1,257.30						
Sept 30	5387	10,289.20						

TOTAL 11,546.50

BANK RECONCILIATION
GREAT MEADOWS REGIONAL SCHOOL DISTRICT
First Hope Bank Checking Account # 1100030514
SALARY ACCOUNT
As of SEPTEMBER 30, 2020

Book Balance	3,097.81	AS PER BANK STATEMENT	
Additions (Debits):		Bank Statement Balance	17,927.37
Interest	50.58	Additions (Credits):	
	0.00	Deposit in Transit	0.00
	0.00	Bank fee - stop payment 4/21/2020	30.00
Subtotal	3,148.39		0.00
Less Credits:		Subtotal	17,957.37
Disbursements	0.00	Less Outstanding Checks	16,071.35
Man C# 1443, 1444 - JG	1,262.37		0.00
TOTAL BOOK BAL	1,886.02	TOTAL STATEMENT BAL	1,886.02
	DIFFERENCE		0.00

CHECKS OUTSTANDING

<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>NO.</u>	<u>AMOUNT</u>
Mar 13	40386	537.48		40593	1,951.24			
Apr 15	40428	37.91		40594	551.82			
Sept 15	40578	551.82		40595	403.48			
Sept 30	40586	2,250.98		40596	870.97			
	40588	1,535.61		40598	1,276.10			
	40589	1,080.96		40599	934.78			
	40590	1,925.08		144	631.18			
	40591	1,531.94						

TOTAL 16,071.35

Report Includes Effective Dates from Sep 30, 2020 to Sep 30, 2020

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
09/30/2011-000-100-562-000-000	TUITION-SP ED	11-000-100-564-000-000		1,046.00
		TUITION VO TECH SPEC ED	VoTech Spec. Ed.	
09/30/2011-000-100-566-000-000	TUITION-PRIV SH	11-000-100-565-000-000		81,053.00
		TUITION REG DAY; ESC & WCSSS	New Regional Day School Student	
09/30/2011-000-213-100-000-000	NURSE SAL	11-000-213-100-000-000		89.00
		NURSE SAL	New Nurse	
09/30/2011-000-216-320-000-000	OT/PT & OTHER RELATED SVS	11-000-216-600-000-000		1,700.49
		OT/PT/OTH RELATED SUPPLIES	OT/PT Supplies	
09/30/2011-000-216-320-000-000	OT/PT & OTHER RELATED SVS	11-000-216-600-000-003		599.50
		OT/PT/OTH RELATED SUP MID	OT/PT Supplies	
09/30/2011-000-230-895-000-000	BOE DUES	11-000-230-592-000-000		394.25
		ADVERTISING (not 530/585)	Advertising for B.A. Position	
The total of all transfers within fund 10 is:				84,882.24

A-7

09/23/2020

1

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION
DIVISION OF FINANCE
OFFICE OF SCHOOL FINANCE
CORONAVIRUS RELIEF FUND GRANT

COUNTY: 41-WARREN
DISTRICT: 1785-GREAT MEADOWS REGIONAL

Resident Enrollment	942.0 (A-1)
Resident Enrollment in Charter Schools or Renaissance School Projects	8.0 (A-2)
Funded Enrollment (A-1 minus A-2)	934.0 (A-3)
CRF Grant Funding for All Students (\$25 times A-3)	23,350 (A)
Low-Income Resident Enrollment	100.0 (B-1)
Low-Income Resident Enrollment in Charter Schools or Renaissance School Projects	0.0 (B-2)
Funded Low-Income Enrollment (B-1 minus B-2)	100.0 (B-3)
CRF Grant Funding for Low-Income Students: (\$128 times B-3)	12,800 (B)
Total CRF Grant Funding (A plus B)	\$36,150 (C)



Form M-1

**Annual Maintenance
Budget Amount Worksheet
Per N.J.A.C. 6A:26A**

S	143.00
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amoyer@gmrtd.com

Prepared by:	Max. Maintenance Reserve Amount (4% of column D)	\$ 834,068
	Current District Maintenance Reserve Amount	\$ 322,615

\$	834,068
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\$	322,615
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10/22/2020

Great Meadows Regional

H	I
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1101

Expenditures	Expenditures
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Area (GSE)

FI-CI-14	CI-71-14
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36.559

\$	72,476	\$	45,343
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GREAT MEADOWS REGIONAL BOARD OF EDUCATION

COMPREHENSIVE MAINTENANCE PLAN

Budget
2020-2021

LIBERTY SCHOOL

MINIMUM/REQUIRED REPAIRS AND UPKEP - SHELTERED

FOUNDATIONS - Localized repairs of cracks. Paint exterior trim.
DOORS - Repair & replace individual door hardware as needed.
ROOF - Seasonal maintenance & inspection of roof to maintain warranty.
WALLS- Interior & Exterior -Patch plaster & drywall & paint as needed.
HOT WATER HEATER - Drain & flush hot water heater tank, heater, gauges & valves.
CURBING/PARKING - Continually inspect and maintain areas for trip hazards & safety Issues
PLUMBING FIXTURES - Repair & replace seals, valves, fixtures and piping, water fountains.
HEATING SYSTEM - Repair piping or insulation. Repair or replace boiler components.
FIRE SPRINKLER - Annual service and inspection.
ELECTRICAL - Replace defective breakers & wiring. Annual testing.
INTERIOR LIGHTING - Localized repair or replacement of switches.
EXTERIOR LIGHTING - Replace & repair damaged sensors.
EXIT SIGNS - Repair any damage due to vandalism or breakage.
SECURITY SYSTEMS - Annual testing, service & inspection.
EMERGENCY POWER - Annual testing & service.

LIBERTY TOTAL \$ 13,727

CENTRAL SCHOOL

FOUNDATIONS - Localized repairs of cracks. Paint exterior trim.
DOORS - Repair & replace individual door hardware as needed.
ROOF - Seasonal maintenance & inspection of roof to maintain warranty.
WALLS- Interior & Exterior -Patch plaster & drywall & paint as needed.
STAIRS - Check and replace treads on stairwells as needed.
FLOORS - Replace & repair floor tiles or carpet as needed. Refinish gym floor.
HOT WATER HEATER - Drain & flush hot water heater tank, heater, gauges & valves.
CURBING/PARKING - Continually inspect and maintain areas for trip hazards & safety Issues
PLUMBING FIXTURES - Repair & replace seals, valves, fixtures and piping, water fountains.
HEATING SYSTEM - Repair piping or insulation. Repair or replace boiler components.
FIRE SPRINKLER - Annual service and inspection.
ELECTRICAL - Replace defective breakers & wiring. Annual testing.
INTERIOR LIGHTING - Localized repair or replacement of switches.
EXTERIOR LIGHTING - Replace & repair damaged sensors.
EXIT SIGNS - Repair any damage due to vandalism or breakage.
SECURITY SYSTEMS - Annual testing, service & inspection.
EMERGENCY POWER - Annual testing & service.
SANITATION - Deep Cleaning for COVID19
PAVING - Entry to bus loop

CENTRAL TOTAL \$ 110,485

MIDDLE SCHOOL

FOUNDATIONS - Localized repairs of cracks. Paint exterior trim.
DOORS - Repair & replace individual door hardware as needed.
ROOF - Seasonal maintenance & inspection of roof to maintain warranty.
WALLS- Interior & Exterior -Patch plaster & drywall & paint as needed.
FLOORS - Replace & repair floor tiles or carpet as needed. Refinish gym floor.
HOT WATER HEATER - Drain & flush hot water heater tank, heater, gauges & valves.
CURBING/PARKING - Continually inspect and maintain areas for trip hazards & safety Issues
PLUMBING FIXTURES - Repair & replace seals, valves, fixtures and piping, water fountains.
HEATING SYSTEM - Repair piping or insulation. Repair or replace boiler components.
COOLING SYSTEMS - Perform annual inspection & repairs.
FIRE SPRINKLER - Annual service and inspection.
ELECTRICAL - Replace defective breakers & wiring. Annual testing.
INTERIOR LIGHTING - Localized repair or replacement of switches.
EXTERIOR LIGHTING - Replace & repair damaged sensors.
EXIT SIGNS - Repair any damage due to vandalism or breakage.
SECURITY SYSTEMS - Annual testing, service & inspection.
EMERGENCY POWER - Annual testing & service.
SANITATION - Deep Cleaning for COVID19

MIDDLE SCHOOL TOTAL \$ 70,562
GRAND TOTAL \$ 194,774

<i>Activity</i>	<i>Responsible Party</i>	<i>Tentative Target Completion</i>
<i>Budget Kickoff Meeting</i>	BA/Superintendent/Admin Team	October
<i>Develop Tentative Budget Goals</i>	Operations Committee/BA/Superintendent	November - December 2020
<i>Budget data collection Submission</i>	Admin Team to B.A.	12/9/2020
<i>Submission/Enter Budget into Budget Software</i>	Admin Team	12/31/2020
<i>Review of budgets with Administrative Team</i>	Superintendent/BA	1/15/2021
<i>Preliminary Detailed Budget Discussion</i>	BOE/Superintendent/BA	2/25/2020
<i>Operation Committee Meetings w/focus on budget</i>	Superintendent/BA/Operations Committee	Dec 2020 - Mar 2021
<i>Open public discussion of budget/Impact state aid figures</i>	BOE/Superintendent/BA	3/1/2020
<i>Submit Budget to County</i>	County B.A./Executive County Superintendent	3/22/2021 *
<i>Public Hearing</i>	BOE/Superintendent/BA	4/27/2021 *
<i>Adopt Final Budget at Public Hearing</i>	BOE/Superintendent/BA	4/27/2021 *

*Tentative Dates Subject to Change

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION MEETING
October 27, 2020**

HUMAN RESOURCES

- B-1 Approval of 2020-2021 Extra Curricular Programs (Virtual) – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the 2020-2021 Extra Curricular Programs. **ATTACHMENT B-1**
- B-2 Approval of 2020-2021 Title 1 Clubs (Virtual) – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the 2020-2021 Title 1 Clubs. **ATTACHMENT B-2**
- B-3 Approval of Substitute Nurse- BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved substitutes for the 2020-2021 school year. **ATTACHMENT B-3**
- B-4 Approval of Leave of Absence – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the leave of absences for the 2020-2021 school year. **ATTACHMENT B-4**
- B-5 Approval of New Staff – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the new staff for the 2020-2021 school year. **ATTACHMENT B-5**
- B-6 Approval of Involuntary Transfers – BE IT RESOLVED:** That the Board of Education, upon recommendation of the Superintendent, approved the involuntary transfer of Tina Snyder, Special Education Teacher, Middle School Grades 6-8 to Central School Grades K-5, effective February 1, 2021.
- B-7 Approval of Instructional Aide Reinstatement – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved to reinstate Tara Scalera Central Instructional Aide \$13.68 per hour 6.5 hours/day 142 days for the 2020-2021 school year.
- B-8 Approval of Summer 2021 ESY Program - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved an Extended School Year (ESY) Program on Mondays through Thursdays from 9:00 am – 1:00 pm from June 28, 2021 – August 2, 2021.
- B-9 Acceptance of Resignation – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, accepts the resignation of Jennifer Daly 1st Grade Teacher, submitted October 20, 2020, effective January 1, 2021.

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION MEETING
October 27, 2020**

B-1

Approval of Extra Curricular Programs (Virtual)

Name	School	Position	Rate Pay
Christina Santoro	Middle School	Yearbook	30 hours @ \$44.00
Meghan Mihail	Middle School	SLC (Share)	30 hours @ \$44.00
Dorothy Buel	Middle School		
Martha Teixeira	Middle School	Student Council (Share)	30 hours @ \$44.00
Casey Pach	Middle School		
Christine Allen	Middle School	NJ Math League	25 hours @ \$44.00

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION MEETING
October 27, 2020**

B-2

Approval of Title 1 Clubs (Virtual)

Name	School	Position	Rate Pay
Laurie Weingarten	Central School	Skill Builders Reading	40 hours @ \$44.00

County Substitute Nurse List 2020-2021

B-3

NAME	ADDRESS	CITY	STATE & ZIP	PHONE	Cert. Exp.	Original District
Bowman, Shannon (School Nurse)	60 Bryan Rd	Washington	NJ 07882	973-418-0349	24-Jan	Warren Tech
Brockman, Rosemary(School Nurse & P-12)	11 Prince Edward Rd	Great Meadows	NJ 07838	973-219-1073	No expiration-standard	
Burton, Edna (NURSE & P-12)	5115 Austin Court	Hackettstown	NJ 07840	908-334-1137	23-Jul	Hackettstown
Bush, Susan (NURSE & P12)	120 Krock Lane	Nazareth	PA 18064	610-614-0197	21-Jul	Wash Boro
Caprio, Jennifer (Nurse)	53 Four Corners Rd	Blairstown	NJ 07825	862-588-4997	24-Jul	Blairstown
Caulkins, Dana (NURSE)	70 Gwinnup Rd	Blairstown	NJ 07825	347-432-1134	23-Jul	WCO
Christine Bishop (NURSE)	343 Rte 46	Great Meadows	NJ 07838	908-268-4009	23-Jan	WC Tech
Cole, Meredith (NURSE)	89 Walnuit Valley Rd	Columbia	NJ 07832	908-227-6975	22-Jan	Blairstown
Crawford, Carol (Nurse & P-12)	18 Lauren Lane	Phillipsburg	NJ 08865	908-432-9958	23-Jan	Lopatcong
Dantzler, Sandra (NURSE)	17 S. Lincoln Ave	Washington	NJ 07882	908-283-4604	20-Jul	Wash Boro
Dattolo, Susan (NURSE)	`15 Duck Hawk Ct	Hackettstown	NJ 07840	973-978-0070	21-Jan	Hackettstown
Dell Beni, Frank (Sch Nurse & P-12)	8 Brooklawn Ct	Belvidere	NJ 07823	610-730-7818	24-Jan	Phillipsburg
DeMaio, Maureen (NURSE)	30 Stonehenge Dr	Phillipsburg	NJ 08865	908-454-6980	22-Jan	Lopatcong
Dennis, Regina(Nurse)	43 Colby Place	Phillipsburg	NJ 08865	908-505-4008 C(484-903-2468	20-Jan	Phillipsburg
Ferrante, Lisa (NURSE)	31 Jones Lane	Hardwick	NJ 07825	908-362-7321	20-Jul	North Warren Reg
Finamore, Michelle (NURSE)	46 Upper Sarepta Rd	Belvidere	NJ 07823	908-750-3138	21-Jul	White Twp
Garzon, Ellen (Nurse & P-12)	44 Scranton Parkway	Oxford	NJ 07863	908-303-7639	19-Jul	Oxford Township
Gibbs, Ruth (Nurse & P-12)	9 Mt. Rascal Rd	Hackettstown	NJ 07840	908-852-2866	24-Jan	Gt Meadows
Gotty, Christina (Nurse & P-12)	38 Auble Road	Blairstown	NJ 07825	908-878-7349	24-Jan	Knowlton
Gubitosi, Susan (Nurse & P-12)	3046 Hutchinson River Rd	Phillipsburg	NJ 08865	908-475-8495	21-Jul	Harmony
Harth, Dorothy (NURSE)	15 Lyn Gale Ct	Washington	NJ 07882	908-689-7874	21-Jan	Wash TWP
Henderson, Michele (NURSE)	262 Harvard Dr	Hackettstown	NJ 07840	908-852-3082	23-Jan	Warren Tech
Hingos, Jane (NURSE)	20 Cardinal	Hackettstown	NJ 07840	908-477-6759	23-Jul	Allamuchy
Hoff, Erica (NURSE)	603 Springhouse Rd	Allentown	PA 18104	908-763-5588	23-Jul	WHR
Holland, Joan (NURSE)	4460 Henry St	Easton	PA 18045	610-253-2189	20-Jan	Wash Boro
Hydock, Helen (NURSE)	108 Hillside Ter, W	Hackettstown	NJ 07840	908-852-8920	22-Jul	County Office
Jurkowski, Karen (Nurse& P-12)	410 Greenwich St	Belvidere	NJ 07823	757-773-1859	20-Jan	White Twp

Kemper, Patricia (NURSE)	113 South St	Andover	NJ 07821	908-979-1434 C973-713-4413	Schoo Nurse Non- Instruct.	
Kirkham, Carole (NURSE)	85 Wood Duck Ct	Hackettstown	NJ 07840	908-619-5170	21-Jan	Hackettstown
Livingston, Kelly (NURSE)	116 Stone Crossing	Stewartsville	NJ 08886	908-479-4605	23-Jul	Greenwich
Mazzarachio, Melissa (NURSE)	372 Hamilton Dr	Stewartsville	NJ 08886	908-451-9826	22-Jul	Greenwich
McKevitt, Lexie (NURSE)	29 Blau Road	Hackettstown	NJ 07840	908-852-8320	19-Jul	Mansfield
Napolitano, Jennifer (Nurse&P-12)	25 Hampton Terr	Phillipsburg	NJ 08865	908-283-1574	23-Jan	Phillipsburg
Parker, Tara (Nurse)	31 Bowers Drive	Hackettstown	NJ 07840	908-813-2822	22-Jan	Hackettstown
Pedersen, Faith (NURSE & P-12)	20 Allamuchy Trail	Andover	NJ 07821	973-919-1385	22-Jul	Ridge & Valley
Petrillo, Sheryl (NURSE)	20 Foxwood Lane	Phillipsburg	NJ 08865	908-339-8642	22-Jan	Lopatcong
Prosser, Kendra (NURSE)	8A Hemlock Road	Columbia	NJ 07832	908-692-0006	23-Jan	Knowlton
Reyes, Emeley (NURSE)	81 Alvin Sloan Ave	Washington	NJ 07882	908-872-2004	23-Jan	Wash Boro
Reynoso, Luz (NURSE)	62 E. Washington Ave, Unit 301	Washington	NJ 07882	908-674-5987	23-Jul	Wash Boro
Richardson, Dawn (NURSE)	561 Ridge road	Phillipsburg	NJ 08865	908-454-8087	21-Jan	Greenwich
Roof, Jennifer (NURSE)	4 Democracy Rd	Columbia	NJ 07832	908-362-8378	22-Jul	Blairstown
Santana, Lauren(School Nurse&P-12)	10 Melanie Lane	Phillipsburg	NJ 08865	201-220-4625	24-Jul	Lopatcong
Sbriscia, Kristyn (NURSE)	36 Shippen Ridge	Oxford	NJ 07863	908-797-8125	20-Jul	Warren Hills Reg.
Schmidt, Diane (NURSE)	225 Old Farm Dr.	Great Meadows	NJ 07838	908-892-9742	22-Jul	Allamuchy
Serrano, Malvina (NURSE)	3 Lyons Court	Alpha	NJ 08865	908-454-2148	24-Jul	Phillipsburg
Snook, Karen (NURSE)	27 Arthur Terrace	Hackettstown	NJ 07840	908-892-2934	23-Jul	Hackettstown
Suchowacki, Cynthia (NURSE & P-12)	233 Pardside Ave	Phillipsburg	NJ 08865	908-213-1007	21-Jul	Pohatcong
Titus, Patricia (Nurse)	614 Valley Rd	Oxford	NJ 07863	908-223-7227	20-Jan	WHR
Trussell, Michele (NURSE & P-12)	95B Trinity St	Newton	NJ 07860	201-669-9903	20-Jan	R & V
Weber, Courtney (Nurse)	45 Petersburg Rd	Hackettstown	NJ 07840	908-850-1461	20-Jul	GMR
Yaccarino, Cara (Nurse)	35 Meadowview Dr	Phillipsburg	NJ 08865	909-454-2555	20-Jan	Lopatcong
Zarrelli, Christine (NURSE)	410 Green Ridge Road	Stewartsville	NJ 08886	908-447-0835	23-Jul	Belvidere

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION MEETING
October 27, 2020**

B-4

**Approval Leave of Absence
2020-2021 School Year**

Name	School/Position	Date of Absence
Jennifer Black	Middle School Teacher	<u>Maternity Leave</u> November 16, 2020 – March 26, 2021 Anticipated Return Date: March 29, 2021

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION MEETING
October 27, 2020**

B-5

**Appointment of New Staff for the 2020-2021 School Year
*Pending Receipt of Criminal History Clearance**

Name	Location/Position	Salary	Effective Date
Amy Fortuin	Central/Special Education Teacher	Step 1 - \$56,115 (pro-rated)	January 4, 2021 – June 30, 2021

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION MEETING
October 27, 2020**

EDUCATION / GOVERNANCE

- C-1 Approval of Workshop Attendance - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved workshop attendance for the 2020-2021 school year. **ATTACHMENT C-1**
- C-2 Approval of HIB Report - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the September and October HIB Reports for the 2020-2021 school year. **ATTACHMENT C-2**
- C-3 Approval of 2019-2020 School Self-Assessment - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the School Self-Assessment for determining grades under the Anti-Bullying Bill of Rights Act. **ATTACHMENT C-3**
- C-4 Approval of Annual Memorandum of Agreement - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the 2020-2021 Annual Memorandum of Agreement between the District and the Independence Police Department. **ATTACHMENT C-4**
- C-5 Annual Approval of Nursing Services Plans - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the Nursing Services Plans from each district school for the 2020-2021 school year. **ATTACHMENT C-5**
- C-6 Approval of 2nd Reading of District Policies - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the following District Policies in a 2nd reading and adopt the following:
- | | | |
|---------------|---|------------------|
| P 0131 | By Laws and Policies | (Revised) |
| P 5600 | Pupil Discipline/Code of Conduct | (Revised) |
- C-7 Approval of 1st Reading of District Policies and Regulations - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the following District Policies and Regulations as 1st reading.
- | | | |
|--------------------------|---|------------------|
| P 1620 | Administrative Employment Contracts (M) | (Revised) |
| P 1648 | Restart and Recovery Plan (M) | (Revised) |
| P 1648.02 | Remote Learning Options for Families (M) | (New) |
| P 1648.03 | Restart and Recovery Plan – Full-Time Remote Instruction (M) | (New) |
| P & R 2312 | Class Size | (Revised) |
| P 2464 | Gifted and Talented Students (M) | (Revised) |
| P & R 5330.05 | Seizure Action Plan (M) | (New) |
| P 6440 | Cooperative Purchasing (M) | (Revised) |

P & R 6470.01	Electronic Funds Transfer and Claimant Certification (M)	(New)
P & R 7440	School District Security (M)	(Revised)
P 7450	Property Inventory (M)	(Revised)
P 8420	Emergency and Crisis Situations (M)	(Revised)

ATTACHMENT C-7

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION MEETING
October 27, 2020**

C-1

Approval of Workshop Attendance

Staff Member(s)	Conference/Location	Date(s)	Total Cost to District
Adrienne Larsen	What's New in Children's Books -- Virtual	November 16, 2020	\$279.00 IDEA Funds

Harassment, Intimidation, Bullying Report
GMRSD
September 2020

C-2

Incident Number	Incident Date	Date Verbally Reported to Principal	Written report Submitted to Principal	Notification of Parents & Investigation Started	Investigation Completed	Conclusion of Investigation	Result	Victim(s)Consequence	Offender(s) Consequence	Results verbally Reported to Parents	Results Reported to CSA	Time Spent (hrs)
TOTALS				#INVESTIGATIONS	0	# CONFIRMED HIB	0	TOTAL TIME				

Incident Number	Notes

Harassment, Intimidation, Bullying Report
GMRSD
October 2020

C-2

Incident Number	Incident Date	Date Verbally Reported to Principal	Written report Submitted to Principal	Notification of Parents & Investigation Started	Investigation Completed	Conclusion of Investigation	Result	Victim(s)Consequence	Offender(s) Consequence	Results verbally Reported to Parents	Results Reported to CSA	Time Spent (hrs)
TOTALS				#INVESTIGATIONS	0	# CONFIRMED HIB	0	TOTAL TIME				

Incident Number	Notes

**New Jersey Department of Education
School Self-Assessment for Determining Grades
under the *Anti-Bullying Bill of Rights Act*
July 1, 2019 - June 30, 2020**

District Name: GREAT MEADOWS REGIONAL

School Name: Central Elementary School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

<i>Indicators</i>	<i>Score (0-3)</i>
A. The school annually <u>established</u> HIB programs, approaches or other initiatives.	2
B. The school annually <u>implemented</u> and documented HIB programs, approaches or other initiatives.	3
C. The school annually <u>assessed</u> HIB programs, approaches or other initiatives.	2
D. The school's HIB programs, approaches or other initiatives were designed to create <u>school-wide conditions</u> to prevent and address HIB.	3
E. The school safety/school climate team (SS/SCT) <u>identified patterns</u> of HIB and <u>reviewed</u> school climate and school policies for the prevention of HIB.	2
SUB-TOTAL (possible 15)	12

Core Element #2: Training on the BOE- approved HIB Policy (N.J.S.A. 18A:37-17b and c)

<i>Indicators</i>	<i>Score (0-3)</i>
A. School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	2
B. The HIB policy training included instruction on preventing HIB on the basis of <u>protected categories</u> enumerated in the ABR and <u>other distinguishing characteristics</u> that may incite incidents of discrimination or HIB.	3
C. The HIB policy was <u>discussed</u> with students, in accordance with the district's process for these discussions.	2
SUB-TOTAL (possible 9)	7

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A.

18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

<i>Indicators</i>	<i>Score (0-3)</i>
A. Each teaching staff member completed at least 2 hours of <u>instruction in suicide prevention that included information on HIB</u> , in each five-year professional development period.	3
B. Each teaching staff member completed at least 2 hours of <u>instruction on HIB prevention</u> , in each five-year professional development period.	3
C. The school anti-bullying specialist (ABS) was given <u>time during the usual school schedule</u> to participate in <u>in-service training</u> in preparation to act as the ABS.	3
D. The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	2
E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)	14

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

<i>Indicators</i>	<i>Score (0-3)</i>
A. The school <u>provided ongoing, age-appropriate instruction</u> on preventing HIB in accordance with the New Jersey Student Learning Standards.	3
B. The school observed the " <u>Week of Respect</u> ," during the week beginning with the first Monday in October of each year, <u>recognizing the importance of character education</u> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)	6

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)

<i>Indicators</i>	<i>Score (0-3)</i>
A. The principal <u>appointed</u> a school anti-bullying specialist (ABS).	3
B. The ABS <u>met</u> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C. The school safety/school climate team (SS/SCT) <u>met</u> at least two times per school year 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 including HIB.	2

SUB-TOTAL (possible 9)		8
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
During the 2019-2020 school year, was there at least 1 report of HIB?		Yes
<i>Option A Indicators</i>		<i>Score (0-3)</i>
A. The school <u>implemented</u> the district's procedure for reporting HIB that includes all required elements.		3
B. The school <u>implemented</u> the district's procedure for reporting new information on a prior HIB report.		2
SUB-TOTAL (possible 6)		5
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))		
During the 2019-2020 school year, was there at least 1 report of HIB?		Yes
<i>Option A Indicators</i>		<i>Score (0-3)</i>
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:		
A. <u>Notification to parents</u> of alleged offenders and alleged victims in <u>each</u> reported HIB incident.		3
B. <u>Completion</u> of the investigation <u>within 10 school days</u> of the written incident report.		3
C. Preparation of a <u>written report</u> on the findings of each HIB investigation.		3
D. Results of the investigation <u>reported</u> to the chief school administrator (CSA) within <u>2 school days</u> of completion of the investigation.		3
SUB-TOTAL (possible 12)		12
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)		
<i>Indicators</i>		<i>Score (0-3)</i>
A. The school has a <u>procedure</u> for <u>ensuring</u> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.		2
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.		3
SUB-TOTAL (possible 6)		5

TOTAL SCORE (possible 78)

69

**New Jersey Department of Education
School Self-Assessment for Determining Grades
under the *Anti-Bullying Bill of Rights Act*
July 1, 2019 - June 30, 2020**

District Name: GREAT MEADOWS REGIONAL

School Name: Great Meadows Regional Middle School

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

<i>Indicators</i>	<i>Score (0-3)</i>
A. The school annually <u>established</u> HIB programs, approaches or other initiatives.	2
B. The school annually <u>implemented</u> and documented HIB programs, approaches or other initiatives.	3
C. The school annually <u>assessed</u> HIB programs, approaches or other initiatives.	2
D. The school's HIB programs, approaches or other initiatives were designed to create <u>school-wide conditions</u> to prevent and address HIB.	2
E. The school safety/school climate team (SS/SCT) <u>identified patterns</u> of HIB and <u>reviewed</u> school climate and school policies for the prevention of HIB.	3
SUB-TOTAL (possible 15)	12

Core Element #2: Training on the BOE- approved HIB Policy (N.J.S.A. 18A:37-17b and c)

<i>Indicators</i>	<i>Score (0-3)</i>
A. School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	2
B. The HIB policy training included instruction on preventing HIB on the basis of <u>protected categories</u> enumerated in the ABR and <u>other distinguishing characteristics</u> that may incite incidents of discrimination or HIB.	3
C. The HIB policy was <u>discussed</u> with students, in accordance with the district's process for these discussions.	3
SUB-TOTAL (possible 9)	8

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

<i>Indicators</i>	<i>Score (0-3)</i>
A. Each teaching staff member completed at least 2 hours of <u>instruction in suicide prevention that included information on HIB</u> , in each five-year professional development period.	3
B. Each teaching staff member completed at least 2 hours of <u>instruction on HIB prevention</u> , in each five-year professional development period.	3
C. The school anti-bullying specialist (ABS) was given <u>time during the usual school schedule</u> to participate in <u>in-service training</u> in preparation to act as the ABS.	3
D. The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	1
E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)	13

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

<i>Indicators</i>	<i>Score (0-3)</i>
A. The school <u>provided ongoing, age-appropriate instruction</u> on preventing HIB in accordance with the New Jersey Student Learning Standards.	2
B. The school observed the " <u>Week of Respect</u> ," during the week beginning with the first Monday in October of each year, <u>recognizing the importance of character education</u> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)	5

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)

<i>Indicators</i>	<i>Score (0-3)</i>
A. The principal <u>appointed</u> a school anti-bullying specialist (ABS).	3
B. The ABS <u>met</u> at least two times per school year with the district anti-bullying coordinator (ABC).	3

C. The school safety/school climate team (SS/SCT) <u>met</u> at least two times per school year 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 including HIB.	2
SUB-TOTAL (possible 9)	8
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))	
During the 2019-2020 school year, was there at least 1 report of HIB?	Yes
<i>Option A Indicators</i>	<i>Score (0-3)</i>
A. The school <u>implemented</u> the district's procedure for reporting HIB that includes all required elements.	3
B. The school <u>implemented</u> the district's procedure for reporting new information on a prior HIB report.	3
SUB-TOTAL (possible 6)	6
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))	
During the 2019-2020 school year, was there at least 1 report of HIB?	Yes
<i>Option A Indicators</i>	<i>Score (0-3)</i>
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:	
A. <u>Notification to parents</u> of alleged offenders and alleged victims in <u>each</u> reported HIB incident.	3
B. <u>Completion</u> of the investigation <u>within 10 school days</u> of the written incident report.	3
C. Preparation of a <u>written report</u> on the findings of each HIB investigation.	3
D. Results of the investigation <u>reported</u> to the chief school administrator (CSA) within <u>2 school days</u> of completion of the investigation.	3
SUB-TOTAL (possible 12)	12
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	<i>Score (0-3)</i>

A. The school has a <u>procedure</u> for <u>ensuring</u> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	2
SUB-TOTAL (possible 6)	5
TOTAL SCORE (possible 78)	69

ANNUAL MEETING BETWEEN EDUCATION & LAW ENFORCEMENT OFFICIALS
***UPDATE TO UNIFORM STATE MEMORANDUM OF AGREEMENT**
 (to be appended to the Uniform State Memorandum of Agreement 2019)

The annual meeting between Michael Mai, Chief School Administrator,
Great Meadows Regional School District, and Christopher Prell Chief of the
Independence Twp. Police Department was held on Oct. 15, 2020.


As a result of this meeting: (check all that apply)

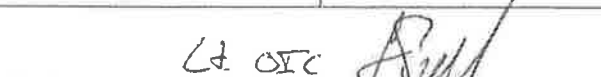
- ☒ The Uniform State Memorandum of Agreement-2019, signed by the chief school administrator and law enforcement official, remains unchanged, with no additional terms/provisions.
- ☒ Procedures have been developed, with contact people identified, to implement specific provisions of the memorandum of agreement. (Attach a list of those contact people, both school and law enforcement personnel).


Additional Terms & Provisions: (check where applicable)

☐ New terms and provisions referenced below have been added to the Uniform State Memorandum of Agreement – 2019

ARTICLE	PAGE	SUB ARTICLE REFERENCE TITLE & NUMBER	DATE APPROVED


 School District CSA


 Chief, Police Department


 President, District Board of Education

10/27/2020
 Date Approved: Board of Education

*To be completed in conformance with N.J.A.C. 6A:16-6.1 and 6A:16-6.2(b)14.

Approved by:

 Executive County Superintendent of Schools

 County Prosecutor

Nursing Services Plan

2020-2021

(NJAC 6A:16-2.1 through 2.5)

District Contact Person:

Mr. Mai

School Nurses:

Taylor Abruzzese RN, BSN

Laura Mazzei RN, BS, CSN

Board of Education Approved

October 27, 2020 meeting

NURSING SERVICES PLAN
Great Meadows Regional School District
2020-2021

The certified school nurse is a health services specialist who assists students, families and staff in attaining and maintaining optimal health and attitudes. School nurses strengthen and facilitate the educational process by improving and protecting the health status of children and staff and by identifying and assisting in the removal or modification of health-related barriers to the learning process.

The professional practice of the certified school nurse in the Great Meadows Regional School District incorporates many roles. These roles include, but are not limited to:

Nursing Care Provider

Within the role of nursing care provider, the school nurse uses the nursing process, which includes assessing, planning, implementing and evaluating the nursing care in an ongoing manner. The development of individualized health care plans (IHP's) and emergency care plans (ECP's) are carried out by the school nurse for each student with acute or chronic health concerns.

Recorder

A time-consuming role for the school nurse is the role of recorder. A legal record must be maintained for each student, and documentation for each incident of nursing care is required. Each entry must include the date, time, major complaint, nursing assessment, plan of care, implementation, and evaluation. Written communication from parents or health care providers must also be incorporated into the student records. Data must also be collected and recorded for state agencies related to immunizations, tuberculosis testing, medical waste management, influenza surveillance, and employee injuries. The school nurse records all attendance calls and compares calls with the daily attendance records, if they do not match, the school nurse then calls the families to find out where the missing students are. Reported symptoms/illnesses are tracked and administration, buildings and grounds, BOE or Health Department are notified as needed.

Investigator

As an investigator, the school nurse seeks information regarding health histories, health practices, environmental concerns, safety issues, communicable disease patterns and current health information relevant to the practice of school nursing. Consultations with parents and guardians, pediatricians, specialists, health agencies, classroom teachers, custodial staff and maintenance staff are sought in order to gather information.

Communicator

As a communicator the school nurse uses varied approaches to share important information with students, parents, staff members, physicians, health care agencies, administration and government entities. Telephone conferences, personal letters, weekly newsletters, flyers, bulletin board postings, email communications, website updates, personal conferences, departmental meetings, I&RS, and Child Study Team meetings represent some of the methods and forums in which health information is communicated.

Counselor

The school nurse serves in the role of counselor to students, parents and staff alike regarding health issues and personal concerns. Referrals are made to the school psychologist, school counselors, private physicians or community health resources as needed.

NURSING SERVICES PLAN
Great Meadows Regional School District
2020-2021

Educator

The role of educator is a vital role for the certified school nurse. Formal classroom instruction is provided in the fourth grade (Grow & Development Lessons) and when requested by staff members. Informal teaching takes place continuously on a one-to-one basis during delivery of nursing care to both staff and students. Staff education on pertinent health topics (asthma, allergies, PEOSHA, child abuse, seizure disorders, etc...) is provided through written materials at staff meetings or in small groups as needed. Parent education is provided through written materials, discussions, and individual meetings.

Staff Training:

- Annual Training in Emergency Care
- Universal Precautions/Blood Borne Pathogens
- Asthma
- Life-Threatening Allergic Reactions
- Diabetes
- Epilepsy/Seizure Disorders
- School Nutrition Policy
- Review of Students Health Concerns
- Epi-Pen Delegate Training
- Glucagon Delegate Training

Child Advocate

The certified school nurse is first, and foremost, an advocate for the children in her care. She collaborates with students, families, staff and the community to insure that health needs are met and that the students are ready to learn. Advocacy can extend beyond these arenas to include referrals for health services, counseling, community programs, camps and DCP&P.

Health Consultant, Collaborator and Liaison

The school nurse acts as a liaison between school, home and the community. In the school, she serves as a consultant for the Intervention & Referral Services and Child Study Teams by interpreting pertinent medical data. She assists in the development of Section 504 plans for appropriate students and assists in the development of IEP's for classified students with specific medical needs. She consults with families, staff and other health care providers to insure that the student's health needs are met so that the students are equipped for optimal learning. She is able to provide families and staff with appropriate referrals to community resources. In the role of community liaison the school nurse works with local groups and organizations to bring special programs into the school. She collaborates with the other school district nurses, the county school nurses, school counselors, and administration on various topics, problems, policies and procedures to maintain a safe school environment.

Manager

The school nurse is the manager of the health office. She also has a role in the management of the school. With the variety of roles the school nurse takes on, and the variety of needs that must be balanced at any given point in time, the school nurse takes on the role of manager. In the school setting, it is essential to aggressively manage any health problem that is likely to compromise learning. For this reason, school health care providers must prioritize concerns and assign health services to staff in a way that achieves this goal.

NURSING SERVICES PLAN
Great Meadows Regional School District
2020-2021

Student enrollment should not be the sole consideration employed in the determination of the assignment of nurses for the district. Consideration must also be given to the special education enrollment of the school and the severity of health concerns present within each building. Severity of health concerns can be classified in the following manner:

SEVERITY CODING DEFINITIONS:

Nursing Dependent:

Nursing dependent students require 24 hours a day, frequently one-to-one skilled nursing care for survival. Many are dependent on technological devices for breathing, (i.e. a child on a ventilator) and/or continuous nursing assessment and intervention. Without the use of the correct medical technology and nursing care, the student will experience irreversible damage or death.

Staffing requirement for nursing dependent students:

Immediate availability of the nurse (registered nurse or licensed practical nurse, as determined by the certified school nurse) on the premises within audible and visual range of the student. The student has been assessed by the certified school nurse prior to the assignment of the duties to the care giver.

Statutory Authority:

N.J.A.C. Chapter 16, 6A:16-2.1 (f) Certified School Nurse-Duties specific. Nurse Practice Act.

Medically Fragile:

Medically Fragile includes students with complex health care needs. On a daily basis these students face the possibility of a life threatening emergency requiring the skill and judgment of a professional nurse. An IHCP (Individualized Health Care Plan) and IECP (Individualized Emergency Care Plan) are developed by the certified school nurse which is complete, current, and available at all times to school personnel in contact with these children.

Examples of Medically Fragile include but are not limited to:

Severe seizure disorder requiring medications that can be administered only by a nurse
Severe asthma with potential for status asthmaticus (including nebulizer treatments)
Sterile procedures
Diabetics with insulin pump and/or insulin coverage via injection
Severe life threatening allergies (potential for anaphylactic event)

Staffing requirement for medically fragile students:

Each student in this category requires a full time certified school nurse in the building. If the certified school nurse is absent, a licensed registered nurse may "substitute" in her absence. The school nurse is on the premises and is easily accessible to students/staff. The student has been assessed by the certified school nurse prior to the assignment/delegation of the duties to any care giver.

**Great Meadows Regional School District
2020-2021**

Medically Complex:

Medically Complex refers to situations where the student requires daily treatments or needs to be supervised by a professional school nurse. These students have unstable physical and/or social-emotional conditions and the potential for a life-threatening event may exist. Limited treatments, Epi-pen delegation, monitoring and reporting current signs and symptoms can be delegated. The certified school nurse develops an IECP and IHCP and makes them available to identified school personnel in contact with those students. Appropriate guidelines must be adhered to.

Examples of Medically Complex include but are not limited to:

Mild-moderate asthma (inhaler and peak flow monitoring as needed)
ADHD and using medications
Time sensitive medications
Medications with major side effects
Seizure Disorder (no medication in school)
Cancer
Immune disorders
Unstable metabolic disorders
Complex mental or emotional disorders
Administering carefully timed medication
Intermittent oxygen

Staffing requirement for medically complex students:

Students in this category require the presence of a certified school nurse in the building for daily intervention (if needed) or in anticipation of potential health emergencies.

Health Concerns:

The student's physical and social/emotional condition is currently uncomplicated and predictable. Occasional monitoring is required. Required monitoring varies from weekly to annually. IHCP's may be appropriate per diagnosis.

Examples of Health Concerns include but are not limited to:

Dental disease
Eating disorders monitored by a health care provider
Headaches, migraines
Sensory impairment
Orthopedic conditions requiring accommodations
Dietary restrictions
Encopresis and Enuresis

Staffing requirement for students with health concerns:

Students placed in this category should have their health needs assessed at least once in a school year by the certified school nurse at the beginning of the school year or at the time of diagnosis. Reassessment occurs as the condition requires and as determined by the nurse. If delegation is appropriate the certified school nurse must be available for supervision.

**Great Meadows Regional School District
2020-21**

Provision of Nursing Services in Emergency Situations:

Emergencies occurring during the school day are evaluated and treated by the school nurse. The school nurse carries a Walkie-Talkie and/or cell phone at all times during the school day so that she can be reached at any time. Emergency medical services are contacted for emergency situations requiring immediate medical care and transport to an emergency room.

In order to assure that medical needs will be met in emergency situations, including school trips and after-hour school sponsored activities; other school personnel have been trained to respond as Epi-pen delegates (Pursuant to N.J.S.A. 18A:40-12.3-12.6). Student's Epi-Pens and emergency information are carried on them in red bags or bags approved by the school nurse and are also kept in the health office clearly labeled.

A bag containing emergency supplies is packed in each of the nurse's offices and ready to be used for emergencies being dealt with outside of the nurse's office. Students' medical and contact information is also packed and ready for transport in emergency situations. School nurse also has a large mobile container with medical supplies for large scale events such as lock-downs or evacuations.

When the school nurse is absent every attempt is made to obtain substitute coverage. If no substitute nurse is available, then the nurses from the district schools will cover the school that does not have a nurse on site.

The health needs of the students within the district may change at any time with new transfers or the change in health status of a previously enrolled student. This document must be renewed annually and updated as needed. The attached summary of data from each school supports the need for a full-time, certified school nurse in each building.

Dr. Sanjay Jain, Physician's Signature

10/5/20
Date

**CENTRAL SCHOOL
2020-2021**

Grade levels: Preschool- 3rd grade

Student Population: 284

Blue Cohort: 87

Green Cohort: 82

Blue/Green Cohort: 25

Remote Cohort: 90

Total Staff Population: 57

Teachers: 29

Aides: 15

Office: 4

Custodians: 4

Cafeteria: 2

OT/PT: 3

BOE: 5

General Education Enrollment: 247

Special Education Enrollment: 42

PreSchool Inclusion: 11

Students who have 504 plans requiring nursing input: 2; 7 in total

Students with serious medical involvement:

Level I: Nursing Dependent 0

Level II: Medically Fragile 19

Level III: Medically Complex 26

Level IV: Health Concerns 48

The Central School Nurse is responsible for medications, treatments, and emergency care for all students and staff. Central School has two Preschool Inclusion Classes with special education and general education students. Some of these students are as young as three years old and require daily nursing care such as toilet training. In addition to the Preschool Inclusion Class, Central School has two LLD classes. The Central School Nurse is often called upon to assist with the emotional, behavioral and health care needs of these students. The Central School Nurse is responsible for their acute and chronic care, including emergency care. The Central School Nurse is CPR certified, conducts health screenings, maintains records, assesses students and staff, and refers them for appropriate follow-up care. This year, the Central School Nurse is responsible for triaging students and staff for possible COVID-19 symptoms and determining the likelihood of having COVID-19 and if it is probable, appropriately isolating students and/or staff in isolation rooms and then contact tracing and notifying identified contacts of exposure is required. The Central School nurse is also part of the planning committee and works closely with the Warren County Health Department to determine how to safely conduct school for students and staff during the COVID-19 pandemic. Central School relies on the school nurse for guidance, counseling, and assisting students with behavioral and emotional needs, since the guidance counselor is only here twice a week. The Central School Nurse also conducts staff training, facilitates parent/faculty health discussion, provides a "time-out" facility for students, and makes daily attendance calls. The Central School Nurse is called to cover the Middle School when a substitute nurse is not available. The Central School Nurse also writes and/or updates IHP's, Section 504 plans and participates on the I&RS committee as needed, as well as being responsible for the Free and Reduced Lunch Program. The Central School Nurse is required to attend field trips in the event that a substitute nurse is unavailable or unable to go on a scheduled trip. The Certified School Nurse develops and implements school health programs as per NJ Nurse Practice Act, ANA/NASN Standards of School Nursing, NJAC and the NJ Dept. of Education Health Services Guidelines.

One full-time Certified School Nurse is required to meet the needs of the Central School population. It would be beneficial to have one additional per diem nurse to be available in September and October to facilitate the Health Screening Program, which would improve the time frame for student referrals for care and result in better student performance in the classroom. The Central School Nurse requires two or three days, spaced throughout the school year, with substitute coverage for articulating with the other district nurses.

Taylor Abruzzese RN, BSN

10/3/2020

Central School Nurse



School Physician Signature

Date

GREAT MEADOWS REGIONAL MIDDLE SCHOOL

SCHOOL NURSING SERVICES PLAN 2020-2021

Grade Levels: 4 – 8

Total School Student Population: 328

Blue Group: 93

Green Group: 103

Blue/Green Group: 44

Remote: 88

Total School Staff Population: 80

GMMS staff: 72

CST staff: 5

MASCHIO's staff: 3

General Education Enrollment: 253

District BD Room: 5

Special Education Enrollment: 75

Students with Section 504 Plans requiring Nursing Input:

4-5th grade: 7

6-8th grade: 9

Students with Serious Medical Involvement Requiring 504 plans and/or IHP's:

Level I: Nursing Dependent: 0

Level II: Medically Fragile: 25

Level III: Medically Complex: 40

Level IV: Health Concerns: 57

This year, the GMMS School Nurse is responsible for triaging students and staff for possible COVID-19 symptoms and determining the likelihood of having COVID-19 and if it is probable, appropriately isolating students and/or staff in isolation rooms and then contact tracing and notifying identified contacts of exposure is required. The GMMS School nurse is also part of the planning committee and works closely with the Warren County Health Department to determine how to safely conduct school for students and staff during the COVID-19 pandemic.

The GMMS nurse also continues to work extra time due to the different start and finish times that came with the addition of the fourth and fifth grades moving to GMMS when Liberty School closed. GMMS nurse also continues to guide and supervise the Central School Nurse as she completes her School Nurse Certification.

GREAT MEADOWS REGIONAL MIDDLE SCHOOL

SCHOOL NURSING SERVICES PLAN 2020-2021

The GMMS nurse is responsible for medications, treatments, and emergency care for students, staff and visitors. The Middle School nurse is CPR certified, conducts health screenings, maintains records, assesses students and staff and refers for appropriate follow-up care. The nurse conducts staff training, facilitates parent/faculty health discussions, collaborates with district nurses and counselors on school-wide projects, and provides a "time-out" facility for students and monitors attendance calls as well as following up if a student is not accounted for. The GMMS nurse collaborates with Guidance and Administration daily regarding attendance and other health related issues. In addition, the nurse is responsible for forwarding the Free and Reduced Lunch applications to the school business administrator. The nurse is also required to obtain health insurance information from all students and inform the NJ Cares Program (with family permission) of families without insurance. The Middle School Nurse is also responsible for collecting, reviewing, and monitoring sports physicals, per state guidelines, and collaborating with the school doctor to maintain students' health and safety during intramural sports. The GMMS Nurse is required to attend the three day 8th grade Washington DC trip and all field trips in the event that a substitute nurse is unavailable or unable to go on a scheduled trip. The Middle School Nurse covers Central School when a substitute nurse is not available. The Middle School Nurse collaborates with the Central School Nurse and local church food banks to provide Holiday food and gifts to needy families in our district. The Middle School Nurse also writes and/or updates IHP's, Section 504 plans and participates on the I&RS Committee; as needed. The Middle School Nurse is a member of the school Crisis Team, School Safety team, AED Code team, IAQ team and the Middle School Encore team. GMMS nurse continues to work in conjunction with the two other district nurses to update the Real-time computer system with databases for health concerns, medications, insurance information, immunizations, and many other health related track-able items.

The Certified School Nurse develops and implements school health programs as per NJ Nurse Practice Act, ANA/NASN Standards of School Nursing, NJAC and the NJ Dept. of Education Health Services Guidelines. The Middle School Nurse is an active member of the Warren County School Nurse Association.

One full-time Certified School Nurse is required to meet the needs of the Middle School Population. One additional part-time nurse to be available, as needed, to facilitate the Health Screening Program. This would improve the time frame for student referrals for care and result in better student performance in the classroom. The GMMS nurse requires two or three days, spaced throughout the school year, with substitute coverage for articulating with the other district nurse.

Cheryl Wilson BS, RN, CSN
GMMS School Nurse

10/3/2020

School Physician Signature

Date

Respiratory Protection Program

1.0 Purpose

The Warren County Health Department has determined that Warren County School Nurses may be exposed to respiratory hazards, including COVID-19, during normal school operations. The purpose of this program is to ensure that all Warren County School Nurses are adequately protected from exposure to these respiratory hazards.

2.0 Medical Evaluation

Members who are either required to wear an N95, or who choose to wear an N95 voluntarily, must pass a medical exam before being permitted to wear an N95 on the job. Members are not permitted to wear respirators until a physician has determined that they are medically able to do so. A licensed physician will provide the medical evaluations. Medical evaluation procedures are as follows:

1. The medical evaluation will be conducted using the questionnaire provided in Appendix I of the respiratory protection standard.
2. All members will be given a copy of the medical questionnaire to fill out.
3. Follow-up medical exams will be granted to members as required by the standard, and/or as deemed necessary by a licensed physician.
4. After a member has received clearance and begun to wear their respirator, additional medical evaluations will be provided under the following circumstances:
 - The member reports signs and/or symptoms relating to their ability to use a respirator, such as shortness of breath, dizziness, chest pains, or wheezing;
 - Information from this program, including observations made during fit testing and program evaluation, indicates a need for reevaluation;
 - A change occurs in workplace conditions that may result in an increased physiological burden on the member.

All examinations and questionnaires are to remain confidential between the member and the physician.

Fit Testing

Before a member may be required to use any respirator, the member shall be fit tested with the same make, model, style and size of respirator that will be used. In order for a Fit test to be successful, the member needs to have a good seal with the respirator they intend to use. In order to get this good seal, the member must be clean-shaven when using the respirator.

[Handwritten signature]
10/15/20

An additional fit test shall be conducted whenever any of the following occurs:

- Significant weight change (20 pounds or more);
- Significant facial scarring in the area of the facepiece seal;
- Significant dental changes;
- Reconstructive or cosmetic surgery; or
- Other conditions that may interfere with the facepiece seal.

Storage

Respirators must be stored in a clean, dry area, and in accordance with the manufacturer's recommendations.

3.0 Documentation and Recordkeeping

A written copy of this program and the Respiratory Protection Standard is kept on file at each respective Warren County School. Also maintained by the individual school are copies of fit test records. These records will be updated as new fit tests are conducted.

The completed medical questionnaire and the physician's documented findings are confidential and will remain at the physician's office.

Appendix I: Medical Evaluation Form

Part A. Section 1. (Mandatory) The following information must be provided by every employee who has been selected to use any type of respirator (please print).

1. Today's date: _____
 2. Your name: _____
 3. Your age (to nearest year): _____
 4. Sex (circle one): Male/Female
 5. Your height: _____ ft. _____ in.
 6. Your weight: _____ lbs.
 7. Your job title: _____
 8. A phone number where you can be reached by the health care professional who reviews this questionnaire (include the Area Code): _____
 9. The best time to phone you at this number: _____
 10. Has your employer told you how to contact the health care professional who will review this questionnaire (circle one): Yes/No
 11. Check the type of respirator you will use (you can check more than one category):
 - a. _____ N, R, or P disposable respirator (filter-mask, non-cartridge type only).
 - b. _____ Other type (for example, half- or full-facepiece type, powered-air purifying, supplied-air, self-contained breathing apparatus).
 12. Have you worn a respirator (circle one): Yes/No
- If "yes," what
type(s): _____
-

Part A. Section 2. (Mandatory) Questions 1 through 9 below must be answered by every employee who has been selected to use any type of respirator (please circle "yes" or "no").

1. Do you *currently* smoke tobacco, or have you smoked tobacco in the last month: Yes/No
2. Have you *ever had* any of the following conditions?
 - a. Seizures: Yes/No
 - b. Diabetes (sugar disease): Yes/No
 - c. Allergic reactions that interfere with your breathing: Yes/No
 - d. Claustrophobia (fear of closed-in places): Yes/No

e. Trouble smelling odors: Yes/No

3. Have you *ever had* any of the following pulmonary or lung problems?

a. Asbestosis: Yes/No

b. Asthma: Yes/No

c. Chronic bronchitis: Yes/No

d. Emphysema: Yes/No

e. Pneumonia: Yes/No

f. Tuberculosis: Yes/No

g. Silicosis: Yes/No

h. Pneumothorax (collapsed lung): Yes/No

i. Lung cancer: Yes/No

j. Broken ribs: Yes/No

k. Any chest injuries or surgeries: Yes/No

l. Any other lung problem that you've been told about: Yes/No

4. Do you *currently* have any of the following symptoms of pulmonary or lung illness?

a. Shortness of breath: Yes/No

b. Shortness of breath when walking fast on level ground or walking up a slight hill or incline: Yes/No

c. Shortness of breath when walking with other people at an ordinary pace on level ground: Yes/No

d. Have to stop for breath when walking at your own pace on level ground: Yes/No

e. Shortness of breath when washing or dressing yourself: Yes/No

f. Shortness of breath that interferes with your job: Yes/No

g. Coughing that produces phlegm (thick sputum): Yes/No

h. Coughing that wakes you early in the morning: Yes/No

i. Coughing that occurs mostly when you are lying down: Yes/No

j. Coughing up blood in the last month: Yes/No

k. Wheezing: Yes/No

- l. Wheezing that interferes with your job: Yes/No
- m. Chest pain when you breathe deeply: Yes/No
- n. Any other symptoms that you think may be related to lung problems: Yes/No
- 5. Have you *ever had* any of the following cardiovascular or heart problems?
 - a. Heart attack: Yes/No
 - b. Stroke: Yes/No
 - c. Angina: Yes/No
 - d. Heart failure: Yes/No
 - e. Swelling in your legs or feet (not caused by walking): Yes/No
 - f. Heart arrhythmia (heart beating irregularly): Yes/No
 - g. High blood pressure: Yes/No
 - h. Any other heart problem that you've been told about: Yes/No
- 6. Have you *ever had* any of the following cardiovascular or heart symptoms?
 - a. Frequent pain or tightness in your chest: Yes/No
 - b. Pain or tightness in your chest during physical activity: Yes/No
 - c. Pain or tightness in your chest that interferes with your job: Yes/No
 - d. In the past two years, have you noticed your heart skipping or missing a beat: Yes/No
 - e. Heartburn or indigestion that is not related to eating: Yes/No
 - d. Any other symptoms that you think may be related to heart or circulation problems: Yes/No
- 7. Do you *currently* take medication for any of the following problems?
 - a. Breathing or lung problems: Yes/No
 - b. Heart trouble: Yes/No
 - c. Blood pressure: Yes/No
 - d. Seizures: Yes/No
- 8. If you've used a respirator, have you *ever had* any of the following problems? (If you've never used a respirator, check the following space and go to question 9:)

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- a. Eye irritation: Yes/No
 - b. Skin allergies or rashes: Yes/No
 - c. Anxiety: Yes/No
 - d. General weakness or fatigue: Yes/No
 - e. Any other problem that interferes with your use of a respirator: Yes/No
9. Would you like to talk to the health care professional who will review this questionnaire about your answers to this questionnaire: Yes/No

Questions 10 to 15 below must be answered by every employee who has been selected to use either a full-facepiece respirator or a self-contained breathing apparatus (SCBA). For employees who have been selected to use other types of respirators, answering these questions is voluntary.

10. Have you *ever lost* vision in either eye (temporarily or permanently): Yes/No
11. Do you *currently* have any of the following vision problems?
- a. Wear contact lenses: Yes/No
 - b. Wear glasses: Yes/No
 - c. Color blind: Yes/No
 - d. Any other eye or vision problem: Yes/No
12. Have you *ever had* an injury to your ears, including a broken ear drum: Yes/No
13. Do you *currently* have any of the following hearing problems?
- a. Difficulty hearing: Yes/No
 - b. Wear a hearing aid: Yes/No
 - c. Any other hearing or ear problem: Yes/No
14. Have you *ever had* a back injury: Yes/No
15. Do you *currently* have any of the following musculoskeletal problems?
- a. Weakness in any of your arms, hands, legs, or feet: Yes/No
 - b. Back pain: Yes/No
 - c. Difficulty fully moving your arms and legs: Yes/No
 - d. Pain or stiffness when you lean forward or backward at the waist: Yes/No
 - e. Difficulty fully moving your head up or down: Yes/No

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f. Difficulty fully moving your head side to side: Yes/No

g. Difficulty bending at your knees: Yes/No

h. Difficulty squatting to the ground: Yes/No

i. Climbing a flight of stairs or a ladder carrying more than 25 lbs: Yes/No

j. Any other muscle or skeletal problem that interferes with using a respirator: Yes/No

Part B Any of the following questions, and other questions not listed, may be added to the questionnaire at the discretion of the health care professional who will review the questionnaire.

1. In your present job, are you working at high altitudes (over 5,000 feet) or in a place that has lower than normal amounts of oxygen: Yes/No

If "yes," do you have feelings of dizziness, shortness of breath, pounding in your chest, or other symptoms when you're working under these conditions: Yes/No

2. At work or at home, have you ever been exposed to hazardous solvents, hazardous airborne chemicals (e.g., gases, fumes, or dust), or have you come into skin contact with hazardous chemicals: Yes/No

If "yes," name the chemicals if you know them: _____

3. Have you ever worked with any of the materials, or under any of the conditions, listed below:

a. Asbestos: Yes/No

b. Silica (e.g., in sandblasting): Yes/No

c. Tungsten/cobalt (e.g., grinding or welding this material): Yes/No

d. Beryllium: Yes/No

e. Aluminum: Yes/No

f. Coal (for example, mining): Yes/No

g. Iron: Yes/No

h. Tin: Yes/No

i. Dusty environments: Yes/No

j. Any other hazardous exposures: Yes/No

If "yes," describe these exposures: _____

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4. List any second jobs or side businesses you have: _____

5. List your previous occupations: _____

6. List your current and previous hobbies: _____

7. Have you been in the military services? Yes/No

If "yes," were you exposed to biological or chemical agents (either in training or combat):
Yes/No

8. Have you ever worked on a HAZMAT team? Yes/No

9. Other than medications for breathing and lung problems, heart trouble, blood pressure, and seizures mentioned earlier in this questionnaire, are you taking any other medications for any reason (including over-the-counter medications): Yes/No

If "yes," name the medications if you know them: _____

10. Will you be using any of the following items with your respirator(s)?

a. HEPA Filters: Yes/No

b. Canisters (for example, gas masks): Yes/No

c. Cartridges: Yes/No

11. How often are you expected to use the respirator(s) (circle "yes" or "no" for all answers that apply to you)?:

a. Escape only (no rescue): Yes/No

b. Emergency rescue only: Yes/No

c. Less than 5 hours *per week*: Yes/No

d. Less than 2 hours *per day*: Yes/No

e. 2 to 4 hours per day: Yes/No

f. Over 4 hours per day: Yes/No

12. During the period you are using the respirator(s), is your work effort:

a. *Light* (less than 200 kcal per hour): Yes/No

If "yes," how long does this period last during the average

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shift: _____ hrs. _____ mins.

Examples of a light work effort are *sitting* while writing, typing, drafting, or performing light assembly work; or *standing* while operating a drill press (1-3 lbs.) or controlling machines.

b. *Moderate* (200 to 350 kcal per hour): Yes/No

If "yes," how long does this period last during the average shift: _____ hrs. _____ mins.

Examples of moderate work effort are *sitting* while nailing or filing; *driving* a truck or bus in urban traffic; *standing* while drilling, nailing, performing assembly work, or transferring a moderate load (about 35 lbs.) at trunk level; *walking* on a level surface about 2 mph or down a 5-degree grade about 3 mph; or *pushing* a wheelbarrow with a heavy load (about 100 lbs.) on a level surface. c. *Heavy* (above 350 kcal per hour): Yes/No

If "yes," how long does this period last during the average shift: _____ hrs. _____ mins.

Examples of heavy work are *lifting* a heavy load (about 50 lbs.) from the floor to your waist or shoulder; working on a loading dock; *shoveling*; *standing* while bricklaying or chipping castings; *walking* up an 8-degree grade about 2 mph; climbing stairs with a heavy load (about 50 lbs.).

13. Will you be wearing protective clothing and/or equipment (other than the respirator) when you're using your respirator: Yes/No

If "yes," describe this protective clothing and/or equipment: _____

14. Will you be working under hot conditions (temperature exceeding 77 deg. F): Yes/No

15. Will you be working under humid conditions: Yes/No

16. Describe the work you'll be doing while you're using your respirator(s):

17. Describe any special or hazardous conditions you might encounter when you're using your respirator(s) (for example, confined spaces, life-threatening gases):

18. Provide the following information, if you know it, for each toxic substance that you'll be exposed to when you're using your respirator(s):

Name of the first toxic substance: _____

Estimated maximum exposure level per shift: _____

Duration of exposure per shift: _____

Name of the second toxic substance: _____

Estimated maximum exposure level per shift: _____

Duration of exposure per shift: _____

Name of the third toxic substance: _____

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Estimated maximum exposure level per shift: _____

Duration of exposure per shift: _____

The name of any other toxic substances that you'll be exposed to while using your respirator:

19. Describe any special responsibilities you'll have while using your respirator(s) that may affect the safety and well-being of others (for example, rescue, security):

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Sept 20

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1620 ADMINISTRATIVE EMPLOYMENT CONTRACTS

The Executive County Superintendent shall review and approve for all Superintendents of Schools, Superintendents of Schools reappointed pursuant to N.J.S.A. 18A:17-20.1, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators, including any interim, acting, or person otherwise serving in these positions, in school districts, county vocational school districts, county special services school districts and other districts, except charters, within the County under the supervision of the Executive County Superintendent:

1. New employment contracts, including contracts that replace expired contracts for existing tenured and non-tenured employees;
2. Renegotiations, extensions, amendments, or other alterations of the terms of existing employment contracts that have been previously approved by the Executive County Superintendent; and
3. Provisions for contract extensions where such terms were not included in the original employment contract or are different from the provisions contained in the original approved employment contract.

In counties where there is no Executive County Superintendent, an Executive County Superintendent from another county shall be designated by the Commissioner to contracts listed above.

The contract review and approval shall take place prior to any required public notice and hearing pursuant to N.J.S.A. 18A:11-11 and prior to the Board of Education approval and execution of ~~these~~ the contracts to ensure compliance with all applicable laws, including but not limited to N.J.S.A. 18A:30-3.5, 18A:30-9, 18A:17-15.1 and 18A:11-12.

In accordance with the provisions of N.J.S.A. 18A:11-11 and N.J.A.C. 6A:23A-3.1(c)1, the public notice and public hearing required shall be applicable to a Board of Education that renegotiates, extends, amends, or otherwise alters the terms of an existing contract with a Superintendent of Schools, Deputy Superintendent of Schools, Assistant Superintendent of Schools, or School Business Administrator. In accordance with N.J.S.A.



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18A:11-11, notice must be provided to the public at least thirty days prior to the scheduled action by the Board. The Board shall also hold a public hearing and shall not take any action on the matter until the hearing has been held. The Board shall provide the public with at least ten days' notice of the public hearing.

In accordance with N.J.A.C. 6A:23A-3.1(c)1, the public notice and public hearing required pursuant to N.J.S.A. 18A:11-11 shall not apply to new contracts, including contracts that replace expired contracts for existing employees in one of these positions, whether tenured or not tenured. Nothing shall preclude a Board from issuing a public notice and/or holding a public hearing on new contracts, including new contracts that replace expired contracts for existing tenured and non-tenured employees.

The public notice and public hearing required pursuant to N.J.S.A. 18A:11-11 is also required in the event an existing contract for a Superintendent of Schools, Deputy Superintendent of Schools, Assistant Superintendent of Schools, or School Business Administrator is rescinded or terminated by the Board of Education before it is due to expire and the parties agree to new employment terms.

In connection with the Executive County Superintendent's review of the contract, the Board shall provide the Executive County Superintendent with a detailed statement setting forth the total cost of the contract for each applicable year, including salary, longevity (if applicable), benefits, and all other emoluments.

The review and approval of the employment contracts of Superintendents of Schools, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators conducted by the Executive County Superintendent shall be consistent with the following additional standards outlined in N.J.S.A. 18A:7-8.1 and N.J.A.C. 6A:23A-3.1:

1. Contracts for each class of administrative position shall be comparable with the salary, benefits and other emoluments contained in the contracts of similarly credentialed and experienced administrators in other school districts in the region with similar enrollment, academic achievement levels and challenges, and grade span.



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2. No contract shall include provisions that are inconsistent with the travel requirements pursuant to N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7 including, but not limited to, the provisions for mileage reimbursement and reimbursement for meals and lodging in New Jersey. Any contractual provision that is inconsistent with law is superseded by the law.
3. No contract shall include provisions for the reimbursement or payment of employee contributions that are either required by law or by a contract in effect in the school district with other teaching staff members, such as payment of the employee's State or Federal taxes, or of the employee's contributions to FICA, Medicare, State pensions and annuities (TPAF), life insurance, disability insurance (if offered), and health benefit costs.
4. No contract shall contain a payment as a condition of separation from service that is deemed by the Executive County Superintendent to be prohibited or excessive in nature. The payment cannot exceed the lesser of the calculation of three months pay for every year remaining on the contract with pro-rata for partial years, not to exceed twelve months, or the remaining salary amount due under the contract.
5. No contract shall include benefits that supplement or duplicate benefits that are otherwise available to the employee by operation of law, an existing group plan, or other means; e.g., an annuity or life insurance plan that supplements or duplicates a plan already made available to the employee. Notwithstanding the provisions of this section, a contract may contain an annuity where those benefits are already contained in the existing contract between the employee and the district.
6. Contractual provisions regarding accumulation of sick leave and supplemental compensation for accumulated sick leave shall be consistent with N.J.S.A. 18A:30-3.5. Supplemental payment for accumulated sick leave shall be payable only at the time of retirement and shall not be paid to the individual's estate or beneficiaries in the event of the individual's death prior to retirement. Pursuant to N.J.S.A. 18A:30-3.2, a new Board of Education contract may include credit of unused sick leave in



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accordance with the new Board of Education's policy on sick leave credit for all employees.

7. Contractual provisions regarding accumulation of unused vacation leave and supplemental compensation for accumulated unused vacation leave shall be consistent with N.J.S.A. 18A:30-9. Contractual provisions for payments of accumulated vacation leave prior to separation can be included but only for leave accumulated prior to June 8, 2007 and remaining unused at the time of payment. Supplemental payments for unused vacation leave accrued consistent with the provisions of N.J.S.A. 18A:30-9 after June 8, 2007 as well as unused vacation leave accumulated prior to June 8, 2007 that has not been paid, shall be payable at the time of separation and may be paid to the individual's estate or beneficiaries in the event of the individual's death prior to separation.
8. Contractual provisions that include a calculation of per diem for twelve month employees shall be based on a two hundred sixty day work year.
9. No provision for a merit bonus shall be made except where payment is contingent upon achievement of quantitative merit criterion and/or qualitative merit criterion:
 - a. A contract may include no more than three quantitative merit criteria and two qualitative merit criteria per contract year.
 - b. The Executive County Superintendent shall approve or disapprove the selection of quantitative merit and qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and qualitative merit criteria.
 - c. A contract may provide for merit bonuses in an amount not exceeding 3.33 percent of annual salary for each quantitative merit criterion achieved and 2.5 percent of annual salary for each qualitative merit criterion achieved. Any such merit bonus shall be considered



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"extra compensation" for purpose of N.J.A.C. 17:3-4.1 and shall not be cumulative.

- d. The Board of Education shall submit to the Executive County Superintendent a resolution certifying that a quantitative merit criterion or a qualitative merit criterion has been satisfied and shall await confirmation of the satisfaction of that criterion from the Executive County Superintendent prior to payment of any merit bonus.
10. No provision for a bonus shall be made except where payment is contingent upon achievement of measurable specific performance objectives expressly contained in a contract approved pursuant to N.J.A.C. 6A:23A-3.1, where compensation is deemed reasonable relative to the established performance objectives and achievement of the performance objectives has been documented to the satisfaction of the Board of Education.
11. No provision for payment at the time of separation or retirement shall be made for work not performed except as otherwise authorized in N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-8.1.
12. No contract shall include a provision for a monthly allowance except for a reasonable car allowance. A reasonable car allowance shall not exceed the monthly cost of the average monthly miles traveled for business purposes multiplied by the allowable mileage reimbursement pursuant to applicable law and regulation and New Jersey Office of Management and Budget (NJOMB) circulars. If such allowance is included, the employee shall not be reimbursed for business travel mileage nor assigned permanently a car for official district business. Any provision of a car for official district business must conform with N.J.A.C. 6A:23A-6.12 and be supported by detailed justification. No contract shall ~~can~~ include a provision of a dedicated driver or chauffeur.
13. All Superintendent contracts shall include the required provision pursuant to N.J.S.A. 18A:17-15.1 which states that in the event the Superintendent's certificate is revoked, the contract is null and void.



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14. No contract shall include a provision for additional compensation upon the acquisition of a graduate degree unless the graduate degree is conferred by a regionally accredited college or university as defined in applicable regulations. No contract shall include a provision for assistance, tuition reimbursement, or ~~for~~ additional compensation for graduate school coursework, unless the coursework culminates in the acquisition of a graduate degree conferred by a regionally accredited college or university as defined in applicable regulations.

The review and approval of an employment contract for the Superintendent of Schools shall not include maximum salary amounts pursuant to N.J.S.A. 18A:7-8.j.

Any actions by the Executive County Superintendent undertaken pursuant to N.J.S.A. 18A:7-8.1, N.J.A.C. 6A:23A-3.1, and this Policy may be appealed to the Commissioner of Education pursuant to the procedures set forth at N.J.A.C. 6A:3, Controversies and Disputes.

N.J.S.A. 18A:7-8; 18A:7-8.1; 18A:11-11
N.J.A.C. 6A:23A-3.1; 6A:23A-7 et seq.

Adopted:



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Remote Learning Options for Families

Sept 20

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1648.02 REMOTE LEARNING OPTIONS FOR FAMILIES

On July 24, 2020, the New Jersey Governor and the Commissioner of Education published a supplemental guidance document titled “Clarifying Expectations Regarding Fulltime Remote Learning Options for Families 2020-2021” as a result of the COVID-19 pandemic. This supplemental guidance includes an additional “anticipated minimum standard,” as this phrase is used throughout “The Road Back: Restart and Recovery Plan for Education” (NJDOE Guidance). This additional “anticipated minimum standard” provides that, in addition to the methods and considerations explicitly referenced in the NJDOE Guidance for scheduling students for in-person, remote, or hybrid learning, families/guardians (hereinafter referred to as “parents”) may submit, and school districts shall accommodate, requests for full-time remote learning.

Requests for full-time remote learning may include any service or combination of services that would otherwise be delivered to students on an in-person schedule, which may be a hybrid schedule, such as instruction, behavioral and support services, special education, and related services. A parent may request some services be delivered entirely remotely, while other services follow the same schedule they otherwise would according to the provisions in the school district’s Restart and Recovery Plan (Plan) and Policy 1648.

A parent may contact the Principal or designee of the building the student would attend with any questions on: a request to transition from in-person services to full-time remote learning; a request to transition from full-time remote learning to in-person services; the procedures of this Policy; and/or any other information regarding the school district’s Plan and Policy 1648.

To ensure clarity and consistency in implementation of full-time remote learning, the Board of Education adopts this Policy that addresses the following:

A. Unconditional Eligibility for Full-time Remote Learning

1. All students are eligible for full-time remote learning.



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- a. Eligibility for full-time remote learning cannot be conditioned on a parent demonstrating a risk of illness or other selective criteria.
- b. Unconditional eligibility for full-time remote learning includes students with disabilities who attend in-district schools or receiving schools (county special services school districts, educational services commissions, jointure commissions, Katzenbach School for the Deaf, regional day schools, college operated programs, and approved private schools for students with disabilities).

B. Procedures for Submitting Full-time Remote Learning Requests

1. A parent may request a student receive full-time remote learning from the school district by submitting a written request to the Principal of the school building their child would attend. The written request shall be provided to the Principal at least 5 calendar days before the student is eligible to commence full-time remote learning in accordance with B.2. below.

2. The student may only begin full-time remote learning

[Choose one or more of the following:

 at the beginning of the school year.

 at the beginning of a marking period.

 at the beginning of a mid-year semester.

 X within 5 school days after receiving written approval of the Principal or designee.]

3. The written request for the student to receive full-time remote learning shall include:

- a. The student's name, school, and grade;



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- b. The technology the student will be using to receive full-time remote learning, including the student's connectivity capabilities;
 - c. A request for any service or combination of services that would otherwise be delivered to the student on an in-person or hybrid schedule, such as instruction, behavioral and support services, special education, and related services;
 - d. For students with disabilities, the school district staff will determine if an Individualized Education Plan (IEP) meeting or an amendment to a student's IEP is needed for full-time remote learning; and
 - e. Any additional information the Principal or designee requests to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.
 - (1) The documentation required by the school district to be provided in the parent's request for full-time remote learning shall not exclude any students from the school district's full-time remote learning option, but rather be limited to the minimum information needed to ensure proper recordkeeping and implementation of successful remote learning.
4. Upon receiving the written request, the Principal or designee may request additional information from the parent to assist the Principal or designee in providing the student the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.
5. The Principal or designee will review the written request and upon satisfaction of the procedures outlined in this Policy, the Principal or designee will provide written approval of the parent's request for full-time remote learning.



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Remote Learning Options for Families

- a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.
- 6. The Principal's written approval of the request shall be provided to the parent within 5 calendar days of receiving the parent's written request.
 - a. The written approval will include the date the remote learning program will commence for the student in accordance with B.2. above.

C. Scope and Expectations of Full-Time Remote Learning

- 1. The scope and expectations of the school district's full-time remote learning program will include, but not be limited to, the following:
 - a. The length of the school day pursuant to N.J.A.C. 6A:32-8.3 and compliance with the Board's Attendance Policy and Regulation 5200; the provisions of the district's remote learning program outlined in the school district's Plan; and any other Board policies and regulations that govern the delivery of services to, and district expectations of, students participating in the remote learning program and their families;
 - b. The technology and the connectivity options to be used and/or provided to the student during remote learning; and
 - c. Any additional information the Principal or designee determines is needed to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs (i.e. students participating in a hybrid model).



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Remote Learning Options for Families

(1) This includes, for example, access to standards-based instruction of the same quality and rigor as afforded all other students of the district, the district making its best effort to ensure that every student participating in remote learning has access to the requisite educational technology, and the provision of special education and related services to the greatest extent possible.

d. The school district will endeavor to provide supports and resources to assist parents, particularly those of younger students, with meeting the expectations of the school district's remote learning option.

D. Procedures to Transition from Full-Time Remote Learning to In-Person Services

1. A parent may request their student transition from full-time remote learning to in-person services, if in-person services are being provided, by submitting a written request to the Principal of the building the student will attend. This request must be submitted at least 15 calendar days before the student is eligible for in-person services.
2. A student is only eligible to transition from full-time remote learning to in-person services commencing

[Choose one or more of the following:

 at the beginning of the school year.

 X at the beginning of a marking period.

 at the beginning of a mid-year semester.

 within school days after receiving written approval of the Principal or designee.]



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3. The written request from the parent for the student to transition from full-time remote learning to in-person services shall include:
 - a. The student's name, school, and grade;
 - b. The in-person program may only commence for a student transitioning from full-time remote learning to in-person services in accordance with D.2. above; and
 - c. Any additional information the Principal or designee determines would be important on the student's transition from full-time remote learning to in-person services.
4. A student previously approved for remote learning wanting to transition into the school district's in-person program must spend at least

[Choose one or more of the following:

 X one marking period in remote learning before being eligible to transition into the school district's in-person program.

 one semester (1/2 school year) in remote learning before being eligible to transition into the school district's in-person program.

 school days in remote learning before being eligible to transition into the school district's in-person program.]

- a. This will allow parents to make the arrangements needed to effectively serve students' home learning needs and will support educators in ensuring continuity of instruction for the student.
5. The Principal or designee will review the request for compliance with this Policy, and upon satisfaction of the procedures in this Policy, will provide the parent of the student a written approval of the student entering the school district's in-person program.



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Remote Learning Options for Families

- a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.
6. Upon approval of the student's transition from full-time remote learning to in-person services, the school district will provide specific student and academic services to better assist parents anticipate their student's learning needs and help educators maintain continuity of services.
7. School districts that offer Pre-K will consult their Pre-K curriculum providers regarding appropriate measures to assess a Pre-K student's learning progress during the transition from full-time remote learning to in-person learning.

E. Reporting

1. To evaluate full-time remote learning, and to continue providing meaningful guidance for school districts, it will be important for the New Jersey Department of Education (NJDOE) to understand the extent and nature of demand for full-time remote learning around the State.
 - a. The school district will be expected to report to the NJDOE data regarding participation in full-time remote learning. Data will include the number of students participating in full-time remote learning by each of the following subgroups: economically disadvantaged; major racial and ethnic groups; students with disabilities; and English learners.

F. Procedures for Communicating District Policy with Families

1. The school district will have clear and frequent communication with parents, in their home language, to help ensure this important flexibility is as readily accessible as possible. Communication must include, at a minimum, information regarding:



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Remote Learning Options for Families

- a. Summaries of, and opportunities to review, the school district's full-time remote learning Policy/Plan;
 - b. Procedures for submitting full-time remote learning requests in accordance with B. above;
 - c. Scope and expectations of full-time remote learning in accordance with C. above;
 - d. The transition from full-time remote learning to in-person services and vice-versa in accordance with B. and D. above; and
 - e. The school district's procedures for ongoing communication with families and for addressing families' questions or concerns.
- G. Home or Out-of-School Instruction
- 1. No provision of this Policy supersedes the district's requirements to provide home or out-of-school instruction for the reasons outlined in N.J.S.A. 18A, N.J.A.C. 6A, or any applicable Board policy unless determined otherwise by the Superintendent or designee.

[See the District's Restart and Recovery Plan – Appendix Q for the protocols/procedures for “Remote Learning Options for Families” which is outlined in the school district's Restart and Recovery Plan.]

New Jersey Department of Education Guidance Document:
“Clarifying Expectations Regarding Fulltime Remote Learning
Options for Families 2020-2021”

Adopted:



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Restart and Recovery Plan – Full-Time

Remote Instruction

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1648.03 RESTART AND RECOVERY PLAN – FULL-TIME REMOTE INSTRUCTION

On June 26, 2020, the New Jersey Department of Education published “The Road Back - Restart and Recovery Plan for Education” (NJDOE Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance, including revisions, provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students’ unique needs during these unprecedented times. The NJDOE Guidance required school districts to develop, in collaboration with community stakeholders, a “Restart and Recovery Plan” (Plan) to reopen schools that best fit the district’s local needs.

The NJDOE Guidance requires the Board of Education to adopt certain policies and the Board previously adopted Policies 1648 and 1648.02 to address these policy requirements. Board policies related to Covid-19 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

On August 13, 2020, the Governor of New Jersey signed Executive Order 175 indicating public school districts shall resume partial or full-time in-person instruction during the fall of school year 2020-2021. However, Executive Order 175 also indicates public school districts that are or become unable to satisfy the health and safety requirements for in-person instruction delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021” and detailed in the “The Road Back - Restart and Recovery Plan for Education” Guidance, may provide full-time remote instruction to all students pursuant to N.J.S.A. 18A:7F-9.

Public school districts that determine they cannot provide in-person instruction must submit documentation to the Department of Education that identifies:

1. The school building(s) or grade level(s) within the district that will provide full-time remote instruction;



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Remote Instruction

2. The specific health and safety standards delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021,” and detailed in the “The Road Back - Restart and Recovery Plan for Education” Guidance, that the school is unable to satisfy;
3. The school’s anticipated efforts to satisfy the identified health and safety standard(s); and
4. A date by which the school anticipates the resumption of in-person instruction.

Such documentation must be submitted to the Department of Education at minimum one week prior to the public school district’s first day of school.

The NJDOE, by way of the Executive County Superintendent, shall request periodic updates from the Superintendent of Schools of a public school district offering only remote instruction to demonstrate the school district is actively engaged in good-faith efforts toward the resumption of in-person instruction.

All instruction, whether in-person instruction or remote instruction, for the 2020-2021 year, shall adhere to the following requirements, and any other requirements imposed by Order, statute, or regulation:

1. A school day, whether in-person or remote must consist of at least four (4) hours of active instruction to students by an appropriately certified teacher, except that one continuous session of two and one-half hours may be considered a full day in Kindergarten, pursuant to N.J.A.C. 6A:32-8.3.
2. District and school policies for attendance and instructional contact time will need to accommodate opportunities for both synchronous and asynchronous instruction, while ensuring the requirements for a 180-day school year are met pursuant to N.J.S.A. 18A:7F-9.
3. All instructional time shall be provided in accordance with the New Jersey Student Learning Standards (NJSLS).



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Remote Instruction

All public school districts participating in the National School Lunch and Breakfast Programs, regardless of whether they are required to participate or voluntarily opt-in to the programs, must offer the required meals to all children, regardless of eligibility, when the school day involves at least four hours of in-person or remote instruction.

For the 2020-2021 school year, the use of student growth data based on standardized assessment or student growth percentile shall be waived and shall not be used as a measure of educator effectiveness in the overall evaluation of any educator in accordance with N.J.S.A. 18A:6-123(b)(2) and (4).

Paragraph 8 of Executive Order No. 107 (2020), which prohibits in-person dining at certain establishments that are open to the public, shall not apply to school district cafeterias provided that social distancing can be maintained and access is limited to staff and students and not available to the general public. Such cafeterias must adhere to infection control practices outlined for dining in the applicable reopening documents issued by the Department of Education.

Executive Order 175 – August 13, 2020

Adopted:



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1648 RESTART AND RECOVERY PLAN

On June 26, 2020, the New Jersey Department of Education (NJDOE) published “The Road Back – Restart and Recovery Plan for Education” (Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students’ unique needs during these unprecedented times. The NJDOE required school districts in the State to develop, in collaboration with community stakeholders, a “Restart and Recovery Plan” (Plan) to reopen schools that best fits the district’s local needs.

The Guidance requires the Board of Education to adopt certain policies and the Board adopts Policy 1648 to address those policy requirements in the Guidance. Policy 1648 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

A. NJDOE Guidance – Key Subject Area 1 – Conditions for Learning

1. Transportation

- a. If the school district is providing transportation services on a school bus, a face covering must be worn by all students upon entering the school bus unless doing so would inhibit the student’s health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities. Exceptions to the face covering requirements shall be those outlined in A.2.d. below:

- (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student’s particular need and in accordance with all applicable laws and regulations.

- b. The school district shall use best practices for cleaning and disinfecting district-owned school buses and other transportation vehicles in accordance with A.3. below.



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- c. District-employed school bus drivers and aides on district-owned school buses shall practice all safety actions and protocols as indicated for other school staff.
- d. If the school district is using contracted transportation services, the contractor shall ensure all Board of Education safety actions and protocols are followed by the contractor and its employees and/or its agents.

[See Policy Guide 1648 – Appendix C for the protocols/procedures for “Transportation” which is also included in the school district’s Restart and Recovery Plan.]

2. Screening, Personal Protective Equipment (PPE), and Response to Students and Staff Presenting Symptoms

- a. The school district shall screen students and employees upon arrival to a school building or work location for COVID-19 symptoms and a history of exposure.
 - (1) School staff must visually check students and employees for symptoms upon arrival (which may include temperature checks) and/or confirm with families that students are free of COVID-19 symptoms.
 - (2) Health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
 - (3) Results must be documented when signs/symptoms of COVID-19 are observed.
 - (4) The screening protocol will take into account students and employees with disabilities and accommodations that may be needed in the screening process for those students and employees.
 - (5) Students and employees with symptoms related to COVID-19 must be safely and respectfully isolated from others.



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- (6) If the school district becomes aware that an individual who has spent time in a school district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.
- b. School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age.
 - (1) If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor's entry to the school/district facility may be denied.
- c. Students are **required** to wear face coverings, unless doing so would inhibit the student's health. It is ~~also~~ necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.
 - (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's need and in accordance with all applicable laws and regulations.
- d. Exceptions to the Requirement for Face Coverings
 - (1) Doing so would inhibit the individual's health.
 - (2) The individual is in extreme heat outdoors.
 - (3) The individual is in water.
 - (4) A student's documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of a face covering.



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- (5) The student is under the age of two, due to the risk of suffocation.
- (6) During the period a student is eating or drinking.
- (7) Face coverings should not be placed on anyone who has trouble breathing or is unconscious, or anyone who is incapacitated or otherwise unable to remove the face covering without assistance (e.g. face coverings should not be worn by Pre-K students during nap time).
- (8) The student is engaged in high intensity aerobic or anaerobic activities.
- (9) Face coverings may be removed during gym and music classes when individuals are in a well-ventilated location and able to maintain a physical distance of six feet apart.
- (10) When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.

[See Policy Guide 1648 – Appendix E for the protocols/procedures for “Screening, PPE, and Response to Students and Staff Presenting Symptoms” which is also included in the school district’s Restart and Recovery Plan.]

3. Facilities Cleaning Practices

- a. The school district must continue to adhere to existing required facilities cleaning practices and procedures and any new specific requirements of the local health department as they arise.
- b. A procedure manual must be developed to establish cleaning and disinfecting schedules for schools and school equipment, targeted areas to be cleaned, and methods and materials to be used.



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[See Policy Guide 1648 – Appendix G for the protocols/procedures for – “Facilities Cleaning Practices” which is also included in the school district’s Restart and Recovery Plan.]

4. Wraparound Supports

a. Mental Health Supports

The school district’s approach to student mental health supports will be affected by the learning environment in place at the beginning of the school year. If in-person instruction is not feasible, the district must find other ways to assess and monitor students’ mental health.

[See Policy Guide 1648 – Appendix K for the protocols/procedures for “Academic, Social, and Behavioral Supports” which is also included in the school district’s Restart and Recovery Plan.]

5. Contact Tracing

- a. Upon notification that a resident has tested positive for COVID-19, the local health department will call the school district to determine close contacts to whom they may have spread the virus, where close contact is defined as being within six feet for a period of at least ten minutes.
- b. The school district shall assist the local health department in conducting contact tracing activities, including ongoing communication with the identified individual and/or their contacts.
- c. The school district shall ensure adequate information and training is provided to the staff as necessary to enable staff to carry out responsibilities assigned to them.
- d. A staff liaison(s) shall be designated by the Superintendent or designee and shall be responsible for providing notifications and carrying out other components that could help ensure notifications are carried out in a prompt and responsible manner.



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- e. School districts shall allow staff, students, and families to self-report symptoms and/or suspected exposure.

[See Policy Guide 1648 – Appendix F for the protocols/procedures for “Contact Tracing” which is also included in the school district’s Restart and Recovery Plan.]

B. NJDOE Guidance – Key Subject Area 2 – Leadership and Planning

1. Scheduling

- a. The school district’s Plan must account for resuming in-person instruction and shall provide steps to shift back to virtual learning models if circumstances change and in-person instruction guidelines can no longer be followed.
- b. The school district’s Plan accommodates opportunities for both synchronous and asynchronous instruction, while ensuring requirements for a 180-day school year are met.
- c. The school district recognizes special populations will require unique considerations to ensure the continuity of learning as well as the health and safety of students and staff within the least restrictive environment.

(1) Special Education and English Language Learners (ELL)

- (a) The school district shall provide educators with professional development to best utilize the accessibility features and accommodations tools made available through technology-based formats in accordance with this Policy.
- (b) The school district shall continue to ensure students receive individualized supports that meet the requirements of the IEP and 504 Plans.



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[See Policy Guide 1648 – Appendix N for the protocols/procedures for “Scheduling of Students” which is also included in the school district’s Restart and Recovery Plan.]

2. Staffing

- a. The school district shall comply with all applicable employment laws when making staffing and scheduling requirements, including, but not limited to, the Americans Disabilities Act (ADA), the Health Insurance Portability and Accountability Act (HIPPA), and all applicable State laws.
- b. As the school district adjusts schedules, teaching staff members must maintain quality instruction for students pursuant to the minimum requirements set forth in NJDOE regulation.

[See Policy Guide 1648 – Appendix O for the protocols/procedures for “Staffing” which is also included in the school district’s Restart and Recovery Plan.]

C. NJDOE Guidance – Key Subject Area 3 – Policy and Funding

1. School Funding

a. Purchasing

The school district may likely need to purchase items not needed in the past and may experience increased demand for previously purchased goods and services to implement the Plan. The school district shall continue to comply with the provisions of the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq.

b. Use of Reserve Accounts, Transfers, and Cashflow

The school district shall apply for the approval from the Commissioner of Education, prior to performing certain budget actions, such as withdrawing from the emergency



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reserve account or making transfers that cumulatively exceed ten percent of the amount originally budgeted.

c. Costs and Contracting

The school district shall follow all New Jersey State laws and regulations applicable to local school districts for purchasing when procuring devices and connectivity or any technology related item.

D. NJDOE Guidance – Key Subject Area 4 – Continuity of Learning

1. Ensuring the Delivery of Special Education and Related Services to Students with Disabilities

- a. The school district shall continue to meet their obligations to students with disabilities to the greatest extent possible.

2. Professional Learning

- a. The school district shall prepare and support teaching staff members in meeting the social, emotional, health, and academic needs of all students throughout the implementation of the Plan.

(1) Professional Learning

- (a) The school district shall grow each teaching staff member's professional capacity to deliver developmentally appropriate standards-based instruction remotely.

(2) Mentoring and Induction

- (a) The school district shall ensure:
- (i) All novice provisional teachers new to the district be provided induction;



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- (ii) One-to-one mentoring is provided to novice provisional teachers by qualified mentors;
- (iii) Mentors can provide sufficient support and guidance to novice provisional teachers working in a remote environment;
- (iv) Mentoring is provided in both hybrid and fully remote learning environments and that mentors and provisional teachers will agree upon scheduling, structure, and communication strategies they will use to maintain the mentoring experience; and
- (v) The use of online collaborative tools for school staff to remain connected to other mentors, new teachers, and administrators to maintain a sense of communal support.

(3) Evaluation

- (a) The school district has considered the requirements and best practices with provisional status teachers, nontenured educators, and those on Corrective Action Plans (including extra observations, extra observers, assuring more frequent feedback and face-to-face).

3. Career and Technical Education (CTE)

- a. The school district shall implement innovative learning models for new learning environments regarding CTE.
- b. Quality CTE Programs



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The school district shall ensure students have access to appropriate industry-recognized, high-value credentials.

c. Work-Based Learning

The school district will ensure students are provided the opportunity to participate in safe work-based learning, either remotely (simulations, virtual tours, etc.) or in-person.

New Jersey Department of Education “The Road Back – Restart and Recovery Plan for Education”

Memorandum – New Jersey Governor and Department of Education – Conditions for Learning – Health and Safety – August 3, 2020

Adopted:

Appendices

The provisions of the attached Appendices C, E, F, G, K, N, and O from the district’s Restart and Recovery Plan are included in Policy 1648.



2312 CLASS SIZE

The Board of Education directs that the number of pupils assigned to any one class be governed by considerations of instructional quality and economy of operation.

A desired range for the minimum and maximum number of pupils that shall be assigned to regular classes shall be established by the Superintendent.

The Superintendent shall prepare guidelines for class size. Maximum limits shall take into account the subject matter, type of instruction, ability of pupils, availability of aides, and use of special facilities and equipment and may be waived to accommodate the demands of a temporary increase in enrollment.

Smaller class sizes will be maintained whenever possible. An aide shall be provided to each Kindergarten class that exceeds twenty pupils.

Adopted: 26 March 2010

Revised:



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Gifted and Talented Students

Sept 20

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2464 GIFTED AND TALENTED STUDENTS

The Board of Education recognizes its responsibility to identify gifted and talented students within the school district and to provide these students with appropriate instructional adaptations and services. To that end, the Board directs each such student in the school district be identified and offered an appropriate educational program and services.

For purposes of this Policy, “gifted and talented students” means students who possess or demonstrate high levels of ability in one or more content areas when compared to their chronological peers in the district and who require modification of their educational program if they are to achieve in accordance with their capabilities.

For the purpose of this Policy, “instructional adaptation” means an adjustment or modification to instruction enabling a student who is gifted and talented to participate in, benefit from, and demonstrate knowledge and application of the New Jersey Student Learning Standards in one or more content areas at the instructional level of the student, not just the student’s grade level.

The Superintendent of Schools or designee shall ensure that the appropriate instructional adaptations are designed for students who are gifted and talented.

The Superintendent or designee will develop procedures for an ongoing Kindergarten through grade twelve identification process for gifted and talented students that includes multiple measures in order to identify student strengths in intellectual ability, creativity, or a specific academic area. The district shall ensure equal access to a continuum of gifted and talented education services. The identification process shall include consideration of all students, including those who are English language learners and those with Individualized Education Plans or 504 Plans.

The Superintendent or designee will develop and document appropriate curricular and instructional modifications used for gifted and talented students indicating content, process, products, and learning environments,



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Gifted and Talented Students

and including, but not limited to, additional education activities such as academic competitions, guest speakers, and lessons with a specialist.

The Superintendent or designee will take into consideration the Position Statements, and White Papers of the National Association for Gifted Children in identifying and serving gifted and talented students.

The district will provide the time and resources to develop, review, and enhance instructional tools with modifications for helping gifted and talented students acquire and demonstrate mastery of the required knowledge and skills specified by the standards at the instructional level of the student.

The district will actively assist and support professional development for teachers, educational services staff, and school leaders in the area of gifted and talented instruction.

The district shall file with the New Jersey Department of Education Coordinator for Gifted and Talented Services a report by October 1, 2020 and thereafter on a schedule that coincides with the school district's New Jersey Quality Single Accountability Continuum (QSAC) review pursuant to N.J.S.A. 18A:7A-11. The report shall include, but not be limited to, the gifted and talented continuum of services, policies, and procedures implemented in the school district; the total number of students receiving gifted and talented services in each grade level Kindergarten through grade twelve disaggregated by race, gender, special education designation, and English language learner designation; the professional development opportunities provided for teachers, educational services staff, and school leaders about gifted and talented students, their needs, and educational development; and the number of staff employed by the school district whose job responsibilities include identification of and providing services to gifted and talented students. Programs for gifted and talented students will be periodically evaluated for their continuing efficacy and adjusted accordingly.

The parent of any student identified as gifted or talented shall be consulted regarding any program designed to address the student's particular needs.

An individual who believes the district has not complied with the provisions of N.J.S.A. 18A:35-34 et seq. may file a complaint with the Board of Education. This policy for filing a complaint shall be linked to the homepage of the Board's



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Internet website. The Board shall issue a decision, in writing, to affirm, reject, or modify the district's action in the matter. The individual may then file a petition of appeal of the Board's written decision to the

Commissioner of Education through the Office of Controversies and Disputes in accordance with N.J.S.A. 18A:6-9 and the procedures set forth in State Board of Education regulations.

The district shall make detailed information available on its website regarding the policies and procedures used to identify students as gifted and talented and the continuum of services offered to gifted and talented students. The information shall include the criteria used for consideration for eligibility for the gifted and talented services, including the multiple measures used in the identification process to match a student's needs with services, and any applicable timelines in the identification process.

N.J.S.A. 18A:61A-2; 18A:35-4.16; 18A:35-34 through 39

N.J.A.C. 6A:8-1.3; 6A:8-3.1(a)5

P.L. 108-382, Sec. 10201 et seq.

Adopted:



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5330.05 SEIZURE ACTION PLAN

The Board of Education requires the development of a seizure action plan, an individualized health care plan, and an individualized emergency health care plan for students with epilepsy or a seizure disorder to care for and treat these students while at school pursuant to N.J.S.A. 18A:40-12.34 et seq.

In accordance with N.J.S.A. 18A:40-12.35, the parent of the student with epilepsy or a seizure disorder seeking epilepsy or seizure disorder care while at school shall submit the student's seizure action plan annually to the school nurse.

The school nurse shall develop an individualized health care plan and an individualized emergency health care plan for the student, provided the parents annually provide to the Board written authorization for the provision of epilepsy or seizure disorder care. The school nurse shall update these plans on an annual basis and as necessary in the event there is a change in the health status of the student. These plans shall include the information outlined in N.J.S.A. 18A:40-12.35.

In accordance with N.J.S.A. 18A:40-12.35, all staff members including staff working with school-sponsored programs outside the regular school day shall be trained in the care of students with epilepsy and seizure disorders. All school bus drivers, contracted and district-employed, shall be provided notice and information if they are transporting a student with epilepsy or a seizure disorder pursuant to N.J.S.A. 18A:40-12.36. The school nurse shall obtain a release from the parent of the student to authorize the sharing of medical information in accordance with N.J.S.A. 18A:40-12.37.

No school employee, including a school nurse, school bus driver, school bus aid, or any other officer or agent of the Board, shall be held liable for any good faith act or omission consistent with the provisions of N.J.S.A. 18A:40-12.34 through N.J.S.A. 18A:40-12.38, nor shall an action before the New Jersey State Board of Nursing lie against a school nurse for any such action taken by a person trained in good faith by the school nurse pursuant to N.J.S.A. 18A:40-12.34 through N.J.S.A. 18A:40-12.38. Good faith shall not include willful misconduct, gross negligence, or recklessness.

N.J.S.A. 18A:40-12.34 et seq.

Adopted:



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6440 COOPERATIVE PURCHASING

The Board of Education recognizes that centralized, cooperative purchasing may maximize the value received for each dollar spent. The Board of Education is encouraged to seek savings that may accrue to the school district by means of joint agreements for the purchase of goods or services with the governing body of any municipality or county.

For the purpose of this Policy, “cooperative pricing system” means a purchasing system in which the lead agency advertises for bids, awards a master contract to the vendor providing for its own quantities and the estimated quantities submitted by the individual registered members.

For the purpose of this Policy, “cooperative purchasing system” means a cooperative pricing system, joint purchasing system, commodity resale system, county cooperative contract purchasing system, or regional cooperative pricing system which has been approved and registered subject to N.J.A.C. 5:34-7.1 et seq.

For the purpose of this Policy, “electronic data processing” means the storage, retrieval, combination, or collation of items of information by means of electronic equipment involving the translation of words, numbers, and other symbolic elements into electrical impulses or currents.

For the purpose of this Policy, “joint purchasing system” means a cooperative purchasing system in which the lead agency serves as the purchasing agent for the membership of the system with all of the duties and responsibilities attendant. The lead agency advertises for bids and awards a single contract to a vendor providing for the payment to the contractor for its own needs and for the needs of the participating registered members of the system. The only contractual relationship is between the lead agency and the vendor.

For the purpose of this Policy, “lead agency” means the contracting unit which is responsible for the management of the cooperative purchasing system.



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For the purpose of this Policy, “registered members” means Boards of Education who have been approved by the Director of the New Jersey Department of Community Affairs for participation in the cooperative purchasing system.

When the lead agency is a Board of Education or Educational Service Commission and the entire membership of the cooperative purchasing system established and properly registered with the New Jersey Division of Local Government Services in the Department of Community Affairs are Boards of Education, the provision and performance of goods or services shall be conducted pursuant to the Public Schools Contract Law. (N.J.S.A. 18A:18A-11 et seq.)

The School Business Administrator/Board Secretary _____ is hereby authorized to negotiate such joint agreements for goods and services which the Board may determine to be required and which the Board may otherwise lawfully purchase for itself with such approved contracting units as may be appropriate in accordance with State law, the policies of this Board, and the dictates of sound purchasing procedures.

In accordance with the provisions of N.J.S.A. 18A:18A-12, a cooperative or joint purchase agreement(s) shall be entered into by resolution adopted by each participating Board of Education, municipality, or county, and shall set forth the categories of goods or services to be provided or performed; the manner of advertising for bids and the awarding of contracts; the method of payment by each participating

Board of Education, municipality or county, and ~~such~~ other matters ~~terms~~ deemed necessary to carry out the purposes of the agreement. Agreements for cooperative and joint purchasing will be subject to all bidding requirements imposed by law. Purchases made through the State Treasury Department may be made without bid.

Each participant’s share of expenditures for purchases under any such agreement shall be appropriated and paid in the manner set forth in the agreement and in the same manner as for other expenses of the participant.

In accordance with the provisions of N.J.S.A. 18A:18A-14.2, the Board may by contract or lease provide electronic data processing services for the Board of



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Education of another school district; and may undertake with such other Board, the joint operation of electronic data processing of their official records and other information relative to their official activities, services and responsibilities. The records and other information originating with any Board participating in such contract or lease may be combined, compiled, and conjoined with the records and other information of any and all participating local units for the purposes of such electronic data processing; and any provisions of law requiring such records to be kept confidential or to be retained by any Board or any officer or agency thereof shall be deemed to be isolated thereby.

A contract or lease to provide electronic data processing services shall set forth the charge for all services provided, or in the case of a joint undertaking the proportion of the cost each party thereto shall assume and specify all the details of the management of the joint undertaking, and any other matters that may be deemed necessary for insertion therein, and may be amended from time to time by the contracting parties in accordance with N.J.S.A. 18A:18A-14.3.

For the purpose of carrying into execution a contract or lease for a joint enterprise under N.J.S.A. 18A:18A-14.4, any party to such a contract may act as agent for any or all parties in acquiring, by lease, purchase or otherwise, any property, facilities or services, in appointing such officers and employees as may be necessary and directing its activities, to the same extent as a Board of Education is authorized to do separately.

In the event that any controversy or dispute shall arise among the parties (except a municipality or county) to any such contract, the same shall be referred to the Executive County Superintendent of the county in which the districts are situated for determination and the determination shall be binding, subject to appeal to the Commissioner of Education pursuant to law. In the event the districts are in more than one county, the controversy or dispute shall be referred to the Executive County Superintendents of the counties for joint determination, and if they shall be unable to agree upon a joint determination within thirty days, the controversy or dispute shall be referred to the Commissioner of Education for determination.

N.J.S.A. 18A:18A 11 through 14

N.J.S.A. 40A:11-1 et seq.

N.J.A.C. 5:34-7

N.J.A.C. 6A:423A-21.5

Adopted:



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6470.01 ELECTRONIC FUNDS TRANSFER AND CLAIMANT CERTIFICATION

The Board of Education permits the School Business Administrator/Board Secretary to use standard electronic funds transfer (EFT) technologies for EFTs for payment of claims pursuant to N.J.A.C. 5:30-9A.1 et seq. and 5:31-4.1, implementing N.J.S.A. 40A:5-16.5.

“Electronic funds transfer” for the purpose of Policy and Regulation 6470.01 means any approved method of transferring moneys permitted by N.J.A.C. 5:30-9A.1 et seq. that does not involve the physical presentation of a paper check, draft, or similar paper instrument including, but not limited to, wire transfers, e-checks, automated clearing house (ACH) transfers, and transactions initiated by phone or fax.

In accordance with N.J.S.A. 40A:5-16.5.b.(1), the Board of Education authorizes the use of only the forms of standard EFT technologies that are approved to be used by a Board of Education for EFTs for payment of claims. A Board of Education may not utilize procurement cards, charge cards, charge accounts, or any payment services such as PayPal or Venmo.

In accordance with N.J.S.A. 40A:5-16.5.b.(2), the Board designates the School Business Administrator/Board Secretary as being responsible for the oversight and administration of the provisions of N.J.S.A. 40A:5-16.5, N.J.A.C. 5:30-9A.1 et seq.; N.J.A.C. 5:31-4.1, and Policy and Regulation 6470.01.

The Board of Education will only initiate and approve electronic funds in accordance with N.J.A.C. 5:30-9A.1 et seq. Standard EFT technologies shall incorporate, at a minimum, the features and safeguards outlined in N.J.A.C. 5:30-9A.4(a). The Board will only utilize standard EFT technologies upon instituting, at a minimum, the fiscal and operational controls outlined in N.J.A.C. 5:30-9A.4(b).

The School Business Administrator/Board Secretary shall initiate a claim for payment by presenting a claim that has been approved by the Board, to be paid using an EFT technology. The School Business Administrator/Board Secretary



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shall submit the claim for payment with all supporting documentation to the Superintendent of Schools or a designee who is not under the direct supervision of the School Business Administrator/Board Secretary, who shall review the claim for payment and authorize, in writing, the EFT claim using an EFT method.

The Board of Education shall annually approve the School Business Administrator/Board Secretary as the person authorized to initiate a claim for payment and the Superintendent of Schools or a designee not under the direct supervision of the School Business Administrator/Board Secretary as the person responsible to review a claim for payment presented by the School Business Administrator/Board Secretary and authorize payment using an approved EFT method.

On no less than a weekly basis, activity reports on all transactions utilizing standard EFT technologies shall be reviewed by an individual designated and approved by the Board that is not under the direct supervision of the School Business Administrator/Board Secretary and is not empowered to initiate or authorize EFTs.

Claimant certification for a Board of Education shall be in accordance with the provisions of N.J.S.A. 18A:19-3 and rules promulgated by the New Jersey Department of Education.

Providers of ACH and wire transfer services must be financial institutions chartered by a State or Federal agency, with the further requirement that these financial institutions providing ACH and wire transfer services be covered under the Governmental Unit Deposit Protection Act (GUDPA), N.J.S.A. 17:9-41 et seq.

EFTs through ACH must utilize Electronic Data Interchange (EDI) technology, which provide transaction related details including invoice numbers, pay dates, and other identifying information as appropriate for each transaction. The Board must approve an ACH Origination Agreement with the financial institution(s).

N.J.S.A. 18A:19-3

N.J.S.A. 40A:5-16.5

N.J.A.C. 5:30-9A.1 et seq.

Adopted:



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7440 SCHOOL DISTRICT SECURITY

The Board of Education believes the buildings and facilities of the school district represent a substantial community investment. The Board directs the development and implementation of a plan for school district security to protect the school community's investment in the school buildings and facilities. The Board will comply with the security measures required in N.J.S.A. 18A:7G-5.2 for new school construction and for existing school buildings.

The school district security program will include: maintenance of facilities that are secure against unwelcome intrusion; protection against fire hazards and faulty equipment; and compliance with safe practices in the use of electrical, plumbing, heating, and other school building equipment.

The Board shall provide to local law enforcement authorities a copy of the current blueprints and maps for all schools and school grounds within the school district or nonpublic school. In the case of a school building located in a municipality in which there is no municipal police department, a copy of the blueprints and maps shall be provided to an entity designated by the Superintendent of the New Jersey State Police. The Board shall provide revised copies to the applicable law enforcement authorities or designated entities any time that there is a change to the blueprints or maps.

The Board directs close cooperation of district officials with law enforcement, fire officials, and other emergency agencies.

Each public elementary and secondary school building shall be equipped with at least one panic alarm for use in a school security emergency pursuant to N.J.S.A. 18A:41-10 through 13.

The Superintendent of Schools shall designate a school administrator, or a school employee with expertise in school safety and security, as a School Safety Specialist for the district in accordance with the provisions of N.J.S.A. 18A:17-43.3. The School Safety Specialist shall be required to acquire a New Jersey Department of Education School Safety Specialist certification in



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accordance with the provisions of N.J.S.A. 18A:17-43.2. The School Safety Specialist shall also serve as the school district's liaison with local law enforcement and national, State, and community agencies and organizations in matters of school safety and security.

Access to school buildings and grounds outside the hours school is in session shall be limited to personnel whose employment requires their presence in the facility. An adequate key control system will be established to limit building access to authorized personnel and guard against the potential of intrusion by unauthorized persons who have obtained access improperly.

In accordance with N.J.S.A. 18A:7G-5.2.b.(15), propping open doors to buildings on school grounds is strictly prohibited and students and staff shall not open a door for any individual. All persons seeking entry into the main building shall be directed to the main entrance.

Building records and funds shall be kept in a safe place and secured as appropriate and necessary.

Protective devices designed to be used as safeguards against illegal entry and vandalism may be installed when appropriate. The Board may approve the employment of school resource officers, school security officers, and/or law enforcement officers in situations in which special risks are involved.

The school district shall annually conduct a school safety audit for each school building in accordance with the provisions of N.J.S.A. 18A:41-14.

N.J.S.A. 18A:7G-5.2; 18A:17-43.1; 18A:17-43.2; 18A:17-43.3;
18A:41-7.1; 18A:41-10; 18A:41-11; 18A:41-12; 18A:41-13; **18A:41-14**
N.J.A.C. 6A:16-1.3; 6A:26-1.2

Adopted:



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7450 PROPERTY INVENTORY

The Board of Education recognizes that efficient management and the replacement of lost, damaged, or stolen property depends upon an accurate inventory and properly maintained records.

The district shall maintain a complete inventory by physical count of all district-owned equipment.

For the purpose of this Policy, “equipment” shall mean any instrument, machine, apparatus, or set of articles which meets all of the following criteria and the cost is above \$2,000:

1. It retains its original shape, appearance, and character with use;
2. It does not lose its identity through fabrication or incorporation into a different more complex unit or substance;
3. It is nonexpendable; that is, if the item is damaged or some of its parts are lost or worn out, it is more feasible to repair the item than to replace it with an entirely new unit; and
4. Under normal conditions of use, including reasonable care and maintenance, it can be expected to serve its principal purpose for at least one year.

Unless otherwise bound by Federal, State, or local law, the school district will use the criteria above for their equipment classification decisions.

The School Business Administrator/Board Secretary or designee shall ensure that inventories are systematically and accurately recorded and that property records of equipment are adjusted annually. Major items of equipment shall be subject to annual spot check inventory. A major loss shall be reported to the Board.

Property records of supplies shall be maintained on a continuous inventory basis. An item should be classified as a “supply” if it does not meet all the stated



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equipment criteria outlined above and the cost is not more than the capitalization threshold of \$2,000.

The School Business Administrator/Board Secretary or designee _____ shall maintain a system of property records that show, as appropriate to the item recorded, description and identification, manufacturer, year of purchase, initial cost, location, condition and depreciation, and current evaluation in conformity with insurance requirements.

N.J.S.A. 18A:4-14

New Jersey Department of Education – “The Uniform Minimum Chart of Accounts for New Jersey Public Schools and Approved Private Schools for Students with Disabilities” 2020-2021 Edition

Adopted:



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8420 EMERGENCY AND CRISIS SITUATIONS

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement written plans and procedures to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and supportive services for staff, students, and their families.

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

A copy of the school district's school safety and security plan shall be disseminated to all school district employees. New employees shall receive a copy of the school district's safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be briefed in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crisis, consistent with the school district's plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees shall receive this in-service training, as appropriate, within sixty days of the effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's



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practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.

In accordance with N.J.S.A. 18A:41-1, at least one fire drill and one school security drill will be conducted each month within school hours, including any summer months, which the school is open for instructional programs. A school security drill means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a non-fire evacuation, lockdown, bomb threat, or active shooter situation that is similar in duration to a fire drill. Schools are required to hold a minimum of two active shooter, non-fire evacuation, bomb threat, and lockdown security drills annually. Fire alarm systems shall be initiated only during a fire drill evacuation. Responses made necessary by the unplanned activation of emergency procedures or by any other emergency shall not be substituted for a required school security drill.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. Although these outside agencies are not required to observe school security drills, the Principal is encouraged to invite representatives from local law enforcement and emergency responder agencies to attend and observe at least four different security drills annually.

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds as provided by the New Jersey Office of Homeland Security and Preparedness.

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

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

N.J.S.A. 18A:41-1 et seq.; 18A:41-7

N.J.A.C. 6A:16-5.1; 6A:27-11.2

Adopted:



R 2312 CLASS SIZE

A. Size Range

1. The Building Principal will assign pupils to classes of a reasonable size that allow for optimal instruction and adhere to educational best practices to the greatest extent possible. Special consideration will be given to classes in grades P-3.

Special Education: As dictated by N.J.A.C. 6A:14-4.3

Entitlement Programs: As dictated by applicable State and Federal guidelines.

2. Class size guidelines may be waived for:
 - a. Physical education classes,
 - b. Large group instructional units,
 - c. Laboratory, studio, and shop classes, and
 - d. Classes in honors and advanced programs.
3. These guidelines are intended to be flexible and should be applied in a manner that takes into account:
 - a. The subject matter taught in the class,
 - b. The nature of instructional methods used in the class,
 - c. The use of special facilities and equipment, if any, and
 - d. Temporary fluctuations in the number of pupils enrolled in the school and in specific classes.

B. Corrective Measures

1. Where the number of pupils assigned to a nonexempt class is 12 or below, the following actions may be taken:



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- a. Board of Education will be notified.
 - b. Where feasible, consideration may be given to consolidating classes. A proposal to consolidate classes may precipitate the abolishment of positions and a consequent reduction in force and must be forwarded to the Superintendent.
2. Where the number of pupils assigned to a nonexempt class exceeds 27, the following actions may be taken:
 - a. Board of Education will be notified.
 - b. Consideration may be given to assigning an instructional aide to assist the teacher,
 - c. Classes may be organized into team teaching components,
 - d. The Principal may consider reorganizing the overcrowded grade level or subject area into a greater number of classes. A proposal to increase the number of classes taught by teaching staff members may require the creation of new positions and must be forwarded to the Superintendent.

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Revised:



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R 5330.05 SEIZURE ACTION PLAN

A. Definitions (N.J.S.A. 18A:40-12.34)

1. “Individualized emergency health care plan” means a document developed by the school nurse, in consultation with the parent of a student with epilepsy or a seizure disorder and other appropriate medical professionals, which is consistent with the recommendations of the student’s health care providers and which provides specific actions for non-medical school staff to do in a particular emergency situation and is signed by the parent or guardian and the school nurse.
2. “Individualized health care plan” means a document developed by the school nurse, in consultation with the parent of a student with epilepsy or a seizure disorder and other appropriate medical professionals who may be providing epilepsy or seizure disorder care to the student, which is consistent with the recommendations of the student’s health care providers and which sets out the health services needed by the student at school and is signed by the parent or guardian and the school nurse.
3. “School” means an elementary or secondary public school located within this State.
4. “School employee” means a person employed by a school district.
5. “Seizure action plan” means a comprehensive document provided by the student’s physician, advanced practice nurse, or physician’s assistant which includes, but is not limited to, information regarding presentation of seizures, seizure triggers, daily seizure medications, seizure first aid, and additional treatments.



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B. Annual Submission of Student's Seizure Action Plan (N.J.S.A. 18A:40-12.35)

1. The parent of a student with epilepsy or a seizure disorder who seeks epilepsy or seizure disorder care for the student while at school shall annually submit to the school nurse the student's seizure action plan.
2. The school nurse shall develop an individualized health care plan and an individualized emergency health care plan for the student, provided that the parents of the student annually provide to the Board of Education written authorization for the provision of epilepsy or seizure disorder care.
3. The individualized health care plan and individualized emergency health care plan, developed in accordance with N.J.S.A. 18A:40-12.35, shall be annually updated by the school nurse and as necessary in the event there is a change in the health status of the student.
4. Each individualized health care plan shall include, and each individualized emergency health care plan may include, the following information:
 - a. Written orders from the student's physician or advanced practice nurse outlining the epilepsy or seizure disorder care;
 - b. The symptoms of the epilepsy or seizure disorder for that particular student and recommended care;
 - c. Full participation in exercise and sports, and any contraindications to exercise, or accommodations that must be made for that particular student;
 - d. Accommodations for school trips, after-school activities, class parties, and other school-related activities;



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- e. Education of all school personnel about epilepsy and seizure disorders, how to recognize and provide care for epilepsy and seizure disorders, and when to call for assistance;
 - f. Medical and treatment issues that may affect the educational process of the student with epilepsy or the seizure disorder;
 - g. The student's ability to manage, and the student's level of understanding of, the student's epilepsy or seizure disorder; and
 - h. How to maintain communication with the student, the student's parent and health care team, the school nurse, and the educational staff.
 - 5. The Superintendent or designee shall coordinate the provision of epilepsy and seizure disorder care at school and ensure that all staff are trained in the care of students with epilepsy and seizure disorders, including staff working with school-sponsored programs outside of the regular school day.
 - 6. The training required pursuant to B.5. above shall include a Department of Health approved on-line or in-person course of instruction provided by a nonprofit national organization that supports the welfare of individuals with epilepsy and seizure disorders.
- C. Information Provided to Bus Driver (N.J.S.A. 18A:40-12.36)
- 1. In the event a school bus driver transports a student with epilepsy or a seizure disorder, the School Business Administrator/Board Secretary or designee shall provide the driver with:
 - a. A notice of the student's condition;
 - b. Information on how to provide care for epilepsy or the seizure disorder;



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- c. Emergency contact information;
- d. Epilepsy and seizure disorder first aid training; and
- e. Parent contact information.

D. Release to Share Medical Information (N.J.S.A. 18A:40-12.37)

- 1. The school nurse shall obtain a release from the parent of a student with epilepsy or a seizure disorder to authorize the sharing of medical information between the student's physician or advanced practice nurse and other health care providers.
 - a. The release shall also authorize the school nurse to share medical information with other staff members of the school district as necessary.

Adopted:



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R 6470.01 ELECTRONIC FUNDS TRANSFER AND CLAIMANT CERTIFICATION

A. Definitions – N.J.S.A. 40A:5-2 and N.J.A.C. 5:30-9A.2

For the purpose of Policy and Regulation 6470.01:

"Automated clearing house (ACH) transfer" means an electronic funds transfer initiated by the Board of Education authorizing a banking institution to push funds from the Board of Education bank account(s) into a vendor or claimant's bank account, executed through the ACH electronic clearing and settlement system used for financial transactions.

"Board of Education" means a Board of Education as defined by the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq.

"Charge account" or "charge card" means an account, linked to a credit card issued by a specific vendor to which goods and services may be charged on credit, that must be paid when a statement is issued.

"Check" means the instrument by which moneys of the Board of Education are disbursed.

"Chief Executive Officer" means the Superintendent of Schools.

"Chief Financial Officer" means the School Business Administrator/Board Secretary.

"Claimant certification" or "vendor certification" means verification of claims pursuant to N.J.S.A. 18A:19-3.

"Disbursement" means any payment of moneys, including any transfer of funds, by any means.



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"Electronic Data Interchange (EDI)" means technology that provides transaction related details, including invoice number(s), pay dates, and other identifying information as appropriate for each transaction.

"Electronic Funds Transfer (EFT)" means any approved method of transferring moneys permitted by N.J.A.C. 5:30-9A.1 et seq. that does not involve the physical presentation of a paper check, draft, or similar paper instrument including, but not limited to, wire transfers, e-checks, automated clearing house (ACH) transfers, and transactions initiated by phone or fax.

"Electronic Funds Transfer and Indemnification Agreement" means a signed legally binding indemnification agreement renewed on an annual basis between a Board of Education and a banking institution authorized to conduct business in New Jersey, which authorizes that institution to access bank accounts for the purpose of conducting EFTs through the ACH operating system.

"Governing body" means the Board of Education.

"Internal controls" means fiscal and operational controls that ensure safe and proper use of a standard EFT system and mitigate the potential for fraud and abuse. For purpose of N.J.A.C. 5:30-9A.1 et seq., internal controls shall include technological safeguards and cyber security practices, as well as processes affected by the governing body, management, and other personnel establishing fiscal and operational controls that reduce exposure to risk of misappropriation.

"Local Unit" means any county, municipality, special district, or any public body corporate and politic created or established under any law of this State by or on behalf of any one or more counties or municipalities, or any board, commission, department, or agency of any of the foregoing having custody of funds, but shall not include a school district.

"National Automated Clearing House Association (NACHA) file" means a file, formatted to NACHA specifications, which contains instructions for transferring funds between accounts.



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Electronic Funds Transfer and Claimant Certification

"Payment documentation" means such documentation, including evidence of approvals and certifications, as is required by N.J.S.A. 40A:5-16.b, 40A:5-17, and 18A:19.1 et seq., and N.J.A.C. 5:30-9A.1 et seq. prior to the legal paying out of moneys.

"Procurement card" or "P-card" means an account or physical card that represents an account governed by characteristics specific to a procurement card. These characteristics include limits of time, amount, access, and purchase category controlled by the local unit, local authority, or county college in accordance with an agreement with an issuer. While such cards may have the appearance of a credit card, such as Visa, MasterCard, American Express, or Discover, such general-purpose cards do not feature the controls that procurement cards have and as such are not permitted under N.J.A.C. 5:30-9A.1 et seq. A "Procurement card" or "P-card" may not be used by a Board of Education.

"Reconciliation of activity" means the process used to determine that all transactions utilizing standard EFT technologies are accurate, authorized, and allocable to encumbered appropriations.

"Standard electronic funds transfer technologies" means technologies that facilitate the transfer of funds, other than a transaction originated by check, draft, or similar paper instrument, initiated by means such as, but not limited to, an electronic terminal, telephone, computer, or magnetic tape for the purpose of ordering, instructing, or authorizing a financial institution to debit or credit an account, and incorporate, at a minimum, internal controls set forth in rules promulgated by the Local Finance Board. No general purpose credit or debit card shall be considered a standard EFT technology.

"Supervisory review" means the process performed by an individual in a supervisory capacity to confirm the propriety and accuracy of standard EFT technologies use initiated by subordinates.

"Transaction" means any activity that may result in demand for payment.



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“Warrant” means the draft or check of any Board of Education used in warranting disbursement of moneys and shall, in every instance, be evidenced by the issuance of a check of the Board of Education. In no instance shall it be necessary for the Board of Education to refer to, or issue, a check separate and distinct from the warrant.

B. Authorization to Use Standard Electronic Funds Transfer Technologies for Electronic Funds Transfers – N.J.A.C. 5:30-9A.3

1. The Board of Education adopts Policy and Regulation 6470.01 to permit the School Business Administrator/Board Secretary to use only the forms of standard EFT technologies that are approved for New Jersey Boards of Education for EFTs for payment of claims pursuant to N.J.A.C. 5:30-9A.1 et seq. and 5:31-4.1, implementing N.J.S.A. 40A:5-16.5.
 - a. A Board of Education may not utilize procurement cards, charge cards, charge accounts, or any payment services such as PayPal or Venmo.
2. N.J.A.C. 5:30-9A.1 et seq. does not authorize a Board of Education to exceed the maximum bid thresholds or other limits set forth in the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq.
3. Providers of ACH and wire transfer services are to be financial institutions chartered by Federal or State authority. ACH and wire transfer services must be provided by a financial institution covered by the Governmental Unit Deposit Protection Act (GUDPA), N.J.S.A. 17:9-41 et seq.

C. Standard Electronic Funds Transfer Technologies; Internal Controls and Conditions for Use – N.J.A.C. 5:30-9A.4

1. The Board of Education will only initiate and approve electronic funds in accordance with N.J.A.C. 5:30-9A.1 et seq. Standard EFT technologies shall incorporate, at minimum, the following features and safeguards:



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- a. The ability to designate specific individuals able to initiate disbursements, barring those not authorized to initiate disbursements from doing so.
 - (1) The Board of Education designates and approves the School Business Administrator/Board Secretary to be responsible to initiate a claim for payment using an EFT method that has been duly approved in accordance with N.J.S.A. 18A:19-1 et seq. and Policy and Regulation 6470.01.
 - (2) Each claim for payment approved or ratified by the Board shall indicate any payment made using an EFT technology, the type of EFT technology that will or has been utilized in paying the claim, along with a reference that permits tracking.
- b. The ability to designate individuals who may authorize disbursement and segregate initiation and authorization functions. Password or other security controls shall be in place to restrict access based on an individual's authorized role.
 - (1) The School Business Administrator/Board Secretary shall initiate a claim for payment by presenting a claim that has been approved by the Board, to be paid using an EFT technology. The School Business Administrator/Board Secretary shall submit the claim for payment with all supporting documentation to the Superintendent of Schools or a designee who is not under the direct supervision of the School Business Administrator/Board Secretary.



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- (2) The Superintendent of Schools or a designee who is not under the direct supervision of the School Business Administrator/Board Secretary shall review the claim for payment and authorize, in writing, the EFT claim that was initiated by the School Business Administrator/Board Secretary before the School Business Administrator/Board Secretary pays the claim using an EFT method.
 - (a) The School Business Administrator/Board Secretary will not pay a claim using an EFT method without written authorization from the Superintendent of Schools or the designee.
 - (3) The Board of Education shall annually approve the School Business Administrator/Board Secretary as the person responsible to initiate a claim for payment and the Superintendent of Schools or the designee not under the direct supervision of the School Business Administrator/Board Secretary as the person responsible to review a claim for payment presented by the School Business Administrator/Board Secretary and authorize the School Business Administrator/Board Secretary to make the payment using an EFT method.
 - (4) The Superintendent of Schools or the designee shall ensure passwords and security codes are in place to restrict access based on an individual's role.
- c. The ability to confirm receipt of payment by vendor.
- (1) The School Business Administrator/Board Secretary shall receive confirmation from the vendor an EFT payment has been received by the vendor. Documentation supporting receipt of an EFT payment received by a vendor shall be included with the claim's supporting documentation.



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- d. The ability to bar automatic debits from Board of Education accounts.
 - (1) The School Business Administrator/Board Secretary shall require all banking institutions approved by the Board of Education prohibit any automatic debits from any Board of Education bank account as each individual disbursement to a vendor must be preceded by instructions submitted to the bank.
- e. The ability for appropriate officials to view transaction history, generate activity reports, and conduct supervisory reviews of all transactions.
 - (1) On no less than a weekly basis, the School Business Administrator/Board Secretary shall prepare an Activity Report on all EFT-based transactions.
 - (2) All Activity Reports prepared by the School Business Administrator/Board Secretary shall be submitted and reviewed by an employee or non-employee (i.e. school auditor, accountant, Board President, etc.) approved annually by the Board of Education who is not under the direction of the School Business Administrator/Board Secretary and who is not empowered to authorize EFT transactions.
 - (3) The Activity Report shall include, but not be limited to:
 - (a) The name of the payee;
 - (b) The Board approval date approving the payment of the claim;
 - (c) The fund and account the payment is being paid from;



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- (d) The technology utilized in each EFT transaction; and
 - (e) The date of payment.
- (4) A copy of all Activity Reports shall be provided to the Board of Education at the first regular monthly Board meeting following any EFT transactions.
- (5) All EFT Activity Reports and evidence of the review by the employee or non-employee (i.e. school auditor, accountant, etc.) designated and approved annually by the Board of Education who is not under the direction of the School Business Administrator/Board Secretary and who is not empowered to authorize EFT-based transactions are to be maintained and available for audit by the Board of Education's independent auditor.
- (6) The School Business Administrator/Board Secretary or designee shall perform a monthly reconciliation of the reviewed/approved weekly EFT Activity Reports of the EFT transactions appearing on bank statements and in the accounting records (i.e. general ledger, bank reconciliations, list of bills approved by Board, etc.).
 - (a) Evidence to support the performance of this monthly review must be maintained by the School Business Administrator/Board Secretary and available for audit by the Board of Education's independent auditor.
- f. The ability to back-up transaction data and store such data offline.
 - (1) The School Business Administrator/Board Secretary shall ensure all EFT transaction data is backed-up and stored offline.



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- (a) However, any ACH file that is in plain text format must not be stored on a Board of Education's local computer past the time the file is transmitted to the bank.
- g. Measures to mitigate risk of duplicate payment.
 - (1) The School Business Administrator/Board Secretary shall ensure an EFT payment is not duplicated by any other means.
 - (2) More than one EFT payment to the same vendor ratified or approved for payment by the Board of Education will be reviewed by the School Business Administrator/Board Secretary prior to payment to ensure there is no duplicate or multiple payments for the same goods or services.
- h. The creation and maintenance of an audit trail, such that transaction history, including demands for payment and payment initiation, authorization, and confirmation, can be independently tracked and detailed through the use of an EDI or functional equivalent.
 - (1) The Board of Education's EDI or functional equivalent will have the ability to create and maintain the required audit trail.
- i. The following cyber security best practice framework shall be followed:
 - (1) Any system supporting a standard EFT shall:
 - (a) Be hosted on dedicated servers or in a FedRAMP Moderate Impact Level Authorized Cloud. When using cloud services, the vendor shall check provider credentials and contracts;



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- (b) Encrypt stored and transmitted financial information and personal identification information;
 - (c) Maintain only critical personal identification information. Social Security numbers shall not be utilized as identification numbers for system purposes;
 - (d) Employ a resilient password policy;
 - (e) Undergo regular and stress testing;
 - (f) Have regular security updates on all software and devices carried out;
 - (g) Have back-up plans, information disposal, and disaster recovery procedures created and tested;
 - (h) Undergo regular security risk assessments for detecting compromises, along with regular monitoring for vulnerabilities, with necessary patches and updates being implemented; and
 - (i) Develop a Cybersecurity Incident Response Plan.
- (2) The managing organization shall:
- (a) Check provider credentials and contracts when using cloud services;
 - (b) Educate staff in good security measures and perform employee background checks; and
 - (c) Create a computer security incident response team, generally called a CSIRT.



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- j. Financial institution providers of standard EFT technologies shall provide annual evidence of satisfactory internal control to the School Business Administrator/Board Secretary;
 - k. ACH payments shall follow rules set forth by the National Automated Clearing House Association (NACHA) or an equivalent successor banking industry standard. In addition, the following safeguards shall be instituted:
 - (1) All EFTs through the ACH must utilize EDI technology and be subject to an Electronic Funds Transfer and Indemnification Agreement;
 - (2) A user that can generate an ACH file shall neither have upload rights nor access that permits editing of a vendor routing number or vendor account number;
 - (3) Each edit to vendor ACH information shall be approved by a separate individual and be logged showing the user editing the data, date stamp, IP address, and the approval of the edit;
 - (4) Any ACH file that is in plain text format shall not be stored on a local computer past the time transmitted to a bank; and
 - (5) If supported by the Board of Education's financial institution(s), said entities shall avail themselves of the ability to recall ACH payments via NACHA file.
2. The Board of Education will only utilize standard EFT technologies upon instituting, at a minimum, the following fiscal and operational controls:



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- a. Policy and Regulation 6470.01 shall be adopted authorizing and governing the use of standard EFT technologies consistent with N.J.A.C. 5:30-9A.1 et seq.;
- b. The School Business Administrator/Board Secretary shall ensure that the minimum internal controls set forth in N.J.A.C. 5:30-9A.1 et seq., along with those internal controls set forth in Policy and Regulation 6470.01 are in place and being adhered to;
- c. Initiation and authorization roles shall be segregated, and password-restricted.
 - (1) The School Business Administrator/Board Secretary shall be responsible for initiating all EFTs.
 - (2) When the School Business Administrator/Board Secretary initiates an EFT, the Superintendent or a designee not under the direct supervision of the School Business Administrator/Board Secretary shall be responsible for authorization of the EFT.
 - (a) The School Business Administrator/Board Secretary will not pay a claim using an EFT method without written authorization from the Superintendent of Schools or the designee.
 - (3) The Board of Education may designate and approve a backup officer/staff member in the event the School Business Administrator/Board Secretary or Superintendent or a designee not under the direct supervision of the School Business Administrator/Board Secretary who is approved to authorize the EFT payment is unavailable.



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- (4) All payment of claims, ordinances, or resolutions enacted pursuant to N.J.S.A. 40A:5-17.b shall, at a minimum, comply with the provisions of N.J.A.C. 5:30-9A.4.
 - (5) N.J.A.C. 5:30-9A.4 shall not be interpreted to prevent a Board of Education from requiring, authorizing, and approving more than one officer to authorize an EFT.
 - d. No Board of Education shall disburse funds unless the goods and services are certified as having been provided pursuant to N.J.S.A. 18A:19-1 et seq. and N.J.A.C. 5:30-9A.1 et seq.
 - e. On no less than a weekly basis, Activity Reports on all transactions utilizing standard EFT technologies shall be reviewed by an individual designated and approved by the Board that is not under the direct supervision of the School Business Administrator/Board Secretary and is not empowered to initiate or authorize EFTs.
 - (1) Reconciliations shall be performed on a monthly basis.
 - (2) All Activity Reports generated by the School Business Administrator/Board Secretary shall be monitored by another individual designated and approved by the Board who is not under the supervision of the School Business Administrator/Board Secretary.
 - f. A user that uploads an ACH file shall check the amounts and recipients against a register displaying ACH payments.
- D. Claimant Certification; When Payment Can Be Made Without Claimant Certification - N.J.A.C. 5:30-9A.6



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1. Claimant certification for a Board of Education shall be in accordance with the provisions of N.J.S.A. 18A:19-3 and rules promulgated by the New Jersey Department of Education.

E. Automated Clearing House (ACH) Transactions

1. Providers of ACH and wire-transfer services must be financial institutions chartered by a State or Federal agency, with the further requirement that financial institutions providing ACH and wire transfer services be covered under the GUDPA, N.J.S.A. 17:9-41 et seq.
2. ACH payments shall follow rules set forth by the National Automated Clearing House Association (NACHA) or equivalent successor banking industry standard.
3. EFTs through ACH must utilize EDI technology which provides transaction related details including invoice numbers, pay dates, and other identifying information as appropriate for each transaction.
4. The Board of Education must approve an ACH Origination Agreement with the financial institution(s).
5. Users authorized to generate an ACH file shall neither have upload rights nor access permitting editing of a vendor routing number or vender account number.
6. Each edit to vendor ACH information must be approved by a separate individual and be logged showing the user editing the data, date stamp, IP address, and the approval of the edit.
7. Any user uploading an ACH file shall check the amounts and recipients against a register displaying ACH payments.
8. If supported by the financial institution, the Board of Education shall avail itself of the ability to recall ACH payments via NACHA file.

Adopted:



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Sept 20
M

R 7440 SCHOOL DISTRICT SECURITY

A. Definitions

“Access” means authorized access to a school building or school grounds through the use of a Board-approved key control system.

“Key control system” means the use of a key, card, code, or any other means to disengage a locking mechanism to provide entry to a school building or school grounds.

“Panic alarm” means a silent security system signal generated by the manual activation of a device intended to signal a life-threatening or emergency situation requiring a response from law enforcement.

“School buildings” and “school grounds” means and includes land, portions of land, structures, buildings, and vehicles, when used for the provision of academic or extracurricular programs sponsored by the school district or community provider and structures that support these buildings, such as school district wastewater treatment facilities, generating facilities, and other central service facilities including, but not limited to, kitchens and maintenance shops. “School buildings” and “school grounds” also includes athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; night field lights; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration. “School buildings” and “school grounds” also includes other facilities such as playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land in accordance with N.J.A.C. 6A:16-1.3 and 6A:26-1.2.



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B. Access to School Buildings and School Grounds

1. Access to school buildings and grounds during the school day will be permitted to all students enrolled in the school, all authorized school staff members, and visitors pursuant to Policy and Regulation 9150.
2. Access to school buildings and grounds before and after the school day will be permitted to:
 - a. Members of the Board of Education;
 - b. Administrative and supervisory staff members, teaching staff members, and support staff members assigned to a school building or grounds in the performance of their duties;
 - c. Other school staff members in the performance of their professional responsibilities;
 - d. Students involved in interscholastic athletics, co-curricular or extra-curricular activities, and authorized spectators;
 - e. Members of organizations granted the use of school premises pursuant to Policy and Regulation 7510;
 - f. Police officers, fire fighters, health inspectors, and other agents of Federal, State, and local government in the performance of their official duties;
 - g. Members of the public present to attend a public Board of Education or public school-related function; and
 - h. Others authorized by the Superintendent or designee and/or by Board Policy.



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3. All visitors to a school building during a school day will be required to register their presence in the school and comply with the provisions of Policy and Regulation 9150. The school's registration and sign-in procedures may include the use of a school visitor management system requiring the visitor to present acceptable identification to access the school building.
4. Signs will be conspicuously posted to inform visitors of the requirement to register their presence into the building.

C. Key Control System for Access to School Buildings and Facilities

1. School staff members will be provided access to a school building using the school's key control system as follows:
 - a. Teaching staff members and support staff members will be provided access using the school's key control system to the school building and to other facilities on school grounds to which they require access for the performance of their professional duties.
 - (1) The Building Principal will determine the school staff members who shall be provided access to facilities within the school building and on school grounds.
 - (2) The Superintendent or designee will determine the district administrators, supervisors, and other staff members who shall be provided access to facilities within the school building and on school grounds.
2. School staff members provided access to a school building or other facilities on school grounds shall be responsible for ensuring their key control system authorization is not shared with another individual without prior approval of the Principal or designee for school staff members, or the Superintendent or designee for district staff members. Staff members are prohibited from permitting their key control system authorization to be used by another person



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unless prior approval is obtained from the Principal or designee at the building level and Superintendent or designee at the district level or in the event of an emergency.

3. A staff member's loss of a key, card, or any other device authorizing the staff member access to a school building or a facility on school grounds must be immediately reported to the Principal or Superintendent or designee. The staff member who loses a key, card, or any such access device may be responsible for the replacement cost.
- D. School Building Panic Alarm or Emergency Mechanisms (N.J.S.A. 18A:41-10 through 13)
1. Each public elementary and secondary school building shall be equipped with at least one panic alarm for use in a school security emergency including, but not limited to, a non-fire evacuation, lockdown, or active shooter situation.
 2. The alarm shall be directly linked to local law enforcement authorities or, in the case of a school building located in a municipality in which there is no municipal police department, a location designated by the Superintendent of the New Jersey State Police.
 3. The alarm shall be capable of immediately transmitting a signal or message to such authorities outlined in D.2. above upon activation.
 4. The alarm shall not be audible within the school building.
 5. Each panic alarm required under N.J.S.A. 18A:41-11 and Policy and Regulation 7440 shall:
 - a. Adhere to nationally recognized industry standards, including the standards of the National Fire Protection Association and Underwriters Laboratories; and
 - b. Be installed solely by a person licensed to engage in the alarm business in accordance with the provisions of N.J.S.A. 45:5A-27.



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6. The school district may equip its elementary and secondary school buildings with an emergency mechanism that is an alternative to a panic alarm if the mechanism is approved by the New Jersey Department of Education.

E. Staff Member Responsibilities

1. Staff members should not bring to school valuable personal items that cannot be in the staff member's personal possession at all times. The Board of Education is not responsible for a staff member's personal possession in the event the item is lost, stolen, misplaced, damaged, or destroyed.
2. In the event a staff member observes a student has a valuable item in school, the staff member will report it to the Principal or designee. A valuable item may include, but is not limited to, an unusually large amount of money, expensive jewelry or electronic equipment, or any item that is determined by the Principal or designee to be valuable to a student based on the student's age.
 - a. The Principal or designee may contact the student's parent and request the parent come to school to retrieve the valuable item;
 - b. The Principal or designee may secure the valuable item and return it to the student at the end of the school day and inform the student and the parent not to bring the valuable item to school in the future; or
 - c. The Principal or designee will permit the student to maintain the valuable item and inform the student and the parent not to bring the valuable item to school in the future.
 - d. The Board of Education is not responsible for a student's personal possession in the event the item is lost, stolen, misplaced, damaged, or destroyed when in the possession of the student.



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3. Teaching staff members shall close classroom windows and shut and lock classroom doors when leaving at the end of the school day; shut and lock classroom doors during the school day when the room is not going to be in use after their assignment, and report immediately to the Principal or designee any evidence of tampering or theft.
4. Custodians shall, at the end of the work day, conduct a security check of the building to make certain that all windows are closed and all office, classroom, and building doors are shut and locked, except as such doors may be required to be open for persons with access.
5. Office personnel shall take all reasonable precautions to ensure the security of all school and district records and documents against unauthorized access, deterioration, and destruction.

F. School Safety Specialist

1. The Superintendent of Schools shall designate a school administrator, or a school employee with expertise in school safety and security, as a School Safety Specialist for the district in accordance with the provisions of N.J.S.A. 18A:17-43.3.
2. The School Safety Specialist shall:
 - a. Be responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the school district;
 - b. Ensure that these policies and procedures are in compliance with State law and regulations; and
 - c. Provide the necessary training and resources to school district staff in matters relating to school safety and security.
3. The School Safety Specialist shall also serve as the school district's liaison with law enforcement and national, State, and community agencies and organizations in matters of school safety and security.



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4. The School Safety Specialist shall be required to acquire a New Jersey Department of Education School Safety Specialist Certification in accordance with the provisions of N.J.S.A. 18A:17-43.2.
- G. Summoning Law Enforcement Authorities
1. Law enforcement authorities will be summoned promptly whenever evidence is discovered that indicates: a crime has been committed on school premises or in the course of staff or student transportation to or from school; a break and entry may have occurred on school grounds; a deadly weapon is on school premises; a breach of the peace has occurred on school premises; for any reason required in the Memorandum of Understanding between the Board of Education and Law Enforcement and in accordance with Policy and Regulation 9320; or for any other reason there is concern about the health, safety, and welfare of persons on school grounds or school property.
 2. Anytime law enforcement agents are summoned in accordance with G.1. above, the Superintendent will be notified as soon as possible.
- H. Annual School Safety Audit for Each School Building
1. The district shall annually conduct a school safety audit for each school building using the checklist developed by the New Jersey Office of Homeland Security and Preparedness in collaboration with the Department of Education pursuant to section H.2. below.
 - a. The district shall submit the completed audit to the New Jersey Office of Homeland Security and Preparedness and the Department of Education in accordance with the provisions of N.J.S.A. 18A:41-14.a.



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- b. The audits shall be kept confidential and shall not be deemed a public record under N.J.S.A. 47:1A-1 et seq. or the common law concerning access to public records, but may be utilized for the purpose of allocating any State grants or loans made available for the purpose of school facility safety and security upgrades.
2. The New Jersey Office of Homeland Security and Preparedness in collaboration with the Department of Education shall develop a comprehensive checklist of items to be reviewed and evaluated in the school safety audit(s) conducted by the school district pursuant to Section H.1. above.
 - a. The checklist shall include items to assess the security features and security vulnerabilities of the school district's school buildings and grounds. The checklist shall also include items to assess the emergency notification systems used to facilitate notification to parents and other members of the community in the case of school emergencies.
 - b. The checklist shall be reviewed annually by the New Jersey Office of Homeland Security and Preparedness and the Department of Education and updated as appropriate.
3. The New Jersey Office of Homeland Security and Preparedness in collaboration with the Department of Education shall provide technical assistance to school districts to facilitate the completion of the checklists in a uniform manner.

Issued:



**GREAT MEADOWS REGIONAL BOARD OF EDUCATION MINUTES OF
WEDNESDAY SEPTEMBER 22, 2020**

MISSION STATEMENT

The Great Meadows Regional School District will provide quality educational opportunities that ensure the individual success of all students within a safe and supportive environment and to build lifelong learners who will meet society's challenges into and beyond the 21st century. To that end, it is anticipated that all students will achieve the New Jersey Core Curriculum Content Standards at all grade levels.

Flag Salute was led by President Smith.

ROLL CALL:

Present: Alison DeMarco, Daria Hill, Giles Stuber, Courtney Wenthen, William VonderHaar, Heather Wulf, Douglas Smith, and Susan Cullen.

Absent: Tim Koeller.

Administration / Other: Mr. Michael Mai, Superintendent, Mr. Eric Burnside, Business Administrator/Board Secretary, Israel Marmolejos- Principal of GMMS and Melissa Hall- Principal of GM Central. Public were able to be in attendance via virtual platform.

Correspondence /Recognition: None

Minutes

Motion moved by Daria Hill, seconded by Heather Wulf.

To approve the minutes as presented for the August 26, 2020 meeting.

Vote: Ayes-7; Nays-0. Abstention-1 – Cullen. Motion Carried.

Superintendent's Report:

Mr. Mai reported on the status of the opening of the school year. Mr. Mai stated that this year there will be a change to student of the month and employee of the month. Principals Mr. Marmolejos and Ms. Hall gave reports on the how the school year is providing both challenges and successes for both the Middle School and Elementary School, respectively.

Committee Reports:

Operations – Trustee Stuber gave a comprehensive report updating on the roof project, paving, the GMMS heat pump/cooling tower and dugouts for an Eagle Scout Project. Additional topics reviewed in committee included the ERate program up for approval tonight, financial statements, and transportation sanitization.

Human Resources – Trustee Wenthien gave an update on curriculum responsibilities and solutions for administrators. The committee also discussed paraprofessionals and their roles during the pandemic/COVID19 duties. The GMMS nurse vacancy was discussed and is on the agenda for approval. Other positions discussed included the pay raise for substitutes, part time nurse and Edgenuity Instruction. Policy 3282 was also discussed for the staff that uses social media.

Education – Trustee DeMarco reported that the committee focused on some concerns with the Engenuity program and all of the assessments. Specials were discussed and how they are being scheduled. Also, the topic of discussion on the possibility of introducing some form of a book club that students could be reading and reviewing with teachers. The committee also talked about ensuring the work and schedules are posted in a timely.

Governance – Trustee Cullen reported that following policies were discussed: Policy 2312 Class Size policy. This discussion concentrated on the maximum size that would give the Superintendent some flexibility when needed. This is on the agenda for first reading. The committee has also been working on Policy 0155.1 for Board Member participation using electronic devices. The committee does not think it should be a permanent option and it was not discussed for a first reading and does not recommend adoption at this time. Bylaw 0131 – Emergency policy adoption was discussed and prepared for first reading. Code of Conduct was also discussed.

Public Comment on Agenda Items Only – (via email : pcagenda@gmrdsd.com)

NONE

SECTION A – as amended

Moved by Giles Stuber, Seconded by Heather Wulf.

Upon the recommendation of the Superintendent, to approve Section A-Operations items A-1 through A-10; as amended.

Roll Call Vote Summary: Susan Cullen-aye(abstain A-8); Alison DeMarco-aye; Daria Hill-aye; Giles Stuber-aye; William VonderHaar-aye; Courtney Wenthien-aye; Heather Wulf-aye and Douglas Smith- aye.

Motions carried by roll call vote (ayes-8; nays-0; abstentions-0), except A-8 (ayes-7; nays-0; abstentions-1 Cullen)

A-1 Approval of Check Register – BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator, approves the bill lists:

September Benefits/PR	(Electronic)	\$ 897,583.64
September Interim (8/1-8/21)	Checks #55510-55530	\$ 19,579.26
September Bill List	Checks# 55531-55591	\$ 711,610.70

ATTACHMENT A-1(a-b-c)

A-2 Approval of Check Register (Cafeteria Account) – BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator, approves the bills as listed:

Check # 2576	Parent Refund – Williams	\$ 175.80
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A-3 Approval of Financial Reports – BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator, approve the Secretary and Treasurer Reports (*BSR/ TSM*) for the month of August 2020.

ATTACHMENT A-3(a-b-c-d)

A-4 Acceptance of Financial Reports Certification – BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator, accept the certification of the Board Secretary, and certify: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of August 31, 2020, no major account or fund has been over-expended and that sufficient funds exist to meet the district's financial obligations for the remainder of the 2020-2021 fiscal year.

A-5 Approval of Transfers – BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator, to approve the transfers as of August 31, 2020 in the amount of **\$3,448**.

ATTACHMENT A-5

A-6 Approval of ACES Cooperative NJSBA Agreement - : BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator approve the 2020-2021, Authorizing the Great Meadows Regional School District to Enter into A Cooperative Pricing Agreement for the Purchase of Electricity, Technology, Work, Materials, and Supplies (The ACES Cooperative Pricing System #E8801-ACESPCS).

A-7 Approval of Parental Transportation Contract Agreement, BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator

approve the 2020-2021 Parental Transportation Contract for student ID #404074. Total annual contract not to exceed \$10,060.20.

- A-8 Approval of Eagle Scout Project - BE IT RESOLVED:** that upon the recommendation of the Superintendent, the Great Meadows Board of Education recognizes and approves the Eagle Scout Project of Evan Lenz, the creation and installation of two dugouts at the Pit Field behind Great Meadows Central School, at no expense to the Board of Education.
- A-9 Approval of Food Service Biosecurity Plan - BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve the Food Service Biosecurity Plan for the 2020-2021 school year. **ATTACHMENT A-9**
- A-10 Approval of Tuition Contract Agreement, Special Education : BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the 2020-2021 Special Education Tuition Contract Agreements with Educational Services Commission of Morris County, for Aides \$29,265 and therapies at \$94 per hour at Central Park School for three students (SA, FC, XC), September 1, 2020 – June 30, 2021 at a tuition rate of \$68,940 per student.

SECTION B – as amended

Moved by William VonderHaar, Seconded by Heather Wulf.

Upon the recommendation of the Superintendent, to approve
Section B- Human Resources items B-1 through B-13;

Roll Call Vote Summary: Susan Cullen-aye; Alison DeMarco-aye; Daria Hill-aye (abstain B-2, B-5); Giles Stuber-aye(abstain B-2); William VonderHaar-aye; Courtney Wenth-en-aye; Heather Wulf-aye and Douglas Smith- aye.

Motions carried by roll call vote (ayes-8; nays-0; abstentions-0), except B-2 (ayes-6; nays-0; abstentions-2 Hill, Stuber), and B-5 (ayes-7; nays-0; abstentions-1 Hill)

- B-1 Approval of Substitute Nurse– BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved Dana Nasca as a substitute nurse at a rate of \$300.00 per day.
- B-2 Approval of 2020-2021 Amended Employment Contracts for Instructional Aides – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved to amend days worked to contract for 2020-21 school year for the following Classroom Aides. **ATTACHMENT B-2**

- B-3 Appointment of 2020-2021 Full Day Substitute Rate - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the 2020-2021 Full Day Substitute Teacher Pay Rate at \$100.00. **ATTACHMENT B-3**
- B-4 Approval of 2020-2021 Employment Contracts for Transportation/Security – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved contract for 2020-21 school year (180 days) for David Graznitski as Security/Traffic Control Officer at an hourly rate of \$25.50/hour four hours per diem.
- B-5 Appointment of School Safety Specialist – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the appointment of Melissa Hall as School Safety Specialist effective September 1, 2020 through January Annual Organization.
- B-6 Approval of Teacher of the Deaf – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved Teacher of the Deaf (TBD) from Lake Drive School, at a rate of \$165.00/50 minutes for 1x/week for the remainder of the 2020-2021 school year.
- B-7 Approval of Mentors/Mentees - BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved mentors/mentees for the 2020-2021 school year. **ATTACHMENT B-7**
- B-8 Approval of 2020-2021 Team Leaders and PLC Leaders – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved 2020-2021 Team Leaders and PLC Leaders. **ATTACHMENT B-8**
- B-9 Appointment of Teachers on Assignment – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved Teacher on Assignment on an as needed basis at the contracted rate for the 2020-2021 school year. **ATTACHMENT B-9**
- B-10 Approval of 2020-2021 Title 1 Clubs (Virtual) – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approve 2020-2021 Title 1 Clubs. **ATTACHMENT B-10**
- B-11 Approval of Substitute Secretary – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the following as substitute secretaries for the 2020-2021 school year at a rate of \$12.00 per hour as needed. Jennifer Shinkowski and Norine Hansen
- B-12 Approval of Unpaid Leave of Absence – BE IT RESOLVED:** That the Board of Education, upon the recommendation of the Superintendent, approved the unpaid leave of absences for the 2020-2021 school year. **ATTACHMENT B-12**

B-13 Approval of 2020-2021 Clubs (Virtual) – BE IT RESOLVED: That the Board of Education, upon the recommendation of the Superintendent, approved 2020-2021 Clubs.
ATTACHMENT B-13

SECTION C

Motion moved by Susan Cullen, seconded by Heather Wulf.

Upon the recommendation of the Superintendent, to approve
Section C –Education/Governance itemsC-1 through C-4 as presented

Roll Call Vote Summary: Susan Cullen-aye; Alison DeMarco-aye (No to C-2, C-4); Daria Hill-aye (abstain C-4); Giles Stuber-aye(abstain C-4); William VonderHaar-aye; Courtney Wenthen-aye; Heather Wulf-aye and Douglas Smith- aye.

Motions carried by roll call vote (ayes-8; nays-0; abstentions-0), except C-2 (ayes-7; nays-1(DeMarco); abstentions-0), and C-4 (ayes-5; nays-1 (DeMarco); abstentions-2 Hill, Stuber)

C-1 Approval of 2nd Reading of District Policies and Regulations - BE IT RESOLVED: That the Board of Education, upon the recommendation of the Superintendent, approved the following District Policies and Regulations in a 2nd reading and adopt the following:

P1648.02 Remote Learning Options for Families (New)
P5330.04&R5330.04 Administering an Opiod Antidote (New)
P5516 Electronic Portable Communication Devices (Revised)
P1648.03 Restart & Recovery Plan – Full Time Remote Instruction (New)

C-2 Approval of 1st Reading of District Policies and Regulations - BE IT RESOLVED: That the Board of Education, upon the recommendation of the Superintendent, approved the following District Policies and Regulations as 1st reading.

P0131 By Laws and Policies (Revised)
P2312 Class Size (Revised)
P5600 Pupil Discipline/Code of Conduct (Revised)

ATTACHMENT C-2 (a-b-c)

C-3 Approval to Rescind P0155.1 Board Member Participation Using Electronic Devices – BE IT RESOLVED: That the Board of Education, upon the recommendation of the Superintendent, approved to rescind the policy due to procedural errors.

C-4 Approval of 2020-2021 District Goals - BE IT RESOLVED: That the Board of Education, upon the recommendation of the Superintendent, approved the following District Goals.

ATTACHMENT C-4

Other / New Business

- NJSBA Convention-Virtual Platform / Registration (October 20-22, 2020)

Community Reports

- Hackettstown Report – Representative Trustee Wenthen reported that cameras were delivered for teacher classrooms so that they can live stream lessons. The High School will participate in sports with the understanding that if there is a COVID19 case the entire High School will shut down. There will be hybrid board meetings going forward and they will be held in the auditorium with a maximum of 75 attendees. Temperatures will be taken, masks must be worn, and a health questionnaire must be completed.
- Independence Report: None at this time.
- Liberty Report –Representative Trustee Wulf had no report at this time.

New Business

President Smith brought up the topic of having Committee meetings as a whole board prior to the regularly scheduled board meetings.

Public Comment (via email : pc@gmrdsd.com)

- None

Adjournment

Motion moved by Daria Hill, seconded by William VonderHaar To adjourn the meeting at 7:59 pm. Motion carried by unanimous voice vote.

Respectfully Submitted,

Eric Burnside
SBA/Board Secretary

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF THURSDAY, SEPTEMBER 17, 2020
SPECIAL MEETING**

The special meeting of the Great Meadows Regional Board of Education was held on Thursday, September 17, 2020 on a virtual platform. The meeting was called to order at 5:00 PM by Douglas Smith-President.

The following statement was read that adequate notice of the meeting had been given. 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 meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the State's Sunshine Law, adequate notice of this ***Special Meeting*** was provided by sending a notice of the time date location and to the extent known the agenda of this meeting to the "Express Times", "Star Ledger" and the "Warren Reporter/Gazette", on ***September 8, 2020***. Copies of the notice have also been posted in each of our schools, the Board Office located at 281 Route 46, Great Meadows and filed with the municipal clerks of each respective district.

Flag Salute was led by President Smith.

ROLL CALL:

Present:

Susan Cullen, Alison DeMarco, Daria Hill, Giles Stuber, Courtney Wenthien, William VonderHaar, Heather Wulf, and Douglas Smith.

Absent: Tim Koeller

Administration / Other: Kathy Hellewa, NJSBA Representative, Michael Mai, Superintendent and Mr. Eric Burnside, Board Secretary.

Public Comment (Agenda Items) (via: pcagenda@gmrtd.com): None

Personnel:

Superintendent of Schools/Director of Special Services

A Transition Workshop was held with Ms. Hellewa from New Jersey School Boards Association, the Superintendent, and the board of Education.

Public Comment (Agenda Items) (via: pcagenda@gmrtd.com): None

Adjournment

Motion made by Daria Hill, seconded by William VonderHaar.

To adjourn the meeting at 7:00 pm.

Motion carried by unanimous voice vote.

Respectfully Submitted,

Eric Burnside
Board Secretary