

**HACKETTSTOWN PUBLIC SCHOOLS
Hackettstown, NJ 07840
BOARD OF EDUCATION MEETING**

March 20, 2019

7:00 pm

Media Center

MISSION STATEMENT

Building on tradition and success, the mission of the Hackettstown School District is to educate and inspire students through school, family and community partnerships so that all become positive, contributing members of a global society, with a life-long commitment to learning.

A G E N D A

**Statement of Compliance with Open Public Meeting Act
Flag Salute
Roll Call**

Correspondence/Recognition

**Approval of Minutes – Regular Meeting – February 27, 2019
Executive Session –February 27, 2019**

Committee Reports

Superintendent’s Report

- **March Students of the Month**
- **Winter Sports Recognition – Mr. Robert Grauso**
- **Strategic Planning – Ms. Helewa, NJSBA**
- **2019/2020 Preliminary Budget Presentation – Ms. Gail Woicekowski**

Public Comment on Agenda Items Only – Shall be limited to 3 minutes (Policy 0167)

A. Business / Finance

1. Approval of Check Register
2. Approval of Finance Reports
3. Acceptance of Financial Report Certification
4. Approval of Transfers
5. Acceptance of Gifts
6. Award Category 2 E-Rate FY19-20 Services Contract – Cisco Smartnet
- 6a. Award Category 2 E-Rate FY 19-20 Services Contract – Meraki Wireless
7. Approval of Landscaping Maintenance Contract
8. Award Drainage Upgrade Project for Willow Grove Elementary School
9. Approval of Redesign of District Website
10. Approval of Coordinated Transportation Agreement
11. Approval of Monies Transferred Out of Capital Reserve –Drainage Project
12. Approval of Monies Transferred Out of Capital Reserve –High School Roof
13. Approval of Contract with the Essex Regional Educational Services Commission

3/20/19

14. Approval of Use of Facilities for Extra & Co-curricular Activities
15. Approval of Contract with Safe School Integrated Pest Management
16. Approve Maximum Travel Allowance for 2018-2019
17. Approval of J and B Therapy, LLC Professional Services
18. Approval of Student(s) on Home Instruction
19. Approval of Tuition Contract with Newton Board Of Education
20. Adjustment for Health Benefits
21. Adoption of the Preliminary 2019-2020 Budget

B. Personnel

1. Acceptance of Resignation
2. Approval of New Staff
3. Approval of Leave of Absences
4. Approval of REVISED 7th Teaching Block Assignment
5. Approval of 2019-2020 Athletic Appointment
6. Approval of Observation Hours

C. Education/Policy

1. Approval of Workshops
2. Approval of Field Trips
3. Approval of 2019-2020 District Calendar
4. Approval of 1st Reading of District Policies and Regulations
5. Approval of 2nd Reading of District Policies and Regulations

Other Business

Public Comment – Shall be limited to 3 minutes (Policy 0167)

Executive Session

Adjournment

**HACKETTSTOWN BOARD OF EDUCATION
REGULAR BOARD MEETING
February 27, 2019
MINUTES**

The regular action board meeting of February 27, 2019 of the Hackettstown Board of Education was called to order at 7:00 p.m. in the High School Media Center by Board President, Mr. Michael Herbst. Mr. Herbst read the following statement followed by the pledge of allegiance: "In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by sending a notice of the time, date, location to Success Communications Group on February 20, 2019 and advertised in the "Express Times" on February 23, 2019. Copies of the meeting schedule have also been posted at each of our schools, the district website, the Board Office located at 315 Washington Street, and emailed to the Municipal Clerk of the Town of Hackettstown on February 21, 2019. And further, please be advised that, meetings of the Hackettstown Board of Education are videotaped for next day posting on the District website. The Board of Education reserves the right to edit the videotaped record of its meetings in order to protect student or staff member privacy."

ROLL CALL

Members present: Mr. Shawn Burke
Ms. Jami Cavanagh
Mrs. Amy Cochran
Dr. Giovanni Cusmano (arrived at 7:15 p.m.)
Mr. Michael Herbst
Ms. Malainie Hibler
Ms. Mary Beth Maciag
Mr. Robert Moore
Ms. Michele Wehmeyer

Also present: Mr. David C. Mango, Superintendent of Schools
Ms. Gail Woicekowski, Board Secretary
Mr. Mark Toscano, Board Attorney
Mrs. Kathy Gesumaria, Director of Special Services
Mrs. Debra Grigoletti, Director of Curriculum and Instruction
Mr. John Morsillo, Technology Technician I
Mr. Kyle Sosnovik, High School Principal
Mrs. Sheena Delgaizo, Middle School Principal
Mrs. Marie Griffin, Hatchery Hill Principal

Members absent: Ms. Lori Prymak
Dr. Bo Soobryan

Mtg. Date: 2/27/19

- SDA gave the district approval to use old SDA Grants as they relate to the High School Auditorium
- Bid Opening for Drainage at Willow Grove – should be completed this summer
- Willow Grove Unit Ventilation moving along
- Air Conditioning at Willow Grove to be installed by May
- Roof at High School to be replaced over spring break

PUBLIC COMMENT

- none

PUBLIC COMMENT/QUESTIONS ON AGENDA ITEMS

- none

BOARD COMMENT ON A SECTION AGENDA ITEMS

Motions are accepted by Mr. Moore and Dr. Cusmano as amended.

- Ms. Cavanagh questioned why there are snacks for the Board meetings.
- Ms. Maciag replied that some Board members come straight from work and sometimes the meetings go until 10:30 at night.
- Dr. Cusmano replied that he likes the snacks and has Allamuchy doing the same thing for their Board meetings.

APPROVAL OF THE CHECK REGISTER(S)

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve the February 20, 2019 bill list in the amount of \$3,183,491.06 and further, that copies be attached to the minutes.

Carried in a roll call vote, Mr. Burke – abstain ck#63284 and no to ck# 63316;

Ms. Cavanagh- abstain ck # 63237 and no to ck#63316;

Ms. Hibler, Mr. Moore, Ms. Wehmeyer -no to ck # 63316,

Dr. Cusmano – yes (as it pertains to the High School)

RE-APPROVAL OF JANUARY 16, 2019 CHECK REGISTER

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, re-approve the January 16, 2019 bill list to include the January 15, 2019 payroll in the amount of \$4,348,265.09 and further, that copies be attached to the minutes.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF FINANCIAL REPORTS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve the Secretary and Treasurer Reports for the month ending December 31, 2018 for the 2018-2019 school year as attached by reference.

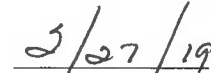
Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

ACCEPTANCE OF FINANCIAL REPORTS CERTIFICATION

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, accept the certification of the Board Secretary,


Board Secretary


Date

and certify: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of December 31, 2018 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 2018-2019 school years.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF TRANSFERS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve the transfers for December 2018 in the amount of \$ 2,350.94, as attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF STUDENT(S) ON HOME INSTRUCTION

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve student(s) on home instruction for the 2018-2019 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

ACCEPTANCE OF GIFTS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, accept gift(s) as attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL TO ESTABLISH A MEMORIAL SCHOLARSHIP

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve to establish the Ron Bell Memorial Scholarship and accept donations to be awarded to a graduating High School Student.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF EDUCATION DATA SERVICES, INC.

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve Educational Data Services, Inc. as a New Jersey Cooperative Bidding Program for the districts school supplies. The licensing and maintenance fee for the 2019-2020 school year will be at a cost of \$9,940.00.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF MOVING COMPANY

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve Fast Moving Company to move rooms between Hatchery Hill and Willow Grove due to the realignment of the elementary schools at a cost of \$26,590.00.

Mtg. Date: 2/27/19

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF STUDENT TRANSPORTATION CONSULTING SERVICES AGREEMENT

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve Logic 54 to provide transportation professional services for the 2019-2020 school year at a cost of \$6,000.00.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF FRONTLINE TECHNOLOGIES GROUP, LLC

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve Frontline Technologies Group, LLC to provide time and attendance services for the district's payroll at an annual fee of \$7,953.00 for the 2019-2020 school year.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF USE OF FACILITIES FOR EXTRA & CO-CURRICULAR ACTIVITIES

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve use of Facilities for Extra & Co-Curricular Activities for 2018-2019 school year, as attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF ASSET REPORTING PROPOSAL

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve Asset Control Solutions, Inc. to provide asset control services to the district at an annual cost of \$3,900.00 for the 2019-2020 and will remain in effect for one year, as attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

DISPOSAL OF ASSETS/PROPERTY

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, in accordance with Board Policy #7300 (Regulations 7300.1-4) authorizes the disposal of personal property/assets, as attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL FOR YMCA CAMP BERNIE BUS AT MIDDLE SCHOOL

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve the YMCA Camp Bernie bus to pick up and drop off campers at the parking lot of the Hackettstown Middle School from June 25, 2019 to August 24, 2019.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF HIGH SCHOOL PARTIAL ROOF REPLACEMENT

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve Weatherproofing Technologies, Inc. (WTI) (a subsidiary of Tremco Incorporated) to replace the roof on Area 2 at the High School at a cost of \$449,864.55.

Carried in a roll call vote, Ms. Wehmeyer – no; Dr. Cusmano – yes (as it pertains to the High School)

ACCEPTANCE OF COMPREHENSIVE ANNUAL FINANCE REPORT AND CORRECTIVE ACTION PLAN

Motion: Mr. Moore

Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve the Comprehensive Annual Finance Report for fiscal year ending June 30, 2018 as presented by Heidi Wohlleb, Certified Public Accountant from Nisivoccia, LLP and to approve the Corrective Action Plan for findings noted in The Administrative Management Report, as per attached.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF DUAL CREDIT PROGRAM AGREEMENT WITH CENTENARY UNIVERSITY

Motion: Mr. Moore

Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve a Dual Credit Program Articulation Agreement between Hackettstown Board of Education and Centenary University from 7/1/19 through 6/30/20, as attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

BOARD COMMENT ON B SECTION AGENDA ITEMS

Motions are accepted by Mr. Moore and Dr. Cusmano as amended.

- Ms. Cavanagh questioned B11 (Approval of Observation Hours) and if it's a paid position.
- Mr. Mango replied that it's not a paid position.

ACCEPTANCE OF RESIGNATION(S)

Motion: Mr. Moore

Second: Dr. Cusmano

Be it resolved, that the Board of Education, accept the resignations for the 2018-2019 school year attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF NEW STAFF

Motion: Mr. Moore

Second: Dr. Cusmano

Be it resolved, that the Board of Education, appoint new staff, for the 2018-2019 school year attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF ADVANCEMENT ON THE SALARY GUIDE

Motion: Mr. Moore

Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve advancement on the salary guide, effective February 1, 2019, attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF LEAVE OF ABSENCES

Motion: Mr. Moore

Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve leave of absences for the 2018-2019 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

Mtg. Date: 2/27/19

APPROVAL OF HIGH SCHOOL 7TH TEACHING BLOCK ASSIGNMENT(S)

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve High School 7th teaching block assignments effective February 11, 2019 through April 17, 2019, attached by reference.
Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF REVISED HIGH SCHOOL 7TH TEACHING BLOCK ASSIGNMENT(S)

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve revised High School 7th teaching block assignments effective January 2, 2019 through January 31, 2019, attached by reference.
Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF REVISED TITLE I PROGRAMS/ADVISORS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve revised Title I Programs/Advisors for the 2018-2019 school year, attached by reference.
Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF REVISED TIGER CLUB APPOINTMENTS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve additional Tiger Club appointments for the 2018-2019 school year, attached by reference.
Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF ADDITIONAL HOURS FOR STAFF

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve 80 additional hours for Christina DiCosmo for co-curricular activities for a High School student, as needed, for the 2018-2019 school year at the rate of \$45/hour.
Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF ADDITIONAL 2018-2019 ATHLETIC APPOINTMENTS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve additional athletic appointments for the 2018-2019 school year, attached by reference.
Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF OBSERVATION HOURS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, upon the recommendation of the Superintendent, approve observation hours for the 2018-2019 school year, attached by reference.
Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF FIELD TRIPS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve field trips for the 2018-2019 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF ANNUAL MEMORANDUM OF AGREEMENT

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve the 2018-2019 Annual Memorandum of Agreement between the District and the Hackettstown Police Department.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF TURN-KEY PROFESSIONAL DEVELOPMENT

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve Turn-Key Professional Development for the 2018-2019 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF 2018-2019 SPRING ATHLETIC SCHEDULE

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve the 2018-2019 Spring athletic schedule, attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF PRESCHOOL INCLUSION PROGRAM FOR 2019-2020

Motion: Mr. Moore Second: Dr. Cusmano

Now Therefore, Be it resolved, by the Hackettstown Board as follows:

1. The Hackettstown Board hereby authorizes the creation of an in-district Preschool Inclusion Program for the 2019-2020 school year that will provide an Inclusion program component commencing in September 2019 at the following tentative tuition rates for general education students:
 - a. Full Day Resident student: \$700/month
 - b. Half Day Resident student: \$350/month
 - c. Full Day Non-Resident student: \$800/month
 - d. Half Day Non-Resident student: \$400/month

2. The Hackettstown Board authorizes the Superintendent to execute and submit on the Board’s behalf any necessary information and documentation to the Warren County Office of Education and/or New Jersey Department of Education in connection with the establishment of this program.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF STUDENT LIST FOR CENTENARY UNIVERSITY CHILDREN'S LITERATURE VISITS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve student list for Centenary University Children's Literature visits to Hatchery Hill School's 1st and 2nd graders to share reading and related activities prepared by Centenary students, attached by reference.

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

APPROVAL OF 1ST READING OF DISTRICT POLICIES AND REGULATIONS

Motion: Mr. Moore Second: Dr. Cusmano

Be it resolved, that the Board of Education, approve the following District Policies and Regulations in a 1st reading:

- P 0131 Bylaws and Policies (Revised)
P 0141.2 Board Member and Term – Receiving District (Revised)
P 2422 Health and Physical Education (M) (Revised)
P 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
P 2610 Educational Program Evaluation (M) (Revised)
P 4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
P&R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
P 5337 Service Animals (Revised)
P 5756 Transgender Students (M) (Revised)
P&R 7440 School District Security (M) (Revised)
P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
P 8860 Memorials (Revised)
P 2415.06 Unsafe School Choice Option (M) (Revised)
R 2460.8 Special Education – Free and Appropriate Public Education (M) (Revised)
P&R 5611 Removal of Students for Firearms Offenses (M) (Revised)
P&R 5612 Assaults on District Board of Education Members or Employees (M) (Revised)
P&R 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
P&R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)
P 8600 Transportation (Revised)
P 8613 Waiver of Pupil Transportation (NEW)

Carried in a roll call vote, Dr. Cusmano – yes (as it pertains to the High School)

NEW BUSINESS

- Mr. Herbst stated that there needs to be a resolution for an adhoc Community Relations Committee through November 2019. He stated this committee will be comprised of Board Members, PTA and PTO
- Ms. Woicekowski spoke about having an alternative polling/voting place instead of Hackettstown High School. She will work with Mr. Robert Hinrichs who is the Town Council liaison.

APPROVAL TO AUTHORIZE CREATION OF COMMUNITY RELATIONS COMMITTEE

Motion: Ms. Cochran Second: Mr. Moore

Be it resolved, that the Board of Education, approve to authorize the creation of a Community Relations Committee for the purpose of coordinating communications, community outreach efforts and to provide information on the anticipated Bond Referendum on the November 5, 2019 General Election.

Carried in a roll call vote – unanimous.

AUTHORIZE TOPIGRAPHICAL SURVEY OF HATCHERY HILL

Motion: Dr. Cusmano Second: Ms. Cochran

Be it resolved, that the Board of Education, authorize Gianfocaro Architects, Engineers and Planners to provide a boundary and partial topographical survey of Hatchery Hill Schools as outlined in the February 22, 2019 purposal.

Carried in a roll call vote – Dr. Cusmano – abstain.

APPROVAL OF PROJECT’S FOR DEBT SERVICE

Motion: Mr. Moore Second: Dr. Cusmano

WHEREAS, the Board of Education of the Town of Hackettstown in the County of Warren, New Jersey (the “Board”), seeks to submit school facilities projects to the voters consisting of (a) Roof Replacement at Hatchery Hill Elementary School, the Middle School and the High School; (b) bathroom renovations at Hatchery Hill Elementary School, Willow Grove Elementary School and the High School; (c) electrical system upgrades at the Middle School and the High School; (d) security vestibule and improvements at the High School; (e) turf replacement; track resurface and parking lot upgrades at the High School and (d) district-wide renovations and upgrades including electrical panels, fire alarms, HVAC, windows, phone system and clock/paging system (collectively, the “Project”); and

WHEREAS, the School District will seek Debt Service Aid with respect to the Project; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of (i) the Project and (ii) a special election at which a bond referendum authorizing all or a portion the Project shall be presented to the voters.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWN OF HACKETTSTOWN IN THE COUNTY OF WARREN, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board, approves the preparation of Schematic Plans and Educational Specifications, if applicable, by Gianforaro, Architects, Engineers and Planners (the “Architect”) in connection with the Project and Board further authorizes and directs the Architect to submit same to the New Jersey Department of Education and to the Warren County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the Hackettstown Land Use for its review, to the extent required.

Mtg. Date: 2/27/19

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board approves the Project applications, the Architect is hereby directed to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. With respect to the Project, the Board authorizes and directs the Board President, the Superintendent, the and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, if applicable, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, the Architect and Bond Counsel, Wilentz, Goldman & Spitzer, P.A., as applicable, to take all action required to preserve the opportunity to present all or a portion of the Project to the voters via a bond referendum at the annual School District Election to be held on November 5, 2019.

Section 6. This resolution shall take effect immediately.

Carried in a voice vote – Dr. Cusmano – abstain.

OTHER COMMENTS

-Mr. Moore noted that the student activity deposit recommendation on the audit corrective action plan was on last year's audit as well.

PUBLIC COMMENT

- none

The Board took a break between 8:24 p.m. and 8:30 p.m.

EXECUTIVE SESSION

Motion: Dr. Cusmano

Second: Mr. Moore

WHEREAS, the Open Public Meetings Act authorizes 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 at 8:30 pm;

Mtg. Date: 2/27/19

NOW THEREFORE BE IT RESOLVED by the Hackettstown Board of Education that it is necessary to meet in executive session to discuss certain items involving:

Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:

- HIB

Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:

-Personnel

(Ms. Woicekowski left executive session during Personnel conversation)

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board will return to open session to conduct business at the conclusion of the executive session.
Carried in a voice vote – unanimous.

RECONVENE

Motion: Mr. Moore

Second: Ms. Maciag

Be it resolved, that the Board of Education reconvene into regular session at 9:08 p.m.
Carried in a voice vote – unanimous.

NEW BUSINESS

APPROVAL OF HIB

Motion: Dr. Cusmano

Second: Ms. Cavanagh

Be it resolved, that the Board of Education adopt and approve the verbal HIB reports and finding as presented in Executive Session.

Carried in a voice vote – Dr. Cusmano – abstain.

APPROVAL TO TERMINATE SHARED SERVICE AGREEMENT

Motion: Dr. Moore

Second: Dr. Cusmano

Be it resolved, that the Board of Education approve to terminate the Shared Services Agreement with the Great Meadows Regional School District Board of Education for the Director of Buildings and Grounds position, effective April 27, 2019.

Carried in a voice vote – Dr. Cusmano – abstain.

Mtg. Date: 2/27/19

ADJOURNMENT

Motion: Mr. Moore

Second: Ms. Maciag

Be it resolved that the Board adjourn at 9:10 p.m. Carried in a voice vote – unanimous.

Respectfully submitted,

Gail Woicekowski
Business Administrator

Michael Herbst
Board President

**HACKETTSTOWN PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
March 20, 2019**

BUSINESS

- A-1 Approval of the Check Register(s) – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the March 20, 2019 bill list in the amount of \$ 3,055,665.59 and further, that copies be attached to the minutes. **(ATTACHMENT)**
- A-2 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 for the month ending January 31, 2019 for the 2018-2019 school year as attached by reference. **(ATTACHMENT)**
- A-3 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.
- _____
- Board Secretary
- _____
- Date
- and certify: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of January 31, 2019 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 2018-2019 school years.
- A-4 Approval of Transfers -- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the transfers for January 2019 in the amount of \$ 264,744.51, as attached by reference. **(ATTACHMENT)**
- A-5 Acceptance of Gifts - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator accept gift(s) as attached by reference. **(ATTACHMENT)**
- A-6 Award Category 2 E-Rate 2019-2020 Services Contract - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve to award DynTek Service Inc. for maintenance on existing Cisco Smartnet services at a cost of \$15,448.82 of which 50% will be refunded by E-Rate. Under the terms of the contract, this will be for funding year 7/1/19 – 6/30/20. **(ATTACHMENT)**

- A-6a Award Category 2 E-Rate Services 2019- 2020 Contract - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve an award with Dyntek Services, Inc. (Meraki Wireless Solution) for possible wireless projects at an anticipated cost of \$102,972.20 (High School); \$83,167.44 (Middle School) and \$9,742.00 (Meraki switches), based upon specific stipulations occurring as per the attached. If this project is completed (based upon the stipulations), 50% of the project would be funded by E-rate. **(ATTACHMENT)**
- A-7 Approval of Landscaping Maintenance Contract - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve a contract with Duke’s Landscape Maintenance, Inc. to provide the district’s landscaping maintenance services at a cost of \$51,304.00 from July 1, 2019 through July 1, 2020, as attached by reference. **(ATTACHMENT)**
- A-8 Award Drainage Upgrade Project for Willow Grove Elementary School - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator award drainage upgrade project at Willow Grove Elementary School to Drill Construction for the base bid amount of \$60,900.00, as attached by reference. **(ATTACHMENT)**
- A-9 Approval of Redesign of District Website - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve Edlio, LLC to redesign the districts website at a cost of \$3,350.00 (prorated for 2018-2019 school year starting 4/1/19 – 6/30/19) and \$5,400.00 annual fee from 7/1/19 – 6/30/20, as attached by reference. **(ATTACHMENT)**
- A-10 Approval of Coordinated Transportation Agreement-- BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator approve participation in a Coordinated Transportation Agreement with Warren County Special Services School District for the 2019-2020 school year which includes a 4% administrative fee, as attached by reference. **(ATTACHMENT)**
- A-11 Approval of Monies Transferred Out of Capital Reserve – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the withdrawal of available dollars (\$60,900.00) out of capital reserve to capital projects fund to cover costs associated with the Drainage Upgrade at Willow Grove Elementary School.
- A-12 Approval of Monies Transferred Out of Capital Reserve – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the withdrawal of available dollars (\$449,864.55) out of capital reserve to capital projects fund to cover costs associated with the Partial Roof Replacement at Hackettstown High School.

- A-13 Approval of Contract with the Essex Regional Educational Services Commission (ERESC) - BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve a contract with the Essex Regional Educational Services Commission (ERESC) to provide summer enrichment classes for qualified migrant students attending Hackettstown School District from July 5, 2019 through August 16, 2019, as attached by reference. (ATTACHMENT)
- A-14 Approval of Use of Facilities for Extra & Co-curricular Activities - BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve use of Facilities for Extra & Co-Curricular Activities for 2018-2019 school year, as attached by reference. (ATTACHMENT)
- A-15 Approval of Contract with Safe School Integrated Pest Management- BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve a contract with Safe Schools Integrated Pest Management to provide pest protection services for the district at a monthly service cost of \$450.00 for the 2019-2020 school year, as attached by reference. (ATTACHMENT)
- A-16 Approve Maximum Travel Allowance for 2018-2019**
WHEREAS, Pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the Hackettstown Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, The Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State, local and federal funds; now therefore be it;

RESOLVED, That the Hackettstown Board of Education hereby establishes the maximum travel expenditure amount for the 2018-2019 school year as \$30,000 from State and local funds (Fund 10).
- A-17 Approval of J and B Therapy, LLC Professional Services for 2019-2020 - BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve J and B Therapy, LLC to provide Child Study Team Professional Services for 2019-2020 school year, as attached by reference. (ATTACHMENT)
- A-18 Approval of Student(s) on Home Instruction -- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve student(s) on home instruction for the 2018-2019 school year, attached by reference. (ATTACHMENT)
- A-19 Approval of Special Education/Homeless Tuition Contract with Newton Board Of Education - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve a special education/homeless send/receive tuition contract for the 2018-2019 school year for student [REDACTED] to attend school in the Newton Public Schools at a cost of \$20,228.00 (prorated from February 25, 2019 through June 30, 2019).

A-20 Adjustment for Health Benefits - BE IT RESOLVED, that the Hackettstown Board of Education, upon the recommendation of the School Business Administrator, includes in the county approved tentative 2019-2020 budget the adjustment for increases in the cost of health benefits in the amount of \$94,369.00. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

A-21 Adoption of the Preliminary 2019-2020 Budget--BE IT RESOLVED: that the Board of Education, upon recommendation of the School Business Administrator and the Finance Committee, adopt the preliminary 2019-2020 school district budget as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
<u>General Fund</u>	<u>\$32,374,856</u>	<u>\$17,584,278</u>
<u>Special Revenue Fund</u>	<u>\$ 575,047</u>	<u>\$ -0-</u>
<u>Debt Service Fund</u>	<u>\$ 315,042</u>	<u>\$ 315,042</u>
<u>Total Base Budget</u>	<u>\$33,264,945</u>	<u>\$17,899,320</u>

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63296	2/20/19	NORTH EAST PARTS GROUP Grounds Supplies	Check voided on 2/27/2019 (270.97)	P201901984	11-000-263-610-000-006
A:63315	2/20/19	SCIARRILLO, CORNELL, MERLINO, MCKEE Dec. Capital Imprv\$Const Proj. Legal Serv. December - General Legal Serv. Dec. Labor Legal Serv.	Check voided on 3/1/2019 (2,194.50) (280.50) (363.00)	P201901759 P201901759 P201901759	11-000-230-331-000-006 11-000-230-331-000-006 11-000-230-331-000-006
Total Check Amount:			(2,838.00)		
The following invoices were paid with this check:					
8470		8571	8572		
A:63357	2/22/19	ELIZABETHTOWN GAS Maintenance of Plant: Energy Maintenance of Plant: Energy Maintenance of Plant: Energy Maintenance of Plant: Energy	6,671.95 6,597.82 5,449.77 400.77	P201902002 P201902002 P201902002 P201902002	11-000-262-621-000-002 11-000-262-621-000-003 11-000-262-621-000-004 11-000-262-621-000-006
Total Check Amount:			19,120.31		
A:63358	2/22/19	JCP&L Maintenance of Plant: Energy Maintenance of Plant: Energy	16.01 304.01	P201902001 P201902001	11-000-262-622-000-001 11-000-262-622-000-006
Total Check Amount:			320.02		
A:63359	2/22/19	VERIZON WIRELESS Jan 7-Feb6 Comm/Tel	175.24	P201902021	11-000-230-530-000-006
The following invoices were paid with this check: 9823617478					
A:N0222	2/22/19	DELTA DENTAL PLAN OF NJ, INC. March Cobra Dental Benefits March Dental Benefits March Shared Dental Benefits	741.87 21,829.92 260.61	P201902012 P201902012 P201902012	11-000-291-270-000-006 11-000-291-270-000-006 70-000-291-290-000-000
Total Check Amount:			22,832.40		
A:63360	2/25/19	NJMEA - Gabriele Hingelberg Jr. High Honor Choir Reg. 2019 4-Students	100.00	P201901994	11-190-100-800-000-002
A:63361	2/25/19	NJSMA - Grover Cleveland Middle School Participation fees- Middle school 3- students	75.00	P201901995	11-190-100-800-000-002
A:63362	2/25/19	EXTRA SPACE STORAGE Storage Unit	3,883.80	P201901999	11-000-261-420-000-001
A:63363	2/25/19	XTEL COMMUNICATIONS, INC HS - Inv 2/14/19 41105289 Comm/Tel MS - Inv 2/14/19 41105289 Comm/Tel HH- Inv 2/14/19 41105289 Comm/Tel WG - Inv 2/14/19 41105289 Comm/Tel BO - Inv 2/14/19 41105289 Comm/Tel	2,163.23 254.46 211.86 225.94 116.96	P201902023 P201902023 P201902023 P201902023 P201902023	11-000-230-530-000-001 11-000-230-530-000-002 11-000-230-530-000-003 11-000-230-530-000-004 11-000-230-530-000-006
Total Check Amount:			2,972.45		

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63364	2/25/19	VISION SERVICE PLAN	**VOIDED**		Check voided on 2/25/2019
A:63365	2/25/19	COMCAST 2/14-3/13-Internet HS	129.85	P201902018	11-000-252-340-000-006
A:63366	2/25/19	VISION SERVICE PLAN March Vision Benefits	872.25	P201902022	11-000-291-270-000-006
A:N0225	2/25/19	AMERIFLEX Inv212485 - Feb SPM Fees	55.00	P201902014	11-000-230-339-000-006
		Inv210805 - Feb Cobra Admin Fee	88.50	P201902014	11-000-230-339-000-006
		Total Check Amount:	143.50		
A:63367	2/26/19	HACKETTSTOWN EMA INVOICE 06557883 2/8/18 B LEVITAS	164.05	P201902024	11-000-213-800-000-001
A:63368	2/27/19	NORTH EAST PARTS GROUP Grounds Supplies	243.15	P201901984	11-000-263-610-000-006
A:63369	2/27/19	HORIZON BLUE CROSS BLUE SHIELD March Benefits	372,663.78	P201902068	11-000-291-270-000-006
		March Cobra Benefits	5,471.21	P201902068	11-000-291-270-000-006
		March Shared Benefits	3,923.40	P201902068	70-000-291-290-000-000
		Total Check Amount:	382,058.39		
A:N0226	2/27/19	Jan 2019 Lunch Reimbursement	29,794.65	10 - 402	INTERFUND A\P

All Bank Accounts Included

<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>
A:N0228	2/28/19	ENCUMBERED SALARY RESERVE			
		STATE A/R	53,445.53	10 - 141	STATE A/R
		Kindergarten Teacher Salaries	7,186.05	P201900001	11-110-100-101-000-003
		Kindergarten Teacher Salaries	6,876.00	P201900001	11-110-100-101-000-004
		Kindergarten Aides Salaries	2,567.04	P201900001	11-110-100-106-000-003
		Kindergarten Aides Salaries	1,854.16	P201900001	11-110-100-106-000-004
		Grades 1-5 Teacher Salaries	14,899.25	P201900001	11-120-100-101-000-002
		Grades 1-5 Teacher Salaries	63,735.80	P201900001	11-120-100-101-000-003
		Grades 1-5 Teacher Salaries	55,278.45	P201900001	11-120-100-101-000-004
		Grades 6-8 Teachers Salaries	76,558.75	P201900001	11-130-100-101-000-002
		Grades 9-12 Teacher Salaries	1,350.00	P201900001	11-140-100-101-000-001
		Grades 9-12 Teacher Salaries	201,601.00	P201900001	11-140-100-101-000-001
		Regular Classroom Aides	2,461.76	P201900001	11-190-100-106-000-001
		LD Teacher Salaries-HS	4,185.50	P201900001	11-204-100-101-000-001
		LD Teachers Salaries_MS	4,298.00	P201900001	11-204-100-101-000-002
		LD Teacher Salaries-WG	3,693.50	P201900001	11-204-100-101-000-004
		LD Other Salaries -HS	5,759.83	P201900001	11-204-100-106-000-001
		LD Other Salaries -MS	2,192.97	P201900001	11-204-100-106-000-002
		LD Other Salaries -WG	3,302.88	P201900001	11-204-100-106-000-004
		Salaries of Teachers-HS	44,602.39	P201900001	11-213-100-101-000-001
		Salaries of Teachers-MS	31,436.25	P201900001	11-213-100-101-000-002
		Salaries of Teachers-HH	12,741.00	P201900001	11-213-100-101-000-003
		Salaries of Teachers-WG	15,454.00	P201900001	11-213-100-101-000-004
		Other Salaries for Instr-MS	2,489.99	P201900001	11-213-100-106-000-002
		Salaries of Teachers-MS	2,998.00	P201900001	11-214-100-101-000-002
		Salaries of Teachers-HH	6,578.75	P201900001	11-214-100-101-000-003
		Other Salaries MS	2,452.44	P201900001	11-214-100-106-000-002
		Other Salaries HH	11,286.52	P201900001	11-214-100-106-000-003
		PSH Teacher Salary	3,140.50	P201900001	11-215-100-101-000-004
		Basic Skills Teacher Salaries	7,972.50	P201900001	11-230-100-100-000-002
		Basic Skills Teacher Salaries	7,141.77	P201900001	11-230-100-100-000-003
		Basic Skills Teacher Salaries	8,381.00	P201900001	11-230-100-100-000-004
		Basic Skills Director Salary	918.00	P201900001	11-230-100-103-000-006
		ESL Salaries - HS	3,468.00	P201900001	11-240-100-101-000-001
		ESL Salaries HH	6,063.50	P201900001	11-240-100-101-000-003
		ESL Salaries WG	4,120.75	P201900001	11-240-100-101-000-004
		Co-Curricular Salaries	3,774.50	P201900001	11-401-100-100-000-001
		Co-Curricular Salaries	225.00	P201900001	11-401-100-100-000-002
		Co-Curricular Salaries	1,417.50	P201900001	11-401-100-100-000-003
		Co-Curricular Salaries	723.45	P201900001	11-401-100-100-000-004
		Athletic Salary	12,103.79	P201900001	11-402-100-100-000-001
		Salaries - Alternative Program	4,343.75	P201900001	11-601-100-101-000-001
		Attendance	2,419.21	P201900001	11-000-211-100-000-001
		Health Services Salaries	3,717.00	P201900001	11-000-213-100-000-001
		Health Services Salaries	3,305.50	P201900001	11-000-213-100-000-002
		Health Services Salaries	4,185.50	P201900001	11-000-213-100-000-003
		Health Services Salaries	4,308.00	P201900001	11-000-213-100-000-004
		Students - Related Services	4,293.00	P201900001	11-000-216-100-101-005
		Personal Aide-MS	603.56	P201900001	11-000-217-106-000-002
		Personal Aide-HH	875.28	P201900001	11-000-217-106-000-003
		Personal Aide WG	1,711.36	P201900001	11-000-217-106-000-004
		Guidance Salaries	21,949.87	P201900001	11-000-218-104-000-001
		Guidance Salaries	3,839.75	P201900001	11-000-218-104-000-002
		Guidance Salaries	3,528.00	P201900001	11-000-218-104-000-003
		Guidance Salaries	4,185.50	P201900001	11-000-218-104-000-004
		Guidance Secretaries Salaries	2,525.21	P201900001	11-000-218-105-000-001
		Special Services Salaries	29,058.32	P201900001	11-000-219-104-000-005

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
		Special Services Secretary Sal	1,083.75	P201900001	11-000-219-105-000-005
		Supervisor Salaries	2,142.00	P201900001	11-000-221-102-000-006
		Media/Library Salaries	13,377.05	P201900001	11-000-222-100-000-001
		Media/Library Salaries	4,026.97	P201900001	11-000-222-100-000-002
		Media/Library Salaries	5,143.45	P201900001	11-000-222-100-000-003
		Media/Library Salaries	5,025.95	P201900001	11-000-222-100-000-004
		General Administration Salarie	8,544.98	P201900001	11-000-230-100-000-006
		Principal Salaries	15,061.42	P201900001	11-000-240-103-000-001
		Principal Salaries	8,445.83	P201900001	11-000-240-103-000-002
		Principal Salaries	5,769.50	P201900001	11-000-240-103-000-003
		Principal Salaries	4,375.00	P201900001	11-000-240-103-000-004
		Secretarial Salary	5,369.38	P201900001	11-000-240-105-000-001
		Secretarial Salary	2,796.67	P201900001	11-000-240-105-000-002
		Secretarial Salary	2,304.25	P201900001	11-000-240-105-000-003
		Secretarial Salary	2,273.17	P201900001	11-000-240-105-000-004
		Central Services Salaries	13,762.40	P201900001	11-000-251-100-000-006
		Maintenance: Salaries	7,170.21	P201900001	11-000-261-101-000-001
		Maintenance of Plant: Salaries	5,558.39	P201900001	11-000-262-101-000-001
		Maintenance of Plant: Salaries	4,759.70	P201900001	11-000-262-101-000-002
		Maintenance of Plant: Salaries	2,629.83	P201900001	11-000-262-101-000-003
		Maintenance of Plant: Salaries	1,744.50	P201900001	11-000-262-101-000-004
		Maintenance of Plant: Substitu	58.50	P201900001	11-000-262-103-000-001
		Maintenance of Plant: Aides	297.50	P201900001	11-000-262-105-000-003
		Maintenance Salaries	1,825.75	P201900001	11-000-263-100-000-006
		Security Salaries	5,545.00	P201900001	11-000-266-100-000-001
		Security Salaries	1,612.50	P201900001	11-000-266-100-000-002
		Security Salaries	1,362.50	P201900001	11-000-266-100-000-003
		Security Salaries	1,625.00	P201900001	11-000-266-100-000-004
		Event Security - HS	2,687.50	P201900001	11-000-266-102-000-001
		Social Security/PERS/Other	1,476.34	P201900001	11-000-291-220-000-006
		Social Security/PERS/Other	9,752.38	P201900001	11-000-291-220-000-006
		DCRP	182.68	P201900001	11-000-291-249-000-006
		NCLB Title I Salaries	3,292.89	P201900001	20-230-100-100-000-007
		NCLB Title III Salaries	2,497.50	P201900001	20-240-100-100-000-007
		IDEA PSD Instructional Staff	706.20	P201900001	20-251-100-100-000-007
		CST Shared Services Salary	3,416.97	P201900001	70-000-219-104-000-005
		Curr & Inst Shared Serv Salary	2,040.00	P201900001	70-000-221-100-000-000
		Supt Shared Services Salary	4,659.83	P201900001	70-000-230-100-000-000
		Supt Shared Travel	75.00	P201900001	70-000-230-585-000-000
		Bldg & Grnds Shared Salary	1,564.00	P201900001	70-000-261-100-000-000
		Shared Security Services	1,105.00	P201900001	70-000-266-100-101-000

Total Check Amount: 962,732.32

A:63370	3/1/19	STAPLES CREDIT PLAN			
		supplies	198.08	P201901842	11-000-240-600-000-002
		Central Office Supplies	102.08	P201901838	11-000-251-600-000-006

Total Check Amount: 300.16

The following invoices were paid with this check:

9796070037 9796071324

A:63371	3/1/19	D & J MOVING			
		Stage Move	1,400.00	P201901906	11-000-261-420-000-001

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63372	3/1/19	STUKENT, INC. Digital Textbooks The following invoices were paid with this check: 3146	899.85	P201901743	11-190-100-320-000-001
A:63373	3/5/19	JCP&L Maintenance of Plant: Energy	13,963.35	P201902079	11-000-262-622-000-001
		Maintenance of Plant: Energy	5,034.03	P201902079	11-000-262-622-000-002
		Maintenance of Plant: Energy	3,045.87	P201902079	11-000-262-622-000-003
		Maintenance of Plant: Energy	3,117.11	P201902079	11-000-262-622-000-004
		Maintenance of Plant: Energy	366.90	P201902079	11-000-262-622-000-006
		Total Check Amount:	25,527.26		
A:63374	3/6/19	TREMCO/WEATHERPROOFING TECHNOL	**VOIDED**	Check voided on 3/6/2019	
A:63375	3/6/19	TREMCO/WEATHERPROOFING TECHNOL HS - Roof Replacement - Final Pmt	104,618.99	P201802712	12-000-400-450-000-001
A:63376	3/8/19	ELIZABETHTOWN GAS	**VOIDED**	Check voided on 3/8/2019	
A:63377	3/8/19	ELIZABETHTOWN GAS Maintenance of Plant: Energy	13,897.04	P201902139	11-000-262-621-000-001
A:63378	3/8/19	COMCAST 2/26-3/25 HH- Internet	131.85	P201902118	11-000-252-340-000-006
A:63379	3/8/19	COMCAST 2/26-3/25 - WG - Internet	131.85	P201902119	11-000-252-340-000-006
A:63380	3/11/19	COUNTRY GATE PLAYERS Rental of Theatre - Tuck Everlasting - Dec. - Apr	3,500.00	P201902096	11-401-100-500-000-001
A:63381	3/11/19	EXTRA SPACE STORAGE Storage Unit -10x30 Non cimate Unit	3,871.02	P201902136	11-000-261-420-000-001
A:63382	3/12/19	HOME DEPOT CREDIT SERVICES Maintenance: Supplies	790.30	P201902171	11-000-261-610-000-001
		Maintenance: Supplies	236.56	P201902171	11-000-261-610-000-002
		Total Check Amount:	1,026.86		
A:63383	3/12/19	US POSTAGE SERVICE (POSTAGE BY PHON PB meter postage Acct #0017229876	300.00	P201902168	11-000-240-600-000-003
A:63384	3/12/19	COMCAST 3/4-4/3 - HD Technology - HS	39.84	P201902146	11-000-230-530-000-001

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:N0315	3/15/19	ENCUMBERED SALARY RESERVE			
		STATE A/R	52,963.78	10 - 141	STATE A/R
		Kindergarten Teacher Salaries	7,186.05	P201900001	11-110-100-101-000-003
		Kindergarten Teacher Salaries	6,876.00	P201900001	11-110-100-101-000-004
		Kindergarten Aides Salaries	2,246.16	P201900001	11-110-100-106-000-003
		Kindergarten Aides Salaries	1,622.39	P201900001	11-110-100-106-000-004
		Grades 1-5 Teacher Salaries	14,899.25	P201900001	11-120-100-101-000-002
		Grades 1-5 Teacher Salaries	63,735.80	P201900001	11-120-100-101-000-003
		Grades 1-5 Teacher Salaries	55,278.45	P201900001	11-120-100-101-000-004
		Grades 6-8 Teachers Salaries	76,558.75	P201900001	11-130-100-101-000-002
		Grades 9-12 Teacher Salaries	1,350.00	P201900001	11-140-100-101-000-001
		Grades 9-12 Teacher Salaries	200,546.85	P201900001	11-140-100-101-000-001
		Regular Classroom Aides	2,154.04	P201900001	11-190-100-106-000-001
		LD Teacher Salaries-HS	4,185.50	P201900001	11-204-100-101-000-001
		LD Teachers Salaries_MS	4,298.00	P201900001	11-204-100-101-000-002
		LD Teacher Salaries-WG	3,693.50	P201900001	11-204-100-101-000-004
		LD Other Salaries -HS	5,036.34	P201900001	11-204-100-106-000-001
		LD Other Salaries -MS	2,008.51	P201900001	11-204-100-106-000-002
		LD Other Salaries -WG	2,395.33	P201900001	11-204-100-106-000-004
		Salaries of Teachers-HS	41,554.39	P201900001	11-213-100-101-000-001
		Salaries of Teachers-MS	27,260.75	P201900001	11-213-100-101-000-002
		Salaries of Teachers-HH	12,741.00	P201900001	11-213-100-101-000-003
		Salaries of Teachers-WG	15,454.00	P201900001	11-213-100-101-000-004
		Other Salaries for Instr-MS	2,581.99	P201900001	11-213-100-106-000-002
		RC Other Salaries	3,400.50	P201900001	11-213-100-106-000-005
		Salaries of Teachers-MS	2,998.00	P201900001	11-214-100-101-000-002
		Salaries of Teachers-HH	6,578.75	P201900001	11-214-100-101-000-003
		Other Salaries MS	2,246.16	P201900001	11-214-100-106-000-002
		Other Salaries HH	10,871.77	P201900001	11-214-100-106-000-003
		PSH Teacher Salary	3,233.35	P201900001	11-215-100-101-000-004
		Basic Skills Teacher Salaries	7,972.50	P201900001	11-230-100-100-000-002
		Basic Skills Teacher Salaries	5,742.05	P201900001	11-230-100-100-000-003
		Basic Skills Teacher Salaries	8,381.00	P201900001	11-230-100-100-000-004
		Basic Skills Director Salary	918.00	P201900001	11-230-100-103-000-006
		ESL Salaries - HS	3,468.00	P201900001	11-240-100-101-000-001
		ESL Salaries HH	6,063.50	P201900001	11-240-100-101-000-003
		ESL Salaries WG	4,120.75	P201900001	11-240-100-101-000-004
		Co-Curricular Salaries	200.00	P201900001	11-401-100-100-000-001
		Co-Curricular Salaries	2,103.75	P201900001	11-401-100-100-000-002
		Co-Curricular Salaries	2,553.75	P201900001	11-401-100-100-000-003
		Co-Curricular Salaries	1,626.46	P201900001	11-401-100-100-000-004
		Athletic Salary	12,716.29	P201900001	11-402-100-100-000-001
		Salaries - Alternative Program	5,562.50	P201900001	11-601-100-101-000-001
		Attendance	2,419.21	P201900001	11-000-211-100-000-001
		Health Services Salaries	3,717.00	P201900001	11-000-213-100-000-001
		Health Services Salaries	3,175.50	P201900001	11-000-213-100-000-002
		Health Services Salaries	4,185.50	P201900001	11-000-213-100-000-003
		Health Services Salaries	4,308.00	P201900001	11-000-213-100-000-004
		Students - Related Services	4,293.00	P201900001	11-000-216-100-101-005
		Personal Aide-MS	748.72	P201900001	11-000-217-106-000-002
		Personal Aide-HH	765.87	P201900001	11-000-217-106-000-003
		Personal Aide WG	1,497.44	P201900001	11-000-217-106-000-004
		Guidance Salaries	21,949.87	P201900001	11-000-218-104-000-001
		Guidance Salaries	3,839.75	P201900001	11-000-218-104-000-002
		Guidance Salaries	3,528.00	P201900001	11-000-218-104-000-003
		Guidance Salaries	4,185.50	P201900001	11-000-218-104-000-004
		Guidance Secretaries Salaries	2,525.21	P201900001	11-000-218-105-000-001

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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>
		Special Services Salaries	29,058.32	P201900001	11-000-219-104-000-005
		Special Services Secretary Sal	1,083.75	P201900001	11-000-219-105-000-005
		Supervisor Salaries	2,142.00	P201900001	11-000-221-102-000-006
		Media/Library Salaries	13,377.05	P201900001	11-000-222-100-000-001
		Media/Library Salaries	3,722.86	P201900001	11-000-222-100-000-002
		Media/Library Salaries	5,038.39	P201900001	11-000-222-100-000-003
		Media/Library Salaries	4,920.89	P201900001	11-000-222-100-000-004
		General Administration Salarie	8,544.98	P201900001	11-000-230-100-000-006
		Principal Salaries	15,166.07	P201900001	11-000-240-103-000-001
		Principal Salaries	8,960.65	P201900001	11-000-240-103-000-002
		Principal Salaries	5,769.50	P201900001	11-000-240-103-000-003
		Principal Salaries	4,375.00	P201900001	11-000-240-103-000-004
		Secretarial Salary	4,967.38	P201900001	11-000-240-105-000-001
		Secretarial Salary	2,796.67	P201900001	11-000-240-105-000-002
		Secretarial Salary	2,250.25	P201900001	11-000-240-105-000-003
		Secretarial Salary	2,639.17	P201900001	11-000-240-105-000-004
		Central Services Salaries	13,762.40	P201900001	11-000-251-100-000-006
		Maintenance: Salaries	7,170.21	P201900001	11-000-261-101-000-001
		Maintenance OT	1,964.46	P201900001	11-000-261-102-000-001
		Maintenance of Plant: Salaries	5,558.39	P201900001	11-000-262-101-000-001
		Maintenance of Plant: Salaries	4,759.70	P201900001	11-000-262-101-000-002
		Maintenance of Plant: Salaries	2,629.83	P201900001	11-000-262-101-000-003
		Maintenance of Plant: Salaries	1,744.50	P201900001	11-000-262-101-000-004
		Maintenance of Plant: Overtime	6,178.15	P201900001	11-000-262-102-000-001
		Maintenance of Plant: Overtime	89.26	P201900001	11-000-262-102-000-002
		Maintenance of Plant: Overtime	49.31	P201900001	11-000-262-102-000-003
		Maintenance of Plant : Overtim	65.43	P201900001	11-000-262-102-000-004
		Maintenance of Plant: Substitu	318.50	P201900001	11-000-262-103-000-001
		Maintenance of Plant: Aides	500.00	P201900001	11-000-262-105-000-002
		Maintenance of Plant: Aides	250.00	P201900001	11-000-262-105-000-003
		Maintenance Salaries	1,825.75	P201900001	11-000-263-100-000-006
		Security Salaries	6,182.50	P201900001	11-000-266-100-000-001
		Security Salaries	1,400.00	P201900001	11-000-266-100-000-002
		Security Salaries	1,362.50	P201900001	11-000-266-100-000-003
		Security Salaries	1,425.00	P201900001	11-000-266-100-000-004
		Event Security - HS	2,750.00	P201900001	11-000-266-102-000-001
		Event Security - MS	187.50	P201900001	11-000-266-102-000-002
		Social Security/PERS/Other	2,031.93	P201900001	11-000-291-220-000-006
		Social Security/PERS/Other	10,255.81	P201900001	11-000-291-220-000-006
		DCRP	162.14	P201900001	11-000-291-249-000-006
		NCLB Title I Salaries	10,841.11	P201900001	20-230-100-100-000-007
		NCLB Title III Salaries	585.00	P201900001	20-240-100-100-000-007
		IDEA PSD Instructional Staff	617.93	P201900001	20-251-100-100-000-007
		CST Shared Services Salary	3,416.97	P201900001	70-000-219-104-000-005
		Curr & Inst Shared Serv Salary	2,040.00	P201900001	70-000-221-100-000-000
		Supt Shared Services Salary	4,659.83	P201900001	70-000-230-100-000-000
		Supt Shared Travel	75.00	P201900001	70-000-230-585-000-000
		Bldg & Grnds Shared Salary	1,564.00	P201900001	70-000-261-100-000-000
		Shared Security Services	1,105.00	P201900001	70-000-266-100-101-000

Total Check Amount: 970,863.52

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Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63385	3/20/19	AMAZON			
		Classroom Order	57.90	P201901795	11-190-100-610-611-001
		Robotics Team 2019 Season Amazon Order #1	983.07	P201901969	11-190-100-610-612-001
		Key Club - Arc Carnival	431.76	P201901796	11-401-100-600-000-001
		Makerspace Cricut Cutting Machine and supplies	41.99	P201901897	11-000-222-500-000-001
		Book Order	15.29	P201901420	11-000-222-601-000-001
		(2) Projector Screens	119.98	P201901831	11-000-222-603-000-002
		Stem	216.42	P201901632	11-000-222-603-000-004
		Miud Term paper	86.93	P201901836	11-000-240-600-000-001
		iPad Chargers - Flash Drives	63.54	P201901666	11-000-252-610-000-006
		Visitor printer badges	59.98	P201901690	11-000-266-610-000-006
		ORANGE Security Jackets	905.97	P201901749	11-000-266-610-000-006
		Title III Imm	41.16	P201901881	20-242-100-600-000-007
Total Check Amount:			3,023.99		
A:63386	3/20/19	A-1 AFFORDABLE CONSTRUCTION, INC.			
		Morrison Field Masonry Work	2,975.00	P201901639	11-000-261-420-000-001
		The following invoices were paid with this check: 65354-737721			
A:63387	3/20/19	AFFORDABLE VACUUM			
		Maintenance of Plant: Supplies	12.00	P201902142	11-000-262-610-000-003
A:63388	3/20/19	AMANDA NEWKIRK			
		Invoice # 11 (February 1 - 15, 2019)	300.00	P201902038	11-214-100-320-000-004
		Invoice # 12 (February 16 - 28, 2019)	200.00	P201902129	11-214-100-320-000-004
Total Check Amount:			500.00		
		The following invoices were paid with this check: 11			
A:63389	3/20/19	ACDA			
		ACDA -dues CG	125.00	P201901887	11-190-100-800-000-002
		The following invoices were paid with this check: 1051167			
A:63390	3/20/19	ANDYMARK INC			
		Blank PO - Robotic Supplies	1,098.81	P201901400	11-401-100-600-000-001
		The following invoices were paid with this check: EP31TRR ERY2UMJ			
A:63391	3/20/19	ASSET CONTROL SOLUTIONS, INC			
		Reinventory	1,911.00	P201902143	11-000-251-330-000-006
		The following invoices were paid with this check: 1974			
A:63392	3/20/19	ATLANTIC HEALTH SYSTEM			
		Acct#100000328088- Client 328	675.00	P201902117	11-000-213-300-000-002
		The following invoices were paid with this check: 1919 328			

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Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63393	3/20/19	ATLANTIC MEDICAL GROUP Drug test - Feb 2019 Invoice 5412183 The following invoices were paid with this check: 5412183	450.00	P201902147	11-000-213-300-000-001
A:63394	3/20/19	ATRA JANITORIAL SUPPLY CO., INC Ice Melt Ice Melt Ice Melt Ice Melt	828.00 828.00 828.00 828.00	P201901937 P201901937 P201901937 P201901937	11-000-262-610-000-001 11-000-262-610-000-002 11-000-262-610-000-003 11-000-262-610-000-004
Total Check Amount:			3,312.00		
The following invoices were paid with this check:					
		58192	58193	58194	58195
A:63395	3/20/19	ATLANTIC MEDICAL GROUP Billing date 2/20/19 -HFM208761 HACKE The following invoices were paid with this check: -HFM208761 HACKE	230.00	P201902052	11-000-213-300-000-001
A:63396	3/20/19	GREGORY BAILEY Athletic Professional Services- G/B Basketball	380.00	P201902126	11-402-100-300-000-001
A:63397	3/20/19	BONNIE BRAE Rate Adjustment of 2015-2016 FY for WC	416.40	P201902053	11-000-100-566-000-005
A:63398	3/20/19	BORGATA HOTEL CASINO AND SPA workshop-NJASBO Conf June4-7/2019 GW	283.00	P201902016	11-000-251-592-000-006
A:63399	3/20/19	CANON FINANCIAL SERVICES, INC District Copier 2018-2019- March pmt	8,400.00	P201900181	11-190-100-500-000-006
A:63400	3/20/19	COUGHLAN COMPANIES LLC Student Books The following invoices were paid with this check: 150027	1,457.26	P201901903	11-000-222-601-000-004
A:63401	3/20/19	BRENDA CARKHUFF Reimbursement Mileage-NJASBO -PD 2/5	12.83	P201902030	11-000-251-592-000-006
A:63402	3/20/19	CSSI, INC. Teaching Supplies HH Classroom supplies	9.33 275.46	P201900371 P201901348	11-190-100-610-611-003 11-190-100-610-611-003
Total Check Amount:			284.79		
The following invoices were paid with this check:					
		08256	34118		
A:63403	3/20/19	CELEBRATE THE CHILDREN SCHOOL Tuition 2018-2019 - TJ March Tuition Tuition 2018-2019 - TJ-Jan adjustment - short p	7,944.40 197.00	P201900236 P201900236	20-250-100-500-000-005 20-250-100-500-000-005
Total Check Amount:			8,141.40		

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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>
A:63404	3/20/19	CENTENARY STAGE COMPANY 4/12/19 Kindergarten Field Trip The following invoices were paid with this check: 77343	555.00	P201902098	11-190-100-800-000-003
A:63405	3/20/19	NCS PEARSON INC AutoDESK Certified User Exam for Program Co The following invoices were paid with this check: 12005165	1,530.00	P201901998	20-362-100-300-000-008
A:63406	3/20/19	Championship Productions, Inc. Athletic Supplies & Materials- Gilrs LAX The following invoices were paid with this check: 1181897	122.97	P201901922	11-402-100-600-000-001
A:63407	3/20/19	CHERYL A. CLARK Mentoring Services for L. Thomas - Inv1101 The following invoices were paid with this check: 1101	1,000.00	P201902149	11-000-240-500-000-001
A:63408	3/20/19	CINTAS CORPORATION #101 Mats 02/08/19 Mats 03/01/19 Mats 02/22/19 Mats 2/15/19 Custodial Uniforms 02/08/19 Custodial Uniforms 03/01/19 Custodial Uniforms 02/22/19 Custodial Uniforms 02/15/19	104.01 104.01 104.01 104.01 107.21 105.98 107.21 107.21	P201902007 P201902091 P201902107 P201902134 P201902006 P201902092 P201902106 P201902135	11-000-261-610-000-001 11-000-261-610-000-001 11-000-261-610-000-001 11-000-261-610-000-001 11-000-263-610-000-006 11-000-263-610-000-006 11-000-263-610-000-006 11-000-263-610-000-006
Total Check Amount:			843.65		
The following invoices were paid with this check:					
101609932	101609933	101613308	101613809		
101617649	101617650	101621492	101621493		
A:63409	3/20/19	Clinton EMS Training Room Athletic Travel- KimORear - PD 1/26 Athletic Travel- K ORear PD 1/10/19	225.00 65.00	P201901353 P201901748	11-402-100-580-000-001 11-402-100-580-000-001
Total Check Amount:			290.00		
The following invoices were paid with this check:					
19595					
A:63410	3/20/19	COMEGNO LAW GROUP, PC Inv 35196 - Jan Preparation Mtg INV35195 - Jan General Legal Services	850.00 3,116.21	P201902054 P201902054	11-000-230-331-000-006 11-000-230-331-000-006
Total Check Amount:			3,966.21		
The following invoices were paid with this check:					
35195 35196					
A:63411	3/20/19	STELLA AND CHRISTOPHER CORCORAN DC Settlement Agreement FY 18-19 - Feb Tuit	5,610.00	P201900961	11-000-100-566-000-005

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Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63412	3/20/19	STELLA AND CHRISTOPHER CORCORAN DC Settlement Agreement FY 18-19- March Tui	5,610.00	P201900961	11-000-100-566-000-005
A:63413	3/20/19	AC DAUGHTRY, INC			
		MonitoringSvc01/0119-03/31/19	65.85	P201902025	11-000-261-420-000-001
		MonitoringSvc 04/01-06/30/19	65.85	P201902137	11-000-261-420-000-001
		MonitoringSvc01/01/19-03/31/19	65.85	P201902025	11-000-261-420-000-003
		MonitoringSvc 04/01-06/30/19	65.85	P201902137	11-000-261-420-000-003
		MonitoringSvc01/01/19-03/31/19	65.85	P201902025	11-000-261-420-000-004
		MonitoringSvc 04/01-06/30/19	65.85	P201902137	11-000-261-420-000-004
Total Check Amount:			395.10		

The following invoices were paid with this check:
369999

A:63414	3/20/19	Delta T Group			
		Blank PO for Prof Ed Serv - 2018-2019	780.00	P201901225	11-000-219-320-000-005
		Blank PO for Prof Ed Serv - 2018-2019	1,140.00	P201901225	11-000-219-320-000-005
		Blank PO for Prof Ed Serv - 2018-2019	780.00	P201901225	11-000-219-320-000-005
		Blank PO for Prof Ed Serv - 2018-2019	360.00	P201901225	11-000-219-320-000-005
Total Check Amount:			3,060.00		

The following invoices were paid with this check:
200775738 200776531 20775449 20776249

A:63415	3/20/19	Delta T Group			
		Custodial Services	18,537.76	P201900169	11-000-262-420-000-001
		Custodial Services	12,145.41	P201900169	11-000-262-420-000-002
		Custodial Services	10,227.73	P201900169	11-000-262-420-000-003
		Custodial Services	10,227.70	P201900169	11-000-262-420-000-004
Total Check Amount:			51,138.60		

A:63416	3/20/19	EAST COAST COMBUSTION SPECIALISTS, Service Call Boiler #2	660.79	P201902004	11-000-261-420-000-004
The following invoices were paid with this check: 2699					

A:63417	3/20/19	ECCOTROL, LLC			
		HS Automation System Maint	400.00	P201900029	11-000-261-420-000-001
The following invoices were paid with this check: 13356					

A:63418	3/20/19	ECLC OF NEW JERSEY			
		2017-2018 FY adjustment - undercharged	1,002.60	P201902148	20-250-100-500-000-005
		Tuition 2018-2019 - KS March Tuition	6,117.93	P201900240	20-250-100-500-000-005
		Tuition 2018-2019 AB-March Tuition	6,117.93	P201900241	20-250-100-500-000-005
Total Check Amount:			13,238.46		

A:63419	3/20/19	EDWARDS TRADING POST, INC			
		Grounds Supplies	54.00	P201902141	11-000-263-610-000-006
The following invoices were paid with this check: 83906					

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A:63420	3/20/19	EDUCATIONAL DATA SERVICES, INC Licensing and Maintenance Fee for 2018-19- Fin The following invoices were paid with this check: Final Pmt	2,485.00	P201900019	11-190-100-340-000-006
A:63421	3/20/19	ENCORE DATA PRODUCTS, INC. student supplies The following invoices were paid with this check: 73432	718.70	P201901872	11-000-222-603-000-002

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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>
A:63422	3/20/19	ESS/S4TEACHERS LLC			
		INV105773 1/31/19 - Teachers	234.60	P201902055	11-190-100-320-000-001
		INV106732 2/9/19 -Teacher	1,348.95	P201902058	11-190-100-320-000-001
		INV108721 2/16/19 -Teacher	351.90	P201902060	11-190-100-320-000-001
		INV110213 2/23/19 - Teacher	938.40	P201902121	11-190-100-320-000-001
		INV111285 2/28/19-Teacher	1,055.70	P201902175	11-190-100-320-000-001
		INV105773 1/31/19 - Teachers	469.20	P201902055	11-190-100-320-000-002
		INV106732 2/9/19 -Teacher	703.80	P201902058	11-190-100-320-000-002
		INV108721 2/16/19 -Teacher	469.20	P201902060	11-190-100-320-000-002
		INV110213 2/23/19 - Teacher	586.50	P201902121	11-190-100-320-000-002
		INV111286 2/28/19-Para	175.95	P201902174	11-190-100-320-000-002
		INV111285 2/28/19-Teacher	527.85	P201902175	11-190-100-320-000-002
		INV105773 1/31/19 - Teachers	527.85	P201902055	11-190-100-320-000-003
		INV106732 2/9/19 -Teacher	534.75	P201902058	11-190-100-320-000-003
		INV108721 2/16/19 -Teacher	483.00	P201902060	11-190-100-320-000-003
		INV108722 2/16/19 -Para	117.30	P201902061	11-190-100-320-000-003
		INV111285 2/28/19-Teacher	645.15	P201902175	11-190-100-320-000-003
		INV105773 1/31/19 - Teachers	117.30	P201902055	11-190-100-320-000-004
		INV106732 2/9/19 -Teacher	703.80	P201902058	11-190-100-320-000-004
		INV108721 2/16/19 -Teacher	234.60	P201902060	11-190-100-320-000-004
		INV110214 2/23/19 - Para	58.65	P201902120	11-190-100-320-000-004
		INV110213 2/23/19 - Teacher	234.60	P201902121	11-190-100-320-000-004
		INV111286 2/28/19-Para	469.20	P201902174	11-190-100-320-000-004
		INV111285 2/28/19-Teacher	351.90	P201902175	11-190-100-320-000-004
		INV106732 2/9/19 -Teacher	117.30	P201902058	11-204-100-320-000-001
		INV111285 2/28/19-Teacher	117.30	P201902175	11-204-100-320-000-001
		INV106732 2/9/19 -Teacher	117.30	P201902058	11-204-100-320-000-004
		INV110213 2/23/19 - Teacher	117.30	P201902121	11-204-100-320-000-004
		INV111286 2/28/19-Para	117.30	P201902174	11-204-100-320-000-004
		INV105774 1/31/19 -Para	117.30	P201902056	11-213-100-320-000-002
		INV106733 2/9/19 -Para	586.50	P201902057	11-213-100-320-000-002
		INV106732 2/9/19 -Teacher	586.50	P201902058	11-213-100-320-000-002
		INV111286 2/28/19-Para	117.30	P201902174	11-213-100-320-000-002
		INV111285 2/28/19-Teacher	234.60	P201902175	11-213-100-320-000-002
		INV105774 1/31/19 -Para	234.60	P201902056	11-213-100-320-000-003
		INV106733 2/9/19 -Para	234.60	P201902057	11-213-100-320-000-003
		INV110214 2/23/19 - Para	117.30	P201902120	11-213-100-320-000-003
		INV111286 2/28/19-Para	117.30	P201902174	11-213-100-320-000-003
		INV105774 1/31/19 -Para	351.90	P201902056	11-213-100-320-000-004
		INV106733 2/9/19 -Para	762.45	P201902057	11-213-100-320-000-004
		INV108722 2/16/19 -Para	351.90	P201902061	11-213-100-320-000-004
		INV110214 2/23/19 - Para	351.90	P201902120	11-213-100-320-000-004
		INV106733 2/9/19 -Para	117.30	P201902057	11-214-100-320-000-002
		INV106733 2/9/19 -Para	58.65	P201902057	11-214-100-320-000-003
		INV106732 2/9/19 -Teacher	58.65	P201902058	11-214-100-320-000-003
		INV108722 2/16/19 -Para	234.60	P201902061	11-214-100-320-000-003
		INV110213 2/23/19 - Teacher	58.65	P201902121	11-214-100-320-000-003
		INV111286 2/28/19-Para	58.65	P201902174	11-214-100-320-000-003
		INV111285 2/28/19-Teacher	175.95	P201902175	11-215-100-320-000-004
		INV106732 2/9/19 -Teacher	586.50	P201902058	11-230-100-320-000-002
		INV111285 2/28/19-Teacher	966.00	P201902175	11-230-100-320-000-002
		INV105773 1/31/19 - Teachers	724.50	P201902055	11-230-100-320-000-003
		INV106732 2/9/19 -Teacher	1,207.50	P201902058	11-230-100-320-000-003
		INV110213 2/23/19 - Teacher	841.80	P201902121	11-230-100-320-000-003
		INV106732 2/9/19 -Teacher	58.65	P201902058	11-230-100-320-000-004

Total Check Amount: 21,238.20

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63423	3/20/19	HHS LADY TIGERS VOLLEYBALL BOOSTE 2018-2019 Insurance Reimbursement -Volleyball	155.00	P201902062	11-402-100-800-000-001
A:63424	3/20/19	FAMILY ID, INC Athletic Supplies & Materials The following invoices were paid with this check: 5215	1,495.00	P201902085	11-402-100-600-000-001
A:63425	3/20/19	FIRST STUDENT, INC Athletics Trans 1/18-2/5/19 Athletics Trans 2/9-2/16/19 Athletics Trans 2/5-2/7/19 Grade 3 trip to MPAC 2/4/19	4,968.75 3,637.50 1,612.50 675.00	P201902095 P201902093 P201902094 P201901982	11-000-270-512-000-001 11-000-270-512-000-001 11-000-270-512-000-001 11-000-270-512-000-003
Total Check Amount:			10,893.75		
A:63426	3/20/19	FRONTLINE EDUCATION Time & Attendance Acct# 16675 INVUS91011	3,976.50	P201902176	11-000-251-330-000-006
A:63427	3/20/19	GIANFORCARO ARCHITECTS Drainage Upgrades WG	3,654.00	P201902076	12-000-400-334-000-004
A:63428	3/20/19	GLOBAL WASTE INDUSTRIES, INC Maintenance of Plant Maintenance of Plant Maintenance of Plant Maintenance of Plant	1,220.00 415.00 415.00 415.00	P201900038 P201900038 P201900038 P201900038	11-000-262-420-000-001 11-000-262-420-000-002 11-000-262-420-000-003 11-000-262-420-000-004
Total Check Amount:			2,465.00		
A:63429	3/20/19	GOLF TEAM PRODUCTS, INC Athletic Supplies & Materials - Golf The following invoices were paid with this check: 267448A	610.00	P201901891	11-402-100-600-000-001
A:63430	3/20/19	DEBBIE GRANT reimb mileage - HWASBO mtg 2/27/19	14.20	P201902073	11-000-251-592-000-006
A:63431	3/20/19	GREAT MEADOWS REG BOARD OF EDUCA 18-19 Tuition CS Gen Ed - AC March Tuition 18-19 Tuition L BD Prog - JC - March Tuition 18-19 Tuition GMMS BD Prog - AD- March Tui 18-19 Tuition GMMS BD Prog - KT March Tuit 18-19 Tuition CS LLD - JC March Tuition 2:1 Aide CS LLD - EC March Tuition 18-19 CS LLD Tuition - EC March Tuition 18/19 Tuition CS BD Program - PL March Tuiti 18-19 Tuition GMMS BD Prog - CD March Tuit	1,548.70 2,043.30 2,268.30 2,268.30 2,043.30 1,284.00 2,043.30 2,043.30 2,043.30 2,268.30	P201901180 P201901183 P201901184 P201901185 P201901175 P201901181 P201901181 P201901182 P201901186	11-000-100-561-000-001 11-000-100-562-000-005 11-000-100-562-000-005 11-000-100-562-000-005 11-000-100-562-000-005 11-000-100-562-000-005 11-000-100-562-000-005 11-000-100-562-000-005 11-000-100-562-000-005 11-000-100-562-000-005
Total Check Amount:			17,810.80		
A:63432	3/20/19	Grizzly Industrail Inc. Mill/Drill Machine with Stand-G0704-NJ Perkin The following invoices were paid with this check: 952002-01	1,664.00	P201901863	20-362-100-600-000-008

All Bank Accounts Included

<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>
A:63433	3/20/19	GROWING STAGE THEATRE April 3, 2019 Field Trip - First Grade	996.00	P201902115	11-190-100-800-000-003
A:63434	3/20/19	HOBBIE HEAT & POWER INC Repair Hot Water Heaters The following invoices were paid with this check: 30595	141.00	P201902003	11-000-261-420-000-001
A:63435	3/20/19	HOLLIE STUDIOS, LLC Proud to be Stigma Free Single Sided Sign-Guida The following invoices were paid with this check: H17432	88.00	P201902110	11-000-218-600-000-001
A:63436	3/20/19	HOMETOWNE HARDWARE, LLC Maintenance: Supplies Grounds Supplies Total Check Amount:	30.58 19.76 <u>50.34</u>	P201902077 P201902077	11-000-261-610-000-001 11-000-263-610-000-006
		The following invoices were paid with this check: 75048,75222,75557			
A:63437	3/20/19	HOWARD TECHNOLOGY SOLUTIONS Technology Equipment The following invoices were paid with this check: 39730,40171,39622	104.00	P201901426	11-000-222-603-000-004
A:63438	3/20/19	HUNTERDON PREPARATORY SCHOOL Tuition 2018-2019 - RC-March Tuition Tuition FY 2018-2019 AT March Tuition Total Check Amount:	5,236.00 5,236.00 <u>10,472.00</u>	P201900244 P201900232	11-000-100-566-000-005 11-000-100-566-000-005
A:63439	3/20/19	IRON MOUNTAIN MECHANICAL, LLC HVAC Upgrade - WG - APP# 3	37,097.50	P201901696	12-000-400-450-000-004
A:63440	3/20/19	INNOVATIONS IN ONLINE EDUCATION Jan 2019 Home Instruction - AJ The following invoices were paid with this check: HHS012019HI-AJ	450.00	P201902122	11-150-100-320-000-001

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63441	3/20/19	J AND B THERAPY OCCUPATIONAL, LLC			
		Invoice # 13472 (February 1 - 15, 2019)	10,922.00	P201902049	11-000-216-320-000-005
		Invoice # 13572 (February 16 - 28, 2019)	86.00	P201902165	11-000-216-320-000-005
		Invoice # 13573 (February 16 - 28, 2019)	236.50	P201902166	11-000-216-320-000-005
		Invoice # 13571 (February 16 - 28, 2019)	129.00	P201902164	11-000-216-320-000-005
		Invoice # 13569 (February 16 - 28, 2019)	129.00	P201902162	11-000-216-320-000-005
		Invoice # 13570 (February 16 - 28, 2018)	43.00	P201902163	11-000-216-320-000-005
		Invoice # 13568 (February 16 - 28, 2019)	9,954.50	P201902161	11-000-216-320-000-005
		Invoice # 13473 (February 1 - 15, 2019)	387.00	P201902048	11-000-216-320-000-005
		Invoice # 13474 (February 1 - 15, 2019)	129.00	P201902047	11-000-216-320-000-005
		Invoice # 13475 (February 1 - 15, 2019)	215.00	P201902046	11-000-216-320-000-005
		Invoice # 13476 (February 1 - 15, 2019)	405.00	P201902045	11-000-216-320-000-005
		Invoice # 13470 (February 1 - 15, 2019)	129.00	P201902042	11-000-216-320-000-005
		Invoice # 13471 (February 1 - 15, 2019)	86.00	P201902041	11-000-216-320-000-005

Total Check Amount: 22,851.00

The following invoices were paid with this check:

13470	13471	13472	13473
13474	13475	13476	13568
13569	13570	13571	13572
13573			

A:63442	3/20/19	JOHN MARSHALL WEATHER LLC			
		Two Weather Assemblies 4/17/19- HH	1,600.00	P201901987	11-190-100-320-000-003

A:63443	3/20/19	JOHN MARSHALL WEATHER LLC			
		Two Weather Assemblies 4/3/19-MS	1,600.00	P201901972	11-190-100-320-000-004

A:63444	3/20/19	KISTLER O'BRIEN			
		HS Fire Inspections	239.02	P201900030	11-000-261-420-000-001
		MS Fire Inspections	215.43	P201900030	11-000-261-420-000-002

Total Check Amount: 454.45

The following invoices were paid with this check:

90955

A:63445	3/20/19	KNOWBUDDY RESOURCES			
		Library Books	161.55	P201901331	11-000-222-601-000-003

The following invoices were paid with this check:

ARU0275764

A:63446	3/20/19	CASEY KUCINISKI			
		Mileage Reimbursement - Workshop 1/8,1/9,1/	36.46	P201902063	11-000-223-580-000-001

A:63447	3/20/19	KT'S OFFICE SERVICES LLC			
		SmartBoard Power Adapter	35.00	P201902080	11-000-252-610-000-006

The following invoices were paid with this check:

28536

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63448	3/20/19	KURT'S LOCKSMITH SERVICE			
		Keys/Cylinder	189.00	P201902059	11-000-261-610-000-001
		Hinge 83"	610.00	P201902059	11-000-261-610-000-001
		Keys/Combination Cylinders	392.95	P201902059	11-000-266-610-000-006
		Total Check Amount:	1,191.95		
		The following invoices were paid with this check:			
		21426	21427	21428	
A:63449	3/20/19	LDI/COLOR TOOLBOX			
		MS- Overage Color Copies 11/17-18-2/16/19	470.64	P201902172	11-190-100-500-000-002
		MS- Overage B/W Copies 11/17/19-2/16/19	1,294.89	P201902172	11-190-100-500-000-002
		Total Check Amount:	1,765.53		
		The following invoices were paid with this check:			
		1506889	1506890		
A:63450	3/20/19	LEARNING A-Z			
		Raz Kids 3/1/19-7/5/19 subscription	36.65	P201902099	11-190-100-610-611-003
		The following invoices were paid with this check:			
		2085975			
A:63451	3/20/19	LOG BOOKS UNLIMITED			
		Boiler Log	194.84	P201901664	11-000-261-610-000-001
		Boiler Logs	150.22	P201901797	11-000-261-610-000-001
		Total Check Amount:	345.06		
		The following invoices were paid with this check:			
		0001579	00015794		
A:63452	3/20/19	LOWES BUSINESS ACCT/GECRB			
		Maintenance: Supplies	564.20	P201902173	11-000-261-610-000-001
		Maintenance: Supplies	115.90	P201902173	11-000-261-610-000-002
		Grounds Supplies	371.76	P201902173	11-000-263-610-000-006
		Total Check Amount:	1,051.86		
A:63453	3/20/19	M F ATHLETIC COMPANY, INC.			
		Athletic Supplies & Materials- track and Field	661.34	P201902035	11-402-100-600-000-001
		The following invoices were paid with this check:			
		INV59323			
A:63454	3/20/19	MAKERBOT INDUSTRIES LLC			
		Curricular equipment for CAD class- Filus	2,821.91	P201901884	11-190-100-610-612-001
		The following invoices were paid with this check:			
		INV156263			
A:63455	3/20/19	Marilyn Bellantoni			
		Athletic Professional Services- Fencing	200.00	P201902159	11-402-100-300-000-001
A:63456	3/20/19	MASTER GRINDING & SECURITY, LLC			
		Security Supplies	514.00	P201902111	11-000-266-610-000-006
		The following invoices were paid with this check:			
		87783			

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63457	3/20/19	MACDA Honor Choir	400.00	P201901741	11-401-100-800-000-001
A:63458	3/20/19	MANSFIELD TOWNSHIP Tuition for 2018-2019 - AA March Tuition	3,187.90	P201901000	11-000-100-562-000-005
A:63459	3/20/19	MAMA'S PIZZA & CAFE BACI February Student Council Lunch	114.15	P201902066	11-000-230-890-000-006
A:63460	3/20/19	MATHENY SCHOOL AND HOSPITAL Invoice # 01-19AA (January, 2019)	1,700.00	P201902043	11-150-100-320-000-003
		Invoice # 01-19AP (January, 2019)	1,190.00	P201902044	11-150-100-320-000-004
		Invoice # 01-19AP (January, 2019)	1,235.00	P201902044	11-000-216-320-000-005
		Invoice # 01-19AA (January, 2019)	475.00	P201902043	11-000-216-320-000-005
		Total Check Amount:	4,600.00		
		The following invoices were paid with this check:			
		01-19AA			
		01-19AP			
A:63461	3/20/19	MODERN GROUP LTD Repair Lift	545.20	P201901936	11-000-263-420-000-006
		The following invoices were paid with this check:			
		Psv1500214			
A:63462	3/20/19	LEE MONDAY, PHD Risk Assessment 2/21/19 KF	250.00	P201902123	11-000-213-300-000-002
		Risk Assessment 3/1/19 CM	250.00	P201902123	11-000-213-300-000-002
		Risk Assesment 3/1/19 RC	250.00	P201902123	11-000-213-300-000-002
		Total Check Amount:	750.00		
A:63463	3/20/19	MONTGOMERY ACADEMY Tuition 2018-2019 - RC - March Tuition	6,432.83	P201900237	20-250-100-500-000-005
		Tuition 2018-2019 WJ March Tuition	6,432.83	P201900238	20-250-100-500-000-005
		Total Check Amount:	12,865.66		
A:63464	3/20/19	MORRIS COUNTY ELEVATOR Elevator Service	222.00	P201900183	11-000-261-420-000-002
		The following invoices were paid with this check:			
		11858			
A:63465	3/20/19	Morristown-Beard School Athletic Fees- Girls Lacrosse	75.00	P201902151	11-402-100-800-000-001
A:63466	3/20/19	MORTON SALT, INC. Salt	3,202.90	P201902000	11-000-263-610-000-006
		The following invoices were paid with this check:			
		5401806443			

All Bank Accounts Included

<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>
A:63467	3/20/19	MOTIVATING CHANGE, LLC			
		Invoice Dated 2/28/19 (February, 2019)	420.00	P201902131	11-214-100-320-000-002
		Invoice Dated 2/28/19 (February, 2019)	1,785.00	P201902131	11-214-100-320-000-003
		Invoice Dated 2/28/19 (February, 2019)	525.00	P201902131	11-214-100-320-000-004
		Total Check Amount:	2,730.00		
A:63468	3/20/19	MUSIC SHOP, THE			
		Sheet Music for Curricular Ensembles	194.40	P201901484	11-190-100-610-613-001
		The following invoices were paid with this check: 78844,86406,69672			
A:63469	3/20/19	NORTH EAST PARTS GROUP			
		Grounds Supplies	201.89	P201902140	11-000-263-610-000-006
A:63470	3/20/19	NEW JERSEY KEY CLUB ATT: KAITLIN M			
		NJ Key Club Convention	200.00	P201902081	11-401-100-800-000-001
A:63471	3/20/19	NJASPERD			
		Athletic Travel- K ORear	75.00	P201901781	11-402-100-580-000-001
		NJASPERD Annual Convention	200.00	P201901837	11-000-223-580-000-003
		Total Check Amount:	275.00		
		The following invoices were paid with this check: 201902438 201903476			
A:63472	3/20/19	NJMEA			
		NJMEA Conference - AF	85.00	P201901563	11-190-100-800-000-002
A:63473	3/20/19	NJDEAF, INC			
		Staff Workshop/Conferences- C DiCosmo- 3/30/1	45.00	P201901990	11-000-223-580-000-006
A:63474	3/20/19	NISIVOCCIA, LLP			
		Inv 74136 - Final Billing Audit 17-18	2,500.00	P201902124	11-000-230-332-000-006
		The following invoices were paid with this check: 74136			
A:63475	3/20/19	NJASBO			
		Annual Conf June 4-7/2019 - GW	275.00	P201902015	11-000-251-592-000-006
		The following invoices were paid with this check: 200002061			
A:63476	3/20/19	BLUE TARP FINANCIAL, INC			
		Athletic Supplies & Materials- Girls Lacross	157.98	P201901927	11-402-100-600-000-001
		The following invoices were paid with this check: 42075544			
A:63477	3/20/19	One Way Manufacturing			
		Woodworking Supplies-OneWay Manuf.	407.55	P201901421	20-362-100-600-000-008
		The following invoices were paid with this check: 44053			

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63478	3/20/19	OTICON, INC Purch Prof - Edu Svcs-HS The following invoices were paid with this check: INV6702660	30.00	P201901930	11-213-100-320-000-001
A:63479	3/20/19	PHOENIX ADVISORS, LLC Annual Fee Per Agreement FY 18-19 The following invoices were paid with this check: 020519	850.00	P201902019	11-000-230-339-000-006
A:63480	3/20/19	PEARSON EDUCATION ESL Supplies HS The following invoices were paid with this check: 7026599343	231.94	P201901791	11-240-100-610-000-001
A:63481	3/20/19	J W PEPPER & SON INC Spring Music order 2019 Music - AF	743.94 659.73	P201901991 P201901932	11-190-100-610-613-002 11-190-100-610-613-002
Total Check Amount:			1,403.67		
The following invoices were paid with this check: 01V06454,01V12167					
A:63482	3/20/19	PESI INC. Professional Development- 3/6 - M Humphries Title IV - Wksp 3/6/19- HH - A Alers Staff Workshops/Conferences- 3/6 A Verpeut	199.99 199.00 199.99	P201901857 P201901882 P201901855	20-270-200-500-000-007 20-280-200-300-000-007 20-280-200-300-000-007
Total Check Amount:			598.98		
The following invoices were paid with this check: 01V03824 2020288 2020304 2020369					
A:63483	3/20/19	PLAZA FAMILY CARE/ADAM DICK, MD Physician Services - MS- March pmt Physician Services - HH March pmt Physician Services - WG March pmt	216.00 216.00 216.00	P201901162 P201901162 P201901162	11-000-213-300-000-002 11-000-213-300-000-003 11-000-213-300-000-004
Total Check Amount:			648.00		
A:63484	3/20/19	PITNEY BOWES HS- Lease 12/30/18-3/29/19 INV3308263825 The following invoices were paid with this check: 3308263825	716.04	P201902145	11-000-230-530-000-001
A:63485	3/20/19	PROFESSIONAL EDUCATION SERIVES INC Tutor: Jan 23,25,28,29,30,31 Feb1,4,5, INV PS- The following invoices were paid with this check: PS1938	810.00	P201902067	11-150-100-320-000-001
A:63486	3/20/19	PRUFROCK PRESS Teaching Supplies The following invoices were paid with this check: 388274,388204	286.00	P201901905	11-190-100-610-611-004

All Bank Accounts Included

<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>
A:63487	3/20/19	COLLEGE ENTRANCE EXAMINATION BOA Test Fees 2018 Admin	3,448.00	P201902109	11-000-218-320-000-001
A:63488	3/20/19	R & L DATACENTERS, INC Feb 2019 Payroll Svcs The following invoices were paid with this check: 96286	1,501.83	P201902090	11-000-251-330-000-006
A:63489	3/20/19	RAPID RECOVERY SERVICES Water Damage -HS Claim# SAF049311/SXL001 The following invoices were paid with this check: 18043-D	28,757.98	P201902020	12-000-400-390-000-001
A:63490	3/20/19	READYREFRESH BY NESTLE February Drinking Water BO- INV09B84500018 The following invoices were paid with this check: 8450001899	13.92	P201902144	11-000-230-890-000-006
A:63491	3/20/19	REGION OIL Heating Oil The following invoices were paid with this check: 145040	4,542.07	P201902170	11-000-262-624-000-006
A:63492	3/20/19	FRANK RODGERS Reimbursement - State Westling Champ- Atlantic	487.00	P201902157	11-402-100-580-000-001
A:63493	3/20/19	RONETCO SUPERMARKETS Math Honor Society	59.97	P201901975	11-401-100-600-000-001
A:63494	3/20/19	Rutgers, The State University of New Jersey Staff Workshop/Conferences- D Stanley 2/20 The following invoices were paid with this check: 55466	129.00	P201901895	11-000-223-580-000-006
A:63495	3/20/19	RUTGERS CENTER FOR LITERACY DEVEL Title II - Wksp Reg. The following invoices were paid with this check: 1109	300.00	P201901596	20-270-200-500-000-007
A:63496	3/20/19	SCIARRILLO, CORNELL, MERLINO, MCKEE Balance to Inv #8570 Dec. General Legal Fees The following invoices were paid with this check: 8570	33.75	P201902069	11-000-230-331-000-006
A:63497	3/20/19	STEPHANIE SHAEFFER Invoice # 201902 (February, 2019)	570.00	P201902130	11-213-100-320-000-001
A:63498	3/20/19	SHEPARD PREPARATORY HIGH SCHOOL I Tuition FY 2018-2019 XP March pmt	6,051.78	P201900233	11-000-100-566-000-005

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63499	3/20/19	SHI			
		Athletic Supplies & Materials	1,330.56	P201901885	11-402-100-600-000-001
		Sound system & supplies	1,165.83	P201901873	11-000-222-603-000-002
		Tech Supplies-Bulbs-HD-Cables-Battery	1,226.04	P201901955	11-000-252-610-000-006
Total Check Amount:			3,722.43		

The following invoices were paid with this check:

09493145,09478679 B09496735,B09495263 B09557704,B09555978

A:63500	3/20/19	SKYLANDS ORTHOPAEDICS, PC			
		School Physician - HS March pmt	1,200.00	P201901163	11-000-213-300-000-001
A:63501	3/20/19	CYNTHIA SMITH			
		Mileage Reimbursement Work Shop 2/1/19 -RSG	22.32	P201902064	11-000-223-580-000-002
A:63502	3/20/19	STANK ENVIRONMENTAL, LLC			
		Pest Control	112.50	P201900033	11-000-261-420-000-001
		Pest Control	112.50	P201900033	11-000-261-420-000-002
		Pest Control	112.50	P201900033	11-000-261-420-000-003
		Pest Control	112.50	P201900033	11-000-261-420-000-004
Total Check Amount:			450.00		

The following invoices were paid with this check:

9925

A:63503	3/20/19	DANIELLE STANLEY			
		February, 2019 Mileage Reimbursement	61.09	P201902167	11-000-219-580-000-005
A:63504	3/20/19	TREASURER, STATE OF NEW JERSEY			
		Reinspection of MS Elevator-1030495	203.00	P201902138	11-000-262-800-000-001
A:63505	3/20/19	STEPPING STONE SCHOOL			
		10/15/18-6/2018 Tuition DL -March pmt	5,264.70	P201901173	11-000-100-566-000-005
A:63506	3/20/19	KARISSA STOUT			
		Mileage Reimbursement - 1/8-1/10. Work Shop	37.20	P201902065	11-000-223-580-000-004
A:63507	3/20/19	SUCCESS ADVERTISING INC			
		3/4/19 - Easton - BOE Meeting Change	234.00	P201902074	11-000-230-590-000-006
		2/23- Express times. Meeting Date Change.	238.65	P201902013	11-000-230-590-000-006
Total Check Amount:			472.65		

The following invoices were paid with this check:

305620 305620

A:63508	3/20/19	SUSSEX COUNTY REGIONAL COOPERATIV			
		Feb 2019 Special Ed Trans	12,071.16	P201902097	11-000-270-514-000-005
		Feb 2019 Homework Trans	700.00	P201902097	20-230-200-500-000-007
Total Check Amount:			12,771.16		

The following invoices were paid with this check:

S18-001287

All Bank Accounts Included

<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>
A:63509	3/20/19	TEACHER'S DISCOVERY Supplies - ML	274.53	P201900924	11-190-100-610-611-002
A:63510	3/20/19	THE CUSTOMER props for play The following invoices were paid with this check: 403871.1.3	297.13	P201901889	11-401-100-600-000-002
A:63511	3/20/19	TM BRENNAN SERVICE, INC. Repair Leaks in Faculty Room The following invoices were paid with this check: 1821	497.85	P201902029	11-000-261-420-000-003
A:63512	3/20/19	THE CRAIG SCHOOL Tuition 18-19 LB March pmt	5,170.00	P201901155	11-000-100-566-000-005
A:63513	3/20/19	THE CRAIG SCHOOL Invoice # 12164 (January, 2019) The following invoices were paid with this check: 12164	645.00	P201902040	11-000-216-320-000-005
A:63514	3/20/19	TOWN OF HACKETTSTOWN January 2019 Gasoline The following invoices were paid with this check: bejan19	340.31	P201902008	11-000-262-626-000-006
A:63515	3/20/19	TMI Education School Security The following invoices were paid with this check: 101788	278.00	P201901989	11-000-223-580-000-001
A:63516	3/20/19	TRESONA MULTIMEDIA LLC Sheet Music The following invoices were paid with this check: 337745	180.00	P201901924	11-190-100-610-613-001
A:63517	3/20/19	VENTURE PUBLISHING AP Calc Prep Books The following invoices were paid with this check: 19649	979.00	P201901869	11-190-100-610-611-001
A:63518	3/20/19	VEX ROBOTICS, INC Russell - Curriculum Supplies (VEX Order #2) The following invoices were paid with this check: 345092	69.85	P201901606	11-190-100-610-612-001
A:63519	3/20/19	Voorhees High School Athletic Fees- Golf	160.00	P201901920	11-402-100-800-000-001
A:63520	3/20/19	VERIZON Annual Billing for Pole - 1/1/19-12/31/19	656.50	P201902125	11-000-230-530-000-006

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63521	3/20/19	WARREN COUNTY TECHNICAL SCHOOL			
		Regular Ed Tuition FY 18-19March pmt	11,310.00	P201900959	11-000-100-563-000-005
		Spec Ed Tuition for FY 18-19March pmt	2,800.00	P201900958	11-000-100-564-000-005
		Transportation Charges FY 18-19March pmt	1,450.00	P201900959	11-000-270-511-000-005
		Spec Ed Transport FY 18-19-March pmt	350.00	P201900958	11-000-270-511-000-005
		Total Check Amount:	15,910.00		
A:63522	3/20/19	WB MASON CO, INC			
		WB Mason front office supplies	278.30	P201902011	11-000-240-600-000-003
		The following invoices were paid with this check: I63973561			
A:63523	3/20/19	WARREN COUNTY SPECIAL SERVICES			
		Invoice # 201900238 (February 1 - 15, 2019)	1,445.00	P201902088	11-000-216-320-000-005
		Invoice # 201900225 (January 1 - 31, 2019)	10,497.50	P201902039	11-000-216-320-000-005
		Total Check Amount:	11,942.50		
		The following invoices were paid with this check: 201900238 201902039			
A:63524	3/20/19	WARREN COUNTY SPECIAL SERVICES			
		Special Ed Trans March 2019	44,246.46	P201902032	11-000-270-514-000-005
		The following invoices were paid with this check: 4782			
A:63525	3/20/19	WEST CHESTER MACHINERY AND SUPPL			
		Plow Parts	470.11	P201902027	11-000-263-610-000-006
		The following invoices were paid with this check: 01-30656			
A:63526	3/20/19	WESTFIELD BOYS GOLF			
		Athletic Fees- Golf	150.00	P201901921	11-402-100-800-000-001
		The following invoices were paid with this check: 4222018			
A:63527	3/20/19	WINDSOR LEARNING CENTER			
		Tuition 2018-2019 - CC - Jan Adjustment	310.00	P201901001	11-000-100-566-000-005
		Tuition 2018-2019 - CC - March pmt	6,200.00	P201901001	11-000-100-566-000-005
		Total Check Amount:	6,510.00		
		The following invoices were paid with this check: 20724			
A:63528	3/20/19	WINDSOR LEARNING CENTER			
		Tuition FY 2018-2019 JS -Jan Adjustment	355.00	P201900235	11-000-100-566-000-005
		Tuition FY 2018-2019 JS-March pmt	7,100.00	P201900235	11-000-100-566-000-005
		Total Check Amount:	7,455.00		
A:63529	3/20/19	Wisconsin Ctr for Edu. Products & Services (WC			
		ORDER # 29178 Title III Immigrant	416.00	P201901777	20-242-100-600-000-007
		The following invoices were paid with this check: 29178			

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:63530	3/20/19	WINKSHOP Staff Workshop/Conferences The following invoices were paid with this check: 372019	319.86	P201902082	11-000-223-580-000-006
A:63531	3/20/19	WILLOWGLEN ACADEMY-NEW JERSEY, I Extraordinary Services 18-19 March pmt Tuition 2018-2019 BJ March pmt	1,900.00 8,811.80	P201900239 P201900239	20-250-100-500-000-005 20-250-100-500-000-005
Total Check Amount:			10,711.80		
A:63532	3/20/19	CARIDAD ACKERMAN National Honor Choir- ACDA	135.00	P201901742	11-401-100-800-000-001
A:63533	3/20/19	CITY FIRE EQUIPMENT Fire Alarm Monitoring Fire Alarm Monitoring Fire Alarm Monitoring	130.00 65.00 65.00	P201900140 P201900140 P201900140	11-000-261-420-000-001 11-000-261-420-000-003 11-000-261-420-000-004
Total Check Amount:			260.00		
The following invoices were paid with this check:					
		159690	159692	159693,159694	
A:63534	3/20/19	DUKE'S LANDSCAPE MANAGEMENT, INC. 2018-2019 District Landscaping The following invoices were paid with this check: 21379,84,81,80,83,82	7,172.30	P201900889	11-000-263-420-000-006
A:63535	3/20/19	DYNTEK SERVICES, INC Microsoft Azure Storage The following invoices were paid with this check: D135559	287.12	P201900005	11-190-100-340-000-006
A:63536	3/20/19	LONGSTRETH SPORTING GOODS Athletic Supplies & Materials The following invoices were paid with this check: 1363427a,b,c,d,e	1,372.05	P201901892	11-402-100-600-000-001
A:63537	3/20/19	NJSIAA Athletic Fees- Spring rule books The following invoices were paid with this check: 0068388-IN	92.00	P201901866	11-402-100-800-000-001
A:63538	3/20/19	WENGER CORP Replace/repair school-owned music stand bases The following invoices were paid with this check: 762025	96.00	P201902089	11-190-100-340-000-001
A:63539	3/20/19	WARCO PLUMBING & HEATING Maintenance: Supplies The following invoices were paid with this check: S1473848.001	11.80	P201902177	11-000-261-610-000-001

All Bank Accounts Included

<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>
A:63540	3/20/19	PUBLIC SEWER SERVICE Acid Tank Cleaning The following invoices were paid with this check: 285946	6,435.00	P201902078	11-000-261-420-000-001
A:63541	3/20/19	MASCHIO'S FOOD SERVICE, INC. Special Functions - 2/27/19 Board Mtg. The following invoices were paid with this check: IN0068675	51.35	P201902186	11-000-230-890-000-006

The Grand Total of all Checks from Fund 10 is:	136,203.96
The Grand Total of all Checks from Fund 11 is:	2,646,271.91
The Grand Total of all Checks from Fund 12 is:	174,128.47
The Grand Total of all Checks from Fund 20 is:	69,155.64
The Grand Total of all Checks from Fund 70 is:	29,905.61

The Grand total of all checks for this period is: 3,055,665.59

We the undersigned board members certify that we have approved the expenditures represented by the above list of checks.

**REPORT OF THE TREASURER
TO THE BOARD OF EDUCATION**

A-2

HACKETTSTOWN SCHOOL DISTRICT

ALL FUNDS

FOR THE MONTH ENDING: JANUARY 2019

		CASH REPORT			
	FUNDS	(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balances (1)+(2)-(3)
1	GOVERNMENTAL FUNDS General Fund - Fund 10	\$3,291,495.74	\$3,680,158.45	\$3,229,999.17	\$3,741,655.02 *
1a	Capital Reserve	\$1,067,434.46		\$367,010.00	\$700,424.46
1b	Emergency Reserve	\$200,000.00			\$200,000.00
1c	Maintenance Reserve	\$200,000.00			\$200,000.00
1d	Tuition Reserve	\$0.00			\$0.00
2	Special Revenue Fund - Fund 20	-\$295,141.13	\$1,350.00	\$58,550.70	-\$352,341.83
3.	Capital Projects Fund - Fund 30	\$540,617.89			\$540,617.89
4.	Debt Service Fund - Fund 40	\$0.46	\$11,392.00	\$11,392.50	-\$0.04
5.	Internal Services Fund - Fund 70	-\$230,552.50	\$184,098.50	\$29,905.61	-\$76,359.61
6.	Total Governmental Funds (Lines 1-5)	\$4,773,854.92	\$3,313,148.45	\$3,666,952.37	\$4,953,995.89
7 a	Cafeteria Account	\$155,082.10	\$49,606.12	\$35,113.69	\$169,574.53
6 b	Scholarship Account	\$56,552.90	\$86.07		\$56,638.97
6 c	Flexible Spending Account	\$4,946.08	\$1,154.00	\$72.00	\$6,028.08
6e	Student Activities	\$250,454.89	\$21,137.63	\$11,691.40	\$259,901.12
7.	SUI Trust Account	\$22,745.72	\$5,818.37	\$433.31	\$28,130.78
8.	Payroll Agency	\$193,808.82	\$920,962.92	\$1,079,479.59	\$35,292.15
9.	Salary Account	\$0.00	\$1,159,232.64	\$1,159,232.64	\$0.00
					\$0.00
10.	Total Trust & Agency Funds (Lines 6 thru 9)	\$683,590.51	\$2,157,997.75	\$2,286,022.63	\$555,565.63
11.	Total All Funds (Lines 5 and 10)	\$5,457,445.43	\$5,471,146.20	\$5,952,975.00	\$5,509,561.52

Prepared by:

Debra L. Grant 2/21/19

Treasurer of School Monies

Submitted by:

Gail Wojciekowski

Business Administrator/Board Secretary



* \$300,000.00 Tuition Reserve included in this figure

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS

101 Cash in checking account	\$ 3,741,655.02	
102-106 Other cash equivalents	\$ 700.00	
Total cash		\$ 3,742,355.02
111 Investments		\$ 0.00
114 Investment interest receivable		\$ 0.00
116 Capital reserve account		\$ 700,424.46
117 Maintenance reserve account		\$ 200,000.00
118 Current expense emergency reserve account		\$ 200,000.00
121 Tax levy receivable		\$ 7,144,572.00
Accounts receivable		
132 Interfund	\$ 0.00	
141 Intergovernmental - state	\$ 3,309,329.31	
142 Intergovernmental - federal	\$ 0.00	
143 Intergovernmental - other	\$ 0.00	
153 Other Accounts Receivable	\$ 3,271,137.49	
		\$ 6,580,466.80
Loans receivable		
131 Interfund	\$ 3,890.43	
151 Other Loans Receivable	\$ 0.00	
		\$ 3,890.43
199 Other current assets		\$ 0.00

RESOURCES

301 Estimated revenues (from adjusted budget)	\$ 30,772,115.85	
302 Less: revenues collected or accrued	\$ (31,440,880.67)	
		\$ (668,764.82)
TOTAL ASSETS AND RESOURCES		\$ 17,902,943.89

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	\$ 49,322.96
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	<u>\$ 49,322.96</u>

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$ 11,198,780.46	
754 Reserve for encumbrances - prior year			\$ 112,650.47	
761 Reserved fund balance Capital Reserve - July 1, 2018		\$ 1,067,434.46		
604 Add: Increase in capital reserve		\$ 500.00		
307 Less: Budgeted withdrawal from capital reserve - eligible costs		\$ (367,010.00)		
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			\$ 700,924.46	
764 Reserved fund balance Maintenance Reserve - July 1, 2018		\$ 200,000.00		
606 Add: Increase in maintenance reserve		\$ 0.00		
310 Less: Budgeted withdrawal from maintenance reserve		\$ 0.00		
Subtotal - maintenance reserve			\$ 200,000.00	
765 Reserved fund balance Tuition Reserve - July 1, 2018		\$ 600,000.00		
311 Less: Budgeted withdrawal from tuition reserve		\$ (300,000.00)		
Subtotal - tuition reserve			\$ 300,000.00	
766 Reserved fund balance emergency rsv - July 1, 2018		\$ 200,000.00		
607 Add: Increase in emergency reserve		\$ 0.00		
312 Less: Budgeted withdrawal from emergency reserve		\$ 0.00		
Subtotal - Emergency Reserve			\$ 200,000.00	
760 Other reserves			\$ 0.00	
771 Designated Fund Balance			\$ 0.00	
772 Designated Fund Balance - ARRA/SEMI			\$ 0.00	
601 Appropriations		\$ 31,983,754.67		
602 Less: expenditures	\$ 16,177,065.78			
603 Less: encumbrances	\$ 11,311,430.93	\$ (27,488,496.71)	\$ 4,495,257.96	
Appropriations less expenditures				\$ 17,207,613.35
Unappropriated:				
770 Fund Balance, July 1, 2018			\$ 899,041.58	
303 Less: budgeted fund balance			\$ (253,034.00)	
Unappropriated fund balance				\$ 646,007.58
Total fund equity				\$ 17,853,620.93
TOTAL LIABILITIES AND FUND EQUITY				\$ 17,902,943.89

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 31,983,754.67	\$ 27,488,496.71	\$ 4,495,257.96
Less: Revenues	\$ (30,772,115.85)	\$ (31,440,880.67)	\$ 668,764.82
Subtotal	\$ 1,211,638.82	\$ (3,952,383.96)	\$ 5,164,022.78
Change in capital reserve			
Plus - Increase in reserve	\$ 500.00	\$ 0.00	\$ 500.00
Less - Withdrawal from reserve	\$ (367,010.00)	\$ (367,010.00)	\$ 0.00
Change in maintenance reserve			
Plus - Increase in reserve	\$ 0.00	\$ 0.00	\$ 0.00
Less - Withdrawal from reserve	\$ 0.00	\$ 0.00	\$ 0.00
Change in tuition reserve			
Less - Withdrawal from reserve	\$ (300,000.00)	\$ (300,000.00)	\$ 0.00
Change in emergency reserve			
Plus - Increase in reserve	\$ 0.00	\$ 0.00	\$ 0.00
Less - Withdrawal from reserve	\$ 0.00	\$ 0.00	\$ 0.00

Less: adjustment to appropriations for Prior Year Encumbrances	\$ (292,094.82)	\$ (292,094.82)	\$ 0.00
Total current year budgeted fund balance	\$ 253,034.00	\$ (4,911,488.78)	\$ 5,164,522.78
Add: Unappropriated fund balance			\$ 646,007.58
Total of budgeted and unappropriated fund balance			\$ 5,810,530.36

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	253,034.00	292,094.82	545,128.82	(4,619,393.96)	5,164,522.78
307/309/317	Bgtd wdrwl from cap rsv	0.00	367,010.00	367,010.00	367,010.00	0.00
310	Bgtd wdrwl from maint rsv	0.00	0.00	0.00	0.00	0.00
311	Bgtd wdrwl from tuition rsv	300,000.00	0.00	300,000.00	300,000.00	\$0.00
312	Bgtd wdrwl from emergency rsv	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	24,180,734.00	101,320.52	24,282,054.52	24,981,647.44	(699,592.92)
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	5,736,847.00	708,931.33	6,445,778.33	6,451,737.00	(5,958.67)
4xxx	From Federal Sources	44,283.00	0.00	44,283.00	7,496.23	36,786.77
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Totals		30,514,898.00	1,469,356.67	31,984,254.67	27,488,496.71	4,495,757.96

Fund 10 (General Fund)

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Ungrouped Accounts		18,634.00	173.00	18,807.00	0.00	0.00	18,807.00	7,233.00
Grand Totals for fund 10:		18,634.00	173.00	18,807.00	0.00	0.00	18,807.00	7,233.00

Fund 11 (Current Expense Fund)

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Regular programs-Instruction		8,634,520.00	199,613.00	8,834,133.00	4,340,799.20	4,490,023.80	3,310.00	0.00
Regular programs-Home Instruction		162,000.00	0.00	162,000.00	19,648.75	45,866.33	96,484.92	0.00
Regular programs-Undistrib Instruction		810,030.00	73,903.23	883,933.23	470,880.88	105,870.76	307,181.59	745.00
Special education-Learning Disabled		472,469.00	205,615.49	678,084.49	279,764.58	395,711.82	2,608.09	100.00
Special education-Auditorial hdcpc		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special education-Multiply hdcpc		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special education-Resource room		2,300,433.00	(124,575.11)	2,175,857.89	1,121,915.00	969,585.89	84,357.00	2,430.37
Special education-Autistic		548,342.00	74,769.00	623,111.00	227,483.92	272,728.46	122,898.62	7,725.45
Special education-Prsc hdcpc/part time		83,186.00	11,405.00	94,591.00	34,296.59	53,352.53	6,941.88	0.00
Basic skills/remedial-instruction		537,895.00	5,230.00	543,125.00	271,824.90	265,714.53	5,585.57	0.00
Bilingual education-instruction		351,258.00	3,085.00	354,343.00	138,586.08	136,674.43	79,082.49	0.00
Curricular activities-instruction		195,184.00	(355.00)	194,829.00	79,044.73	85,675.24	30,109.03	4,590.00
Athletic programs-instruction		881,014.00	2,675.39	883,689.39	434,788.28	368,498.39	80,402.72	0.00
Community service programs		123,125.00	0.00	123,125.00	43,328.75	74,796.25	5,000.00	0.00
Undistributed expense-instruction		819,479.00	85,969.62	905,448.62	486,978.12	412,651.54	5,818.96	16,500.00
Attendance and social work svcs		57,580.00	481.00	58,061.00	33,868.95	24,192.05	0.00	0.00
Health services		395,134.00	3,440.00	398,574.00	183,943.37	168,989.60	45,641.03	0.00
Other support svc-Related svcs		536,528.00	18,183.75	554,711.75	230,130.38	150,095.67	174,485.70	1,520.25
Other support svc-Extra. svcs		194,575.00	(78,363.00)	116,212.00	41,298.38	74,913.62	0.00	0.00
Other support svc-students-reg		871,494.00	6,156.00	877,650.00	445,741.43	410,644.46	21,264.11	0.00
Other support svc-students-spec		738,106.00	8,740.00	746,846.00	431,096.23	285,127.32	30,622.45	0.00
Impr of inst-other sup-instruc		107,028.00	0.00	107,028.00	71,279.00	22,240.00	13,509.00	0.00
Library and educ media		652,235.00	3,519.48	655,754.48	356,695.36	279,121.67	19,937.45	0.00
Inst. staff training svcs		10,200.00	5,539.00	15,739.00	5,760.99	1,437.99	8,540.02	0.00
Support svc-general admin		680,358.00	0.00	680,358.00	362,387.75	109,369.35	208,600.90	0.00
Support svc-school admin		1,209,560.00	(40,510.40)	1,169,049.60	625,414.51	492,556.18	51,078.91	1,200.00
Central Services		394,984.00	24,740.00	419,724.00	231,195.45	140,649.90	47,878.65	0.00
Information Technology		85,380.00	0.00	85,380.00	35,267.29	850.58	49,262.13	0.00
Required Maintenance of School Facil		490,790.00	14,916.53	505,706.53	253,228.04	121,802.04	130,676.45	125.55
Operation & Maintenance of Plant		1,677,201.00	24,138.91	1,701,339.91	874,660.77	476,361.48	350,317.66	1,019.03
Grounds Maintenance		307,814.00	16,128.00	323,942.00	91,775.01	54,450.38	177,716.61	0.00
Security		290,030.00	10,000.00	300,030.00	141,999.20	121,750.15	36,280.65	11,595.21
Student Transportation Services		790,400.00	(310.50)	790,089.50	399,419.09	65,696.43	324,973.98	1,000.00
Employee Benefits		4,859,000.00	(4,500.00)	4,854,500.00	2,938,279.62	2,754.17	1,913,466.21	624,461.80
Food services		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:		30,267,332.00	549,634.39	30,816,966.39	15,702,780.60	10,680,153.01	4,434,032.78	673,012.66

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	500.00	0.00	500.00	0.00	0.00	500.00	0.00
Capital Equipment		0.00	4,475.00	4,475.00	4,475.00	0.00	0.00	0.00
Administration		0.00	17,529.00	17,529.00	17,529.00	0.00	0.00	0.00
Equipment		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facilities Construction/Acquisition		228,432.00	897,545.28	1,125,977.28	452,281.18	631,277.92	42,418.18	0.00
Grand Totals for fund 12:		228,932.00	919,549.28	1,148,481.28	474,285.18	631,277.92	42,918.18	0.00
Grand Totals for all Subfunds of Fund 10:		30,514,898.00	1,469,356.67	31,984,254.67	16,177,065.78	11,311,430.93	4,495,757.96	680,245.66

Revenues Summary

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	253,034.00	292,094.82	545,128.82	(4,619,393.96)	5,164,522.78
307/309/317	Bgtd wdrwl from cap rsv	0.00	367,010.00	367,010.00	367,010.00	0.00
310	Bgtd wdrwl from maint rsv	0.00	0.00	0.00	0.00	0.00
311	Bgtd wdrwl from tuition rsv	300,000.00	0.00	300,000.00	300,000.00	\$0.00
312	Bgtd wdrwl from emergency rsv	0.00	0.00	0.00	0.00	0.00
10-5200-000-000	Interfund Transfers	0.00	0.00	0.00	0.00	0.00
10-1210-000-000	Tax Levy	17,146,970.00	0.00	17,146,970.00	17,146,970.00	0.00
10-1270-000-000	Other Local Government	0.00	0.00	0.00	0.00	0.00
10-1310-000-000	Tuition/Out of District	0.00	0.00	0.00	285.74	(285.74)
10-1320-000-000	Tuition	6,918,264.00	0.00	6,918,264.00	6,893,264.00	25,000.00
10-1500-000-000	Miscellaneous Revenue	75,000.00	101,320.52	176,320.52	876,154.54	(699,834.02)
10-1510-000-000	Interest	40,000.00	0.00	40,000.00	46,681.31	(6,681.31)
10-1511-000-000	Interest/Capital Reserve	500.00	0.00	500.00	0.00	500.00
10-1910-000-000	Rents	0.00	0.00	0.00	0.00	0.00
10-1980-000-000	Refund/Prior Year Expenditures	0.00	0.00	0.00	16,740.10	(16,740.10)
10-1990-000-000	Misc Revenue	0.00	0.00	0.00	1,551.75	(1,551.75)
10-3111-000-000	Core Curriculum Aid	0.00	0.00	0.00	0.00	0.00
10-3116-000-000	School Choice Aid	47,768.00	0.00	47,768.00	47,768.00	0.00
10-3120-000-000	Transportation Aid	0.00	0.00	0.00	0.00	0.00
10-3121-000-000	Categorical Transportation Aid	172,880.00	0.00	172,880.00	172,880.00	0.00
10-3130-000-000	Special Education Aid	0.00	0.00	0.00	0.00	0.00
10-3131-000-000	Extraordinary Aid	25,000.00	0.00	25,000.00	25,000.00	0.00
10-3132-000-000	Categorical Sp Education Aid	755,124.00	484,623.00	1,239,747.00	1,239,747.00	0.00
10-3140-000-000	Bilingual Education	0.00	0.00	0.00	0.00	0.00
10-3171-000-000	Consolidated Aid	0.00	0.00	0.00	0.00	0.00
10-3176-000-000	Equalization Aid	4,519,177.00	154,391.00	4,673,568.00	4,674,021.00	(453.00)
10-3177-000-000	Categorical Security Aid	216,898.00	69,917.33	286,815.33	292,321.00	(5,505.67)
10-3178-000-000	Adjustment 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
10-3184-000-000	Host District Support Aid	0.00	0.00	0.00	0.00	0.00
10-3190-000-000	Additional Formula Aid	0.00	0.00	0.00	0.00	0.00
10-3193-000-000	Other State Aids	0.00	0.00	0.00	0.00	0.00
10-3194-000-000	Quality Teacher Mentor Payment	0.00	0.00	0.00	0.00	0.00
10-3195-000-000	Consolidated Aid	0.00	0.00	0.00	0.00	0.00
10-3196-000-000	Additional Formula Aid	0.00	0.00	0.00	0.00	0.00
10-3197-000-000	Full Day Kindergarten Suppleme	0.00	0.00	0.00	0.00	0.00
11-3300-000-000	Revenues - Water Testing	0.00	0.00	0.00	0.00	0.00
10-4200-000-000	Medicaid Reimbursement	44,283.00	0.00	44,283.00	7,496.23	36,786.77
10-4210-000-000	ARRA - Extension	0.00	0.00	0.00	0.00	0.00
10-4411-235-000	NCLB Title I	0.00	0.00	0.00	0.00	0.00
16-4520-000-000	ARRA - ESF	0.00	0.00	0.00	0.00	0.00
17-4521-000-000	ARRA - GSF	0.00	0.00	0.00	0.00	0.00
18-4522-000-000	Ed Jobs Fund	0.00	0.00	0.00	0.00	0.00
Grand Totals		30,514,898.00	1,469,356.67	31,984,254.67	27,488,496.71	4,495,757.96

Minimum Expense General Ledger Report

Fund 10 (General Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
10-000-100-560	Charter School	18,634.00	173.00	18,807.00	0.00	0.00	18,807.00	7,233.00
Ungrouped Accounts		18,634.00	173.00	18,807.00	0.00	0.00	18,807.00	7,233.00
Grand Totals for fund 10:		18,634.00	173.00	18,807.00	0.00	0.00	18,807.00	7,233.00

Fund 11 (Current Expense Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-110-100-101	Kindergarten Teacher Salaries	407,491.00	19,475.00	426,966.00	197,125.50	229,840.50	0.00	0.00
11-110-100-106	Kindergarten Aides Salaries	78,162.00	26,137.00	104,299.00	41,353.38	62,945.62	0.00	0.00
11-110-100-299	Unused Sick Pay-Term/Ret Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-120-100-101	Grades 1-5 Teacher Salaries	2,452,812.00	79,763.00	2,532,575.00	1,237,300.02	1,295,274.98	0.00	0.00
11-120-100-299	Unused Sick Pay-Term/Ret Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-130-100-101	Grades 6-8 Teachers Salaries	1,522,320.00	36,767.00	1,559,087.00	769,350.00	789,737.00	0.00	0.00
11-140-100-101	Grades 9-12 Teacher Salaries	4,173,735.00	37,471.00	4,211,206.00	2,095,670.30	2,112,225.70	3,310.00	0.00
Regular programs-Instruction		8,634,520.00	199,613.00	8,834,133.00	4,340,799.20	4,490,023.80	3,310.00	0.00
11-150-100-101	Bedside Instruction	42,000.00	0.00	42,000.00	280.00	41,720.00	0.00	0.00
11-150-100-320	Contracted Home Instruction	120,000.00	0.00	120,000.00	19,368.75	4,146.33	96,484.92	0.00
Regular programs-Home Instruction		162,000.00	0.00	162,000.00	19,648.75	45,866.33	96,484.92	0.00
11-190-100-106	Regular Classroom Aides	0.00	57,465.00	57,465.00	24,844.21	32,620.79	0.00	0.00
11-190-100-299	Unused Sick Time payment	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	0.00
11-190-100-320	Purchased Educational Services	255,700.00	2,200.00	257,900.00	66,089.87	4,937.40	186,872.73	0.00
11-190-100-340	Purchased Technical Services	151,460.00	(1,804.00)	149,656.00	92,102.35	5,210.06	52,343.59	0.00
11-190-100-500	Other Purchased Services (400-500 Series)	109,200.00	(450.00)	108,750.00	64,984.04	42,000.00	1,765.96	0.00
11-190-100-610	Instructional Supplies	283,492.00	15,237.23	298,729.23	221,351.91	19,988.01	57,389.31	500.00
11-190-100-640	Textbooks	0.00	(245.00)	(245.00)	(245.00)	0.00	0.00	245.00
11-190-100-800	Miscellaneous Fees	7,178.00	1,500.00	8,678.00	1,753.50	1,114.50	5,810.00	0.00
Regular programs-Undistrib Instruction		810,030.00	73,903.23	883,933.23	470,880.88	105,870.76	307,181.59	745.00
11-204-100-101	LD Teacher Salaries	388,085.00	4,419.00	392,504.00	158,840.25	233,663.75	0.00	0.00
11-204-100-106	LD Other Salaries Instruction	76,198.00	200,011.74	276,209.74	115,100.07	161,109.67	0.00	0.00
11-204-100-320	LD Professional Services	4,500.00	0.00	4,500.00	1,524.90	938.40	2,036.70	0.00
11-204-100-610	LD General Supplies	3,686.00	1,184.75	4,870.75	4,299.36	0.00	571.39	100.00
11-204-100-640	LD Textbooks	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-204-100-800	LD Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special education-Learning Disabled		472,469.00	205,615.49	678,084.49	279,764.58	395,711.82	2,608.09	100.00
11-207-100-101	AI Teacher Salary	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-207-100-320	AI Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-207-100-610	AI Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special education-Auditorial hdcp		0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-212-100-101	MH Teacher Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-212-100-106	MH Other Salaries Instruction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-212-100-320	MH Professional Svcs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-212-100-610	MH General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-212-100-640	MH Textbooks	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-212-100-800	MH Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special education-Multiply hdcp		0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-213-100-101	RC Teacher Salaries	1,911,502.00	62,953.04	1,974,455.04	1,048,848.42	925,606.62	0.00	2,430.37
11-213-100-106	RC Other Salaries	262,756.00	(190,883.67)	71,872.33	29,349.39	42,522.94	0.00	0.00
11-213-100-320	Resource Center Prof Services	109,400.00	3,005.52	112,405.52	29,116.55	938.40	82,350.57	0.00
11-213-100-610	RC General Supplies	14,575.00	350.00	14,925.00	12,862.82	517.93	1,544.25	0.00
11-213-100-640	RC Textbooks	2,200.00	0.00	2,200.00	1,737.82	0.00	462.18	0.00
11-213-100-800	RC Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special education-Resource room		2,300,433.00	(124,575.11)	2,175,857.89	1,121,915.00	969,585.89	84,357.00	2,430.37
11-214-100-101	Autism Teacher Salaries	189,060.00	2,475.00	191,535.00	80,286.85	111,248.15	0.00	0.00
11-214-100-106	Autism Aide Salaries	287,032.00	68,694.00	355,726.00	106,911.94	161,079.61	87,734.45	7,725.45
11-214-100-320	Autism Purch. Prof. Ed. Services	68,000.00	3,600.00	71,600.00	39,484.00	397.30	31,718.70	0.00
11-214-100-610	Autism Supplies	2,750.00	0.00	2,750.00	801.13	3.40	1,945.47	0.00
11-214-100-800	Autism other objects	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	0.00
Special education-Autistic		548,342.00	74,769.00	623,111.00	227,483.92	272,728.46	122,898.62	7,725.45

Fund 11 (Current Expense Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-215-100-101	PSH Teacher Salary	61,985.00	825.00	62,810.00	31,405.00	31,405.00	0.00	0.00
11-215-100-106	PSH Other Salary	12,951.00	10,580.00	23,531.00	1,583.47	21,947.53	0.00	0.00
11-215-100-320	PSH Substitutes	8,000.00	0.00	8,000.00	1,069.20	0.00	6,930.80	0.00
11-215-100-610	PSH Supplies	250.00	0.00	250.00	238.92	0.00	11.08	0.00
11-215-100-800	PSH Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special education-Prsc hdcp/part time		83,186.00	11,405.00	94,591.00	34,296.59	53,352.53	6,941.88	0.00
11-230-100-100	Basic Skills Teacher Salaries	506,666.00	5,230.00	511,896.00	255,947.97	255,948.03	0.00	0.00
11-230-100-103	Basic Skills Director Salary	22,032.00	0.00	22,032.00	12,852.00	9,180.00	0.00	0.00
11-230-100-106	Basic Skills Other Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-230-100-320	Bsic Skills Prof Services	6,000.00	0.00	6,000.00	1,524.90	586.50	3,888.60	0.00
11-230-100-610	Basic Skills Supplies	3,197.00	0.00	3,197.00	1,500.03	0.00	1,696.97	0.00
11-230-100-640	Basic Skills Textbooks	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Basic skills/remedial-instruction		537,895.00	5,230.00	543,125.00	271,824.90	265,714.53	5,585.57	0.00
11-240-100-101	ESL Salaries	336,960.00	3,785.00	340,745.00	137,062.50	135,982.50	67,700.00	0.00
11-240-100-299	Unused Sick Time Payout	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	0.00
11-240-100-320	ESL Prof Services	2,750.00	0.00	2,750.00	0.00	0.00	2,750.00	0.00
11-240-100-610	ESL Supplies	8,548.00	(700.00)	7,848.00	1,523.58	691.93	5,632.49	0.00
Bilingual education-instruction		351,258.00	3,085.00	354,343.00	138,586.08	136,674.43	79,082.49	0.00
11-401-100-100	Salaries	156,529.00	0.00	156,529.00	67,617.02	84,321.98	4,590.00	4,590.00
11-401-100-500	Purchased Services (300-500 Series)	13,100.00	(855.00)	12,245.00	3,689.00	0.00	8,556.00	0.00
11-401-100-600	Co-Curricular Supplies	18,500.00	(125.00)	18,375.00	5,128.71	723.26	12,523.03	0.00
11-401-100-800	Co-Curricular Fees	7,055.00	625.00	7,680.00	2,610.00	630.00	4,440.00	0.00
Curricular activities-instruction		195,184.00	(355.00)	194,829.00	79,044.73	85,675.24	30,109.03	4,590.00
11-402-100-100	Salaries	690,480.00	3,926.00	694,406.00	342,514.02	350,211.98	1,680.00	0.00
11-402-100-500	Purchased Services (300-500 Series)	104,800.00	(1,250.61)	103,549.39	38,340.92	11,745.30	53,463.17	0.00
11-402-100-600	Athletic Supplies & Materials	69,734.00	0.00	69,734.00	40,737.34	5,682.11	23,314.55	0.00
11-402-100-800	Athletic Fees	16,000.00	0.00	16,000.00	13,196.00	859.00	1,945.00	0.00
Athletic programs-instruction		881,014.00	2,675.39	883,689.39	434,788.28	368,498.39	80,402.72	0.00
11-601-100-101	Salaries - Alternative Program	118,125.00	0.00	118,125.00	43,328.75	74,796.25	0.00	0.00
11-601-100-600	Supplies - Alternative Program	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
Community service programs		123,125.00	0.00	123,125.00	43,328.75	74,796.25	5,000.00	0.00
11-000-100-561	Tuition: Regular, Other Leas	0.00	32,964.00	32,964.00	11,238.90	21,725.10	0.00	0.00
11-000-100-562	Tuition: Special, Other Leas	230,781.00	(21,940.39)	208,840.61	105,771.65	97,250.00	5,818.96	0.00
11-000-100-563	Tuition: County Vocational-Reg	163,455.00	0.00	163,455.00	106,905.00	56,550.00	0.00	0.00
11-000-100-564	Tuition: County Vocational-Special	28,000.00	0.00	28,000.00	14,000.00	14,000.00	0.00	0.00
11-000-100-565	Tuition: Special Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-100-566	Tuition: Private Schools	397,243.00	74,946.01	472,189.01	249,062.57	223,126.44	0.00	16,500.00
11-000-100-568	Tuition: State Facilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-100-569	Tuition: Charter Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Undistributed expense-instruction		819,479.00	85,969.62	905,448.62	486,978.12	412,651.54	5,818.96	16,500.00
11-000-211-100	Salaries	57,580.00	481.00	58,061.00	33,868.95	24,192.05	0.00	0.00
Attendance and social work svcs		57,580.00	481.00	58,061.00	33,868.95	24,192.05	0.00	0.00
11-000-213-100	Salaries	313,345.00	3,365.00	316,710.00	157,505.29	159,139.71	65.00	0.00
11-000-213-300	Purchased Prof. & Tech. Svcs	63,480.00	75.00	63,555.00	18,124.51	9,849.89	35,580.60	0.00
11-000-213-600	Health Services Supplies	16,909.00	103.44	17,012.44	7,773.57	0.00	9,238.87	0.00
11-000-213-800	Health Services Fees	1,400.00	(103.44)	1,296.56	540.00	0.00	756.56	0.00
Health services		395,134.00	3,440.00	398,574.00	183,943.37	168,989.60	45,641.03	0.00
11-000-216-100	Salaries	163,320.00	4,860.00	168,180.00	46,934.75	119,945.25	1,300.00	0.00
11-000-216-299	Unused Sick Pay-Term/Ret Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-216-320	Speech Prof Educational Serv	370,200.00	13,323.75	383,523.75	181,412.25	29,703.50	172,408.00	1,520.25
11-000-216-600	Other Supp Serv - Speech Suppl	2,508.00	0.00	2,508.00	1,783.38	446.92	277.70	0.00
11-000-216-800	Other Objects	500.00	0.00	500.00	0.00	0.00	500.00	0.00
Other support svc-Related svcs		536,528.00	18,183.75	554,711.75	230,130.38	150,095.67	174,485.70	1,520.25
11-000-217-106	Extraordinary Services Salarie	194,575.00	(78,363.00)	116,212.00	41,298.38	74,913.62	0.00	0.00
Other support svc-Extra. svcs		194,575.00	(78,363.00)	116,212.00	41,298.38	74,913.62	0.00	0.00

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-000-218-104	Guidance Salaries	744,024.00	6,275.00	750,299.00	369,317.59	380,981.41	0.00	0.00
11-000-218-105	Guidance Secretaries Salaries	59,724.00	881.00	60,605.00	35,352.95	25,252.05	0.00	0.00
11-000-218-199	Unused Vacation Payout	2,711.00	0.00	2,711.00	0.00	2,711.00	0.00	0.00
11-000-218-320	Guidance Purchased Prof-Ed Ser	16,250.00	(1,600.00)	14,650.00	4,269.89	1,700.00	8,680.11	0.00
11-000-218-340	Guidance Purchased Services	9,000.00	600.00	9,600.00	6,967.84	0.00	2,632.16	0.00
11-000-218-390	Professional/Technical Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-218-500	Other Purchased Services (400-500 Series)	25,763.00	0.00	25,763.00	23,571.50	0.00	2,191.50	0.00
11-000-218-600	Guidance Supplies	11,517.00	0.00	11,517.00	5,156.66	0.00	6,360.34	0.00
11-000-218-800	Guidance Fees	2,505.00	0.00	2,505.00	1,105.00	0.00	1,400.00	0.00
Other support svc-students-reg		871,494.00	6,156.00	877,650.00	445,741.43	410,644.46	21,264.11	0.00
11-000-219-104	Special Services Salaries	596,696.00	4,950.00	601,646.00	372,143.89	229,502.11	0.00	0.00
11-000-219-105	Special Services Secretary Sal	26,010.00	0.00	26,010.00	15,172.50	10,837.50	0.00	0.00
11-000-219-199	Unused Vacation Payout	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-219-299	Unused sick time payout	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-219-320	Professional Educational Servi	90,000.00	4,140.00	94,140.00	27,984.80	44,535.20	21,620.00	0.00
11-000-219-390	Consultations	10,095.00	0.00	10,095.00	10,095.00	0.00	0.00	0.00
11-000-219-500	Other Purchased Services (400-500 Series)	3,000.00	0.00	3,000.00	745.92	162.27	2,091.81	0.00
11-000-219-592	Misc Purch Svc (400-500 Series O/than Res	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-219-600	Special Services Supplies Carr	10,830.00	(350.00)	10,480.00	3,834.12	90.24	6,555.64	0.00
11-000-219-800	Speical Services Fees	1,475.00	0.00	1,475.00	1,120.00	0.00	355.00	0.00
Other support svc-students-spec		738,106.00	8,740.00	746,846.00	431,096.23	285,127.32	30,622.45	0.00
11-000-221-102	Supervisor Salaries	51,408.00	0.00	51,408.00	29,988.00	21,420.00	0.00	0.00
11-000-221-104	Supervisor Aides	7,400.00	4,100.00	11,500.00	11,500.00	0.00	0.00	0.00
11-000-221-321	Curriculum Development	45,900.00	(4,100.00)	41,800.00	29,750.00	0.00	12,050.00	0.00
11-000-221-500	Other Purchased Services (400-500 Series)	300.00	0.00	300.00	0.00	0.00	300.00	0.00
11-000-221-600	Supervisor Supplies	1,200.00	0.00	1,200.00	41.00	0.00	1,159.00	0.00
11-000-221-800	Supervisor Fees	820.00	0.00	820.00	0.00	820.00	0.00	0.00
Impr of inst-other sup-instruc		107,028.00	0.00	107,028.00	71,279.00	22,240.00	13,509.00	0.00
11-000-222-100	Salaries	581,172.00	3,207.00	584,379.00	310,128.93	274,250.07	0.00	0.00
11-000-222-177	Tech Coord Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-222-300	Purchased Technical Services	9,800.00	0.00	9,800.00	7,036.00	0.00	2,764.00	0.00
11-000-222-500	Other Purchased Services (400-500 Series)	17,245.00	1,330.00	18,575.00	14,772.44	945.00	2,857.56	0.00
11-000-222-601	Library Books	10,000.00	(6.17)	9,993.83	4,524.09	313.20	5,156.54	0.00
11-000-222-602	Periodicals	4,705.00	(1,323.83)	3,381.17	2,988.33	0.00	392.84	0.00
11-000-222-603	AV Supplies	21,437.00	312.48	21,749.48	15,362.74	2,970.28	3,416.46	0.00
11-000-222-604	General Supplies	6,676.00	0.00	6,676.00	1,707.83	643.12	4,325.05	0.00
11-000-222-800	Media/Library Fees	1,200.00	0.00	1,200.00	175.00	0.00	1,025.00	0.00
Library and educ media		652,235.00	3,519.48	655,754.48	356,695.36	279,121.67	19,937.45	0.00
11-000-223-320	Instructional Staff Training S	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-223-500	Other Purchased Services (400-500 Series)	9,700.00	5,539.00	15,239.00	5,760.99	1,437.99	8,040.02	0.00
11-000-223-611	Instructional Staff Training S	500.00	0.00	500.00	0.00	0.00	500.00	0.00
Inst. staff training svcs		10,200.00	5,539.00	15,739.00	5,760.99	1,437.99	8,540.02	0.00
11-000-230-100	Salaries	203,938.00	0.00	203,938.00	119,629.72	84,308.28	0.00	0.00
11-000-230-331	Legal Services	102,000.00	0.00	102,000.00	44,976.99	15,486.48	41,536.53	0.00
11-000-230-332	Audit Fees	31,500.00	0.00	31,500.00	27,500.00	0.00	4,000.00	0.00
11-000-230-334	Architect/Engineering Svcs	15,000.00	0.00	15,000.00	0.00	4,969.20	10,030.80	0.00
11-000-230-339	Other Services	60,000.00	0.00	60,000.00	14,598.88	0.00	45,401.12	0.00
11-000-230-340	Purchased Technical Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-230-390	Gen Admin Support Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-230-530	Communications/Telephone	98,500.00	0.00	98,500.00	40,031.30	450.00	58,018.70	0.00
11-000-230-585	BOE Other Purchased Services	5,000.00	0.00	5,000.00	3,064.70	0.00	1,935.30	0.00
11-000-230-590	Other Purchased Services (400-500 Series)	134,570.00	0.00	134,570.00	94,059.65	4,104.04	36,406.31	0.00
11-000-230-600	General Administration Supplie	9,600.00	0.00	9,600.00	1,484.74	0.00	8,115.26	0.00
11-000-230-890	General Administration Misc Fe	20,250.00	0.00	20,250.00	17,041.77	51.35	3,156.88	0.00
Support svc-general admin		680,358.00	0.00	680,358.00	362,387.75	109,369.35	208,600.90	0.00
11-000-240-103	Principal Salaries	835,212.00	(47,172.00)	788,040.00	432,297.54	354,162.46	1,580.00	1,200.00
11-000-240-105	Secretarial Salary	290,044.00	4,855.00	294,899.00	174,457.21	115,586.79	4,855.00	0.00
11-000-240-199	Unused Vacation Payout	12,500.00	0.00	12,500.00	0.00	12,500.00	0.00	0.00
11-000-240-299	Sick Day Payout	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-240-500	Other Purchased Services (400-500 Series)	9,100.00	0.00	9,100.00	341.03	0.00	8,758.97	0.00
11-000-240-600	School Office Supplies	43,380.00	0.00	43,380.00	8,723.12	10,306.93	24,349.95	0.00
11-000-240-800	School Office Fees	19,324.00	1,806.60	21,130.60	9,595.61	0.00	11,534.99	0.00
Support svc-school admin		1,209,560.00	(40,510.40)	1,169,049.60	625,414.51	492,556.18	51,078.91	1,200.00

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-000-251-100	Salaries	305,799.00	24,291.00	330,090.00	190,443.49	139,646.51	0.00	0.00
11-000-251-330	Central Services Purch Prof Se	46,500.00	0.00	46,500.00	23,571.21	0.00	22,928.79	0.00
11-000-251-340	Central Services Purch Tech Se	16,500.00	0.00	16,500.00	6,500.00	0.00	10,000.00	0.00
11-000-251-592	Other Purchased Services (400-500 Series)	2,100.00	0.00	2,100.00	230.97	0.00	1,869.03	0.00
11-000-251-600	Central Services Supplies	8,000.00	449.00	8,449.00	1,662.62	103.39	6,682.99	0.00
11-000-251-832	Lease/Purchase Interest	10,760.00	0.00	10,760.00	5,522.16	0.00	5,237.84	0.00
11-000-251-890	Central Serv Misc Expend	5,325.00	0.00	5,325.00	3,265.00	900.00	1,160.00	0.00
Central Services		394,984.00	24,740.00	419,724.00	231,195.45	140,649.90	47,878.65	0.00
11-000-252-100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-252-340	Prof Services	65,380.00	0.00	65,380.00	32,401.54	89.50	32,888.96	0.00
11-000-252-600	Information Tech Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-252-610	Information Tech Supplies	20,000.00	0.00	20,000.00	2,865.75	761.08	16,373.17	0.00
Information Technology		85,380.00	0.00	85,380.00	35,267.29	850.58	49,262.13	0.00
11-000-261-100	Salaries	188,185.00	1,800.00	189,985.00	113,975.34	74,209.66	1,800.00	0.00
11-000-261-340	Tech Services	7,000.00	0.00	7,000.00	0.00	0.00	7,000.00	0.00
11-000-261-420	Maintenance: Repairs	157,005.00	13,116.53	170,121.53	95,208.09	46,595.93	28,317.51	5.55
11-000-261-421	Lead Drinking Water Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-261-610	Maintenance: Supplies	130,850.00	0.00	130,850.00	42,269.61	796.45	87,783.94	120.00
11-000-261-800	Maintenance: Other Objects	7,750.00	0.00	7,750.00	1,775.00	200.00	5,775.00	0.00
Required Maintenance of School Facil		490,790.00	14,916.53	505,706.53	253,228.04	121,802.04	130,676.45	125.55
11-000-262-100	Salaries	435,858.00	29,138.91	464,996.91	238,283.87	224,013.04	2,700.00	1,019.03
11-000-262-300	Maintenance of Plant: Technica	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-262-340	Tech Services	53,600.00	(10,000.00)	43,600.00	29,500.17	0.00	14,099.83	0.00
11-000-262-420	Maintenance of Plant: Repair/M	440,945.00	10,090.00	451,035.00	199,167.21	246,867.79	5,000.00	0.00
11-000-262-490	Maintenance of Plant: Equipmen	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-262-520	Maintenance of Plant: Insuranc	155,500.00	245.00	155,745.00	155,745.00	0.00	0.00	0.00
11-000-262-580	Maintenance of Plant: Travel	1,200.00	0.00	1,200.00	291.00	0.00	909.00	0.00
11-000-262-590	Maintenance of Plant: Trash	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-262-610	Maintenance of Plant: Supplies	66,880.00	0.00	66,880.00	47,813.81	5,300.66	13,765.53	0.00
11-000-262-621	Maintenance of Plant: Energy - Heat	205,300.00	(10,090.00)	195,210.00	65,925.04	0.00	129,284.96	0.00
11-000-262-622	Maintenance of Plant: Energy - Electric	284,600.00	0.00	284,600.00	124,673.76	0.00	159,926.24	0.00
11-000-262-624	Maintenance: Heating Oil	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00	0.00
11-000-262-626	Gasoline	15,000.00	0.00	15,000.00	1,826.41	0.00	13,173.59	0.00
11-000-262-800	Maintenance of Plant: Other	8,318.00	4,755.00	13,073.00	11,434.50	179.99	1,458.51	0.00
Operation & Maintenance of Plant		1,677,201.00	24,138.91	1,701,339.91	874,660.77	476,361.48	350,317.66	1,019.03
11-000-263-100	Maintenance Salaries	45,129.00	0.00	45,129.00	26,760.52	18,368.48	0.00	0.00
11-000-263-199	Unused Vacation Time payout	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-263-299	Unused Sick Time payout	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-263-420	Grounds Purch Propety Services	171,125.00	8,350.00	179,475.00	39,862.75	28,443.90	111,168.35	0.00
11-000-263-610	Grounds Suplies	91,560.00	7,778.00	99,338.00	25,151.74	7,638.00	66,548.26	0.00
Grounds Maintenance		307,814.00	16,128.00	323,942.00	91,775.01	54,450.38	177,716.61	0.00
11-000-266-100	Security	235,980.00	0.00	235,980.00	119,380.00	116,600.00	0.00	0.00
11-000-266-102	Event Security	12,000.00	0.00	12,000.00	8,736.04	956.25	2,307.71	11,595.21
11-000-266-300	Security Profess Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-266-340	Technical Services	16,000.00	10,000.00	26,000.00	5,393.00	1,997.90	18,609.10	0.00
11-000-266-580	Security Travel	750.00	0.00	750.00	0.00	0.00	750.00	0.00
11-000-266-610	Security Supplies	25,300.00	0.00	25,300.00	8,490.16	2,196.00	14,613.84	0.00
Security		290,030.00	10,000.00	300,030.00	141,999.20	121,750.15	36,280.65	11,595.21
11-000-270-161	Special Ed Transportation: Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-420	Cleaning, Repair, Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-505	Contract Serv - Aid in Lieu	4,000.00	0.00	4,000.00	33.30	0.00	3,966.70	0.00
11-000-270-511	Cont Trans (bet Home & School)	18,000.00	0.00	18,000.00	9,000.00	9,000.00	0.00	0.00
11-000-270-512	Contracted Services/Vendors	157,800.00	(310.50)	157,489.50	61,846.57	13,687.50	81,955.43	1,000.00
11-000-270-513	Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-514	Contracted Services	610,000.00	0.00	610,000.00	328,539.22	43,008.93	238,451.85	0.00
11-000-270-515	Contracted Services - Joint Ag	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-593	Insurance for Vehicles	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-270-610	Transportation Supplies	600.00	0.00	600.00	0.00	0.00	600.00	0.00
11-000-270-890	District Vehicle Reapirs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Student Transportation Services		790,400.00	(310.50)	790,089.50	399,419.09	65,696.43	324,973.98	1,000.00

Fund 11 (Current Expense Fund)

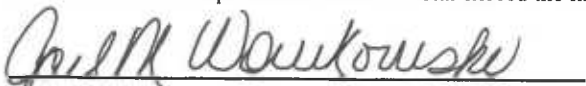
Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-000-291-220	Social Security/PERS/Other	330,000.00	(844.22)	329,155.78	185,388.31	0.00	143,767.47	0.00
11-000-291-231	PERS/Social Security: Federal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-291-241	PERS Retirement	370,000.00	0.00	370,000.00	0.00	0.00	370,000.00	0.00
11-000-291-249	DCRP	15,000.00	0.00	15,000.00	2,312.70	0.00	12,687.30	0.00
11-000-291-250	Unemployment Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-291-260	Workers Comp Insurance	127,000.00	844.22	127,844.22	127,844.22	0.00	0.00	0.00
11-000-291-270	Medical Benefits	3,710,000.00	0.00	3,710,000.00	2,570,436.89	526.15	1,139,036.96	624,461.80
11-000-291-280	Tuition Reimbursement	57,000.00	0.00	57,000.00	2,500.00	2,228.02	52,271.98	0.00
11-000-291-290	Other Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-291-298	Negotiated Benefits	250,000.00	(4,500.00)	245,500.00	49,797.50	0.00	195,702.50	0.00
Employee Benefits		4,859,000.00	(4,500.00)	4,854,500.00	2,938,279.62	2,754.17	1,913,466.21	624,461.80
11-000-310-903	Food Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food services		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:		30,267,332.00	549,634.39	30,816,966.39	15,702,780.60	10,680,153.01	4,434,032.78	673,012.66

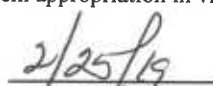
Fund 12 (Capital Outlay Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
604	Increase in Cap Rsv	500.00	0.00	500.00	0.00	0.00	500.00	\$0.00
12-120-100-730	Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-130-100-730	Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-140-100-730	Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-401-100-730	Capital Equipment	0.00	4,475.00	4,475.00	4,475.00	0.00	0.00	0.00
Capital Equipment		0.00	4,475.00	4,475.00	4,475.00	0.00	0.00	0.00
12-000-219-730	Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-220-731	Support Services: Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-230-730	General Administration: Equipm	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-240-730	School Administration: Equipme	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-260-730	Plant: Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-262-730	Undistrib Expend - Cust Serv	0.00	17,529.00	17,529.00	17,529.00	0.00	0.00	0.00
12-000-263-730	Undist. Expend - Grounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-290-730	Central Office: Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration		0.00	17,529.00	17,529.00	17,529.00	0.00	0.00	0.00
12-000-300-730	Non-Instructional Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment		0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-400-334	Architectural - Engineering Servcies	0.00	40,690.70	40,690.70	31,994.00	8,696.70	0.00	0.00
12-000-400-390	Purchased Services-Facilities	0.00	101,320.52	101,320.52	68,819.52	32,501.00	0.00	0.00
12-000-400-450	Construction	0.00	755,534.06	755,534.06	165,453.84	590,080.22	0.00	0.00
12-000-400-710	Land Purchase	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-400-721	Lease Purchase Principal	193,080.00	0.00	193,080.00	186,013.82	0.00	7,066.18	0.00
12-000-400-800	Other Objects - SDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-400-896	Assessment for SDA Fund Debt	35,352.00	0.00	35,352.00	0.00	0.00	35,352.00	0.00
12-000-400-931	Cap Reserve T4ans to Cap Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-400-932	Cap Outlay Trans to Cap Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facilities Construction/Acquisition		228,432.00	897,545.28	1,125,977.28	452,281.18	631,277.92	42,418.18	0.00
Grand Totals for fund 12:		228,932.00	919,549.28	1,148,481.28	474,285.18	631,277.92	42,918.18	0.00

Grand Totals for all Subfunds of Fund 10: 30,514,898.00 1,469,356.67 31,984,254.67 16,177,065.78 11,311,430.93 4,495,757.96 680,245.66

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).


 Gail M. Woickowski, Business Adm/Bd Secy


 Date

Interim Balance SheetASSETS AND RESOURCES

ASSETS			
101 Cash in checking account		\$	(352,341.83)
102-106 Other cash equivalents		\$	0.00
Total cash			\$ (352,341.83)
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		\$	698,002.40
143 Intergovernmental - other		\$	0.00
153 Other Accounts Receivable		\$	4,562.00
			\$ 702,564.40
Loans receivable			
131 Interfund		\$	0.00
151 Other Loans Receivable		\$	0.00
			\$ 0.00
199 Other current assets		\$	0.00
			\$ 0.00
RESOURCES			
301 Estimated revenues (from adjusted budget)		\$	741,072.00
302 Less: revenues collected or accrued		\$	(704,946.00)
			\$ 36,126.00
TOTAL ASSETS AND RESOURCES			\$ 386,348.57

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		\$	2,383.89
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		\$	1,041.58
499 Other current liabilities		\$	0.00
Total liabilities		\$	3,425.47

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$	260,916.06	
754 Reserve for encumbrances - prior year			\$	0.00	
760 Other reserves			\$	0.00	
771 Designated Fund Balance			\$	0.00	
601 Appropriations		\$	741,990.36		
602 Less: expenditures	\$	359,067.26			
603 Less: encumbrances	\$	260,916.06	\$	(619,983.32)	\$
Appropriations less expenditures					122,007.04
					\$
					382,923.10

Unappropriated:

770 Fund Balance, July 1, 2018			\$	0.00	
303 Less: budgeted fund balance			\$	0.00	
Unappropriated fund balance					\$
Total fund equity					0.00
					\$
					382,923.10
					\$
					386,348.57

TOTAL LIABILITIES AND FUND EQUITY

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	918.36	918.36	(84,962.68)	85,881.04
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	4,000.00	0.00	4,000.00	0.00	4,000.00
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	513,663.00	223,409.00	737,072.00	704,946.00	32,126.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Totals		517,663.00	224,327.36	741,990.36	619,983.32	122,007.04

Fund 20 (Special Revenue Fund)

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Local Projects		4,000.00	0.00	4,000.00	(3,116.18)	400.00	6,716.18	4,562.00
NCLB Title I		130,000.00	60,289.00	190,289.00	95,649.75	36,362.80	58,276.45	0.00
NCLB Title II-A		22,290.00	18,353.00	40,643.00	12,546.93	2,316.99	25,779.08	1,350.00
NCLB Title III		21,955.00	12,803.00	34,758.00	7,852.50	7,341.75	19,563.75	0.00
NCLB Title III Immigrant		3,821.00	2,976.00	6,797.00	1,325.84	5,016.38	454.78	0.00
IDEA Part B FT		307,233.00	112,186.00	419,419.00	222,320.74	197,098.26	0.00	0.00
IDEA PreSchool		8,388.00	3,292.00	11,680.00	7,041.95	4,638.05	0.00	0.00
IDEA PreSchool		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title IV - Consortium		7,500.00	9,371.00	16,871.00	3,766.00	4,597.99	8,507.01	0.00
Voc - Federal		6,546.00	3,762.75	10,308.75	4,792.92	3,143.84	2,371.99	0.00
Voc - Fed Perkins 14		5,930.00	1,294.61	7,224.61	6,886.81	0.00	337.80	0.00
Grand Totals for fund 20:		517,663.00	224,327.36	741,990.36	359,067.26	260,916.06	122,007.04	5,912.00

Revenues Summary

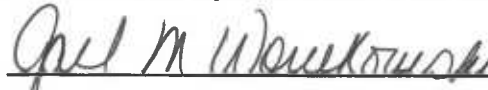
Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Info Only	Revenue Req'd to Balance	0.00	918.36	918.36	(84,962.68)	85,881.04
20-1920-002-006	Revenue From Local Sources	4,000.00	0.00	4,000.00	0.00	4,000.00
20-3231-501-000	Non-Public Textbooks	0.00	0.00	0.00	0.00	0.00
20-3232-502-000	NP Chapter 192 Comp Ed	0.00	0.00	0.00	0.00	0.00
20-3233-503-000	NP Chapter 192 ESL	0.00	0.00	0.00	0.00	0.00
20-3234-504-000	Chapt 192 Home Instruction	0.00	0.00	0.00	0.00	0.00
20-3235-505-000	NP Chapter 192 Transportation	0.00	0.00	0.00	0.00	0.00
20-3236-506-000	NP Chapter 193 Supplemental In	0.00	0.00	0.00	0.00	0.00
20-3237-507-000	NP Chapter 193 Exam & Class	0.00	0.00	0.00	0.00	0.00
20-3238-508-000	NP Chapter 193 Speech	0.00	0.00	0.00	0.00	0.00
20-4411-230-000	NCLB Title I	130,000.00	60,289.00	190,289.00	177,438.00	12,851.00
20-4420-250-000	IDEA Part B FT	307,233.00	112,186.00	419,419.00	419,419.00	0.00
20-4423-251-000	IDEA PS	8,388.00	3,292.00	11,680.00	11,680.00	0.00
20-4430-362-000	Perkins Secondary	12,476.00	4,139.00	16,615.00	16,534.00	81.00
20-4451-270-000	NCLB Title II-A	22,290.00	18,353.00	40,643.00	34,365.00	6,278.00
20-4471-280-006	Title IV-Consortium	7,500.00	9,371.00	16,871.00	10,679.00	6,192.00
20-4480-240-000	NCLB Title III	21,955.00	13,489.00	35,444.00	28,720.00	6,724.00
20-4480-241-000	NCLB Title III Immigrant	3,821.00	2,290.00	6,111.00	6,111.00	0.00
Grand Totals		517,663.00	224,327.36	741,990.36	619,983.32	122,007.04

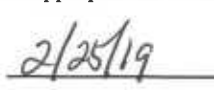
Minimum Expense General Ledger Report

Fund 20 (Special Revenue Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
20-002-100-600	May 12 Mini/Maxi Grants	4,000.00	0.00	4,000.00	(3,116.18)	400.00	6,716.18	4,562.00
Local Projects		4,000.00	0.00	4,000.00	(3,116.18)	400.00	6,716.18	4,562.00
20-230-100-100	NCLB Title I Salaries	130,000.00	53,414.45	183,414.45	93,637.20	36,362.80	53,414.45	0.00
20-230-100-600	NCLB Title I Salaries	0.00	1,262.55	1,262.55	12.55	0.00	1,250.00	0.00
20-230-200-500	NCLB Title I Consult & Conf	0.00	5,612.00	5,612.00	2,000.00	0.00	3,612.00	0.00
20-230-200-800	NCLB Title I Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NCLB Title I		130,000.00	60,289.00	190,289.00	95,649.75	36,362.80	58,276.45	0.00
20-270-100-100	NCLB Title II-A CSR Teacher	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-200-300	NCLB Title II-A Conf & Consult	6,000.00	(6,000.00)	0.00	0.00	0.00	0.00	0.00
20-270-200-500	NCLB Title II-A Consult & Conf	16,290.00	24,353.00	40,643.00	12,546.93	2,316.99	25,779.08	1,350.00
20-270-200-600	NCLB Title II-A Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NCLB Title II-A		22,290.00	18,353.00	40,643.00	12,546.93	2,316.99	25,779.08	1,350.00
20-240-100-100	NCLB Title III Summer Salaries	14,175.00	10,395.00	24,570.00	7,852.50	6,322.50	10,395.00	0.00
20-240-100-600	NCLB Title III Supplies	6,198.00	2,870.00	9,068.00	0.00	1,019.25	8,048.75	0.00
20-240-200-500	NCLB Title III Conf/Wrkshp Reg	1,582.00	(462.00)	1,120.00	0.00	0.00	1,120.00	0.00
NCLB Title III		21,955.00	12,803.00	34,758.00	7,852.50	7,341.75	19,563.75	0.00
20-242-100-100	NCLB Title III Jumpstart Sal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-242-100-600	NCLB Title III Immigrant Supplies	3,821.00	2,976.00	6,797.00	1,325.84	5,016.38	454.78	0.00
NCLB Title III Immigrant		3,821.00	2,976.00	6,797.00	1,325.84	5,016.38	454.78	0.00
20-250-100-500	IDEA FT Basic Other Purchased	307,233.00	112,186.00	419,419.00	222,320.74	197,098.26	0.00	0.00
IDEA Part B FT		307,233.00	112,186.00	419,419.00	222,320.74	197,098.26	0.00	0.00
20-251-100-100	IDEA PS Salaries	8,388.00	3,292.00	11,680.00	7,041.95	4,638.05	0.00	0.00
IDEA PreSchool		8,388.00	3,292.00	11,680.00	7,041.95	4,638.05	0.00	0.00
20-251-200-100	IDEA PS 09 Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-251-200-300	IDEA PS Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IDEA PreSchool		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-280-100-600	NCLB Title IV SAC Supplies	750.00	(750.00)	0.00	0.00	0.00	0.00	0.00
20-280-100-800	Title IV - Other Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-280-200-300	NCLB Title IV Conf & Consult	6,750.00	2,544.00	9,294.00	3,766.00	4,597.99	930.01	0.00
20-280-200-600	Title IV Supplies & Materials	0.00	7,577.00	7,577.00	0.00	0.00	7,577.00	0.00
Title IV - Consortium		7,500.00	9,371.00	16,871.00	3,766.00	4,597.99	8,507.01	0.00
20-362-100-300	Perkins Purch Prof Services	0.00	2,308.00	2,308.00	0.00	0.00	2,308.00	0.00
20-362-100-600	Perkins Secondary	6,132.00	1,868.75	8,000.75	4,792.92	3,143.84	63.99	0.00
20-362-100-800	Perkins Secondary Other Object	414.00	(414.00)	0.00	0.00	0.00	0.00	0.00
Voc - Federal		6,546.00	3,762.75	10,308.75	4,792.92	3,143.84	2,371.99	0.00
20-362-200-300	Perkins Prof & Tech Services	0.00	1,147.80	1,147.80	810.00	0.00	337.80	0.00
20-362-200-500	Perkins Secondary Purch Servic	375.00	(375.00)	0.00	0.00	0.00	0.00	0.00
20-362-200-600	Perkins Non-Instruct Supplies	2,870.00	(2,870.00)	0.00	0.00	0.00	0.00	0.00
20-362-200-800	Perkins - Suppt Other Obj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-362-400-731	Perkins Instruct Equipment	2,685.00	3,391.81	6,076.81	6,076.81	0.00	0.00	0.00
20-362-400-800	Perkins Non Instr Other Object	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Voc - Fed Perkins 14		5,930.00	1,294.61	7,224.61	6,886.81	0.00	337.80	0.00
Grand Totals for fund 20:		517,663.00	224,327.36	741,990.36	359,067.26	260,916.06	122,007.04	5,912.00

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).


 Gail M. Woickowski, Business Adm/Bd Secy


 Date

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS

101 Cash in checking account	\$ 540,617.89	
102-106 Other cash equivalents	\$ 0.00	
Total cash		\$ 540,617.89
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	\$ 1,717,063.20	
142 Intergovernmental - federal	\$ 0.00	
143 Intergovernmental - other	\$ 0.00	
153 Other Accounts Receivable	\$ 0.00	
		\$ 1,717,063.20
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)	\$ 0.00	
302 Less: revenues collected or accrued	\$ 0.00	
		\$ 0.00
TOTAL ASSETS AND RESOURCES		\$ 2,257,681.09

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	<u>\$ 0.00</u>

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		\$	2,115,241.09		
602 Less: expenditures	\$	0.00			
603 Less: encumbrances	\$	0.00	\$	0.00	\$
Appropriations less expenditures				<u>2,115,241.09</u>	\$

Unappropriated:

770 Fund Balance, July 1, 2018			\$	2,257,681.09	
303 Less: budgeted fund balance			\$	(2,115,241.09)	
Unappropriated fund balance					\$
Total fund equity					<u>142,440.00</u>
					<u>2,257,681.09</u>

TOTAL LIABILITIES AND FUND EQUITY

\$ 2,257,681.09

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 2,115,241.09	\$ 0.00	\$ 2,115,241.09
Less: Revenues	\$ 0.00	\$ 0.00	\$ 0.00
Subtotal	\$ 2,115,241.09	\$ 0.00	\$ 2,115,241.09
Less: adjustment to appropriations for Prior Year Encumbrances	\$ 0.00	\$ 0.00	\$ 0.00
Total current year budgeted fund balance	\$ 2,115,241.09	\$ 0.00	\$ 2,115,241.09
Add: Unappropriated fund balance			\$ 142,440.00
Total of budgeted and unappropriated fund balance			<u>\$ 2,257,681.09</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	2,115,241.09	2,115,241.09	0.00	2,115,241.09
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	2,115,241.09	2,115,241.09	0.00	2,115,241.09

Fund 30 (Capital Projects Fund)

Account Group	Group Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Transfers to other funds		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Projects HS Parking Lot		0.00	110,309.50	110,309.50	0.00	0.00	110,309.50	0.00
Capital Projects 2013 HS Science Lab		0.00	63,077.44	63,077.44	0.00	0.00	63,077.44	0.00
Capital Projects HS Vent Upgrade		0.00	271,377.00	271,377.00	0.00	0.00	271,377.00	0.00
Capital Projects MS Vent Upgrade		0.00	257,377.00	257,377.00	0.00	0.00	257,377.00	0.00
HS ROD IV Projects		0.00	389,215.75	389,215.75	0.00	0.00	389,215.75	0.00
MS ROD IV Projects		0.00	40,750.40	40,750.40	0.00	0.00	40,750.40	0.00
HH ROD IV Projects (001)		0.00	299,600.00	299,600.00	0.00	0.00	299,600.00	0.00
WG ROD IV Projects		0.00	302,250.00	302,250.00	0.00	0.00	302,250.00	0.00
Capital Projects HS Auditorium Upgrades		0.00	381,284.00	381,284.00	0.00	0.00	381,284.00	0.00
Grand Totals for fund 30:		0.00	2,115,241.09	2,115,241.09	0.00	0.00	2,115,241.09	0.00

Revenues Summary

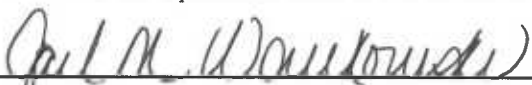
Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	0.00	2,115,241.09	2,115,241.09	0.00	2,115,241.09
30-5200-000-000	Interfund Transfers	0.00	0.00	0.00	0.00	0.00
30-1500-000-000	CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00
30-1510-000-000	Capital Interest Earned	0.00	0.00	0.00	0.00	0.00
30-1980-000-000	Refund of Prior Year Expenditu	0.00	0.00	0.00	0.00	0.00
30-3255-000-006	SDA Revenues	0.00	0.00	0.00	0.00	0.00
30-5100-000-000	SALE OF BONDS	0.00	0.00	0.00	0.00	0.00
Grand Totals		0.00	2,115,241.09	2,115,241.09	0.00	2,115,241.09

Minimum Expense General Ledger Report

Fund 30 (Capital Projects Fund)

Expend. Account #	Account Title	Original Bgt	New App/Tmsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
30-000-520-930	Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Transfers to other funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-000-406-450	HS Parking Lot Constr Svcs	0.00	110,309.50	110,309.50	0.00	0.00	110,309.50	0.00
	Capital Projects HS Parking Lot	0.00	110,309.50	110,309.50	0.00	0.00	110,309.50	0.00
30-000-409-450	HS Science Lab Reno Construct	0.00	63,077.44	63,077.44	0.00	0.00	63,077.44	0.00
	Capital Projects 2013 HS Science Lab	0.00	63,077.44	63,077.44	0.00	0.00	63,077.44	0.00
30-000-413-334	HS Vent Upgrade Arch/Eng Costs	0.00	71,000.00	71,000.00	0.00	0.00	71,000.00	0.00
30-000-413-450	HS Vent Upgrade-Construction	0.00	200,377.00	200,377.00	0.00	0.00	200,377.00	0.00
	Capital Projects HS Vent Upgrade	0.00	271,377.00	271,377.00	0.00	0.00	271,377.00	0.00
30-000-414-334	MS Vent Upgrade Arch/Eng	0.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
30-000-414-450	MS Vent Upgrade-Construction	0.00	232,377.00	232,377.00	0.00	0.00	232,377.00	0.00
	Capital Projects MS Vent Upgrade	0.00	257,377.00	257,377.00	0.00	0.00	257,377.00	0.00
30-000-416-334	Cap Projects Security Prof Ser	0.00	2,995.99	2,995.99	0.00	0.00	2,995.99	0.00
30-000-416-450	Cap Proj Dist Security Constr	0.00	386,219.76	386,219.76	0.00	0.00	386,219.76	0.00
	HS ROD IV Projects	0.00	389,215.75	389,215.75	0.00	0.00	389,215.75	0.00
30-000-422-334	Cameras - Prof Fees	0.00	4,489.14	4,489.14	0.00	0.00	4,489.14	0.00
30-000-422-450	Cameras - Construction	0.00	36,261.26	36,261.26	0.00	0.00	36,261.26	0.00
	MS ROD IV Projects	0.00	40,750.40	40,750.40	0.00	0.00	40,750.40	0.00
30-000-420-334	Cameras - Prof Fees	0.00	24,600.00	24,600.00	0.00	0.00	24,600.00	0.00
30-000-420-450	Cameras - Construction	0.00	275,000.00	275,000.00	0.00	0.00	275,000.00	0.00
	HH ROD IV Projects (001)	0.00	299,600.00	299,600.00	0.00	0.00	299,600.00	0.00
30-000-421-334	Cameras - Prof Fees	0.00	27,250.00	27,250.00	0.00	0.00	27,250.00	0.00
30-000-421-450	Cameras - Construction	0.00	275,000.00	275,000.00	0.00	0.00	275,000.00	0.00
	WG ROD IV Projects	0.00	302,250.00	302,250.00	0.00	0.00	302,250.00	0.00
30-000-418-334	HS Auditorium Upgrades-Arch	0.00	77,315.00	77,315.00	0.00	0.00	77,315.00	0.00
30-000-418-450	HS Auditorium Upgrades-Constr	0.00	303,969.00	303,969.00	0.00	0.00	303,969.00	0.00
	Capital Projects HS Auditorium Upgrades	0.00	381,284.00	381,284.00	0.00	0.00	381,284.00	0.00
Grand Totals for fund 30:		0.00	2,115,241.09	2,115,241.09	0.00	0.00	2,115,241.09	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).


 Gail M. Woickowski, Business Adm/Bd Secy


 Date

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS

101 Cash in checking account	\$	(0.04)	
102-106 Other cash equivalents	\$	<u>0.00</u>	
Total cash			\$ (0.04)
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	\$	<u>0.00</u>	
			\$ 0.00
Loans receivable			
131 Interfund	\$	0.00	
151 Other Loans Receivable	\$	<u>0.00</u>	
			\$ 0.00
199 Other current assets			\$ 0.00

RESOURCES

301 Estimated revenues (from adjusted budget)	\$	308,227.00	
302 Less: revenues collected or accrued	\$	<u>(308,227.00)</u>	
			\$ 0.00
TOTAL ASSETS AND RESOURCES			<u>\$ (0.04)</u>

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	\$	<u>0.00</u>

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		\$	315,482.00		
602 Less: expenditures	\$	315,482.00			
603 Less: encumbrances	\$	0.00	\$	(315,482.00)	\$
Appropriations less expenditures					0.00

Unappropriated:

770 Fund Balance, July 1, 2018			\$	7,254.96	
303 Less: budgeted fund balance			\$	(7,255.00)	
Unappropriated fund balance					\$
Total fund equity					(0.04)

TOTAL LIABILITIES AND FUND EQUITY

\$ (0.04)

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 315,482.00	\$ 315,482.00	\$ 0.00
Less: Revenues	\$ (308,227.00)	\$ (308,227.00)	\$ 0.00
Subtotal	\$ 7,255.00	\$ 7,255.00	\$ 0.00
Less: adjustment to appropriations for Prior Year Encumbrances	\$ 0.00	\$ 0.00	\$ 0.00
Total current year budgeted fund balance	\$ 7,255.00	\$ 7,255.00	\$ 0.00
Add: Unappropriated fund balance			\$ (0.04)
Total of budgeted and unappropriated fund balance			\$ (0.04)

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	7,255.00	0.00	7,255.00	7,255.00	0.00
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	308,227.00	0.00	308,227.00	308,227.00	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		315,482.00	0.00	315,482.00	315,482.00	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		315,482.00	0.00	315,482.00	315,482.00	0.00	0.00	0.00
Grand Totals for fund 40:		315,482.00	0.00	315,482.00	315,482.00	0.00	0.00	0.00

Revenues Summary

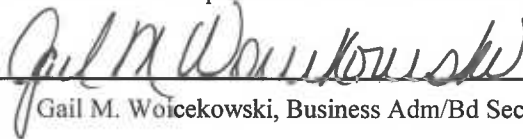
Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	7,255.00	0.00	7,255.00	7,255.00	0.00
40-5200-000-006	Transfers	0.00	0.00	0.00	0.00	0.00
40-1200-000-000	Debt Service Revenue	0.00	0.00	0.00	0.00	0.00
40-1210-000-000	Local Tax Levy	308,227.00	0.00	308,227.00	308,227.00	0.00
Grand Totals		315,482.00	0.00	315,482.00	315,482.00	0.00

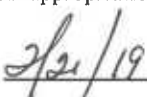
Minimum Expense General Ledger Report

Fund 40 (Debt Service Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
40-701-510-834	Interest	25,482.00	0.00	25,482.00	25,482.00	0.00	0.00	0.00
40-701-510-910	Principal	290,000.00	0.00	290,000.00	290,000.00	0.00	0.00	0.00
Debt service-regular		315,482.00	0.00	315,482.00	315,482.00	0.00	0.00	0.00
Grand Totals for fund 40:		315,482.00	0.00	315,482.00	315,482.00	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).


 Gail M. Woickowski, Business Adm/Bd Secy


 Date

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS

101 Cash in checking account	\$ (76,359.61)	
102-106 Other cash equivalents	\$ 0.00	
Total cash		\$ (76,359.61)
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	\$ 578,942.93	
153 Other Accounts Receivable	\$ 0.00	
		\$ 578,942.93
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)	\$ 126,462.06	
302 Less: revenues collected or accrued	\$ (738,194.08)	
		\$ (611,732.02)
TOTAL ASSETS AND RESOURCES		\$ (109,148.70)

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	<u>\$ 0.00</u>

FUND EQUITY

Appropriated:

753 Reserve for encumbrances - current year			\$	135,237.60	
754 Reserve for encumbrances - prior year			\$	0.00	
760 Other reserves			\$	0.00	
771 Designated Fund Balance			\$	0.00	
601 Appropriations		\$	432,796.86		
602 Less: expenditures	\$	213,642.20			
603 Less: encumbrances	\$	135,237.60	\$	(348,879.80)	\$
Appropriations less expenditures				<u>83,917.06</u>	\$
					219,154.66

Unappropriated:

770 Fund Balance, July 1, 2018			\$	(21,968.56)	
303 Less: budgeted fund balance			\$	<u>(306,334.80)</u>	
Unappropriated fund balance					\$
Total fund equity					<u>(328,303.36)</u>
					<u>(109,148.70)</u>

TOTAL LIABILITIES AND FUND EQUITY

\$ (109,148.70)

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

	Budgeted	Actual	Variance
Appropriations	\$ 432,796.86	\$ 348,879.80	\$ 83,917.06
Less: Revenues	\$ (126,462.06)	\$ (738,194.08)	\$ 611,732.02
Subtotal	\$ 306,334.80	\$ (389,314.28)	\$ 695,649.08
Less: adjustment to appropriations for Prior Year Encumbrances	\$ 0.00	\$ 0.00	\$ 0.00
Total current year budgeted fund balance	\$ 306,334.80	\$ (389,314.28)	\$ 695,649.08
Add: Unappropriated fund balance			\$ (328,303.36)
Total of budgeted and unappropriated fund balance			<u>\$ 367,345.72</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	306,334.80	0.00	306,334.80	(389,314.28)	695,649.08
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	0.00	126,462.06	126,462.06	738,194.08	(611,732.02)
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		306,334.80	126,462.06	432,796.86	348,879.80	83,917.06

Fund 70 (Internal Service Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Fund transfers		36,800.00	0.00	36,800.00	0.00	0.00	36,800.00	0.00
Fund transfers		269,534.80	126,462.06	395,996.86	213,642.20	135,237.60	47,117.06	0.00
	Grand Totals for fund 70:	306,334.80	126,462.06	432,796.86	213,642.20	135,237.60	83,917.06	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	306,334.80	0.00	306,334.80	(389,314.28)	695,649.08
70-1000-000-100	Great Meadows	0.00	126,462.06	126,462.06	738,194.08	(611,732.02)
Grand Totals		306,334.80	126,462.06	432,796.86	348,879.80	83,917.06

Minimum Expense General Ledger Report

Fund 70 (Internal Service Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
70-000-026-110	Shared Services Salary	36,800.00	0.00	36,800.00	0.00	0.00	36,800.00	0.00
Fund transfers		36,800.00	0.00	36,800.00	0.00	0.00	36,800.00	0.00
70-000-219-104	Shared Salary - CST	82,081.00	(74.00)	82,007.00	47,837.58	34,169.42	0.00	0.00
70-000-221-100	Shared Services Salary	0.00	48,960.00	48,960.00	28,560.00	20,400.00	0.00	0.00
70-000-230-100	Superintendent Salaries	161,453.80	(49,618.00)	111,835.80	65,237.62	46,598.18	0.00	0.00
70-000-230-585	Superintendent Travel	0.00	1,800.00	1,800.00	1,050.00	750.00	0.00	0.00
70-000-230-890	Superintendent Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00
70-000-261-100	Share Salary - B&G	0.00	37,536.00	37,536.00	22,542.00	14,994.00	0.00	0.00
70-000-266-100	Shared Security Services	26,000.00	33,150.00	59,150.00	14,824.00	18,326.00	26,000.00	0.00
70-000-291-290	Superintendent Benefits	0.00	54,708.06	54,708.06	33,591.00	0.00	21,117.06	0.00
Fund transfers		269,534.80	126,462.06	395,996.86	213,642.20	135,237.60	47,117.06	0.00
	Grand Totals for fund 70:	306,334.80	126,462.06	432,796.86	213,642.20	135,237.60	83,917.06	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).


 Gail M. Woickowski, Business Adm/Bd Secy


 Date

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
01/10/1911-000-218-320-000-001	Guidance Purchased Prof-Ed Ser	11-240-100-610-000-001 ESL Supplies HS	Per KS	300.00
01/10/1911-000-218-320-000-001	Guidance Purchased Prof-Ed Ser	11-000-223-580-000-001 Staff Workshops/Conferences	Per KS	1,300.00
01/24/1911-000-222-602-000-001	Periodicals	11-000-222-500-000-001 Other Purchased Services	Transfer per K Sosnovik	1,330.00
01/30/1911-190-100-580-000-004	Travel	11-190-100-610-611-004 Teaching Supplies - WG	Per JB Principal	450.00
01/31/1911-150-100-320-000-001	Contracted Home Instruction-HS	11-150-100-320-000-002 Contracted Home Instruction MS	Cover HI invoice from Kidspace	2,000.00
01/31/1911-213-100-101-000-002	Salaries of Teachers-MS	11-213-100-101-000-005 RC Teacher Salaries	Adjust at location level	2,430.37
01/31/1911-213-100-106-000-001	Other Salaries for Inst HS	11-213-100-320-000-001 Purch Prof - Edu Svcs-HS	Adjustment at location level	1,231.65
01/31/1911-213-100-106-000-001	Other Salaries for Inst HS	11-213-100-320-000-003 Purch Prof - Educ Svcs-HH	Adjustment at location level	821.10
01/31/1911-213-100-106-000-001	Other Salaries for Inst HS	11-213-100-320-000-004 Purch Prof - Educ Svcs-WG	Adjustment at location level	469.20
01/31/1911-213-100-106-000-001	Other Salaries for Inst HS	11-213-100-320-000-002 Purch Prof - Educ Svcs-MS	Adjustment at location level	103.57
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-001 Purch Prof - Edu Svcs-HS	Move budget to location level	19,250.00
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-002 Purch Prof - Educ Svcs-MS	Move budget to location level	19,250.00
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-003 Purch Prof - Educ Svcs-HH	Move budget to location level	19,250.00
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-004 Purch Prof - Educ Svcs-WG	Move budget to location level	19,250.00
01/31/1911-213-100-610-000-005	RC General Supplies	11-213-100-610-000-004 General Supplies-WG	Transfer budget to location level	750.00
01/31/1911-213-100-610-000-005	RC General Supplies	11-213-100-610-000-003 General Supplies-HH	Transfer budget to location level	750.00
01/31/1911-213-100-610-000-005	RC General Supplies	11-213-100-610-000-001 General Supplies-HS	Transfer to building level	13,075.00
01/31/1911-213-100-640-000-005	RC Textbooks	11-213-100-640-000-001 Textbooks-HS	Transfer to building level	2,200.00
01/31/1911-213-100-106-000-005	RC Other Salaries	11-214-100-106-000-002 Other Salaries MS	Salary movement and add'l aides	15,874.00
01/31/1911-214-100-320-000-005	Autism Purch. Prof. Ed. Servic	11-214-100-320-000-002 Purch Prof Svcs MS	Transfer budget to building level	11,063.00
01/31/1911-214-100-320-000-005	Autism Purch. Prof. Ed. Servic	11-214-100-320-000-003 Purch Prof Svcs HH	Transfer budget to building level	37,980.40
01/31/1911-214-100-320-000-005	Autism Purch. Prof. Ed. Servic	11-214-100-320-000-004 Purch Prof Svcs WG	Transfer budget to building level	18,710.56
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-001 Purch Prof - Edu Svcs-HS	Transfer budget to building level	5,189.08
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-002 Purch Prof - Educ Svcs-MS	Transfer budget to building level	12,192.92
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-002 Purch Prof - Educ Svcs-MS	Transfer budget to building level	5,189.08

Hackettstown Board of Education Budget Transfers printed on 3/5/2019

Report Includes Effective Dates from Jan 01, 2019 to Jan 31, 2019

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-003 Purch Prof - Educ Svcs-HH	Transfer budget to building level	5,189.08
01/31/1911-213-100-320-000-005	Resource Center Prof Services	11-213-100-320-000-004 Purch Prof - Educ Svcs-WG	Transfer budget to building level	5,189.10
01/31/1911-214-100-320-000-005	Autism Purch. Prof. Ed. Servic	11-214-100-320-000-002 Purch Prof Svcs MS	transfer to building level	561.64
01/31/1911-214-100-800-000-005	Autism other objects	11-214-100-800-000-002 Other Objects-MS	transfer to building level	500.00
01/31/1911-214-100-800-000-005	Autism other objects	11-214-100-800-000-003 Other Objects-HH	transfer to building level	1,000.00
01/31/1911-000-213-106-000-004	Health Services-Sub WG	11-000-213-100-000-004 Health Services Salaries	Transfer to building level	65.00
01/31/1911-000-262-340-000-006	Tech Services - District Wide	11-000-266-340-000-006 Technical Services	Move Millenium budget to Security	10,000.00
01/31/1911-402-100-580-000-001	Athletic Travel	11-402-100-500-000-001 Athletic Purchased Services	Budget shortfalls at building levels	1,933.64
01/31/1911-000-100-562-000-005	Tuition: Special, Other Leas	11-000-100-566-000-005 Tuition: Private Schools	Budget shortfalls at building levels	4,463.39
01/31/1911-000-240-800-000-003	School Office Fees	11-000-240-103-000-002 Principal Salaries	Budget shortfalls at building levels	380.00
01/31/1911-000-261-420-000-001	Maintenance: Repair	11-000-261-420-000-002 Maintenance/Repair	Budget shortfalls at building levels	1,564.30
01/31/1911-000-261-420-000-001	Maintenance: Repair	11-000-261-420-000-003 Maintenance/Repair	Budget shortfalls at building levels	2,008.91
01/31/1911-000-261-610-000-001	Maintenance: Supplies	11-000-261-610-000-006 Maintenance Supplies	Budget shortfalls at building levels	86.50
01/31/1911-000-261-420-000-001	Maintenance: Repair	11-000-262-102-000-001 Maintenance of Plant: Overtime	Budget shortfalls at building levels	3,177.91
01/31/1911-000-262-621-000-001	Maintenance of Plant: Energy -	11-000-262-420-000-001 Maintenance of Plant: Repair/M	Budget shortfalls at building levels	3,114.55
01/31/1911-000-262-621-000-001	Maintenance of Plant: Energy -	11-000-262-420-000-002 Maintenance of Plant: Repair/M	Budget shortfalls at building levels	2,844.25
01/31/1911-000-262-621-000-001	Maintenance of Plant: Energy -	11-000-262-420-000-003 Maintenance of Plant: Repair/M	Budget shortfalls at building levels	2,611.95
01/31/1911-000-262-621-000-001	Maintenance of Plant: Energy -	11-000-262-420-000-004 Maintenance of Plant: Repair/M	Budget shortfalls at building levels	1,519.25
01/31/1911-000-262-610-000-002	Maintenance of Plant: Supplies	11-000-262-610-000-001 Maintenance of Plant: Supplies	Budget shortfalls at building levels	222.12
01/31/1911-000-262-800-000-002	Maintenance of Plant: Other	11-000-262-800-000-001 Maintenance of Plant: Other	Budget shortfalls at building levels	27.99
01/31/1911-000-266-102-000-002	Event Security - MS	11-000-266-102-000-001 Event Security - HS	Budget shortfalls at building levels	2,625.00
01/31/1911-000-266-102-000-003	Event Security - HH	11-000-266-102-000-001 Event Security - HS	Budget shortfalls at building levels	2,625.00
01/31/1911-000-266-102-000-004	Event Security - WG	11-000-266-102-000-001 Event Security - HS	Budget shortfalls at building levels	2,625.00

The total of all transfers within fund 10 is: 264,744.51

HACKETTSTOWN BOARD OF EDUCATION
2018-2019 School Year
Acceptance of Gifts

Gerald DiMaio	Ron Bell Memorial Scholarship	\$ 500.00
Dion & Shari Howell	Ron Bell Memorial Scholarship	\$ 50.00
Somers Charity Fund c/o Steve Somers	HS Sports Operations Acct. (Baseball Team for Florida)	\$5,000.00
James & Angela Funcheon	Ron Bell Memorial Scholarship	\$ 100.00
Steven & Louise Cramer	Ron Bell Memorial Scholarship	\$ 100.00
Hackettstown Business District (BID)	HS Tiger Music Account (Marching Band)	\$ 300.00
Hackettstown Elks and Oakwood Lanes	2 lanes of “in school bowling equipment” donated to Hackettstown School District	

HACKETTSTOWN PUBLIC SCHOOLS

A-6 & A-6a

P.O. Box 465, 315 Washington St.
Hackettstown, NJ 07840
Phone: 908-852-2800 Fax: 908-850-4985
www.hackettstown.org



David C. Mango
Superintendent of Schools

Home of the Tigers

Gail Woicekowski
Business Administrator/Board Secretary

DynTek Service Inc.
5241 California Ave, Ste 150
Irvine, CA 92617

Date: 3/20/19

Form 470 # 190012714 was posted to the Schools & Libraries Division website on 1-11-19. After consideration of responses received, we have chosen to award DynTek Services Inc as detailed below.

We will award the following per the attached quote to DynTek Services In during the next E-rate funding year (07/01/2019 to 06/30/2020) under the terms on Contract NVP AR233 (14-19) #87720 and the following stipulations:

1. Dependent on E-rate Approval
2. Dependent on School Board Approval
3. Dependent on District fund approval
4. District may choose to purchase none or only some of the quoted equipment

Contract: NJ Cisco NVP AR233 (14-19) #87720

Award Date: 3/20/19

Contract End Date: 5/31/2020

Quotes:

1. DTKQ65777-02 - \$83,167.44
2. DKTQ57859-09 - \$102,972.30
3. DTKQ66147-02 - \$9,742
4. DTKQ66119-02 - \$15,448.82

Anticipated Annual Expenditures: \$211,330.56

Sincerely

Gail Woicekowski, Business Administrator

Phone: 908-852-2800

www.hackettstown.org
Home of the Tigers

Fax: 908-850-4985





Duke's Landscape Management, Inc.
Quality Maintenance of Commercial, Industrial and Multi Family Properties

February 25, 2019

Hackettstown Board of Education
315 Washington Street
Hackettstown, NJ 07840

RE: Hackettstown High School, Hatchery Hill School, Hackettstown Middle School, Willow Grove School, Hackettstown Board of Education, Morrision Field, Morgan Field.

Mr. Douglas DeMatteo

Thank you for the opportunity to bid the Landscaping Maintenance of the Hackettstown Board of Education, Hackettstown, NJ. for the 2019/20, Grounds Maintenance Seasons.

SCOPE OF WORK:

This proposal provides for the maintenance, care and housekeeping of all exterior landscaped areas, but specifically excludes lights, signs, fences, non-contracted irrigation systems, and wood line areas unless specifically stated within this contract. The type of maintenance, care and housekeeping is defined in the following and is designed to promote an environmentally friendly and healthy landscape environment.

PERIOD OF COVERAGE:

This proposal shall provide for maintenance services for the 2019/20, season (approximately July 1st 2019 through June 30th 2020).

TURF CARE:

1. Turf shall be maintained at a height of 2 ½ to 3" as conditions dictate. The height shall be measured as the distance between a flat surface and the cutting surface of the mower blade. Blades on all equipment shall be sharp to prevent tearing of the grass blades. Clippings will be mulched & recycled into the turf as a natural source of nutrients as they do not create thatch.
2. Trash and debris will be removed from all turf areas prior to mowing. Clippings shall be blown off sidewalks, driveways and roadways after mowing. These services will help maintain a neat and clean appearance to the entire site.
3. All signs, curb edges and not mulched tree rings will be nylon string trimmed to keep excessive grass growth down.

Main Office:

50 Route 46 West
Hackettstown, NJ 07840
Ph: 908-850-6600
Fax: 908-850-5516

21 Pine Street
Suite 109
Rockaway, NJ 07866
Ph: 973-586-9577
Fax: 973-664-0379

www.dukeslm.com

Award Winners:



SHRUB, EVERGREEN AND GROUNDCOVER BEDS:

1. All beds shall be maintained to present a neat, clean and weed-free appearance.
2. All shrubs shall be pruned one (1) time per season, (summer) , to remove dead or damaged branches, develop/maintain the natural form of the plant, and to create the effect intended by the landscape architect.

MISCELLANEOUS:

1. A general spring clean up shall be provided to remove vegetative debris accumulated over winter.
2. A general fall clean-up shall be provided to remove leaves from the turf in autumn. Planting beds will be cleaned before the end of the season to minimize the removal of existing mulch.
3. All grounds shall be policed during maintenance visits to remove accumulated debris.
4. We will be pleased to submit recommendations/proposals for site improvements/enhancements and will perform additional work when authorized in writing.
5. Mulching: All planting beds and tree rings which have been previously mulched will be mulched with a hardwood mulch. (1-application)

GENERAL:

1. All work shall be performed by trained, properly supervised personnel in accordance with accepted horticultural practices.
2. Materials shall be applied in accordance with manufacturer's directions. Where alternate products are available, the environmental impact of the product shall govern which is used.
3. Landscape debris shall be removed from the site at the end of each day at no additional charge.

Any alteration or deviation from specification involving extra cost shall be considered outside the scope of the contract and invoiced accordingly.

Hackettstown Board of Education
315 Washington Street
Hackettstown, NJ 07840

RE: Hackettstown High School, Hatchery Hill School, Hackettstown Middle School, Willow Grove School and Hackettstown Board of Education

GROUNDS MAINTENANCE CONTRACT FOR JULY 1ST 2019 THROUGH JULY 1ST 2020

PRICE FOR THE 2019/20 SEASON:	\$51,304.00
PLUS 6.625% SALES TAX	\$ N/A
TOTAL	\$51,304.00

SEPT, OCT, NOV19 / MAR, APR, MAY, JUNE 20 (7 MONTHS)

7 MONTHLY INSTALLMENTS@	\$ 7,329.14
PLUS 6.625% SALES TAX	\$ N/A
TOTAL	\$7,329.14

BILLING SHALL BE MADE AT THE BEGINNING OF THE MONTH. PAYMENT SHALL BE MADE AT THE END OF THE MONTH. ANY PAYMENTS MORE THAN 30 DAY PAST DUE SHALL BE SUBJECT TO A 1.5% INTEREST CHARGE PER MONTH.

Duke's Landscape Management will implement a fuel surcharge equivalent to 1% of the monthly landscape maintenance fee when the cost of regular gas is more than \$4.00 per gallons as outlined by the New Jersey Gas Prices.com. This surcharge will increase at 1% increments for every \$0.30 increase in the price of regular gas as outlined above.

CANCELLATION CLAUSE:

This contract may be cancelled, with cause, upon thirty (30) days written notice. If contractor cannot correct deficiencies within thirty days this contract will become null and void, and all services rendered will become due and payable within the terms of this contract. Billings do not necessarily reflect the cost of services performed. The installment plan is executed for convenience of payment only. Upon premature termination of this contract sums shall be payable or refunded to the value of actual services rendered. All correspondence regarding cancellation shall be via Certified Mail/Return Receipt Requested to this office.

CONTINGENCIES:

It should be noted that unforeseen and unpredictable items occur, and must be responded to. Because of their unpredictable nature we have omitted them from this proposal. However, it is the contractor's responsibility to bring these concerns to the attention of the client. In these instances, we would respond upon written authorization on a time and material basis.

Your signature affixed to the duplicate copy of this proposal will constitute a contract between us.

Contractor

Dukes Landscape Management
Joseph Giorgio-Branch Manager

Date_____

Client

.Hackettstown Board of Education

Date_____



On Staff





GIANFORCARO
 Architects - Engineers - Planners

555 East Main Street - Suite One
 Chester, New Jersey 07930
 Phone: (908) 879-6001 • Fax: (908) 879-8505

Architectural
 Civil
 Structural
 Mechanical
 Construction
 Environmental
 Electrical
 Forensic

George F. Gianforcaro, PE, PP
 Anthony Gianforcaro, AIA, PE

7 Franklin Road
 Mendham, NJ 07945

February 28, 2019

Gail Woicekowski
 School Business Administrator/Board Secretary
 Hackettstown Public Schools
 315 Washington Street
 Hackettstown, New Jersey 07940

RE: Drainage Upgrades at the
 Willow Grove Elementary School
 Recommendation Letter

Dear Ms. Woicekowski:

On Thursday, February 28, 2019 at 11:00 AM the Board of Education received bids for the above-referenced project.

Attached is a Summary of the bids that were received from the Contractors.

Based on our professional opinion we are recommending that the Board of Education award the project to Drill Construction, 80 Main Street, West Orange, New Jersey 07052 for the Base Bid in the amount of \$60,900.00.

Should you have any questions, we will be pleased to answer them.

Very truly yours,

Anthony Gianforcaro, AIA, PE
 Licensed Architect/Professional Engineer
 State of New Jersey



GIANFORCARO
Architects - Engineers - Planners

555 East Main Street – Suite One
Chester, New Jersey 07930
Phone: (908) 879-6001 • Fax: (908) 879-8505

Architectural
Civil
Structural
Mechanical
Construction
Environmental
Electrical
Forensic

7 Franklin Road
Mendham, NJ 07945

George F. Gianforcaro, PE, PP
Anthony Gianforcaro, AIA, PE

BIDS FOR THE DRAINAGE UPGRADES
AT THE WILLOW GROVE ELEMENTARY SCHOOL – HACKETTSTOWN BOARD OF EDUCATION
PAGE 1

Bids were received on Thursday, February 28, 2019 @ 11:00AM

	Drill Construction	Diamond Construction	Viersma
Base Bid	\$60,900	\$212,000	\$84,041

	Harrington	T. Fiotakis	K&A Paving
Base Bid			\$94,250



Edlio LLC
 12910 Culver Blvd. Suite i
 Los Angeles, CA 90066

Proposal

Quote Date 2/22/2019 Quote Number 00012526
 Expiration Date 3/29/2019

Prepared For:

Account Name HACKETTSTOWN SCHOOL DISTRICT
 Billing Address 701 WARREN STREET
 HACKETTSTOWN, New Jersey 07840
 United States

Prepared By:

Prepared By Jolie Short
 Email jolie@edlio.com

Products

Product	Discount	Total Price
Redesign (One-time Fee)	100.00%	USD 0.00
Setup: Spike's Gallery Solution (One-time Fee)		USD 2,000.00
Website CMS: District Wide Solution (Prorated Fee)		USD 5,400.00
Prorated Start Date 4/1/2019	Prorated Annual Fees	USD 1,350.00
Prorated End Date 7/1/2019	Setup Fees	USD 2,000.00
Total Prorated & Setup Fees are due upon receipt of invoice	Total Prorated and Setup Fees	USD 3,350.00
Annual Fees are due on the last day of the prorated term	Annual Fees	USD 5,400.00

No of Websites 5

Additional Notes Prorated quote from April 1 - July 1 to align with Budget

- Spring Incentives Include:
- Discounted Set-up fee (Reg. Rate \$5000)
 - Free redesign year 3
 - March Free to begin now

Terms and Conditions

SETUP:

Included in the Setup fee is:

- Website Design: Three solutions offered (selection is designated in Products & Services above) are:
 - Custom Design Solution - Custom design created just for your organization. We provide a single design concept with up to three rounds of revisions based on your feedback (additional changes beyond the three rounds of revisions will incur an hourly design fee). Estimated project duration discussed is dependent on prompt replies to Edlio requests. Project begins when Edlio receives your completed questionnaire and logo file. Project ends with delivery of your admin and test websites, complete with migrated content (according to the sitemap provided).
 - Spike's Gallery Solution - Choose from designs in Spike's Gallery. Pick your top three designs and receive the top choice available. Selected design is updated with your organization's name, logo, colors, quick links, navigation and social media links (no revisions are made beyond these elements). Final design approval is made by you. Once you select a design, it is removed from Spike's Gallery. Estimated project duration discussed is dependent on prompt replies to Edlio requests. Project begins when Edlio receives your design selection, completed questionnaire, and logo file. Project ends with delivery of your admin and test websites, complete with migrated content (according to the sitemap provided).
 - Spike's Sketches Solution - Choose a design from Spike's Sketches. We will update the design with your logo and change the colors, fonts, and main menu items only, all collected over email (no dedicated project manager with this option.) No further revisions beyond these design elements. Estimated project duration discussed is dependent on prompt replies to Edlio requests. Project begins when Edlio receives your design selection, completed questionnaire and logo file. Project ends with delivery of your admin and public websites, ready for your content to be added.
- A dedicated project manager (PM) guides the website setup, design and launch. (For Spike's Gallery and Custom Design Solutions only. Not included with Spike's Sketches.)
- Content migration, according to the following rules (Included with Spike's Gallery and Custom Design Solutions. Not included with Spike's Sketches unless you opted to purchase the Content Migration add-on.):
 - Edlio provides an initial migration from client's old site(s) to the new one(s). Any further adjustments to client's content once it has been pulled over to the Edlio CMS is the client's responsibility.
 - Clients must provide a site map with links to pages they wish pulled. Items without urls will be set up as blank pages.
 - The organizational structure of content on your new Edlio website will be different from your existing CMS. Managing content in the Edlio CMS will be covered in your initial training.
 - Edlio will not rename files, reorder lists or reformat/edit text.
 - Items we will pull: static content (identity/history items, department pages, policies; dated publications like newsletters, strategic plans; board agendas & minutes; links (unless they are dead); photos (includes photo albums going back to 2012, if they are of reasonable size & easily downloadable, otherwise PM may request zip files to upload); and videos (if easily downloadable, otherwise PM may request individual files to upload)
 - Note about images: "Reasonable size" means wallet size or larger, not a thumbnail - this would exclude anything 250x250 pixels or smaller. Clipart and gifs are also excluded.
 - Items we will not pull: teacher pages; blogs; class pages; calendar items; current or archived news items; forms; and ancillary websites (i.e. booster club, PTA)
 - Edlio may recommend 3rd party services for file backup/site scraping (i.e. <http://webscraper.io/>) Client should be aware that Edlio is not responsible for any data loss during the transition period.
 - Note for DWS child accounts: we will pull up to 20 pages for each child account website. Additional pages may be requested for an additional fee. Client will provide a list of up to 20 pages for each child website by the date designated by the Project Manager.
- Training: Initial Edlio CMS training for administrators, teachers and staff (2-2.5 hour web conference training) is included.
- Domain name registration and renewal is included.
- Auto Launch: Upon delivery of contractual obligations with respect to the project, Edlio will launch the site on a new or existing domain. If the current domain remains in control of the customer, Edlio will purchase a new domain to launch the site/s. We will also assist in redirecting all existing domains at the request of the customer. Once sites are ready for launch, Edlio will make reasonable attempts to notify the customer of impending launch. Customers should notify their project manager immediately if launch should not take place. However, if no response is received by the project manager within 1 day, Edlio will move forward with launching site/s on the Edlio-purchased domain.

HOSTING:

- Cloud-based, fully-supervised, secure website hosting is included with Edlio CMS.

TECHNICAL SUPPORT:

- We offer ongoing, unlimited technical support to all staff members in your organization.
- NOTE: Online and phone Technical Support will not be available until the site(s) are launched.

ADD-ONS:

- If Stores or Donations add-on is selected, a Payflow Pro account and a merchant account are required. You may also opt to use Edlio's accounts and request checks be issued as needed. With either option, transaction fees apply.

Agreement

Contract Length 1

By signing below, I acknowledge that this is an annual subscription and my organization is liable for payment for the full contract length specified above. If my organization received a discount and cancels before the end of the contract, we are liable for the non-discounted amount for the remainder of the full contract length. This includes any discounted setup fees. If my organization opted for a prorated term, I understand that we are also liable for that prorated amount.

I understand that we are liable for the first year's payment and one-time fees upon receipt of invoice. Annual invoices will be sent out up to 90 days before the anniversary date to allow sufficient time for your organization to submit payment no later than the 1st day of the annual subscription period.

I understand and agree to the terms laid out above.

Signature: _____

Name: _____

Date: _____

WCSSSD

Warren County Special Services School District

Joseph E. Flynn ~ Superintendent

Date: January 2019

To: Business Administrator

Warren County Special Services School District is reaching out to all the school districts who have participated in our Coordinated Transportation Service Agreements in the past. We ask that you read and sign the enclosed Resolutions so that we have approved transportation contracts in place for the 2019-2020 school year.

Enclosed you will find three copies of the Resolution for Participation in Coordinated Transportation for the school year.

***Please enclose three *certified sealed extracts* from our board meeting indicating the Administrative fee in your motion.**

***Please sign all three copies (no stamps) and return to our office.**

Thank you,

WCSSSD Transportation Department

WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT
682 OXFORD RD
OXFORD, NEW JERSEY 07863

RESOLUTION FOR PARTICIPATION IN
COORDINATED TRANSPORTATION

2019-2020 School Year

WHEREAS, the HACKETTSTOWN PUBLIC SCHOOL DISTRICT Board of Education desires to transport students for the purpose of special education, non-public school education, or their own public school students to specific destinations; and

WHEREAS, the Warren County Special Services School District hereinafter referred to as WCSSSD offers coordinated transportation services; and

WHEREAS, the WCSSSD will organize and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus a 4% administration fee as presented to the HACKETTSTOWN PUBLIC SCHOOL DISTRICT Board of Education as calculated by the billing formula adopted by the WCSSSD's Board of Education and according to the following schedule:

	Payment Due
Summer Routes (Months of July and August)	Due on Receipt
First Payment (Charges for September)	09/30/19
Second Payment (Charges for October)	10/31/19
Third Payment (Charges for November)	11/30/19
Fourth Payment (Charges for December)	12/31/19
Fifth Payment (Charges for January)	01/31/20
Sixth Payment (Charges for February)	02/28/20
Seventh Payment (Charges for March)	03/31/20

Eighth Payment (Charges for April)	04/30/20
Ninth Payment (Charges for May)	05/31/20
Tenth Payment (Charges for June)	06/30/20

- I. The WCSSSD will provide the following services for Special Education Transportation:
 - a. Routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
 - b. Statements prepared on appropriate vouchers according to the above schedule delineating costs per route;
 - c. Computer printouts of all routes, including directions, coordinated by Special Services for your district;
 - d. All necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
 - e. Ongoing review and revision of routes;
 - f. Transportation provided within five days or sooner after receipt of the formal, signed, written request;
 - g. Arrange all field and extra-curricular trips as requested by the Board of Education;
 - h. Monthly billings of all special education children;
 - i. Contractor will notify parents of pickup location and time;
 - j. WCSSSD will supply all route information to complete DRTRS.

- II. The WCSSSD will provide the following services for Non Public Transportation:
 - a. Routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
 - b. Statements prepared on appropriate vouchers according to the above schedule delineating costs per route;
 - c. Computer printouts of all routes, including directions, coordinated by Special Services for your district;
 - d. All necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
 - e. Transportation provided within five days or sooner after receipt of the formal, signed, written request and B6T form;
 - f. Monthly billings of all Non-Public children;
 - g. WCSSSD will notify parents of pickup location and time;
 - h. WCSSSD will supply all route information to complete DRTRS.

- III. The WCSSSD will provide the following services for Public Transportation:

- a. Routes coordinated to achieve a realistic capacity and travel time;
- b. Statements prepared on appropriate vouchers according to the above schedule delineating costs per route;
- c. Computer printouts of all routes, with student names, addresses and telephone numbers;
- d. Transportation provided within five days or sooner after receipt of the formal, signed, written request;
- e. Arrange all field and extra-curricular trips as requested by the Board of Education;
- f. Monthly billings of all Regular Education Routes;
- g. WCSSSD will notify parents of pickup location and time;
- h. WCSSSD will supply all route information to complete DRTRS.

It is further agreed that the **HACKETTSTOWN PUBLIC SCHOOL DISTRICT** Board of Education will provide the WCSSSD with the following:

- a. Requests for transportation on approved forms to be provided by the WCSSSD completed in full and signed by the Business Administrator or other designated district personnel;
 - b. Withdrawal or long term suspension (over 15 days) for any special education transportation on approved forms to be provided by the WCSSSD, completed in full and signed by the Business Administrator or other designated district personnel; no billing adjustments will be made without this completed form; and
 - c. Strict adherence to the above payment schedule
- IV. Additional cost - All additional costs generated by requests including, but not limited to, mid-day runs, early dismissals, additions and deletions of students from a route will be borne equally by all of the districts on the affected route. If, after the start of the route, a student is added which will require an additional mileage charge, that charge will be borne by that district. The **HACKETTSTOWN PUBLIC SCHOOL DISTRICT** Board of Education must first approve all such costs.
- V. Length of agreement - this agreement and obligations and requirements therein shall be in effect between July 1, 2019 and June 30, 2020.
- VI. Entire agreement – this agreement constitutes the entire and only agreement between the parties and may only be amended by an instrument in writing over authorized signatures.

AUTHORIZED SIGNATURES

WCSSSD

WCSSSD Board President date

Business Administrator date

County Superintendent date

HACKETTSTOWN PUBLIC SCHOOL DISTRICT

District Board President date

District Business Administrator date



The Essex Regional Educational Services Commission (ERESC) is proposing to partner with The Hackettstown School District to offer a summer camp for qualified migrant students attending Hackettstown School District. The camp will provide instructional and support services for participating students from July 5, 2019 through August 16, 2019 at an appropriate location as designated by the Hackettstown School District.

I. Summer academic enrichment classes for qualified migrant students attending schools in the Hackettstown area.

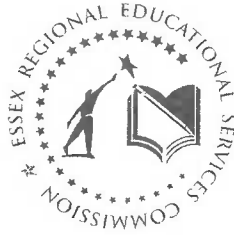
ERESC will operate MEP summer camp in the Hackettstown School District between 8:30 am - 3:00 pm (Monday - Friday) from July 5, 2019 through August 16, 2019. Participating students will receive basic skills instructions as well as English as A Second Language classes (as needed) from NJDOE certified personnel. In addition students will be afforded time for structured artistic, athletic and recreational activities. Students will also participate in 2 off campus trips.

II. Program Participants

ERESC summer camp will be opened to all migrant students attending school in the Hackettstown area. Priorities will be given to students in grades 1 to 8. However, the program will make considerations for high school students who may wish to participate. The program will accept up to 50 students. ERESC will be responsible for the hiring of all participating staff responsible for the delivery of any direct services to participating migrant children. The staff to student ratio will be kept at 1:15.

III. Materials

ERESC will be responsible for all instructional and consumable materials to be used during the program. ERESC staff also uses electronic equipments, such as computers and I-PADs. The Hackettstown Board of Education will provide and maintain the facilities where the program will be held.



IV. Facilities

The Hackettstown School District agrees to provide the Essex Regional Educational Services Commission MEP (Migrant Education Program) with permission and access to use the following:

- at least 3 classrooms and approximately 50 student chairs/desks
- 3 teacher desks and chairs
- bathroom facilities and water fountain
- computers and projectors
- storage space for instructional materials
- Internet
- telephone (for emergency only)
- refrigerator to store food items
- athletic field and facilities (if possible)
- facilities for the implementation of health, dental and/or vision screenings for eligible migratory children
- custodial services for classroom and bathroom facilities.

V. In addition, the Essex Regional Educational Services Commission will submit a copy of the liability insurance in the amount of \$1,000,000.00 to the Hackettstown School District.



IN WITNESS WHEREOF, the Board of Education of Hackettstown, in the County of Warren, and the Board of Directors of the **ERESC** have, by resolution, directed that their respective presidents and secretaries must affix to this Agreement, a certified copy of the board resolution approving said Agreement.

BOARD OF DIRECTORS OF THE ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION

Approved: _____

Secretary (Date)

President (Date)

BOARD OF EDUCATION OF Hackettstown School District

Approved: _____

Secretary (Date)

President (Date)

Any alteration of this Agreement/Contract is expressly prohibited without the written consent of the Essex Regional Educational Services Commission.

The Essex Regional Educational Services Commission is an Equal Opportunity Employer (EOE) and as such, is governed by the employment goals promulgated by federal and state regulations.

Facility Request for Centenary University

400 Jefferson Street , Hackettstown, NJ 07840
 Insurance Expiration Date: 03/01/2020

Comments:
 approved

Submitted by: **Megan Fedey** on 03/08/2019 12:12 PM
 Office: (908) 852-1400
 Mobile: (908) 463-6209
 Email: megan.fedey@centenaryuniversity.edu

Name of Activity: Use of Hatchery Hill Elementary Parking lot for Centenary University 2019 Commencement Exercises

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attend- ance
Sat 05/11/2019	7:00 AM - 4:00 PM	----- -----	Parking Lot	Hatchery Hill Elementary School - Parking Lot	----	--	--

Notes:

- no notes specified -

Facility Request for Tiger Football

701 Warren St , Hackettstown, NJ 07882
Insurance Expiration Date: 06/21/2019

Comments:

-None-

Submitted by: **Carl Robinson** on 03/07/2019 10:30 AM

Office: (908) 852-8554

Mobile: -None-

Email: crobinson@hackettstown.org

Name of Activity: Middle School Football Camp

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attend-ance	Equip.
Mon 06/17/2019	5:00 PM - 7:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Tue 06/18/2019	5:00 PM - 7:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Wed 06/19/2019	5:00 PM - 7:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--

Notes:

- no notes specified -

Facility Request for Hackettstown Soccer Club

PO Box 3 , Hackettstown, NJ 07840

Insurance Expiration Date: 09/01/2019

Comments:

-None-

Submitted by: **Kurt Kaiser** on 03/07/2019 9:30 AM

Office: (973) 219-5172

Mobile: -None-

Email: ksqd2003@gmail.com

Name of Activity: Soccer Games

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attend-ance	Equip.
Sun 04/14/2019	12:00 PM - 5:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Sun 04/28/2019	12:00 PM - 5:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Sun 05/12/2019	12:00 PM - 5:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Sun 05/26/2019	12:00 PM - 5:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Sun 06/02/2019	12:00 PM - 5:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Sun 06/09/2019	12:00 PM - 5:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Sun 06/16/2019	12:00 PM - 5:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--

Notes:

- no notes specified -

Facility Request for Hackettstown Soccer Club

PO Box 3 , Hackettstown, NJ 07840
 Insurance Expiration Date: 09/01/2019

Comments:
 -None-

Submitted by: **Kurt Kaiser** on 03/07/2019 9:28 AM
 Office: (973) 219-5172
 Mobile: -None-
 Email: ksqd2003@gmail.com

Name of Activity: Soccer Games

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attendance	Equip.
Sun 04/07/2019	5:00 PM - 9:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Sun 05/05/2019	5:00 PM - 9:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Sun 05/19/2019	5:00 PM - 9:00 PM	----- -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--

Notes:

- no notes specified -

Facility Request for Hackettstown Soccer Club

PO Box 3 , Hackettstown, NJ 07840

Insurance Expiration Date: 09/01/2019

Comments:

-None-

Submitted by: **Kurt Kaiser** on 03/06/2019 11:59 AM

Office: (973) 219-5172

Mobile: -None-

Email: ksqd2003@gmail.com

Name of Activity: Soccer Clinic

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attend- ance	Equip.
Sat 04/06/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 04/13/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 04/20/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 04/27/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 05/04/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 05/11/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 05/18/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 05/25/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 06/01/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 06/08/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--
Sat 06/15/2019	8:00 AM - 1:00 PM	----- -----	Field	Willow Grove Elementary School - Upper Field	----	--	--	--

Notes:

- no notes specified -

Facility Request for Tiger Football

701 Warren St , Hackettstown, NJ 07882

Insurance Expiration Date: 06/21/2019

Comments:

-None-

Submitted by: **Carl Robinson** on 03/04/2019 12:25 PM

Office: (908) 852-8554

Mobile: -None-

Email: crobinson@hackettstown.org

Name of Activity: Tiger Football Youth Camp

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attendance	Equip.
Mon 07/22/2019	9:00 AM - 2:00 PM	8:00 AM -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Tue 07/23/2019	9:00 AM - 2:00 PM	8:00 AM -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Wed 07/24/2019	9:00 AM - 2:00 PM	8:00 AM -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Thu 07/25/2019	9:00 AM - 2:00 PM	8:00 AM -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--
Fri 07/26/2019	9:00 AM -12:00 PM	8:00 AM -----	Athletic\'s Field	Hackettstown High School - Morrison Field	----	--	--	--

Notes:

- no notes specified -

Facility Request for Hackettstown BID

219 Main Street , Hackettstown, NJ 07840

Insurance Expiration Date: 01/01/2019

Comments:

APPROVED

Submitted by: **Jim Sheldon** on 02/25/2019 3:35 PM

Office: (908) 850-5004

Mobile: (908) 914-1878

Email: director@hackettstownbid.com

Name of Activity: Hackettstown Spring Festival

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attendance	Equip.
Fri 05/03/2019	6:00 PM -10:00 PM	----- -----	Parking Lot	Hatchery Hill Elementary School - Parking Lot	----	--	--	--
Sat 05/04/2019	12:00 PM -10:00 PM	----- -----	Parking Lot	Hatchery Hill Elementary School - Parking Lot	----	--	--	--
Sun 05/05/2019	12:00 PM - 6:00 PM	----- -----	Parking Lot	Hatchery Hill Elementary School - Parking Lot	----	--	--	--

Notes:

- no notes specified -

Facility Request for Hackettstown HHS Lacrosse Booster Club

17 Ridge Lane , Hackettstown, NJ 07840
Insurance Expiration Date: 11/28/2018

Comments:

-None-

Submitted by: **Anthony D'Innocenzio** on 03/02/2019 1:41 PM

Office: (908) 979-0213

Mobile: (908) 310-7274

Email: tony_dinnocenzio@ea.epson.com

Name of Activity: HHS Lacrosse Boys Pasta Dinner

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attend- ance
Tue 03/26/2019	6:30 PM - 8:30 PM	6:00 PM -----	Cafeteria	Hackettstown High School - Cafeteria	----	--	--

Notes:

- no notes specified -

Facility Request for Project Graduation of Hackettstown, Inc.

701 Warren Street , Hackettstown, NJ 07840

Insurance Expiration Date: 06/07/2019

Comments:

-None-

Submitted by: **Kate Tibak** on 02/23/2019 2:24 PM

Office: (908) 637-4080

Mobile: 2018744342

Email: aliksulli@gmail.com

Name of Activity: Project Graduation Decorating

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attend- ance	Equip.
Tue 06/04/2019	6:30 PM - 9:00 PM	6:00 PM 9:05 PM	Classroom	Hackettstown High School - A-Hall	----	--	--	--

Notes:

- no notes specified -

Facility Request for Catholic Charities Diocese of Methuchen

700 Sayre Avenue , Phillipsburg, NJ 08865
Insurance Expiration Date: 07/01/2019

Comments:

Location: girls gym, locker room, choral room
No Saturday's

Submitted by: **Sandy Oswald** on 01/24/2019 6:23 PM

Office: (908) 329-2027

Mobile: (900) 824-6798

Email: soswald@ccdom.org

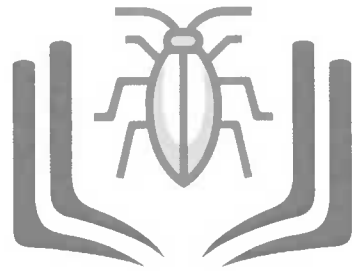
Name of Activity: Catholic Charities Summer Program

Activity Date	Time	Setup Teardown	Type	Location	Room Layout	Extra Charges	Attendance	Equip.
Tue 07/02/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Wed 07/03/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Fri 07/05/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Mon 07/08/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Tue 07/09/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Wed 07/10/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Thu 07/11/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Fri 07/12/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Mon 07/15/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Tue 07/16/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Wed 07/17/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Thu 07/18/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Fri 07/19/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Mon 07/22/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Tue 07/23/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Wed 07/24/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Thu 07/25/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Fri 07/26/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Mon 07/29/2019	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	----	--	75	--
Tue	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose	Hackettstown Middle School - Gym-	----	--	75	--

Date	Day	Start Time	End Time	Room	Facility	Capacity	Notes
07/30/2019	Wed	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
07/31/2019	Thu	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/01/2019	Fri	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/02/2019	Mon	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/05/2019	Tue	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/06/2019	Wed	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/07/2019	Thu	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/08/2019	Fri	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/09/2019	Mon	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/12/2019	Tue	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/13/2019	Wed	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/14/2019	Thu	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/15/2019	Fri	7:30 AM - 6:00 PM	7:00 AM 6:30 PM	All Purpose Room	Hackettstown Middle School - Gym-teria	75	--
08/16/2019							

Notes:

- no notes specified -



SAFE SCHOOLS
— INTEGRATED —
PEST MANAGEMENT

**Pest Control & IPM Law
Compliance Services**

Service Renewal Proposal

July 1, 2019 – June 30, 2020

Presented By:

Chris Stankiewicz
Owner

February 6, 2019

Mr. Douglas DeMatteo
Director of Buildings & Grounds
Hackettstown Public Schools
398 Fifth Ave.
Hackettstown, NJ 07840

Dear Mr. DeMatteo:

Thank you for the opportunity to present this pest control service and IPM law management contract renewal for the upcoming school year.

I am pleased to offer Safe Schools Integrated Pest Management's IPM program for NJ Schools. For your convenience, I have constructed this proposal in accordance with current NJ IPM laws (N.J.A.C. 7:30-13.3).

After careful review of my proposed services, I am confident that you will agree that Safe Schools Integrated Pest Management offers a highly specialized program at a reasonable investment for your school district.

Thank you again for the opportunity to be of service and be assured of our best professional efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Stankiewicz", with a long horizontal line extending to the right.

Chris Stankiewicz
Owner
Safe Schools Integrated Pest Management

EXECUTIVE SUMMARY

Upon review of the services rendered over the past school year, the following criteria continue to have importance as it relates to a well-designed overall IPM program for your district.

REDUCING LIABILITY:

IPM Coordinators and school principals throughout New Jersey are *legally responsible* for the success or failure of the IPM program at their respective district. If a student becomes sick, or a family questions the approach of an underqualified pest service vendor, the legal burden still remains with the district. Rely on Safe Schools Integrated Pest Management's extensive knowledge of IPM laws to keep your school community safe and healthy with detailed documentation as proof of best practices.

SAFE AND EFFECTIVE PEST MANAGEMENT:

Safe Schools Integrated Pest Management's program prioritizes non-chemical or low impact methods to manage pests. With little to no pesticides applied at your district, your students will enjoy a clean and pest-free learning environment. Safe Schools Integrated Pest Management invests in industry leading trapping and monitoring systems to proactively control pests before they become a problem.

COMPLIANCE:

This pest control & IPM law management program will assist in carrying out the mandatory requirements of IPM laws for New Jersey Schools (N.J.A.C. 7:30-13.3). Safe Schools Integrated Pest Management will proactively bring new information involving the law to your attention. All relevant materials will be compiled and maintained to put your district in the best possible position to pass an audit by the NJ Department of Environmental Protection or the Environmental Protection Agency.

GENERAL TERMS AND CONDITIONS

PESTS COVERED:

As a matter of understanding, regular pest control services include the control of pavement ants, cockroaches, mice, rats, spiders, silverfish, grasshoppers, pill bugs, earwigs, centipedes, millipedes, termite *inspections* only and crickets.

SERVICE SCHEDULE:

Unless otherwise arranged, all schools within the district will be serviced one (1) time per month. Accessible kitchens, faculty lounges, mechanical rooms, food storage areas, trash rooms, and dishwashing zones will be serviced during each visit. *Auxiliary buildings (administration, transportation, etc.) will be serviced on a request basis only unless otherwise specified by the district.*

EXTRA SERVICE REQUESTS:

Safe Schools Integrated Pest Management will accept extra service requests via phone or email, outside of the regular monthly visits, at an additional fee. This request must come from the office of buildings & grounds. The decision to proceed with a specific service request must be approved by the district IPM Coordinator, as the State requires thresholds for various pests based on their level of threat to the school community. Safe Schools Integrated Pest Management will recommend a proposed course of action to the district in accordance with the law. **If additional rooms are serviced beyond the initial request, a fee of \$10 per room will be incurred.**

LIABILITY:

Safe Schools Integrated Pest Management's liability for damage is limited to such damages as are caused by the negligence of the company or its employees.

IPM LOG BOOKS & MATERIALS:

IPM log books are specifically designed to assist NJ schools with IPM law compliance and will be provided to the district at no charge. All custom forms created by Safe Schools Integrated Pest Management are proprietary in nature and are for the sole use of Hackettstown Public Schools and any governmental agency conducting an audit. If Hackettstown Public Schools discontinues the use of Safe Schools Integrated Pest Management's service, Safe Schools Integrated Pest Management will collect all IPM books and materials. Individuals employed by, or associated with, Hackettstown Public Schools are not permitted to copy or transfer Safe Schools Integrated Pest Management IPM materials in any form.

IPM LAW MANAGEMENT SCOPE OF WORK

Safe Schools Integrated Pest Management will:

- Meet with all school principals (upon request) or write an informational letter to them outlining the expectations of this IPM program with instructions on how to conduct an unannounced State or Federal IPM audit. School plans will be reviewed.
- Write and print custom, site-specific *school plans* for all locations (not a blank template downloaded off the State website).
- Create and present IPM programs to the Buildings & Grounds department that will promote non-chemical methods that include, but are not limited to, the *clean backpack initiative, door sweep program, and bed bug information*.
- Educate the community to reduce panic of pest-related matters. Speaking engagements and in-services are available upon request at no additional cost to your district. Materials include bed bug information sheets for each school plan and are recommended to be sent home with the annual notice.
- Provide and maintain each school with an IPM log book that includes pertinent and custom IPM materials such as *non-chemical forms, priority lists, site maps (optional), service reports tabbed by month, pest threshold guidelines and category 13 licenses (as Stank Environmental)*. Revisions and other related materials will be provided at no additional cost to the district.
- Work in conjunction with Buildings & Grounds and school administration in utilizing *72 Hour Notice, Emergency, and Posting forms* if a non-low impact pesticide is required on school grounds and only after the IPM Coordinator grants permission to do so. Safe Schools Integrated Pest Management will fill out these notices.
- Serve as a liaison between your district and the director of IPM law enforcement with the NJ DEP regarding questions you have about IPM regulations. With ample advance notice, Safe Schools Integrated Pest Management will attend an NJ DEP audit of your district.

- Create and print a state mandated *annual review* before the start of the new school year and placed in each IPM log book.
- Perform monthly pest inspections and provide necessary treatments in all accessible kitchens, cafeterias, boiler rooms, faculty lounges, dishwashing areas, food storage areas, utility rooms, and address specific classroom complaints.
- Make site visits for routine pest control services that include the control of pavement ants, cockroaches, mice, rats, spiders, silverfish, grasshoppers, pill bugs, earwigs, centipedes, millipedes, termite *inspections* only and crickets.
- Provide Buildings & Grounds with a synopsis of all chemicals (“*chemical list*”) used at each school in the district, low impact and non-low impact, from the prior July-June period. EPA registration numbers are included, as well. This will be sent to the district with your *Policy* and *Annual Notification* to be renewed.
- Update category 13 licenses, annually, in each log book to prove good standing with the State of NJ. An up to date category 13 license is required to provide pest services in NJ schools.
- Outdoor IPM: Safe Schools Integrated Pest Management may be consulted regarding outdoor lawn and turf management and corresponding compliance topics at no cost to the district. Per request, for an additional fee, Safe Schools Integrated Pest Management will provide the district with a plan on proposed lawn and turf management practices for each school. A separate log book will contain forms – to be maintained by Safe Schools Integrated Pest Management - that track chemical and non-chemical efforts and are to be kept with all indoor IPM materials.
- Promote non-chemical control of pests, followed by the use of low impact solutions as a next step, if necessary. Non-low impact pesticides will only be considered as a last resort after approval by the district IPM Coordinator.
- Non-chemical baits that *may be* applied for rodents are made in a 100% peanut free, tree nut free, gluten free, dairy free and egg free facility.

PROGRAM FEE SCHEDULE AND AGREEMENT

The terms of this agreement will include all items in the proposal for pest control services and indoor IPM law compliance services dated February 6, 2019 as prepared by Safe Schools Integrated Pest Management.

Fees and related services proposed will remain firm for 30 days or upon acceptance by Hackettstown Public Schools, whichever occurs first. Safe Schools Integrated Pest Management agrees to provide services as described in this proposal at no increase in fees. For services not specified in this agreement, Safe Schools Integrated Pest Management will require an official purchase order that has been approved by Hackettstown Public Schools before rendering the respective service(s).

Monthly Fee: **\$450.00**

Extra Service Requests: **\$85.00**
(For 'pests covered' listed on pg. 3)

Bees / Stinging Insect Treatments: **\$195.00**
(\$50 per nest will be incurred if treated during the regularly scheduled visit)

ACCEPTED FOR: Hackettstown Public Schools

ACCEPTED BY: _____

DATE: _____

ACCEPTED FOR: Safe Schools Integrated Pest Management

ACCEPTED BY: 

Chris Stankiewicz, Owner

Agreement to Provide

Professional Services

This Agreement made this 30th day of January, 2019 By and Between, J and B Therapy, LLC with offices at P.O. Box 151, Augusta, New Jersey 07822 and Hackettstown School District with offices located at 315 Washington Street, Hackettstown, NJ 07840 (hereinafter “school district” or “district”).

WITNESSETH:

WHEREAS, Contractor is engaged in the provision of professional services including but not limited to: occupational, physical and/or speech therapy services, behavioral support services, educational support services, psychological services, social work services, home instruction services, and reading specialist services (hereinafter “services”) and related services through licensed professionals and aides and school district is in need of such services for certain of its students and wishes to secure the services of professionals through Contractor and Hackettstown School District. WHEREAS, the parties wish to set forth the terms upon which said services will be provided,

NOW, THEREFORE, in consideration of the covenants and conditions hereinafter expressed, the parties hereto covenant and agree as follows:

A. SCOPE OF SERVICES: Contractor will provide for school district’s account and at school district’s expense, services to those students who are referred by the school district, under the supervision of the Director of Special Services of the school district or such other person as is specified by the district, in writing. Contractor will maintain records as required by the I.E.P. and will verify that all professionals furnished by Contractor maintain current licensure and registration

as required by state and federal law. Contractor will likewise verify that professionals so furnished will have school certification including criminal history check as well as professional liability insurance in the amount of \$1,000,000/\$3,000,000. The following services will be provided:

1. Provision of screenings as requested by the child study team;
2. Provision of direct treatments as specified by the I.E. P.;
3. Provision of indirect service for I.E.P. meeting as well as monitoring, consultations, parent meeting and progress report writing;
4. Provision of written documentation, including daily notes, quarterly or other progress notes, evaluations, screening reports, goals and objectives;
5. Provision of meeting time with Administrators/Director of Special Services as mutually agreed by the school system and Contractor;
6. Such additional services as shall be mutually agreed upon by Contractor and school district prior to the provision of such services

B. PAYMENT FOR SERVICES AND BILLING: Services furnished will be recorded and accounted for by Contractor in terms of hours and dates worked and same will be detailed on billings to be submitted by Contractor for which services school district agrees to pay at a rate per hour or per service so billed as listed below:

Service	Rate
Occupational, and/or Speech Therapy	\$88.50/hour
Physical Therapy	\$89.50/hour
Educational Support Services (LDTC)	\$93.00/hour
Psychologist Services	\$93.00/hour
Evaluations*	\$405.00/evaluation
Behavioral Support Services as provided by BCBA/Behavioral Supervisor	\$93.00/hour (3 hours/week minimum)
Behavioral Plans & Functional Behavior Assessments#	\$93.00/hour
Behavioral Support Services as provided by a Behaviorist	\$93.00/hour
Reading Specialist	\$82.50/hour

Home Instruction	\$65.00/hour
Social Work Services	\$82.50/hour
*ABA Paraprofessional Services	\$35.00/hour
*Paraprofessional Services	\$28.00/hour
Teacher of the Deaf Services	\$135.00/hour
Administrative Fee	1%

*Includes, but is not limited to, evaluations for Occupational Therapy, Physical Therapy, Speech Therapy, Educational Assessments, and Psychological Evaluations. Each evaluation includes but is not limited to: student record review, staff/teacher interview and consultation, parent interview, student observation, direct administration of assessments, therapist observation, completed report (with goals and objectives, as applicable). This charge is applicable regardless of whether the professional has regularly scheduled time for other student contact.

#Behavioral Plans are not to exceed ten (10) hours per plan; Functional Behavior Assessments are not to exceed eighteen (18) hours per assessment.

Billing will be based on scheduled time within a school district as mutually agreed upon by the contractor and the school district. The school district will be billed for one fifteen-minute break for a professional working from two to three and three quarter hours daily. The school district will be billed for two fifteen minute breaks for a professional scheduled to work four or more hours daily. The school district will be billed at least .5 hours daily for preparatory time for speech services. Preparatory time for services other than speech will be as agreed upon by the contractor and the school district. The minimum charge for services for a single student at a single location or at an off-site location will be .5 hours more than the treatment time, making the minimum charge no less than one hour. The school district will be billed no less than one hour for any service cancelled for any reason including student absence if the professional arrives on site for said service without prior notice of cancellation.

Contractor will submit a payment voucher attached to said detailed billing twice monthly and payment will be made not more than 30 days following school district's receipt of the voucher and billing.

C. RESPONSIBILITIES OF THE SCHOOL DISTRICT:

1. School district will pay Contractor within 30 days of receipt of payment voucher and billing detail.
2. School district will make available all records, documentation and other information relevant to the services rendered to a particular individual upon request and as a matter of routine.
3. School district will provide supplies and equipment necessary to the provision of services rendered as determined by Contractor or the responsible professional.
4. School district will remain liable for payment of time scheduled, whether or not professional services are performed, unless failure to perform such services shall result from cancellation of school and reasonable notice of such cancellation to professional or on account of professional's absence.
5. School district will treat any confidential and or personally identifying information regarding contractor's own staff, with care and confidentiality. The school district will appropriately retain such information for no longer than is necessary for its intended purposes.

D. ASSIGNMENT OF DUTIES: School district recognizes that Contractor may assign, subcontract or delegate professional duties at any time while this contract is in effect to a licensed therapy provider capable of providing the services contemplated by the terms of this agreement.

E. CANCELLATION: Either party may cancel this Agreement by written notice to the other in accordance with the following schedule:

1. From September 1 until June 1 of the year following, cancellation will be effective upon not less than 90 days prior written notice, mailed or personally delivered after September 1, and prior to the following June 1.

2. From June 1 through September 1, cancellation will be effective upon not less than 120 days prior written notice mailed or personally delivered to the other party after June 1 and prior to the following September 1.
3. Individual services may be cancelled effective upon not less than 60 days prior written notice mailed or personally delivered between Sept. 1 and June 30th.

F. GENERAL CONDITIONS:

1. School district acknowledges that contractor, or any professional provided pursuant to the terms hereof may provide services to any other school system, facility or district or to any other client, public or private.
2. The parties agree to cooperate in all respects so as to coordinate their efforts in the production of a collaborative evaluation of the services provided to the benefit of the individuals to whom the same are afforded.
3. The School District agrees to refrain from employing or contracting directly with professionals who have worked or work with the contractor during the term of the agreement and for two years hereafter.
4. This document contains the entire Agreement between the parties hereto.
5. Mutual Agreement to Arbitrate Claims: J&B Therapy, LLC hopes that differences will not arise. If they do, the School District is encouraged to discuss and resolve them with the Contractor. If differences cannot be resolved informally between the School District and the Contractor, it is agreed that they will be resolved through binding arbitration before a neutral panel of arbitrators. The School District and Contractor agree as a condition of Agreement to be bound by the mutual agreement to arbitrate claims. Therefore, the parties shall be precluded from bringing or

raising in court or another forum any dispute that was or could have been brought or raised under the procedures set forth in this Agreement.

6. This Agreement becomes effective on July 1, 2019 and will end on June 30, 2020, unless extended by mutual written agreement of the parties hereto.

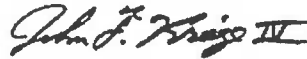
IN WITNESS WHEREOF, the undersigned have caused these present to be signed by their authorized signatories:

Hackettstown School District

BY: _____

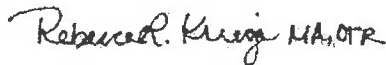
AUTHORIZED SIGNATURE

J & B THERAPY, LLC



BY:

JOHN F. KRIEGE, IV - PARTNER



BY:

REBECCA L. KRIEGE- PARTNER

HACKETTSTOWN BOARD OF EDUCATION
Home Instruction Placements
2018-2019 School Year

STUDENT #	FACILITY	REASON	EST. LENGTH
██████████	Hi-Focus (Parsippany)	MEDICAL	1/22/19 – 2/11/19
██████████	HOME	MEDICAL	3/1/19 - TBD

**HACKETTSTOWN PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
March 20, 2019**

PERSONNEL

- B-1 Acceptance of Resignation(s) - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, accept the resignations for the 2018-2019 school year attached by reference. **(ATTACHMENT)**

- B-2 Approval of New Staff – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, appoint new staff, for the 2018-2019 school year attached by reference. **(ATTACHMENT)**

- B-3 Approval of Leave of Absences – BE IT RESOLVED:** that the Board of Education, upon recommendation of the Superintendent, approve leave of absences for the 2018-2019 school year, attached by reference. **(ATTACHMENT)**

- B-4 Approval of High School Revised 7th Teaching Block Assignment(s)- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve High School revised 7th teaching block assignments effective March 4, 2019, attached by reference. **(ATTACHMENT)**

- B-5 Approval of 2019-2020 Athletic Appointment - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve an athletic appointment for the 2019-2020 school year, attached by reference. **(ATTACHMENT)**

- B-6 Approval of Observation Hours - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve observation hours for the 2018-2019 school year, attached by reference. **(ATTACHMENT)**

HACKETTSTOWN BOARD OF EDUCATION

March 20, 2019

Acceptance of Resignations for the 2018-2019 School Year

Name	Location/Position	Effective Date
Scout Hershey	HS/Physical Education Teacher	4/12/19 March 19, 2019
Kaitlyn Smith	MS/Aide	3/1/19

HACKETTSTOWN BOARD OF EDUCATION

March 20, 2019

Appointment of New Staff for the 2018-2019 School Year
***Pending Required Clearances**

Name	Location/Position	Salary	Effective Date
Benjamin Barnhart*	HS/Physical Education/Health Teacher	BA/Step 1 \$58,960 (pro-rated)	Pending All Clearances
Vincent Putignano*	HH/Personal Aide	Full-time \$15.28/hour	Pending All Clearances

HACKETTSTOWN BOARD OF EDUCATION

March 20, 2019

Acceptance of Resignations for the 2018-2019 School Year

Name	Location/Position	Effective Date
Scout Hershey	HS/Physical Education Teacher	4/12/19 March 19, 2019
Kaitlyn Smith	MS/Aide	3/1/19

HACKETTSTOWN BOARD OF EDUCATION
Board of Education Meeting
March 20, 2019

Approval of REVISED High School 7th Block Teaching Assignment (September 12 – June 30, 2019)

Name	Subject	New Prep	Annual Rate
January O’Neill Gandlely	21 st Century Skills	NO	Oct 2018 – June 2019 March 4, 2019- \$9,156.38 \$5,086.88

Hackettstown Public Schools
2019-2020 Athletic Appointments

Season	Activity	First	Last	19/20 Step	19/20 Stipend Amount	

HACKETTSTOWN BOARD OF EDUCATION**Board of Education Meeting****March 20, 2019**

Approval of Observation Hours for the 2018-2019 School Year

Name / College	Location	Field Experience Requirement
Joseph Lake/Centenary University	MS	Spring 2019
Chris Tavaglione/Centenary University	MS	Spring 2019
Kendall Davis/Seton Hall University	WG	2019-2020 School Year

HACKETTSTOWN PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
March 20, 2019

EDUCATION/POLICY

C-1 Approval of Workshop Attendance - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve workshop attendance for the 2018-2019 school year, attached by reference. (ATTACHMENT)

C-2 Approval of Field Trips - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve field trips for the 2018-2019 school year, attached by reference. (ATTACHMENT)

C-3 Approval of the 2019-2020 District Calendar - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve the 2019-2020 District Calendar, attached by reference. (ATTACHMENT)

C-4 Approval of 1st Reading of District Policies and Regulations - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve the following District Policies and Regulations in a 1st reading: (ATTACHMENT)

P&R 1642	Earned Sick Leave Law (M) (New)
P 5330.04	Administering an Opioid Antidote (New)
R 5330.04	Administering an Opioid Antidote (New)
R 5530	Substance Abuse (M) (Revised)
P&R 5600	Student Discipline/Code of Conduct (M) (Revised)

C-5 Approval of 2nd Reading of District Policies and Regulations - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve the following District Policies and Regulations in a 2nd reading:

P 0131	Bylaws and Policies (Revised)
P 0141.2	Board Member and Term – Receiving District (Revised)
P 2422	Health and Physical Education (M) (Revised)
P 2431.3	Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
P 2610	Educational Program Evaluation (M) (Revised)
P 4219	Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
P&R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5337	Service Animals (Revised)
P 5756	Transgender Students (M) (Revised)
P&R 7440	School District Security (M) (Revised)
P 8561	Procurement Procedures for School Nutrition Programs (M) (Revised)
P 8860	Memorials (Revised)
P 2415.06	Unsafe School Choice Option (M) (Revised)
R 2460.8	Special Education – Free and Appropriate Public Education (M) (Revised)
P&R 5611	Removal of Students for Firearms Offenses (M) (Revised)

**HACKETTSTOWN PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
March 20, 2019**

EDUCATION/POLICY

- P&R 5612** Assaults on District Board of Education Members or Employees (M)
(Revised)
- P&R 5613** Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- P&R 8461** Reporting Violence, Vandalism, Harassment, Intimidation, Bullying,
Alcohol, and Other Drug Offenses (M) (Revised)
- P 8600** Transportation (Revised)
- P 8613** Waiver of Pupil Transportation (NEW)

HACKETTSTOWN BOARD OF EDUCATION

**Workshop Attendance
2018-2019 School Year**

C-1

Staff Member(s)	Conference / Location	Date(s)	Total Cost to District
Erin Tomasini	NJ Television & Video Madison HS	██████████	Cost:\$0
Lynn Castiglia	SEMI Reg. Mtg Morris Plains	██████████	Cost:\$0 Mileage \$15.00
Kara Varina	Don't get Vaped-Training Fairfield, NJ	██████████	Cost:\$0
Kathy Shuma Laurie Cardell Michael Lamison Donna DeGraw	Duel Enrollment Centenary Univ.	██████████	Cost:\$0
Danielle Stanley	The Art of Presentation Rutgers, New Brunswick	██████████	Cost:\$116.10
Danielle Stanley	Positive Parenting Rutgers, New Brunswick	██████████ ██████████ ██████████ Concur w/Superintendent	Cost:\$129.00-10%
AnnMarie Byrne Ruby Best	End of Year CDK Washington, NJ Accounting	██████████	Cost:\$50.00 Mileage \$8.12 each
Dawn McPeek Brenda Carkhuff Debbie Grant Gail Woicekowski	End of Year CDK Personnel Washington, NJ	██████████ ██████████	Cost:\$50.00 Mileage \$8.12 each
Gail Woicekowski	End of Year CDK Washington, NJ Accounting	██████████	Cost:\$0
Danielle Stanley	Acceptance of Anxiety Mindfulness & Teenage Brain Rutgers, New Brunswick	██████████ ██████████	Cost:\$100.00 Cost:\$100.00
Loren Ackerman	WCCSE Warren Cty Libray Belvidere, NJ	██████████	Cost:\$0
Heather Ginder Lisa Wilbur	Foundations Training Robinowitz Training Ctr	██████████	Cost:\$350.00each

HACKETTSTOWN BOARD OF EDUCATION

Workshop Attendance

2018-2019 School Year

Staff Member(s)	Conference / Location	Date(s)	Total Cost to District
Chris Kolbusch	Foundations Training Robinowitz Training Ctr	[REDACTED]	Cost:\$350.00

HACKETTSTOWN BOARD OF EDUCATION

FIELD TRIPS

C-2

2018-2019 SCHOOL YEAR

Staff Member(s)	Destination	Date(s)	Total Cost to District
Jonathan Beyer K.Koeller F.Noble K.Morales D.Willis L.Schaarschmidt L.Mulvihill	WG4th - HMS (52 students)	██████████	Cost:\$175.00
Lexie Hrizuk D.Hunter C.Gaiamo B. McConnell P.Ortiz C.Johnson	HH4th - HMS (66 students)	██████████	Cost:\$350.00
Adam Freeman J.Pancholi P.Levin K.Brenner	HMS 7/8 - HHS (46 students)	██████████	Cost:\$0
Taylor Kennedy B.Martin T.Kurilla D.Maternick D.Kaiser M.Allardice P.Artelgier M.Aguilar Nurse Kenny or sub	HH1st - Growing Stage Netcong, NJ (83 students)	██████████	██████:\$1446.00
Mr. Teixeira	HHS - Heaven Sent (23 students)	██████████	Cost:\$0
Chris Zwarych Scott Lauritano	HHS - Jefferson HS (20 Indoor Percussion 9-12)	██████████ Concur w/Superintendent	Cost:\$450
Chris Zwarych Scott Lauritano	HHS - Fair Lawn HS (20 Indoor Percussion 9-12)	██████████	Cost:\$525.00
Timothy Moore	HHS Wham - NHHS (12 students)	██████████	Cost:\$525.00
MaryAnne Guarini M.Rosanio J.Lightcap 3 parents	WG 3rd - Shoprite (51 students)	██████████	Cost:\$275.00
Jean Lobby A.Arbolino J.Kurack D.Baryiewski G.Acton nurse	WG Kdg- RVCC Planetarium (51 students)	██████████	Cost:\$1260.50
CGrzywacz A.Freeman C Zwarych L Shunk J Pomeroy K Andrusin J Gardner	MS - Calvary Temple&Dorney Symphonic Band,Tiger Tunes Mens Ensemble (70 Students)	██████████ ██████████	Cost:\$0

HACKETTSTOWN BOARD OF EDUCATION

FIELD TRIPS

Staff Member(s)	Destination	Date(s)	Total Cost to District
Stacey Higgins Chris Zwarych Jess Pomeroy	HS Drama Club - The State Theatre /Easton (35Students)	T [REDACTED]	Cost:\$
Stacey Higgins Jess Pomeroy	HS Drama Club - various schools in district (24 Students)	[REDACTED]	Cost:\$0

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Hackettstown Public School | 2019-2020 CALENDAR

8/26-27 New Teacher Orientation
9/2 Labor Day/No School
3 & 4 Staff PD Days
5 & 6 Students Report/Early Dismissal/PD Days
9 1st Full Days of School

SEPTEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MARCH 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

13 Early Dismissal/PD Day

14 Columbus Day/No School/PD Day

OCTOBER 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

9 Early Dismissal
10-17 Spring Break/No School

7 & 8 NJEA Convention/School Closed
27 Early Dismissal
28 Thanksgiving Day
29 School Closed

NOVEMBER 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2020						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

15 Early Dismissal/PD Day
25 Memorial Day/ No School

13 Early Dismissal/PD Day
23 Early Dismissal
24-31 Winter Break/No School

DECEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2020						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22-24 Early Dismissal
24 Last Day Students
25 Last Day Staff

1 New Year's Day/No School
2 District Reopens
20 M.L. King Day/ No School/PD Day

JANUARY 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

14-17 Presidents Weekend/ No School

TEACHER PROFESSIONAL DEVELOPMENT

Full Day	Early Dismissal for 1/2 Day PD	
9/3/19	9/5/19	3/13/20
9/4/19	9/6/19	5/15/20
10/14/19	12/13/19	
1/20/20		

ATTENDANCE DAYS

	Students	Staff
September	18	20
October	22	23
November	17	17
December	16	16
January	21	22
February	18	18
March	22	22
April	16	16
May	20	20
June	18	19
	188	193

Six inclement weather days are built into this calendar, and if not used, will be given back on days to be determined. If more than 6 inclement weather days are necessary, they will be made up during the spring holiday break in April beginning with April 17, April 16, and so on. If more than (2) inclement weather days are used prior to the December break, the make-up day will be Feb. 14th. The district will now be operating on a 2 hour delayed opening schedule.

POLICY GUIDE

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Earned Sick Leave Law
Mar 19
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1642 EARNED SICK LEAVE LAW

All persons holding any office, position, or employment in local school districts, regional school districts, or county vocational schools of the State who are steadily employed by the Board of Education or who are protected by tenure in their office, position, or employment under the provisions of N.J.S.A. 18A:30-2 or any other law, except persons in the classified service of the civil service under Title 11, Civil Service, of the Revised Statutes, shall be allowed sick leave with full pay for a minimum of ten school days in any school year in accordance with the provisions of N.J.S.A. 18A:30-2.

However, a Board of Education may determine some persons holding an office, position, or employment are not eligible for sick leave in accordance with N.J.S.A. 18A:30-2. These persons shall be covered under the provisions of the New Jersey Earned Sick Leave Law (Act), N.J.S.A. 34:11D-1 through 34:11D-11. Policy and Regulation 1642 outline the provisions of the Act for those persons the Board of Education determines are not eligible for sick leave in accordance with the provisions of N.J.S.A. 18A:30-2 or any rule or law of New Jersey other than the Act.

For the purposes of Policy and Regulation 1642, “employer” means a local school district, regional school district, county vocational school, or charter school of the State who does not provide sick leave with full pay to an employee pursuant to N.J.S.A. 18A:30-2 or any other law, rule, or regulation of New Jersey and is required to comply with the requirements of the Act.

For the purposes of Policy and Regulation 1642, “employee” means an individual engaged in service for compensation to a local school district, regional school district, county vocational school, or charter school of the State who is not provided sick leave with full pay pursuant to N.J.S.A. 18A:30-2 or any other law, rule, or regulation of New Jersey and is eligible to accrue earned sick leave in accordance with the requirements of the Act.

In accordance with the provisions of N.J.S.A. 34:11D-2, for every thirty hours worked, an employee eligible to accrue earned sick leave under the Act shall accrue one hour of earned sick leave commencing no later than October 29, 2018.



POLICY GUIDE

ADMINISTRATION
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Earned Sick Leave Law

The employer will not provide an employee with the full complement of earned sick leave for a benefit year as required under N.J.S.A. 34:11D-2 on the first day of each benefit year in accordance with the provisions of N.J.S.A. 34:11D-2.a.

The employer will not permit the employee to accrue or use in any benefit year, or carry forward from one benefit year to the next, more than forty hours of earned sick leave.

Unless the employee has accrued earned sick leave prior to October 29, 2018, the earned sick leave shall begin to accrue on October 29, 2018 for any employee who is hired and commences employment before October 29, 2018 and the employee shall be eligible to use the earned sick leave beginning February 26, 2019 after the employee commences employment.

If the employee's employment commences after October 29, 2018, the earned sick leave shall begin to accrue upon the date that employment commences. The employee shall be eligible to use the earned sick leave

Beginning on the 120th calendar day after the employee commences employment the employee may subsequently use earned sick leave as soon as it is accrued.

The employer shall be in compliance with N.J.S.A. 34:11D-2 if the employer offers paid time off to an employee, which is fully paid and shall include, but is not limited to personal days, vacation days, and sick days, and may be used for the purposes of N.J.S.A. 34:11D-3 in the manner provided by the Act, and is accrued at a rate equal to or greater than the rate described in N.J.S.A. 34:11D-2.

The employer shall pay the employee for earned sick leave at the same rate of pay with the same benefits that the employee normally earns, except that the pay rate shall not be less than the minimum wage required for the employee pursuant to N.J.S.A. 34:11-56a4.



POLICY GUIDE

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Earned Sick Leave Law

The employer shall permit an employee to use the earned sick leave accrued pursuant to the Act for any of the reasons outlined in N.J.S.A. 34:11D-3.a.

No employer shall take retaliatory personnel action or discriminate against an employee who accrues sick leave under the Act because the employee requests or uses earned sick leave either in accordance with the Act or the employer's own earned sick leave policy for employees covered under the Act. Any complaints alleging a violation of the Act shall be filed in accordance with the provisions of N.J.S.A. 34:11D-4.

In accordance with N.J.S.A. 34:11D-5, failure of the employer to comply with the provisions of the Act shall be regarded as a failure to meet the wage payment requirements of the "New Jersey State Wage and Hour Law."

The employer shall retain records documenting hours worked and earned sick leave taken by employees covered under the Act in accordance with the provisions of N.J.S.A. 34:11D-6.

The employer shall provide notification, in a form issued by the Commissioner of Labor and Workforce Development, to employees of their rights under the Act; post the notification; and provide a copy of the notification to employees eligible to accrue earned sick leave under the Act in accordance with the provisions of N.J.S.A. 34:11D-7.

N.J.S.A. 34:11D-1 through 34:11D-11

Adopted:



REGULATION GUIDE

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R 1642 EARNED SICK LEAVE LAW

A. Definitions Relative to Policy and Regulation 1642 and the New Jersey Earned Sick Leave Law (Act)

“Act” means the New Jersey Earned Sick Leave Law – N.J.S.A. 34:11D-1. through 34:11D-11.

“Benefit year” means the period of twelve consecutive months, July 1 through June 30, as established by an employer in which an employee shall accrue and use earned sick leave as provided pursuant to N.J.S.A. 34:11D-2, provided that once the starting date of the benefit year is established by the employer it shall not be changed unless the employer notifies the Commissioner of Labor and Workforce Development of the change in accordance with regulations promulgated pursuant to the Act. The Commissioner shall impose a benefit year on any employer the Commissioner determines is changing the benefit year at times or in ways that prevent the accrual or use of earned sick leave by an employee.

“Certified Domestic Violence Specialist” means a person who has fulfilled the requirements of certification as a Domestic Violence Specialist established by the New Jersey Association of Domestic Violence Professionals.

“Child” means a biological, adopted, or foster child, stepchild or legal ward of an employee, child of a domestic partner or civil union partner of the employee.

“Civil union” means a civil union as defined in N.J.S.A. 37:1-29.

“Commissioner” means the Commissioner of Labor and Workforce Development.

“Department” means the Department of Labor and Workforce Development.



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“Designated domestic violence agency” means a county-wide organization with a primary purpose to provide services to victims of domestic violence, and which provides services that conform to the core domestic violence services profile as defined by the Division of Child Protection and Permanency in the Department of Children and Families and is under contract with the division for the express purpose of providing the services.

“Domestic or sexual violence” means stalking, any sexually violent offense, as defined in N.J.S.A. 30:4-27.26, or domestic violence as defined in N.J.S.A. 2C:25-19, and N.J.S.A. 17:29B-16.

“Domestic partner” means a domestic partner as defined in N.J.S.A. 26:8A-3.

“Employee” means, for the purposes of Policy and Regulation 1642, an individual engaged in service for compensation to a local school district, regional school district, county vocational school, or charter school of the State who is not provided with sick leave with full pay pursuant to N.J.S.A. 18A:30-2 or any other law, rule, or regulation of New Jersey and is eligible to accrue earned sick leave in accordance with the requirements of the Act.

“Employer” means, for the purposes of Policy and Regulation 1642, a local school district, regional school district, county vocational school, or charter school of the State who does not provide sick leave with full pay to an employee pursuant to N.J.S.A. 18A:30-2 or any other law, rule, or regulation of New Jersey and is required to comply with the requirements of the Act.

“Family member” means a child, grandchild, sibling, spouse, domestic partner, civil union partner, parent, or grandparent of an employee, or a spouse, domestic partner, or civil union partner of a parent or grandparent of an employee, or a sibling of a spouse, domestic partner, or civil union partner of the employee, or any other individual related by blood to the employee or whose close association with the employee is the equivalent of a family relationship.

“Health care professional” means any person licensed under Federal, State, or local law, or the laws of a foreign nation, to provide health care services, or any other person who has been authorized to provide health care by a licensed health care professional, including but not limited to doctors, nurses, and emergency room personnel.



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“Parent” means a biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or of the employee’s spouse, domestic partner, or civil union partner, or a person who stood in loco parentis of the employee or the employee’s spouse, domestic partner, or civil union partner when the employee, spouse or partner was a minor child.

“Retaliatory personnel action” means denial of any right guaranteed under the Act and any threat, discharge, including a constructive discharge, suspension, demotion, unfavorable reassignment, refusal to promote, disciplinary action, sanction, reduction of work hours, reporting or threatening to report the actual or suspected immigrant status of an employee or the employee’s family, or any other adverse action against an employee.

“Sibling” means a biological, foster, or adopted sibling of an employee.

“Spouse” means a husband or wife.

B. Provision of Earned Sick Leave – N.J.S.A. 34:11D-2

1. The employer shall provide earned sick leave in accordance with the Act for each employee working for the employer.
2. For every thirty hours worked, the employee shall accrue one hour of earned sick leave. The employer will not provide an employee their full complement of earned sick leave for a benefit year as required under N.J.S.A. 34:11D-2 on the first day of each benefit year in accordance with the Act.
3. The employer will not permit the employee to accrue or use in any benefit year, or carry forward from one benefit year to the next, more than forty hours of earned sick leave.
 - a. Unless the employee has accrued earned sick leave prior to October 29, 2018, the earned sick leave shall begin to accrue on October 29, 2018 for any employee who is hired and commences employment before October 29, 2018 and the employee shall be eligible to use the earned sick leave beginning on February 26, 2019 after the employee commences employment.



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- b. If the employee's employment commences after October 29, 2018, the earned sick leave shall begin to accrue upon the date that employment commences. The employee shall be eligible to use the earned sick leave - beginning on the 120th calendar day after the employee commences employment
4. The employer shall be in compliance with N.J.S.A. 34:11D-2 if the employer offers paid time off to an employee, which is fully paid and shall include, but is not limited to personal days, vacation days, and sick days, and may be used for the purposes of N.J.S.A. 34:11D-3 in the manner provided by the Act, and is accrued at a rate equal to or greater than the rate described in N.J.S.A. 34:11D-2.
5. The employer shall pay the employee for earned sick leave at the same rate of pay with the same benefits as the employee normally earns, except that the pay rate shall not be less than the minimum wage required for the employee pursuant to N.J.S.A. 34:11-56a4.
6. Upon the mutual consent of the employee and employer, an employee may voluntarily choose to work additional hours or shifts during the same or following pay period, in lieu of hours or shifts missed, but shall not be required to work additional hours or shifts or use accrued earned sick leave. The employer may not require, as a condition of an employee using earned sick leave, that the employee search for or find a replacement worker to cover the hours during which the employee is using earned sick leave.
7. If an employee is transferred to a separate division, entity, or location, but remains employed by the same employer, then the employee shall be entitled to all earned sick leave accrued at the prior division, entity, or location, and shall be entitled to use the accrued earned sick leave as provided in the Act.



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8. If an employee is terminated, laid off, furloughed, or otherwise separated from employment with the employer, any unused accrued earned sick leave shall be reinstated upon the re-hiring or reinstatement of the employee to that employment, within six months of termination, being laid off or furloughed, or separation, and prior employment with the employer shall be counted towards meeting the eligibility requirements set forth in N.J.S.A. 34:11D-2.
 9. The employer may choose the increments in which its employees may use earned sick leave, provided that the largest increment of earned sick leave an employee may be required to use for each shift for which earned sick leave is used shall be the number of hours the employee was scheduled to work during that shift.
- C. Permitted Usage of Earned Sick Leave – N.J.S.A. 34:11D-3
1. The employer shall permit an employee to use the earned sick leave accrued pursuant to the Act for any of the following:
 - a. Time needed for diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
 - b. Time needed for the employee to aid or care for a family member of an employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
 - c. Absence necessary due to circumstances resulting from the employee, or a family member of an employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member: medical attention needed to recover from



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physical or psychological injury or disability caused by domestic or sexual violence; services from a designated domestic violence agency or other victim services organization; psychological or other counseling; relocation; or legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;

- d. Time during which the employee is not able to work because of a closure of the employee's workplace, school, or place of care of a child of an employee, by order of a public official due to an epidemic or other public health emergency, or because of the issuance by a public health authority of a determination that the presence in the community of the employee, or a member of the employee's family in need of care by the employee, would jeopardize the health of others; or
 - e. Time needed by the employee in connection with a child of the employee to attend a school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability.
2. If an employee's need to use earned sick leave is foreseeable, the employer will require advance notice, not to exceed seven calendar days prior to the date the leave is to begin, of the intention to use the leave and its expected duration, and shall make a reasonable effort to schedule the use of earned sick leave in a manner that does not unduly disrupt the operations of the employer. If the reason for the leave is not foreseeable, the employer will require an employee to give notice of the intention as soon as practicable if the employer has notified the employee of this requirement.



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- a. The employer may prohibit employees from using foreseeable earned sick leave on certain dates provided reasonable notice of these dates is provided to employees and the employer will require reasonable documentation if sick leave that is not foreseeable is used during those dates.
- b. For earned sick leave of three or more consecutive days, the employer will require reasonable documentation that the leave is being taken for the purpose permitted under N.J.S.A. 34:11D-3.a. and C.1. above.
- c. If the leave is permitted under N.J.S.A. 34:11D-3.a.(1) and C.1.a. above or N.J.S.A. 34:11D-3.a.(2) and C.1.b. above, documentation signed by a health care professional who is treating the employee or the family member of the employee indicating the need for the leave and, if possible, number of days of leave, shall be considered reasonable documentation.
- d. If the leave is permitted under N.J.S.A. 34:11D-3.a.(3) and C.1.c. above because of domestic or sexual violence, any of the following shall be considered reasonable documentation of the domestic or sexual violence: medical documentation; a law enforcement agency record or report; a court order; documentation that the perpetrator of the domestic or sexual violence has been convicted of a domestic or sexual violence offense; certification from a certified Domestic Violence Specialist or a representative of a designated domestic violence agency or other victim services organization; or other documentation or certification provided by a social worker, counselor, member of the clergy, shelter worker, health care professional, attorney, or other professional who has assisted the employee or family member in dealing with the domestic or sexual violence.
- e. If the leave is permitted under N.J.S.A. 34:11D-3.a.(4) and C.1.d. above, a copy of the order of the public official or the determination by the health authority shall be considered reasonable documentation.



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- f. If the leave is permitted under N.J.S.A. 34:11D-3.a.(5) and C.1.e. above, tangible proof of the reasons outlined in N.J.S.A. 34:11D-3.a.(5) and C.1.e. above shall be considered reasonable documentation.
3. Nothing in the Act shall be deemed to require the employer to provide earned sick leave for an employee's leave for purposes other than those identified in N.J.S.A. 34:11D-3, or prohibit the employer from taking disciplinary action against an employee who uses earned sick leave for purposes other than those identified in N.J.S.A. 34:11D-3.
4. The employer will not pay an employee for unused earned sick leave at the end of the benefit year pursuant to N.J.S.A. 34:11D-3.c.
 - a. If the employee agrees to receive a payment, the employee shall choose a payment for the full amount of unused earned sick leave or for fifty percent of the amount of unused earned sick leave. The payment amount shall be based on the same rate of pay that the employee earns at the time of the payment.
 - b. If the employee declines a payment for unused earned sick leave, or agrees to a payment for fifty percent of the amount of unused sick leave, the employee shall be entitled to carry forward any unused or unpaid earned sick leave to the proceeding benefit year as provided pursuant to N.J.S.A. 34:11D-2.a. and B.1., B.2., and B.3. above.
 - c. If the employee agrees to a payment for the full amount of unused earned sick leave, the employee shall not be entitled to carry forward any earned sick leave to the proceeding benefit year pursuant to N.J.S.A. 34:11D-2.a. and B.1, B.2., and B.3. above.



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5. Unless the employer's policy or a collective bargaining agreement provides for the payment of accrued earned sick leave upon termination, resignation, retirement, or other separation from employment, an employee shall not be entitled under N.J.S.A. 34:11D-3 to payment of unused earned sick leave upon the separation from employment.
 6. Any information the employer possesses regarding the health of an employee or any family member of the employee or domestic or sexual violence affecting an employee or employee's family member shall be treated as confidential and not disclosed except to the affected employee or with the written permission of the affected employee.
- D. Retaliation, Discrimination Prohibited – N.J.S.A. 34:11D-4
1. No employer shall take retaliatory personnel action or discriminate against an employee who accrues sick leave under the Act because the employee requests or uses earned sick leave either in accordance with the Act or the employer's own earned sick leave policy for employees covered under the Act. Any complaints alleging a violation of the Act shall be filed in accordance with the provisions of N.J.S.A. 34:11D-4.
 - a. The employer shall not count earned sick leave taken under the Act as an absence that may result in the employee being subject to discipline, discharge, demotion, suspension, a loss or reduction of pay, or any other adverse action.
 2. There shall be a rebuttable presumption of an unlawful retaliatory personnel action under N.J.S.A. 34:11D-4 whenever the employer takes adverse action against an employee within ninety days of when that employee:
 - a. Files a complaint with the Department or a court alleging a violation of any provision of N.J.S.A. 34:11D-4;
 - b. Informs any person about the employer's alleged violation of N.J.S.A. 34:11D-4;



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- c. Cooperates with the Department or other persons in the investigation or prosecution of any alleged violation of N.J.S.A. 34:11D-4;
 - d. Opposes any policy, practice, or act that is unlawful under N.J.S.A. 34:11D-4; or
 - e. Informs any person of his or her rights under N.J.S.A. 34:11D-4.
 3. Protections of N.J.S.A. 34:11D-4 shall apply to any person who mistakenly, but in good faith alleges violations of the Act.
 4. Any violator of the provisions of N.J.S.A. 34:11D-4 shall be subject to relevant penalties and remedies provided by the “New Jersey State Wage and Hour Law,” N.J.S.A. 34:11-56a et seq., including the penalties and remedies provided by N.J.S.A. 34:11-56a24, and relevant penalties and remedies provided by N.J.S.A. 2C:40A-2, for discharge or other discrimination.
- E. Violations, Remedies, Penalties, Other Measures – N.J.S.A. 34:11D-5
 1. Any failure of the employer to make available or pay earned sick leave as required by the Act, or any other violation of the Act, shall be regarded as a failure to meet the wage payment requirements of the “New Jersey State Wage and Hour Law,” N.J.S.A. 34:11-56a et seq., or other violation of the New Jersey State Wage and Hour Law, as the case may be, and remedies, penalties, and other measures provided by the New Jersey State Wage and Hour Law, N.J.S.A. 34:11-58, and N.J.S.A. 2C:40A-2 for failure to pay wages or other violations of the New Jersey State Wage and Hour Law shall be applicable, including, but not limited to, penalties provided pursuant to N.J.S.A. 34:11-56a22 and 34:11-56a24, and civil actions by employees pursuant to N.J.S.A. 34:11-56a25, except that an award to an employee in a civil act shall include, in addition to the amount provided pursuant to N.J.S.A. 34:11-56a25, any actual damages suffered by the employee as the result of the violation plus an equal amount of liquidated damages.



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F. Retention of Records, Access – N.J.S.A. 34:11D-6

1. The employer shall retain records documenting hours worked by employees and earned sick leave accrued/advanced, used, paid, and paid out and carried over by/to employees, for a period of five years, and shall, upon demand, allow the Department access to those records to monitor compliance with the requirements of the Act.
 - a. If an employee makes a claim the employer has failed to provide earned sick leave required by the Act and the employer has not maintained or retained adequate records documenting hours worked by the employee and earned sick leave taken by the employee or does not allow the Department access to the records, it shall be presumed the employer has failed to provide the earned sick leave, absent clear and convincing evidence otherwise.
2. In addition, the penalties provided by the “New Jersey State Wage and Hour Law,” N.J.S.A. 34:11-56a et seq. for violations of the requirements of the New Jersey State Wage and Hour Law regarding the maintaining and disclosure of records shall apply to violations of the requirements of N.J.S.A. 34:11D-6.

G. Notification to Employees – N.J.S.A. 34:11D-7

1. The employer shall provide notification, in a form issued by the Commissioner, to employees of their rights under the Act, including the amount of earned sick leave to which they are entitled and the terms of its use and remedies provided by the Act to employees if the employer fails to provide the required benefits or retaliates against employees exercising their rights under the Act.
 - a. The employer shall conspicuously post the notification in a place or places accessible to all employees in each of the employer’s workplaces.
 - b. The employer shall also provide each employee with a written copy of the notification: not later than thirty days after the form of the notification is issued; at the time of the



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employee's hiring, if the employee is hired after the issuance; and at any time, when first requested by the employee.

- c. The Commissioner shall make the notifications available in English, Spanish, and any other language that the Commissioner determines is the first language of a significant number of workers in the State and the employer shall use the notification in English, Spanish, or any other language for which the Commissioner has provided notifications and which is the first language of a majority of the employer's workforce.

H. Provisions Preemptive; Construction of Act – N.J.S.A. 34:11D-8

1. No provision of the Act, or any regulations promulgated to implement or enforce the Act, shall be construed as:
 - a. Requiring the employer to reduce, or justifying the employer in reducing, rights or benefits provided by the employer pursuant to the employer's policy or a collective bargaining agreement which are more favorable to employees than those required by the Act or which provide rights or benefits to employees not covered by the Act;
 - b. Preventing or prohibiting the employer from agreeing, through a collective bargaining agreement or employer policy, to provide rights or benefits which are more favorable to employees than those required by the Act or to provide rights or benefits to employees not covered by the Act;
 - c. Prohibiting the employer from establishing a policy whereby an employee may donate unused accrued earned sick leave to another employee or other employees; or
 - d. Superseding any law providing collective bargaining rights for employees, or in any way reducing, diminishing, or adversely affecting those collective bargaining rights, or in any way reducing, diminishing, or affecting the obligations of the employer under those laws.



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2. Employees or employee representatives may waive the rights or benefits provided under the Act during the negotiation of a collective bargaining agreement.
 3. With respect to employees covered by a collective bargaining agreement in effect on October 29, 2018, no provision of the Act shall apply until the stated expiration of the collective bargaining agreement.
- I. Severability – N.J.S.A. 34:11D-9
1. The provisions of the Act shall be deemed to be severable and if any section, subsection, paragraph, sentence or other part of the Act is declared to be unconstitutional, or the applicability thereof to any person is held invalid, the remainder of the Act shall not thereby be deemed to be unconstitutional or invalid.

Adopted:



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N.J.S.A. 18A:40-12.24.a requires schools to adopt a Policy for the emergency administration of an opioid antidote to a student, staff member, or other person who is experiencing an opioid overdose.

N.J.S.A. 18A:40-12.24.a.(1) requires schools with any of the grades nine through twelve to comply with the provisions of the law.

Extend Provisions of N.J.S.A. 18A:40-12.23 et seq. to Schools with Other Grades and permits schools with students in other grades to comply with the provisions of N.J.S.A. 18A:40-12.24.a.(1). Therefore, the Board extends the provisions of N.J.S.A. 18A:40-12.23 through 12.27 to schools with any of the grades K through 8.

N.J.S.A. 18A:40-12.24 requires a school to obtain a standing order for opioid antidotes pursuant to the "Overdose Prevention Act" - N.J.S.A. 24:6J-1 et seq. The school shall maintain a supply of opioid antidotes under the standing order in a secure, but unlocked and easily accessible location. The opioid antidotes shall be accessible in the school during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building.

The school nurse and a designated employee who volunteers to administer an opioid antidote pursuant to N.J.S.A. 18A:40-12.24.c. are required to be trained for the administration of an opioid antidote in accordance with N.J.S.A. 18A:40-12.25.b. The school nurse or a designated employee who volunteers to administer an opioid antidote shall be promptly available on site at the school during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building at any time.



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N.J.S.A. 18A:40-12.24 permits the school nurse or a designated trained employee to administer an opioid antidote to any person whom the nurse or the trained designated employee who in good faith believes is experiencing an opioid overdose.

An overdose victim shall be transported to a hospital emergency room by emergency medical responders after the administration of an opioid antidote, even if the person's symptoms appear to have resolved.

In accordance with N.J.S.A. 24:6J-4.a.(1)(f), a prescriber or other health care practitioner, as appropriate, may prescribe or dispense an opioid antidote directly or through a standing order to a school, school district, or school nurse. In accordance with N.J.S.A. 24:6J-4.a.(2)(c), whenever the law expressly authorizes or requires a school or school district to obtain a standing order for opioid antidotes, the school nurse(s) employed or engaged by the school or school district shall be presumed by the prescribing or dispensing health care practitioner to be capable of administering the opioid antidote, consistent with the express statutory requirement.

Notwithstanding the provisions of N.J.S.A. 24:6J-4.a.(3)(b) to the contrary, if the law expressly authorizes or requires a school, school district, or school nurse to administer or dispense opioid antidotes pursuant to a standing order under N.J.S.A. 24:6J-4 et seq., the standing order issued shall be deemed to grant the authority specified by the law, even if such authority is not specifically indicated on the face of the standing order.

In accordance with the provisions of N.J.S.A. 18A:40-12.26, no school employee, including a school nurse or any other officer or agent of a Board of Education or charter school, or a prescriber of opioid antidotes for a school through a standing order, shall be held liable for any good faith act or omission consistent with the provisions of N.J.S.A. 18A:40-12.23 et seq. Good faith shall not include willful misconduct, gross negligence, or recklessness.

Any school, school district, school nurse, school employee, or any other officer or agent of a Board of Education or charter school who administers or permits the administration of an opioid antidote in good faith in accordance with the provisions of N.J.S.A. 18A:40-12.24 and pursuant to a standing order issued under N.J.S.A. 24:6J-4 shall not, as a result of any acts or omissions, be subject to any criminal or civil liability or any disciplinary action for administering, or permitting the administration of, the opioid antidote in accordance with N.J.S.A. 24:6J-1 et seq.



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Notwithstanding the provisions of any law, rule, regulation, ordinance, or institutional or organizational directive to the contrary, any person or entity authorized to administer an opioid antidote pursuant to N.J.S.A. 24:6J-4, may administer to an overdose victim, with full immunity: a single dose of any type of opioid antidote that has been approved by the United States Food and Drug Administration for use in the treatment of opioid overdoses; and up to three doses of an opioid antidote that is administered through an intranasal application, or through an intramuscular auto-injector, as may be necessary to revive the overdose victim. Prior consultation with, or approval by, a third-party physician or other medical personnel shall not be required before an authorized person or entity may administer up to three doses of an opioid antidote, as provided in N.J.S.A. 24:6J-4, to the same overdose victim.

A school district may enter into a shared services arrangement with another school district for the provision of opioid antidotes pursuant to N.J.S.A. 18A:40-12.27 if the arrangement will result in cost savings for the districts.

This Policy and Regulation 5330.04 shall be reviewed and approved by the school physician prior to Board adoption and whenever this Policy is revised. This Policy shall be made available to school staff members, parents, and students in handbooks, on the school district's website, or through any other appropriate means of publication.

N.J.S.A. 18A:40-12.23; 18A:40-12.24; 18A:40-12.25;
18A:40-12.26; 18A:40-12.27

N.J.S.A. 24:6J-1 et seq.

Adopted:



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R 5330.04 ADMINISTERING AN OPIOID ANTIDOTE

A. Definitions

1. “Opioid antidote” means any drug, regardless of dosage amount or method of administration, which has been approved by the United States Food and Drug Administration (FDA) for the treatment of an opioid overdose. “Opioid antidote” includes, but is not limited to, naloxone hydrochloride, in any dosage amount, which is administered through nasal spray or any other FDA-approved means or methods.
2. “Opioid overdose” means an acute condition including, but not limited to, extreme physical illness, decreased level of consciousness, respiratory depression, coma, or death resulting from the consumption or use of an opioid drug or another substance with which an opioid drug was combined, and that a layperson would reasonably believe to require medical assistance.
3. “School-sponsored function” means any activity, event, or program occurring on or off school grounds, whether during or outside of regular school hours, that is organized or supported by the school.

B. Acquisition, Maintenance, Accessibility, and Documentation of an Opioid Antidote

1. The school nurse in each school that includes any of the grades designated by the Board in Policy 5330.04 shall obtain a standing order for opioid antidotes pursuant to the “Overdose Prevention Act” – N.J.S.A. 24:6J-1 et seq.
2. The school nurse shall be responsible to:
 - a. Maintain a supply of opioid antidotes that have been prescribed under a standing order in a safe and secure, but unlocked and easily accessible location in the school:
 - b.



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- (1) The opioid antidotes shall be accessible in the school during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building.
 - b. Document the administration of an opioid antidote on a student's health record;
 - c. Monitor the on-site inventory and replacement of the opioid antidote supply; and
 - d. Plan for the disposal of administered opioid antidote and expired opioid antidote.
 3. Opioid antidotes shall be maintained by a school pursuant to N.J.S.A. 18A:40-12.24.b.(1) in quantities and types deemed adequate by the Board, in consultation with the New Jersey Department of Education (NJDOE) and the Department of Human Services.
- C. Authorization and Training for Administering an Opioid Antidote
 1. The school nurse shall have the primary responsibility for the emergency administration of an opioid antidote.
 2. However, the Board upon the recommendation of the Superintendent shall designate additional employees who volunteer to administer an opioid antidote in the event that a person experiences an opioid overdose when the nurse is not physically present at the scene.



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3. The school nurse and designated employees shall only be authorized to administer opioid antidotes after receiving the training required under N.J.S.A. 18A:40-12.25.b.
 - a. Each school nurse and each employee designated to administer an opioid antidote pursuant to N.J.S.A. 18A:40-12.24.c.(1) shall receive training on standardized protocols for the administration of an opioid antidote to a person who experiences an opioid overdose. The training shall include the overdose prevention information described in the “Overdose Prevention Act” – N.J.S.A. 24:6J-5. The school district will provide training by an appropriate entity or entities as specified by the NJDOE’s guidelines. A school nurse shall not be solely responsible to train the employees designated pursuant to N.J.S.A. 18A:40-12.24.c.
4. In the event a licensed athletic trainer volunteers to administer an opioid antidote pursuant to N.J.S.A. 18A:40-12.23 through 12.27, it shall not constitute a violation of the “Athletic Training Licensure Act” – N.J.S.A. 45:9-37.35 et seq.

D. Administration of an Opioid Antidote

1. The school nurse or a trained employee designated pursuant to N.J.S.A. 18A:40-12.24.c.(1) shall be authorized to administer an opioid antidote to any person whom the nurse or trained employee in good faith believes is experiencing an opioid overdose.
 - a. The school nurse or a trained employee designated pursuant to N.J.S.A. 18A:40-12.24.c.(1) shall be promptly available on site at the school during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building at any time.
 - c. Upon receiving a report or observing a possible opioid overdose in the school or at a school-sponsored function that takes place in a school or on school grounds adjacent to the school building at any time, the Principal or designee or any staff member present will immediately call the school nurse, if present, or a designated staff member who



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volunteered and was trained to administer an opioid antidote, and emergency medical responders.

2. A staff member shall keep the individual who may be experiencing an opioid overdose comfortable until emergency medical responders arrive on the scene.
3. An overdose victim shall be transported to a hospital emergency room by emergency medical responders after the administration of an opioid antidote, even if the person's symptoms appear to have resolved.
4. The Principal or designee shall notify the Superintendent or designee whenever an opioid antidote is administered.
5. The Principal or designee shall notify, as soon as practical, the parent of any student or a family member or other contact person for a staff member who may be experiencing an opioid overdose or has been administered an opioid antidote.

E. Use of Controlled Dangerous Substances

1. Any student or staff member who is found to be under the influence of a controlled dangerous substance shall be subject to the provisions of any applicable statutes and administrative codes and Board Policies and Regulations prohibiting the use of a controlled dangerous substance.

Adopted:



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R 5530 SUBSTANCE ABUSE

The following procedures are established in implementation of Policy 5530, Substance Abuse.

A. Definitions

1. "Evaluation" means procedures used by a certified or licensed professional to make a positive determination of a student's need for programs and services which extend beyond the general school program by virtue of learning, behavior, or health difficulties of the student or the student's family.
2. "Other drugs" mean substances as defined in N.J.S.A. 18A:40A-9 and substances as defined in N.J.A.C. 6A:16-4.1(a).
3. "Parent" means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s) or parent surrogate(s) of a student. When parents are separated or divorced, "parent" means the person or agency who has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided such parental rights have not been terminated by a court of appropriate jurisdiction.
4. "Referral for evaluation" means programs and services suggested to a student or his or her family in order to make a positive determination regarding a student's need for services that extend beyond the general school program.
5. "Referral for treatment" means programs and services suggested to a student or to his or her family to help implement the recommendations resulting from an evaluation, pursuant to N.J.A.C. 6A:16-1.3 and 4.1(c)5 and 6; in response to a positive alcohol or other drug test result, pursuant to N.J.A.C. 6A:16-4.4; or in response to the family's request for assistance with a learning, behavior, or health difficulty, pursuant to N.J.A.C. 6A:16-4.1(c)7 and 8.



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6. “School grounds” means and includes land, portions of land, structures, buildings, and vehicles, owned, operated or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and other central facilities including, but not limited to, kitchens and maintenance shops. “School grounds” also include other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land. “School grounds” also includes athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration as defined in N.J.A.C. 6A:26-1.2.
7. “Substance” as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a) means alcoholic beverages, controlled dangerous substances, including anabolic steroids as defined at N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2C:35-10.4, and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.
8. “Substance abuse” means the consumption or use of any substance for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.
9. “Under the influence” of substances means that the student is observed in the use of a substance or exhibits physical and/or behavioral characteristics that indicate the immediate use of a substance.



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B. Discipline

1. Any violation of Board rules prohibiting the use, possession, and/or distribution of a substance is a serious offense, and the student who violates a substance abuse rule will be disciplined accordingly. Repeated violations are more severe offenses and warrant stricter disciplinary measures. Students who violate the substance abuse rules will be disciplined as follows:

- a. First offense:

Hackettstown Middle School & High School
4 Day OSS / 25 day no co-curricular/ Drug & Alcohol Evaluation

- b. Second offense:

Hackettstown Middle School & High School
up to 10 day OSS/ 50 day no co-curricular / Drug & Alcohol Evaluation

- c. Third offense:

Hackettstown Middle School & High School
up to 10 day OSS / 50 day no co-curricular / Poss. Expulsion

2. In accordance with N.J.A.C. 6A:16-4.1(c), the following disciplinary action will be taken in the event the student does not follow through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors:

- a. First offense:

Hackettstown Middle School & High School
Student will be considered non-compliant with the District Substance Abuse Policy and as such will be held out of school until such time as the student becomes compliant.

1. The student MUST follow the recommendations of the evaluator in order to stay in school following the policy violation. The Student Assistance Counselor will monitor the student's compliance with the policy and will provide support for the student. A release of information form will be secured in order to maintain compliance with confidentiality regulations.



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2. The student and his/her parents have the option of utilizing any of the agencies/therapists on the resource list or an agency/therapist of their choice.
3. The substance abuse evaluation must be conducted by a certified addiction specialist or certificated Substance Awareness Coordinator.
4. The findings of these additional evaluations alone shall not be used to prevent a student from attending school. This decision will be based on consultation with the SAC and ultimately made at the discretion of the Building Principal or Chief School Administrator..

b. Second offense:

Hackettstown Middle School & High School

Student will be considered non-compliant with the District Substance Abuse Policy and as such will be held out of school until such time as the student becomes compliant.

1. The student MUST follow the recommendations of the evaluator in order to stay in school following the policy violation. The Student Assistance Counselor will monitor the student's compliance with the policy and will provide support for the student. A release of information form will be secured in order to maintain compliance with confidentiality regulations.
2. The student and his/her parents have the option of utilizing any of the agencies/therapists on the resource list or an agency/therapist of their choice.
3. The substance abuse evaluation must be conducted by a certified addiction specialist, an appropriate treatment program which has been approved by the Commissioner of Health and Senior Services or a certificated Substance Awareness Coordinator.
4. The findings of these additional evaluations alone shall not be used to prevent a student from attending school. This decision will be based on consultation with the SAC and ultimately made at the discretion of the Building Principal or Chief School Administrator.
5. When a parent or student refuses to comply with mandated procedures, he/she will be considered in violation of the statute and board policy.
6. Refusal or failure by a parent to comply with the provisions of N.J.S.A. 18A:40A-12 and this section shall be treated as a policy violation of the Compulsory Education Act, pursuant to N.J.S.A. 18A:38-25 and 31,



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and child neglect laws, pursuant to N.J.S.A. 9:6-1 et seq.
and N.J.A.C. 6A:16-11.

- c. Third offense:
Hackettstown Middle School & High School
All of the above and referral to Superintendent for Expulsion Hearing.

C. Intervention, Referral for Evaluation, and Referral for Treatment Services

- 1. The provision of intervention, referral for evaluation, and referral for treatment services for students who are affected by alcohol or other drug use.
 - a. The intervention, referral for evaluation, and referral for treatment services shall be provided by an individual who holds the educational services certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners, or by an individual who holds one of the following educational services certificate endorsements: school nurse; school nurse/non-instructional; school psychologist; school counselor; school social worker; or student personnel services and is trained in alcohol and other drug abuse intervention, assessment, referral for evaluation, and referral for treatment skills.
 - b. The intervention, referral for evaluation, and referral for treatment services shall include one or more of the following:
 - (1) Provisions for a program of instruction, counseling, and related services provided by the district Board of Education while a student receives medical treatment for a diagnosed alcohol or other drug dependency problem;



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- (2) Referral to a community agency, as defined in N.J.A.C. 6A:16-4.1(b), out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or private practitioners authorized by the appropriate drug and alcohol licensing board;
- (3) Provisions for support services for students who are in, or returning from, medical treatment for alcohol and other drug dependency; or
- (4) A special class, course or educational program designed to meet the needs of students with alcohol or other drug use problems.

D. Reporting, Notification, and Examination Procedures

1. Students Suspected of Using Anabolic Steroids – N.J.A.C. 6A:16-4.3(b)
 - a. Whenever a teaching staff member, certified or non-certified school nurse, or other educational personnel has reason to believe that a student has used or may be using anabolic steroids, the person shall report the matter as soon as possible to the Principal or, in the Principal's absence, to a person designated by the Principal and either the certified or non-certified school nurse, the school physician, or the student assistance coordinator.
 - b. In response to a report of suspected anabolic steroid use, including instances when a report is made to law enforcement, the Principal or designee shall immediately notify the student's parent and the Superintendent. The Principal or designee shall arrange for an examination of the student by a physician licensed to practice medicine or osteopathy selected by the parent.
 - (1) If the physician chosen by the parent is not available to perform the examination, the examination shall be conducted by the school physician or other physician identified by the Principal.



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- (2) The student shall be examined as soon as possible for the purpose of determining whether the student has been using anabolic steroids.
- c. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to have used or to be using anabolic steroids.
 - (1) The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of anabolic steroids or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities involving anabolic steroids.
 - d. The examining physician shall provide to the parent, Principal, and Superintendent a written report of the examination.
 - e. If it is determined the student has used anabolic steroids, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following educational services certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained to assess alcohol and other drug abuse shall interview the student and others, as necessary, for the purpose of determining the extent of the student's involvement with and use of anabolic steroids and the possible need for referral for treatment.
 - (1) To make this determination, the school staff member(s) identified above may conduct a reasonable investigation, which may include interviews with the student's teachers and parents and consultation with experts in student alcohol or other drug abuse.



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- f. If results of a referral for evaluation positively determine the student's involvement with and use of anabolic steroids represents a danger to the student's health and well-being, the school staff member(s) identified in D.1.e. above who is trained to assess alcohol and other drug abuse shall initiate

a referral for treatment to appropriate community agencies as defined in N.J.A.C. 6A:16-4.1(b), to out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or to private practitioners certified by the appropriate drug and alcohol licensing board.

2. Students Suspected of Being Under the Influence of Alcohol or Other Drugs Other Than Anabolic Steroids – N.J.A.C. 6A:16-4.3(a)

- a. Any educational staff member or other professional to whom it appears that a student may be currently under the influence of alcohol or other drugs on school grounds shall report the matter as soon as possible to the Principal or, in his or her absence, to his or her designee and either the certified school nurse, non-certified school nurse, school physician, or student assistance coordinator, pursuant to N.J.S.A. 18A:40A-12.

(1) In instances where the Principal and either the certified school nurse, non-certified school nurse, school physician or the student assistance coordinator are not in attendance, the staff member responsible for the school function shall be immediately notified.

(2) The referring staff member shall file with the Principal a report describing the incident. The form shall include all information necessary for a complete, accurate reporting on the Student Safety Data System (SSDS) according to N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3.

- b. In response to every report by an educational staff member or other professional of suspected student alcohol or other



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drug use, including instances when a report is made to law enforcement, the Principal or designee shall:

- (1) Immediately notify the student's parent and the Superintendent or designee;
 - (2) Arrange for an immediate medical examination of the student for the purposes of providing appropriate health care and for determining whether the student is under the influence of alcohol or other drugs, other than anabolic steroids; and
 - (3) Any substance screening conducted by the school nurse and/or other staff is not a substitute for the required medical examination required in N.J.S.A. 18A:40A-12.
- c. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to be under the influence of alcohol or other drugs.
- (1) The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.
- d. The medical examination shall be performed by a physician licensed to practice medicine or osteopathy who is selected by the parent.
- (1) The parent will be provided, in writing, the minimum requirements for the immediate medical examination, which will include, but not be limited to, the substances to be tested by the physician, the cut-off levels of each substance to be tested, the time period the immediate medical examination must be conducted, and any other requirements of the examination.



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- (2) The examination shall be at the expense of the parent and not the district Board of Education.
- e. If the physician chosen by the parent is not immediately available, the medical examination shall be conducted by the school physician.
- (1) If the school physician is not available, the student shall be accompanied by a member of the school staff designated by the Principal to the emergency room of the nearest hospital for examination.
 - (2) The student's parent, if available, shall also accompany the student.
 - (3) When the medical examination is conducted by the school physician or a physician at the emergency room of the nearest hospital, the examination shall be at the expense of the district Board of Education.
- f. The Board of Education will have a plan in place for the appropriate supervision of the student:
- (1) While waiting for a parent to take the student to the physician selected by the parent, or while the student is waiting for and receiving the medical examination by the school physician or the physician in an emergency room; and
 - (2) Provisions will be made for the appropriate care of the student while awaiting the results of the medical examination.
- g. A written report of the medical examination of the student shall be furnished to the student's parent, the Principal, and the Superintendent of Schools by the examining physician within twenty-four hours of the referral of the student for suspected alcohol or other drug use.
- (1) The school district, in cooperation with the school physician or medical professionals licensed to



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- practice medicine or osteopathy, shall establish minimum requirements for the medical report. The minimum requirements for the examination will be periodically reviewed and updated as needed.
- (2) The report's findings shall verify whether the student's alcohol or other drug use interferes with his or her physical and mental ability to perform in school.
- h. When the medical examination is performed by a physician other than the school physician or at the emergency room of the nearest hospital, the school district will require the parent to verify within twenty-four hours of the notification that the student is suspected of alcohol or other drug use that a medical examination was performed in compliance with this Policy.
- (1) The verification shall include, at a minimum, the signature, printed name, address, and phone number of the examining physician, the date and time of the medical examination, and the date by which the report required in this Policy will be provided.
- (2) Refusal or failure by a parent to comply with this requirement shall be treated as a policy violation and handled in accordance with N.J.A.C. 6A:16-4.3(d).
- i. If the written report of the medical examination is not submitted to the parent, Principal, and Superintendent within twenty-four hours of the referral of the student for suspected alcohol or other drug use, the student shall be allowed to return to school until such time as a positive determination of alcohol or other drug use is received from the examining physician, unless the student was also removed for violating the Code of Student Conduct.
- j. If the written report of the medical examination verifies that alcohol or other drugs do not interfere with the



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student's physical and mental ability to perform in school, the student will be immediately returned to school.

- k. If there is a positive determination from the medical examination, indicating the student's alcohol or other drug use interferes with his or her physical or mental ability to perform in school:
 - (1) The student will be returned as soon as possible to the care of the parent;
 - (2) Attendance at school shall not resume until a written report has been submitted to the parent, the Principal, and Superintendent from a physician licensed to practice medicine or osteopathy who has examined the student to determine whether alcohol or other drug use interferes with his or her physical or mental ability to perform in school.
 - (a) The report shall verify that the student's alcohol or other drug use no longer interferes with the student's physical and mental ability to perform in school.
 - (3) Removal of a student with a disability shall be made in accordance with N.J.A.C. 6A:14.
- l. While the student is home because of the medical examination or after the student returns to school, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following Educational Services Certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained to assess alcohol and other drug abuse shall:
 - (1) Conduct an alcohol and other drug assessment of the student and a reasonable investigation of the situation, which may include interviews with the



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student's teachers and parents and consultation with experts in student alcohol or other drug abuse, for the purpose of making a preliminary determination of the student's need for educational programs, supportive services, or treatment that extend beyond the general school program by virtue of the student's use of alcohol or other drugs.

- (a) The findings of the assessment alone shall not prevent a student from attending school; and
 - (2) Cooperate with community agencies as defined in N.J.A.C. 6A:16-4.1(b) and juvenile justice officials in providing evaluation, referral, and continuity of care for alcohol or other drug abuse treatment.
- m. While the student is at home because of the medical examination or after his or her return to school, the Principal or Superintendent may recommend or require alcohol and other drug assessment of the student or evaluation by appropriately certified or licensed professionals to make a positive determination of a student's need for programs and services that extend beyond the general school program, as necessary.
- (1) The findings of these additional evaluations alone shall not be used to prevent a student from attending school.
- n. If at any time it is determined that the student's use of alcohol or other drugs presents a danger to the student's health and well-being, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following Educational Services Certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained in alcohol and



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other drug abuse treatment referral shall initiate a referral for alcohol or other drug abuse treatment.

E. Handling of Alcohol or Other Drugs

1. A student's person, effects, or school storage places may be searched for substances in accordance with Board Policy and applicable laws regarding searches in schools.
2. A school employee who seizes or discovers a substance, or an item believed to be a substance or drug paraphernalia, shall immediately notify and turn it over to the Principal or designee.
 - a. The Principal or designee shall immediately notify the Superintendent or designee who in turn shall notify the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.
 - b. In accordance with the provisions of N.J.A.C. 6A:16-6.4(a), the school employee, Principal or designee shall safeguard the alcohol, other drug, or paraphernalia against further destruction and shall secure the alcohol, other drug, or paraphernalia until it can be turned over to the County Prosecutor or designee.
 - c. The Principal or designee shall provide to the County Prosecutor or designee all information concerning the manner in which the alcohol, other drug, or paraphernalia was discovered or seized, including:
 - (1) The identity of all persons who had custody of the substance or paraphernalia following its discovery or seizure; and
 - (2) The identity of the student believed to have been in possession of the substance or paraphernalia.
 - d. The Principal or designee shall not disclose the identity of a student who voluntarily and on his or her own initiative turned over the alcohol, other drug, or paraphernalia to a school employee, provided there is reason to believe the



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student was involved with the alcohol, other drug, or paraphernalia for the purpose of personal use and not distribution activities, and further provided the student agrees to participate in an appropriate treatment or counseling program.

- (1) For the purposes of N.J.A.C. 6A:16-6.4, an admission by a student in response to questioning initiated by the Principal or teaching staff member, or following the discovery by the Principal or teaching staff member of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall not constitute a voluntary, self-initiated request for counseling and treatment.

F. Reporting Students to Law Enforcement Agencies

1. Subject to N.J.A.C. 6A:16-6.5, any staff member who, in the course of his or her employment, has reason to believe that a student has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall report the matter as soon as possible to the Principal or, in the absence of the Principal, to the staff member responsible at the time of the alleged violation.
2. Either the Principal or the responsible staff member shall notify the Superintendent, who in turn shall notify as soon as possible the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.
3. The Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter, including the identity of the student involved.
4. The Superintendent or designee; however, shall not disclose the identity of a student who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or other drug abuse problem, provided the student is not reasonably believed to be involved or implicated in drug-distribution activities.



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5. For the purpose of N.J.A.C. 6A:16-6.3, an admission by a student in response to questioning initiated by the Principal or teaching staff member, or following the discovery by the Principal or teaching staff member of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall not constitute a voluntary, self-initiated request for counseling and treatment.
6. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to be under the influence of alcohol and/or controlled dangerous substances, pursuant to N.J.A.C. 6A:16-4.3(a), or a student suspected to have used or who may be using anabolic steroids, pursuant to N.J.A.C. 6A:16-4.3(b), and who is referred for a medical examination, pursuant to N.J.A.C. 6A:16-4.3(a) or (b), as appropriate, for the purposes of providing appropriate health care for the student and for determining whether the student is under the influence of alcohol or other drugs or has been using anabolic steroids. The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.
7. Law enforcement authorities shall not be notified of the findings if a student's alcohol or other drug test, pursuant to N.J.A.C. 6A:16-4.3(a)3i and N.J.A.C. 6A:16-4.3(b)3i and N.J.A.C. 6A:16-4.3(a)4, was obtained as a result of the district Board of Education's voluntary random drug testing policy, pursuant to N.J.S.A. 18A:40A-22 et seq. and N.J.A.C. 6A:16-4.4.

G. Parent Training Program/Outreach Programs

1. A substance abuse training program will be offered to the parents of students enrolled in the district. The program will be offered at times and places convenient to parents and on school premises or in other suitable facilities.



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2. The program shall, at a minimum, provide:
 - a. A thorough and comprehensive review of the substance abuse instruction curriculum to be taught to the children of the parents during the school year, with recommendations as to the ways in which the parent may enhance, reinforce, and supplement that program;
 - b. Information on the pharmacology, physiology, psychosocial, and legal aspects of substance abuse;
 - c. Instruction to assist the parent in the identification of the symptoms and behavioral patterns that might indicate a child may be involved in substance abuse;
 - d. Information on the State, local, and community organizations which are available for the prevention, early intervention, treatment, and rehabilitation of individuals who show symptoms of substance abuse; and
 - e. A review of the Board Policy and Regulation on substance abuse with attention to the role of parents.
3. The Board will establish an outreach program to provide substance abuse education for the parents of students in the district. In establishing the program, the Board shall consult with such local organizations and agencies as are recommended by the Commissioner. The Board shall insure the program is offered at times and places convenient to the parents of the district on school premises, or at other suitable facilities.
 - a. In addition to the substance abuse education program required pursuant to N.J.S.A. 18A:40A-17, the Board shall provide assistance to parents who believe that their child may be involved in substance abuse.

H. Records and Confidentiality of Records

1. Notations concerning a student's involvement with substances may be entered on his/her records, subject to N.J.A.C. 6A:32-7.1 et seq. and Policy 8330.



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2. Information concerning a student's involvement in a school intervention or treatment program for alcohol or other drug abuse shall be kept strictly confidential according to 42 CFR Part 2, N.J.S.A. 18A:40A-7.1 and 7.2, and N.J.A.C. 6A:16-3.2.
3. If a student involved in a school-based drug and alcohol counseling program provides information during the course of a counseling session which indicates the student's parent or other person residing in the student's household is dependent upon or illegally using substances pursuant to N.J.S.A. 18A:40A-7.1 and 7.2, that information shall be kept confidential and may be disclosed only under the circumstances expressly authorized as follows:
 - a. Subject to the student's written consent, to another person or entity whom the student specifies in writing in the case of a secondary student, or to a member of the student's immediate family or the appropriate school personnel in the case of an elementary student;
 - b. Pursuant to a court order;
 - c. To a person engaged in a bona fide research purpose; except that no names or other information identifying the student or the person with respect to whose substance abuse the information was provided, shall be made available to the researcher; or
 - d. To the Division of Child Protection and Permanency (DCP&P) or to a law enforcement agency, if the information would cause a person to reasonably suspect that the student or another child may be an abused or neglected child in accordance with statute or administrative code.

Any disclosure made pursuant to H.3.a. and b. above shall be limited to that information which is necessary to carry out the purpose of the disclosure, and the person or entity to whom the information is disclosed shall be prohibited from making any further disclosure of that information without the student's written consent. The disclosure must be accompanied by a written statement from the Superintendent or designee advising the



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recipient that the information is being disclosed from the records the confidentiality of which is protected by N.J.S.A. 18A:40A-7.1 et seq. and that this law prohibits any further disclosure of this information without the written consent of the person from whom the information originated.

Nothing in this Policy or Regulation prevents the DCP&P or a law enforcement agency from using or disclosing the information in the course of conducting an investigation or prosecution. Nothing in this Policy or Regulation shall be construed as authorizing the violation of any Federal law. The prohibition on the disclosure of information provided by a student shall apply whether the person to whom the information was provided believes that the person seeking the information already has it, has other means of obtaining it, is a law enforcement or other public official, has obtained a subpoena, or asserts any other justification for the disclosure of this information.

A person who discloses or willfully permits the disclosure of information provided by a student in violation of this Policy is subject to fines in accordance with N.J.S.A. 18A:40A-7.2.

4. Each incident of substance abuse shall be reported to the Commissioner on the SSDS.

Adopted:



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[See POLICY ALERT Nos. 140, 142, 147, 164, 176, 193, 196, 204 and 217]

5600 STUDENT DISCIPLINE/CODE OF CONDUCT

The Board of Education adopts this Student Discipline/Code of Conduct Policy to establish standards, policies, and procedures for positive student development and student behavioral expectations on school grounds and, as appropriate, for conduct away from school grounds. Every student enrolled in this district shall observe promulgated rules and regulations and the discipline imposed for infraction of those rules.

The Superintendent of Schools will establish a process for the annual review and update of the district's Student Discipline/Code of Conduct Policy and Regulation that may involve a committee of parents, students, and community members that represent, where possible, the composition of the district's schools and community. The Superintendent will report to the Board the process used for the annual review of this Policy and Regulation and will recommend to the Board updates, if any, to the Student Discipline/Code of Conduct Policy and Regulation.

The Student Discipline/Code of Conduct Policy and Regulation shall be disseminated annually to all school staff, students, and parents. The Board of Education shall provide to all employees annual training on the Student Discipline/Code of Conduct Policy and Regulation, which shall include training on the prevention, intervention, and remediation of student conduct that violates the district's Policy and Regulation. Information on the Student Discipline/Code of Conduct Policy and Regulation shall be incorporated into the orientation for new employees.

The Board provides for the district's Student Discipline/Code of Conduct's equitable application. Student discipline and the Code of Student Conduct will be applied without regard to race; color; religion; ancestry; national origin; nationality; sex; gender; sexual orientation; gender identity or expression; marital, domestic-partnership, or civil union; mental, physical or sensory disability; or by any other distinguishing characteristic, pursuant to N.J.S.A. 10:5.-1 et seq.

For students with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. §1400 et seq., the Individuals with Disabilities Education Improvement Act and accommodation plans under 29 U.S.C. §§ 794 and 705(20), the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.



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Student Discipline/Code of Conduct

The Student Discipline/Code of Conduct is established for the purposes outlined in N.J.A.C. 6A:16-7.1(b).

Policy and Regulation 5600 include a description of student responsibilities that include expectations for academic achievement, behavior, and attendance, pursuant to N.J.A.C. 6A:32-8 and 123.1; a description of behaviors that will result in suspension or expulsion, pursuant to N.J.S.A. 18A:37-2; and a description of student rights pursuant to N.J.A.C. 6A:16-7.1(c)3.i through vii.

The Board of Education approves the use of comprehensive behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the Board. These behavioral supports include, but are not limited to, positive reinforcement for good conduct and academic success including the programs that honor and reward student conduct and academic achievement; supportive intervention and referral services including those services outlined in Policy 2417; remediation of problem behaviors that take into account the behavior's nature, the students' developmental ages and the students' histories of problem behaviors and performance; and for students with disabilities, the behavior interventions and supports shall be determined and provided pursuant to N.J.A.C. 6A:14.

Policy and Regulation 5600 include a description of school responses to violations of behavioral expectations established by the Board that, at a minimum, are graded according to the severity of the offenses, and consider the developmental ages of the student offenders and their histories of inappropriate behaviors pursuant to N.J.A.C. 6A:16-7.1(c)5.

Students are required to be in compliance with Policy and Regulation 5200 – Attendance pursuant to N.J.A.C. 6A:16-7.6 and Policy 5512 – Harassment, Intimidation, and Bullying pursuant to N.J.A.C. 6A:16-7.7.

The Building Principal shall maintain a current list of community-based health and social service provider agencies available to support a student and the student's family, as appropriate, and a list of legal resources available to serve the community.



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The Building Principal or designee shall have the authority to assign discipline to students. School authorities also have the right to impose a consequence on a student for conduct away from school grounds that is consistent with the district's Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.5. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other students, staff, or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2. This authority shall be exercised only when the conduct that is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school. Consequences pursuant to N.J.A.C. 6A:16-7.5 shall be handled in accordance with Policy and Regulation 5600, pursuant to N.J.A.C. 6A:16-7.1, and as appropriate, in accordance with N.J.A.C. 6A:16-7-2, 6A:16-7.3, or 6A:16-7.4. School authorities shall respond to harassment, intimidation, or bullying that occurs off school grounds, pursuant to N.J.S.A. 18A:37-14 and 15.3 and N.J.A.C. 6A:16-1.3, 7.1, and 7.7.

Consequences and appropriate remedial action for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion. The factors for determining consequences and remedial measures and examples of consequences and remedial measures are listed in Policy 5512 – Harassment, Intimidation, and Bullying. Consequences for a student who commits an act of harassment, intimidation, or bullying shall be varied and graded according to the nature of the behavior, the developmental age of the student and the student's history of problem behaviors and performance, and shall be consistent with this Policy and the school district's Student Discipline/Code of Conduct Policy pursuant to N.J.A.C. 6A:16-7.1. Remedial measures for one or more acts of harassment, intimidation, or bullying shall be designed to correct the problem behavior; prevent another occurrence of the problem; protect and provide support for the victim of the act; and take corrective action for documented systemic problems related to harassment, intimidation, or bullying.

Consequences and remedial measures to address acts or incidents of dating violence at school shall be consistent with the school district's Student Discipline/Code of Conduct Policy. The factors for determining consequences and remedial measures and examples of consequences and remedial measures are included in Policy and Regulation 5519 – Dating Violence at School and shall be used to address the act or incident as well as serve as remediation, intervention,



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education, and prevention for all individuals involved. The responses shall be tiered with consideration given to the seriousness and the number of previous occurrences of acts or incidents in which both the victim and aggressor have been involved. Consequences for acts or incidents of dating violence at school may range from admonishment to suspension or expulsion. Retaliation towards the victim of any act or incident of dating violence shall be considered when administering consequences to the aggressor based on the severity of the act or incident. Remedial measures/interventions for acts or incidents of dating violence at school may include, but are not limited to: parent conferences, student counseling (all students involved in the act or incident), peer support groups, corrective instruction or other relevant learning or service experiences, supportive student interventions (Intervention and Referral Services - I&RS), behavioral management plans, and/or alternative placements.

The Board of Education may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment, in accordance with N.J.A.C. 6A:16-7.1(d).

Any student to be disciplined shall be provided the due process procedures for students and their families as set forth in Policy and Regulation 5600 and N.J.A.C. 6A:16-7.2 through 7.4.

In accordance with the provisions of N.J.A.C. 6A:16-7.9, when a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken against the student by the school district and any information the school district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of Juvenile Information, Penalties for Disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19(a) and N.J.A.C. 6A:32-7.5.

The Superintendent may be required to submit a report annually to the New Jersey Department of Education on student conduct, including all student suspensions and expulsions, and the implementation of the Student Discipline/Code of Conduct Policy in accordance with the format prescribed by the Commissioner of Education. The Superintendent shall report to the Commissioner of Education each incident of violence, including harassment, intimidation, and bullying, vandalism, and alcohol and other drug offenses,



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pursuant to N.J.A.C. 6A:16-4.3, in the school district utilizing the Student Safety Data System (SSDS), pursuant to N.J.A.C. 6A:16-5.3.

N.J.S.A. 18A:6-1; 18A:36-25.1; 18A:25-2; 18A:36-19a;
18A:37-1 et seq.; 18A:37-13.1 et seq.

N.J.A.C. 6A:16-7.1 et seq.; 6A:14-1.1 et seq.

Adopted:



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R 5600 STUDENT DISCIPLINE/CODE OF CONDUCT

A. Purpose

The Student Code of Conduct and this Regulation are established to achieve the following purposes:

1. Foster the health, safety, social, and emotional well-being of students;
2. Support the establishment and maintenance of civil, safe, secure, supportive, and disciplined school environments conducive to learning;
3. Promote achievement of high academic standards;
4. Prevent the occurrence of problem behaviors;
5. Establish parameters for the intervention and remediation of problem student behaviors at all stages of identification; and
6. Establish parameters for school responses to violations of the code of student conduct that take into account, at a minimum, the severity of the offenses, the developmental ages of student offenders and students' histories of inappropriate behaviors in accordance with N.J.A.C. 6A:16-7.2 through 7.9, as appropriate.

B. Expectations for Academic Achievement, Behavior, and Attendance

All students have a responsibility to comply with State statutes and administrative codes for academic achievement, behavior, and attendance, pursuant to N.J.A.C. 6A:32-8 and 12.1.



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C. Behaviors That May Result in Suspension or Expulsion

In accordance with the provisions of N.J.S.A. 18A:37-2, any student who is guilty of continued and willful disobedience, open defiance of the authority of any teacher or person having authority over the student, the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure any school property, shall be liable to punishment and to suspension or expulsion from school. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, any of the following:

1. Continued and willful disobedience;
2. Open defiance of the authority of any teacher or person, having authority over the student;
3. Conduct of such character as to constitute a continuing danger to the physical well-being of other students;
4. Physical assault upon another student;
5. Taking, or attempting to take, personal property or money from another student, or from the student's presence, by means of force or fear;
6. Willfully causing, or attempting to cause, substantial damage to school property;
7. Participation in an unauthorized occupancy by any group of students or others of any part of any school or other building owned by any school district, and failure to leave such school or other facility promptly after having been directed to do so by the Principal or other person then in charge of such building or facility;
8. Incitement which is intended to and does result in unauthorized occupation by any group of students or others of any part of a school or other facility owned by any school district;
9. Incitement which is intended to and does result in truancy by other students;



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10. Knowing possession or knowing consumption without legal authority of alcoholic beverages or controlled dangerous substances on school premises, or being under the influence of intoxicating liquor or controlled dangerous substances while on school premises; and
11. Harassment, intimidation, or bullying.

Students shall also be suspended from school for assault upon a school staff member in accordance with the provisions of N.J.S.A. 18A:37-2.1 and 2.2.

D. Students' Rights

Students subject to the consequences of the Student Discipline/Code of Conduct Policy and Regulation shall be informed of their rights, pursuant to N.J.A.C. 6A:16-7.1(c)3.i. through vii., that include:

1. Advance notice of behaviors that will result in suspensions and expulsions that have been identified under authority of N.J.S.A. 18A:37-2;
2. Education that supports students' development into productive citizens;
3. Attendance in safe and secure school environments;
4. Attendance at school irrespective of students' marriage, pregnancy, or parenthood;
5. Due process and appeal procedures, pursuant to N.J.A.C. 6A:3-1.3 through 1.17, N.J.A.C. 6A:4 and, where applicable, N.J.A.C. 6A:14-2.7 and 2.8, and N.J.A.C. 6A:16-7.2 through 7.5;
6. Parent notification consistent with the policies and procedures established pursuant to N.J.A.C. 6A:16-6.2(b)3 and N.J.A.C. 6A:16-7.1 through 7.9; and



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7. Protections pursuant to 20 U.S.C. § 1232g, Family Educational Rights and Privacy Act; 34 CFR Part 99, Family Educational Rights and Privacy; 20 U.S.C. § 1232h, Protection of Pupil Rights; 34 CFR Part 98, Student Rights in Research, Experimental Programs and Testing; P.L. 104-191, Health Insurance Portability and Accountability Act; 45 CFR Part 160, General Administrative Requirements; 20 U.S.C. § 7165, Transfer of school disciplinary records; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, Confidentiality of certain information provided by students, exceptions; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Pupil records, creation, maintenance and retention, security and access, regulations, nonliability; N.J.S.A. 2A:4A-60, Disclosure of juvenile information, penalties for disclosure; N.J.A.C. 6A:32-7, Student Records; N.J.A.C. 6A:14-2.9, Student records, as well as other existing Federal and State laws and rules pertaining to student protections.

E. Comprehensive Behavioral Supports

Below are behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the Board. These behavioral supports may include, but are not limited to, the following:

1. Positive Reinforcement for Good Conduct and Academic Success

A student will be provided positive reinforcement for good conduct and academic success.



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2. Supportive Interventions and Referral Services

A student may be referred to the school's Intervention and Referral Services Team in accordance with the provisions of N.J.A.C. 6A:16-8.1 and 8.2 and Policy and Regulation 2417.

3. Remediation of Problem Behavior

The following actions may be taken to remediate problem behavior. These actions will take into account the behavior's nature, the students' developmental ages, and the students' histories of problem behaviors and performance.

a. Restitution and Restoration

- (1) A student may be required to make restitution for any loss resulting from the student's conduct; or
- (2) A student may be required, at the discretion of the school district and when appropriate, to restore to its former condition any damaged or defaced property resulting from the student's conduct.

b. Counseling

- (1) A student may be required to consult with school guidance counselors or Child Study Team members.
- (2) The counselor will explain why the student's conduct is unacceptable to the school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors.
- (3) The counselor may refer the student, as appropriate, for additional counseling, evaluation, intervention, treatment, or therapy. Referrals may be made to the Child Study Team, the school's Intervention and Referral Services Team, a public or private social agency, a legal agency, or any other referral service that may assist the student.



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c. Parent Conferences

- (1) Students may be required to attend a meeting with their parent and appropriate school staff members to discuss the causes of the student's behavior, possible remediation, potential disciplinary measures, and alternative conduct.

d. Alternate Educational Program

- (1) Students may be assigned to an alternate educational program as recommended by the student's guidance counselor, classroom teacher, Child Study Team, and/or other school staff member.

4. Students with Disabilities

For students with disabilities, the remedial measures and behavioral interventions and supports shall be determined and provided pursuant to N.J.A.C. 6A:14.

F. School Responses to Violations of Behavioral Expectations

1. In accordance with the provisions of N.J.A.C. 6A:16-7.1(c)5, the Student Code of Conduct shall include a description of school responses to violations of behavioral expectations established by the Board of Education that, at a minimum are graded according to the severity of the offenses, and consider the developmental ages of the student offenders and their histories of inappropriate behavior that shall:



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- a. Include a continuum of actions designed to remediate and, where necessary or required by law, to impose sanctions;
- b. Be consistent with other responses, pursuant to N.J.A.C. 6A:16-5.5;
- c. Provide for equitable application of the Code of Student Conduct without regard to race; color; religion; ancestry; national origin; nationality; sex; gender; sexual orientation; gender identity or expression; marital, domestic-partnership, or civil union; mental, physical, or sensory disability; or any other distinguishing characteristic, pursuant to N.J.S.A. 10:5-1 et seq. and
- d. Be consistent with provisions of N.J.S.A. 18A:6-1, Corporal Punishment of Students.

G. Description of School Responses

School responses to violations of behavioral expectations are listed below:

1. Admonishment/Reprimand
 - a. A school staff member in authority may admonish or reprimand a student's unacceptable conduct and warn the student that additional misconduct may warrant a more severe penalty.
2. Temporary Removal from Classroom
 - a. The classroom teacher may direct the student report to the office of the administrator in charge of student discipline.
 - b. The teacher will complete a form that indicates the student's name and the conduct that has caused the student's removal from the teacher's room.
 - c. The administrator in charge of discipline will interview the student and determine which, if any, additional consequences shall be imposed.



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3. Meeting with School Administration and Parent
 - a. The student's parent may be required to attend a meeting with the Principal or designee and the student to discuss the student's conduct and to ensure the parent and the student understand school rules and expectations.
4. Deprivation of Privileges
 - a. Students may be deprived privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment. These privileges may include, but are not limited to:
 - (1) Moving freely about the school building;
 - (2) Participation in co-curricular or inter/intrascholastic activities;
 - (3) Attendance at a school-related social or sports activity;
 - (4) Participation in a graduation ceremony;
 - (5) Transportation to and from school on a school bus; or
 - (6) Any other privilege the Building Principal or designee determines may be appropriate and consistent with Policy and Regulation 5600 and N.J.A.C. 6A:16-7.1 et seq.
5. Detention
 - a. A student may be required to report before or after the school day to detention. This detention may be assigned by the teacher or the Principal or designee.
 - b. Transportation to detention before school or from detention after school will be the responsibility of the parent.
 - c. A student may be excused from detention only for an unavoidable commitment previously made; any such excused detention must be made up on another day.



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6. Grade Adjustment

- a. A student who has cheated on a test or assignment, plagiarized material, falsified sources, refused to submit assignments, or otherwise indulged in academic dishonesty or negligence may suffer a reduced grade by virtue of the disqualified work. In no other instance may a student's grade be lowered as a direct penalty for misconduct.

7. In-school Suspension

- a. If the school operates an in-school suspension program, a student may be removed from his/her regular classes and required to report to the in-school suspension program.
- b. In-school suspension will not be imposed without the due process procedures set forth in Policy and Regulation 5610.

8. Suspension from School

- a. A student may be denied the right to attend school for a period of time pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.2 and 6A:16-7.3, and Policy 5610.
- b. Suspension from school will not be imposed without the due process procedures set forth in Policy and Regulation 5610.

9. Expulsion

- a. The Board may expel a general education student from school, pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.4, and Policy 5620.
- b. Expulsion is an extremely serious disciplinary measure and will not be imposed without the due process set forth in Policy and Regulation 5610 and Policy 5620.



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H. Chart of Discipline

1. A Chart of Student Discipline listing school responses to violations of behavioral expectations shall be approved by the Board and included in each school's student handbook for Grades K-8.

HACKETTSTOWN HIGH SCHOOL

STUDENT HANDBOOK CHART OF INFRACTIONS

Beginning on the following page, there is a list of possible infractions and potential consequences that may follow. Please understand that this is a guide to help students and parents understand potential consequences. Due to the nature of an offense it may or may not be listed below. If it is not listed the infraction shall fall under the first category: *Any other act deemed inappropriate by administration.*



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Types of Infractions	1st Offense	2nd Offense	3rd Offense
Any other act deemed inappropriate by administration	To be determined at the discretion of the high school administration		
Arson	OSS, parent contact, police notification, possible expulsion hearing		
Defacing school property/vandalism (Cost of repair plus)	To be determined at the discretion of the high school administration based on severity of offense		
Defiant trespass	Administrative Conference & discipline to be determined		
Disrespectful to Staff or other Students	up to 2 C.D., 1 S.D., or ISS	S.D and/or ISS	Administrative Discretion
Disruption in Cafeteria	L.D. or C.D.	2 C.D. or S.D.	ISS
Disruption in Class	up to 2 C.D	S.D.	ISS
Disruption in hall, bus, after school, etc	Up to 2 days C.D. and/or Loss of	S.D. and/or Loss of privileges (2 week)	ISS and/or Loss of privileges (1 month)
Inappropriate use of Electronic Device other than Cell Phone (For Cell Phone policy please check under personal belongings)	Device Confiscated returned to student at end of day, 1 C.D.	Device Confiscated, parent pick up, 2 days C.D. (Potential loss of privilege)	Device Confiscated, parent pick up, S.D. (Potential loss of privilege)
Endangering the welfare of others	To be determined at the discretion of the high school administration		
Failure to attend Central Detention	Original day plus	Original day plus an additional day and S.D.	ISS plus S.D.
Failure to attend or arrive late to Saturday Detention	ISS will be assigned for the following Monday		
Failure to report to Teacher Detention	1 C.D.	2 C.D.	ISS or S.D.
Failure to return School Equipment	Restitution	No release of Student Report Card Restitution	Withhold Diploma, Restitution
Fighting	S.D./ISS or OSS, parent contact, police may be notified, possible expulsion hearing		
Forgery	S.D.	ISS	OSS
Gambling	S.D.	1-3 OSS	Administrative Discretion
H.I.B. Violation - Confirmed	To be determined at the discretion of the high school administration		
Inappropriate Language	To be determined at the discretion of the high school administration		
Insubordination	To be determined at the discretion of the high school administration		
Misuse of Computers/Network	Up to 2 C.D. Loss of Privilege	Loss of Privilege 1 month plus	Privilege lost for year plus 3 days ISS
Motor vehicle violation (Students with parking permit)	Loss of Parking Privilege (length will be determined by administration). Repeated offenses may result in loss for the year and disciplinary action		
Physical assault of a staff member	S.D./ISS and/or OSS, parent contact, police may be notified, possible expulsion hearing		
Possession of a weapon	S.D./ISS and/or OSS, parent contact, police may be notified, possible expulsion hearing		
Possession of controlled dangerous substances or paraphernalia	OSS 4-10 days, parent contact, police contact, and referral to SAC, possible expulsion hearing		
Possession of tobacco	1 C.D., parent	S.D.,	OSS, parent contact, court appearance,



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products (including Vapes etc) (See Policy 5533)	court appearance, referral to SAC	parent contact, court appearance, referral to SAC	referral to SAC
Possession of Vapes/Vape Products (See Policy 5533)	Student will be subject to a Drug and Alcohol Test; Results of test will determine consequences.		
Profanity directed at staff member	3 days OSS	5 days OSS	10 days OSS
Refusal to attend In-School Suspension	OSS- length to be determined	5 days OSS	10 days OSS
Removal from Central Detention	S.D.	ISS	OSS
Removal from ISS	OSS-length to be determined by administration		
Removes and/or makes a mess using food from cafeteria	1 C.D.	2 C.D.	S.D.
Sale or Distribution of controlled substances	OSS 10 days, parent contact, police notification, possible expulsion hearing		
Sexual assault/indecent exposure	OSS (up to 10 days), parent contact, police notification, possible expulsion hearing		
Smoking/Vaping/ chewing of tobacco products – on school property or at school related event	S.D., parent contact, court appearance, referral to SAC	2 days ISS, parent contact, court appearance, referral to SAC	OSS, parent contact, court appearance, referral to SAC
Stealing from school, other students, or cafeteria	C.D. or S.D, possible police notification	S.D. and/or ISS, police notification	OSS, police notification
Student assault	To be determined at the discretion of the high school administration		
Taking pictures in School without permission	Pictures are not permitted without the permission of a staff member. Consequences will be determined at the discretion of the high school administration based on severity of offense.		
Terroristic threat	OSS (up to 10 days), parent contact, police notification, possible expulsion hearing		
Threat directed at staff member	OSS (up to 10 days), parent contact, police notification, possible expulsion hearing		
Throwing objects in class or lunch	Teacher Detention, L.D.,	S.D.	ISS
Truancy	S.D. or ISS and possible court referral and loss of credit		
Under the influence of a controlled substance	Minimum of 4 days out of school suspension, referral to SAC and 25 school days no co-curricular activities first offense; 50 school days no co-curricular activities second offense		
Use of racial or ethnic slur	To be determined at the discretion of the high school		
Wrongful Entry/Exit	up to 2 C.D., possible police notification	S.D., possible police notification	ISS, possible police notification

- The school responses to violations of behavioral expectations that are subject to student discipline including suspension or expulsion pursuant to N.J.S.A. 18A:37-2 outlined in a Chart of Student Discipline shall be consistent with the Board's policies and regulations/procedures on attendance, pursuant to N.J.A.C.



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6A:16-7.6 and harassment, intimidation, and bullying, pursuant to N.J.A.C. 6A:16-7.7.

3. The Principal or designee will maintain a list of community-based health and social service provider agencies available to support a student and a student's family, as appropriate, and a list of legal resources available to serve the community.
4. The Board of Education may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment.
5. Nothing in Policy and Regulation 5600 shall prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in a Chart of Student Discipline.

I. Student Conduct Away from School Grounds

1. The Building Principal or designee has the right to impose a consequence on a student for conduct away from school grounds that is consistent with the Board's Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.
 - a. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other students, staff, or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2.
 - b. This authority shall be exercised only when the conduct that is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school.
 - c. Consequences for conduct away from school grounds shall be handled in accordance with the Board approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1, Policy and Regulation 5600, and as appropriate, in accordance with N.J.A.C. 6A:16-7-2, 7.3, or 7.4.



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2. School authorities shall respond to harassment, intimidation, or bullying that occurs off school grounds, pursuant to N.J.S.A. 18A:37-14 and 15.3 and N.J.A.C. 6A:16-1.3, 7.1, and 7.7.

J. School Bus Conduct

Violations of the rules regarding student conduct on school buses will be handled as follows:

1. The bus driver will report unacceptable conduct to the Principal of the school in which the student is enrolled by submission of a completed written report that includes the name of the student, the school, and the student's conduct.
2. The Principal or designee will investigate the matter, which may include meeting with the bus driver, bus aide, other students on the school bus, and the student who was reported by the bus driver.
3. The parent will be notified of the student's reported conduct.
4. The Principal or designee will make a determination if the student violated behavioral expectations and the discipline to be administered in accordance with the Code of Student Conduct.
5. If it is determined the misconduct is severe, the student may be suspended from the bus pending a conference with the parent.

K. Students with Disabilities

For students with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. § 1400 et seq., the Individuals with Disabilities Educational Improvement Act, N.J.A.C 6A:14, and accommodation plans under 29 U.S.C. §§ 794 and 705(20), student discipline and the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.

L. Records

1. Instances of student discipline will be recorded in the student's file in strict compliance with N.J.A.C. 6A:32-7.1 et seq. and Policy and Regulation 8330.



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2. When a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken against the student by the school district and any information the school district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of Juvenile Information; Penalties for Disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19(a), and N.J.A.C. 6A:32-7.5.
 - a. The record shall be provided within two weeks of the date that the student enrolls in the receiving district.
 - b. Written consent of the parent or adult student shall not be required as a condition of the record transfer; however, written notice of the transfer shall be provided to the parent or the adult student.
3. When a student transfers to a private school, which includes all sectarian or nonsectarian, nonprofit, institutional day, or residential schools that provide education for students placed by their parents and that are controlled by other than public authority, all student disciplinary records with respect to suspensions or expulsions, shall be provided by the public school district of residence to the private school upon written request from the private school, in the same manner the records would be provided to a public school, pursuant to 20 U.S.C. § 6301, Title IV § 4155 of the Elementary and Secondary Education Act.
4. The Board shall not use a student's past offenses on record to discriminate against the student.
5. All student disciplinary records pursuant to N.J.A.C. 6A:16-7 shall conform with the requirements set forth in N.J.A.C. 6A:16-7.8(d).

M. Annual Review

The Superintendent will designate a school staff member to coordinate an annual review and update of Policy and Regulation 5600. The Superintendent's designee will:



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1. Compile an annual summary report of violations of the student behavioral expectations and the associated school responses to the violations in the Student Discipline/Code of Conduct Policy and Regulation.
2. Convene a Student Discipline/Code of Conduct Committee comprised of parents, students, and community members that represent the composition of the district's schools and community to review the annual summary report and to develop recommendations, if any, to improve and update the Student Discipline/Code of Conduct Policy and Regulation.
3. The Superintendent's designee shall submit the Committee's recommendations, if any, to improve or update the Student Discipline/Code of Conduct Policy and Regulation.
4. The Superintendent will review the Committee's report with school administrators and will determine if the Student Discipline/Code of Conduct Policy and Regulation should be updated.
5. The Superintendent will recommend to the Board revisions to the Student Discipline/Code of Conduct Policy, if needed.

N. Policy and Regulation Publication and Distribution

The Student Discipline/Code of Conduct Policy and Regulation 5600, including the Chart of Student Discipline shall be disseminated annually to all school staff, students, and parents. These documents may be disseminated in handbooks, electronically, or in hard copy form. Principals will ensure these documents are made available to all students on or before the first day of each school year and to transferring students on the first day of their enrollment in this district.

Adopted:

