

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

MINUTES

REGULAR MEETING

Tenakill Middle School

December 10, 2020 - 7:30 PM

The Board meeting was called to order by Mr. Lambert at 7:30 PM

The following Board members were present:

Ms. Bhagat, Ms. Cross(remote), Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera(remote),
Ms. Finkelstein, Mr. Lambert

The following Board members were absent:

None

Also present:

Mr. McHale and Mr. Villanueva

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

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

PLEDGE OF ALLEGIANCE

PRINCIPALS' REPORTS

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

- Thanked Mr. Lambert that in the short time she was able to get to know him, it is evident that Closter is lucky to have had a dedicated and committed board member serving the community.
- Hillside wrapped up parent teacher conferences this week. She thanked the teachers for their efforts in hosting conferences in a new format, impressed with how the progress of students was shared - creating individual slide shows for each student, documenting reading levels, connections with the student and assessments, as well as slides that highlighted students' areas to "glow and grow."

- Thanked the Hillside community for their patience with the changes of trimester two. There were a few issues with Zoom links which hopefully have been resolved. She reminded the parents to access Zoom links using the most recent communication sent by classroom teachers.
- For those who changed models, Ms. Weiss created some resources for staff and families to support this transition.
- Photo retakes will be rescheduled.
- Report cards will be released to parents on Monday, December 14.
- K-4 staff is planning to begin Livestream next Monday, December 21. Parents can look for information tomorrow.
- Look forward to welcoming Ms. Sarah Menchise, our new art teacher, on January 4th. Ms. Menchise was gracious enough to create plans prior to her start.
- PTO virtual book fair is happening now through December 17.
- December 23rd planning a Hillside Holiday Best where students and staff will dress in their winter best to prepare for winter recess.
- Wishing Closter families a happy and healthy holiday season.

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

- Enrollment
 - As of December 10, Tenakill enrollment is 543
 - A Day - 146
 - B Day - 149
 - AB Day - 17
 - Virtual - 231
- Student-Led Conferences - students did a phenomenal job
 - 15 minutes reflecting on learning and setting goals
- Trimester Two Began December 8
 - Started Tuesday with new virtual times
 - Students adjusted very easily thanks to the advisors
- Report Cards Released tomorrow - December 11 at Noon
 - In the Parent Portal
- Academic Assistance Team
 - Three days a week after school for students needing additional help
- Important Dates
 - December 16 - Parent-Teen CAP (Child Assault Prevention)
 - PTO Book Fair until December 17
 - December 17 - Pandemic Response Meeting
 - December 23 - Last Day before the break
 - January 22 - Photo Retakes

SUPERINTENDENT'S REPORT

Mr. Vincent Mchale shared with the Board and the community his report:

- Our schools have been providing instruction in a fully virtual format since Wednesday, December 2, 2020, due to several COVID-19 cases in the district. Thank you to our entire faculty, administration and staff for making the switch as seamless as possible for our students. Thank you to our students and parents for your flexibility and understanding. The fully virtual format was necessary to keep everyone as safe and healthy as possible. We are planning on returning to our regular schedule on Tuesday, December 15, 2020 – barring any changes in COVID-19 activity in Closter or in the Northeast region. As of this week, the number of new cases in Closter has been very low, so we should be set to return.
- The change to fully virtual format prevented teachers from having an opportunity to practice the streaming video procedures with students. Ms. Smith will be communicating with families about when the streaming video for hybrid students will begin. Teachers will be practicing the live streaming process with their students beginning on December 15, 2020, and continuing on December 16 and 17, 2020.

District Goals Update

- During the COVID-19 pandemic, the school nurses and Mr. McHale has been ensuring the continuity of health, safety and instruction by maintaining ongoing communication with Mid-Bergen Regional Health Consortium and the Hackensack University Medical Center contact tracers whenever students or staff test report that have received a positive COVID-19 result. We have also asked all parents to continue to report the school nurses when anyone in their household receives a positive COVID-19 result and when anyone in the household has been exposed to a COVID-19 case. The school nurses are working diligently to determine when quarantine is necessary.
- We were ready to pivot to a fully virtual model due to the COVID-19 conditions on December 1, 2020. The administrators and teachers have also revised the learning models to increase learning time for the second trimester, which began on December 8, 2020.
- For our goal to update all district policies and regulations, we have a completed draft of the update. Mr. McHale has been editing the draft and will be sharing it with the appropriate administrators, faculty or staff members to edit in the next few weeks. Once the edit is finalized, that version will be shared with the policy committee for their review.

Closter Public Schools will be closed for the holiday recess from Thursday, December 24, 2020 through Friday, January 1, 2021. Schools will reopen on Monday, January 4, 2021.

He wishes everyone a joyous holiday season! Best wishes for a healthy and happy new year!

Mr. McHale presented a plaque of recognition to Mr. Gregg Lambert, outgoing Board President and Board Trustee.

Mr. Lambert thanked everyone for the support during his time as the Board of Education President.

PUBLIC DISCUSSION ON AGENDA ITEMS

Moved by Ms. Micera, seconded by Ms. Lee to open the meeting to the public.

Statements made by individual participants are limited to a duration of three (3) minutes unless otherwise announced at the beginning of the discussion. A maximum of 15 minutes for public input is scheduled as per policy 1120. The Board urges large groups to select one person to represent them. The Board reminds those individuals who take the opportunity to speak to please step up, identify themselves by name and address, and to limit their comments to items listed on the agenda.

There were no public comments.

Moved by Mr. Linn, seconded by Ms. Kothari to resume the regular order of business.

BOARD OPERATIONS

Moved by Ms. Kothari, seconded by Ms. Micera to approve Motions A - B.

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

YEAS: Ms. Bhagat, Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera, Ms. Finkelstein,
Mr. Lambert

NAYS: None

A. APPROVAL - Minutes

Motion to approve the November 19, 2020 minutes.

B. APPROVAL - Harassment, Intimidation, and Bullying (HIB)

Motion to affirm the decision of the Superintendent of Schools regarding Harassment, Intimidation and Bullying (HIB) TMS-2021-02 incident reported to the Board in Executive Session at the November 19, 2020, Workshop Meeting.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Bhagat, Mr. Linn, Ms. Cross

Moved by Ms. Bhagat, seconded by Ms. Micera to approve Motions A - B.

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

YEAS: Ms. Bhagat, Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera, Ms. Finkelstein,
Mr. Lambert

NAYS: None

A. APPROVAL - Staff Coursework

Motion to approve the following courses for 2020-2021 as recommended to the superintendent by the Principals:

Staff Member: Jennifer Annese
Course No./Title: EDUC 6626 Neurophysical Basis of Learning Problems
Institution: Fairleigh Dickinson University
Credits: 3

Staff Member: Eileen Kennedy
Course No./Title: 1) 15:293:527 Remediation of Learning Disabilities
2) 15:293:636 Practicum in Special Ed.
Institution: Rutgers University
Credits: 6

Staff Member: Brittany Steele
Course No./Title: ED5503 Classroom Management Strategies
Institution: Cappella University
Credits: 4

Staff Member: Catherine Ricca
Course No./Title: Phonics First
Institution: Ashland University
Credits: 1

B. APPROVAL - Staff Conferences

Motion to approve the following staff conferences:

Staff Member/s: Floro Villanueva Jr.
Conference: Human Resource Workshop
Location: Virtual
Date: December 16, 2020
Cost to Board: \$99.00

Staff Member/s: Dana Lindbloom (Demarest-Shared Employee)
Conference: The Nine Building Blocks of Supervision (Course must be taken in order for Dana to be a mentor for a new hire.)
Location: Virtual
Date: Self-Paced
Cost to Board: \$55.00

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson Ms. Kwon, Ms. Kothari, Ms. Finkelstein

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

Ms. Kothari asked about Motion C - if an item which needs to be disposed of needs to be approved by the board. Mr. McHale advised Ms. Kothari that any item purchased by the Board of Education must be approved for disposal, since the items are considered public property purchased through taxpayer dollars. Mr. Villanueva also stated that any item over \$2000 is considered as equipment and must be approved for disposal.

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

YEAS: Ms. Bhagat, Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera, Ms. Finkelstein, Mr. Lambert

NAYS: None

A. APPROVAL - Monthly Financials and Certification

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

- a. Board Secretary and School Treasurer Financial Reports for November 2020.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for November 2020.
- c. Transfer of funds for November 2020.

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from November 20, 2020 to December 7, 2020 in the amount of:

General Fund (Fund 10)	\$175,936.88
Special Revenue (Fund 20)	\$ 50,260.92
Total	\$226,197.80

C. APPROVAL - Disposal of Outdated Smart Boards

Motion to approve the disposal of two(2), outdated Smart Boards, from Hillside Elementary School; tag numbers 10100 and 10116.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson Ms. Lee, Mr. Lambert

Moved by Ms. Lee, seconded by Ms. Finkelstein to approve Motions A - G.

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

YEAS: Ms. Bhagat, Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera, Ms. Finkelstein, Mr. Lambert

NAYS: None

A. **APPROVAL - Substitute Teachers and Custodians**

Motion to approve the following substitute teachers for the 2020-2021 school Year:

<u>Name</u>	<u>Certification</u>
William Angresano	NJ Substitute Certification
Catherine Chow	NJ Substitute Certification
Hyewon Cho	NJ Substitute Certification

Substitute Custodians

Cirilo Carbajal	Pending a criminal history background check
Yaneth Carbajal	Pending a criminal history background check

B. **APPROVAL - Special Education Teacher**

Motion to approve Payal Sadarangani as tenure track Special Education Teacher for the 2020-2021 school year at a salary of \$67,014, MA Step 4, starting as soon as possible, pending a criminal history background check.

C. **APPROVAL - Long-Term Leave Replacement - Speech-Language Pathologist**

Motion to approve Thomas Fahey as Long-Term Leave Replacement - Speech-Language Pathologist - from February 22 through May 14, 2021. Salary will be \$200 per day on days 1 through 10; then beginning on day 11, MA Step 0 - \$59,714 pro-rated, pending a criminal history background check.

D. **APPROVAL - Long-Term Leave Replacement - M.S. Science Teacher**

Motion to approve Erica Kauffman as Long-Term Leave Replacement - Middle School Science Teacher - from January 4 through June 22, 2021. Salary will be \$200 per day on days 1 through 10; the beginning on day 11, MA Step 0 - \$59,714 pro-rated, pending a criminal history background check.

E. **APPROVAL – Academic Support Program Staff**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for the Academic Support Program at a rate of \$50.00/hour per teacher funded by the CARES Act:

- Kristin Talty - 12 sessions
- Charlene Gerbig - 12 sessions
- Patricia Brett - 12 sessions
- Jamie Marotti - 12 sessions
- Katharine Meyers - 12 sessions
- Kathy Lee - 5 sessions
- Eileen Kennedy - 5 sessions

F. **APPROVAL - Schedule F Stipends for HES & TMS**

Motion to approve the 2020-2021 Schedule F: Extracurricular Activity Positions and Stipends for Hillside Elementary School and Tenakill Middle School as per Appendix B attached.

G. **APPROVAL - Family Leave**

Motion to approve Leanne Schettino a paid maternity leave from February 22, 2021, through March 29, 2021, using 26 sick days, unpaid from March 30, 2021 through May 14, 2021, under FMLA and NJFLA with an anticipated return date of May 17, 2021.

POLICY COMMITTEE

Chairperson Ms. Micera. Ms. Kothari

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

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

YEAS: Ms. Bhagat, Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera, Ms. Finkelstein, Mr. Lambert

NAYS: None

A. **APPROVAL - Second Reading of Following Policies:**

Motion to approve the second reading of the following policies as per Appendix C attached:

- 1620 *Administrative Employment Contracts*
- 1648 *Restart and Recovery Plan*
- 1648.02 *Remote Learning Options for Families*
- 1648.03 *Restart and Recovery Plan - Full-Time Remote Instruction (new policy)*
- 2431 *Athletic Competition*
- 5330.05 *Seizure Action Plan (new policy)*
- 6440 *Cooperative Purchasing*
- 6470.01 *Electronic Funds Transfer and Claimant Certification*
- 7440 *School District Security*
- 7450 *Property Inventory*
- 7510 *Use of School Facilities*

BOARD COMMITTEES

No Committee Reports

OLD/NEW BUSINESS

Mr Villanueva reminded everyone that the next board meeting will be Monday, January 4, 2021. This will be the Reorganization Meeting where all the newly elected officers will take their oath of office.

PUBLIC DISCUSSION

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

There were no public comments.

Moved by Ms. Micera, seconded by Ms. Lee to close the meeting to public discussion.

CLOSED SESSION MOTION (If required)

No Closed Session

ADJOURNMENT

Moved by Ms. Micera, seconded by Ms. Kwon to adjourn the meeting at 7:56 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Floro M. Villanueva, Jr.", written in a cursive style.

Floro M. Villanueva, Jr.

Business Administrator/Board Secretary

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

All Funds for the Month Ending: November, 2020
CASH REPORT

FUNDS	Beginning Cash		Cash Receipts		Cash Disbursements		(1)+(2)-(3)	
	Balance Column1		This Month Column2		This Month Column3		Ending Cash Balance Column4	
GOVERNMENTAL FUNDS:								
General Fund - FUND 10	\$ 2,916,607.44		\$ 2,020,027.72		\$ 2,058,255.71		\$ 2,878,379.45	
Compensating Balance	\$ 1,106,000.00		\$ -		\$ -		\$ 1,106,000.00	
Capital Reserve	\$ 2,767,420.94		\$ -		\$ -		\$ 2,767,420.94	
Emergency Reserve	\$ 250,000.00		\$ -		\$ -		\$ 250,000.00	
Special Revenue - FUND 20	\$ (11,207.00)		\$ 97,510.00		\$ 8,107.58		\$ 78,195.42	
Capital Projects - FUND 30	\$ -		\$ -		\$ -		\$ -	
Debt Service - FUND 40	\$ 135,001.00		\$ -		\$ -		\$ 135,001.00	
TOTAL GOVERNMENTAL FUNDS 10-40	\$ 7,163,822.38		\$ 2,117,537.72		\$ 2,066,363.29		\$ 7,214,996.81	
ENTERPRISE (MILK) FUND 60	\$ 8,490.97		\$ -		\$ -		\$ 8,490.97	
TRUST and AGENCY FUNDS:								
Payroll - FUND 90	\$ -		\$ -		\$ -		\$ -	
Payroll Agency - FUND 90	\$ (121.01)		\$ 278.69		\$ -		\$ 157.68	
Unemployment Insurance Trust - FUND 63	\$ 195,105.38		\$ 2,600.40		\$ -		\$ 197,705.78	
Closter PTO - FUND 64	\$ -		\$ -		\$ -		\$ -	
Miriam Kramer Scholarship - FUND 67	\$ 1,651.39		\$ -		\$ -		\$ 1,651.39	
TOTAL TRUST AND AGENCY FUNDS	\$ 196,635.76		\$ 2,879.09		\$ -		\$ 199,514.85	
TOTAL ALL FUNDS	\$ 7,368,949.11		\$ 2,120,416.81		\$ 2,066,363.29		\$ 7,423,002.63	

Prepared and Submitted by

Norma T. Ketler 12/07/20
Norma T. Ketler Date
Treasurer of School Monies



CLOSTER PUBLIC SCHOOLS MONTHLY TRANSFER REPORT

2020-21 Monthly Transfers Worksheet - Details of Transfers

District:	CLOSTER PUBLIC SCHOOLS
LEA Code:	03-0930
Month/Year:	November-20
Date of Submission	12/2/2020

Cells have been left blank for data entry. This line contains column numbers for the amount columns, and descriptions of the calculations in each column.

Lines	Budget Category	Account	(column 1 = + Data Entry) 2020-21 Original Budget	(column 2 = + Data Entry) Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	(column 3 = column 1 + column 2) 2020-21 Original Budget For Use in 10% Calculation	(column 4 = column 3 * 0.1) Maximum Transfer Amount	(column 5 = + or - Data Entry) 2020-21 YTD Net Transfers to/(from) as of Date of Submission in cell B5	(column 6 = column 5 / column 3) % Change of Transfers YTD	(column 7 = column 4 + column 5) 2020-21 Remaining Allowable Balance From	(column 8 = column 4 - column 5) 2020-21 Remaining Allowable Balance To
3200	Instruction									
10300, 11160, 12160, 40580, 41080	Regular Programs, Special Education, Basic Skills/Remedial and Bilingual Instruction, and Speech/OT/PT and Extraordinary Services	11-1XX-100-XXX 11-2XX-100-XXX 11-000-216,217	7,205,026 3,940,833	169,945 252	7,374,971 3,941,085	737,497 394,109	17,625 125,062	0.24% 3.17%	755,122 519,171	
13160, 15160, 17100, 17600, 19620, 20620, 21620, 22620, 23620, 25100	Vocational Programs - Local School-Sponsored Co/Extra-Curricular Activities, School Sponsored Athletics, and Other Instructional Programs	11-3XX-100-XXX 11-4XX-X00-XXX	132,131		132,131			0.00% 0.00%	13,213	
27100	Community Services Programs/Operations	11-800-330-XXX						0.00%		
Undistributed Expenditures										
29180	Tuition	11-000-100-XXX	1,787,882		1,787,882	178,788	123,437	6.90%	302,225	
29680, 30620, 41660, 42200, 43620	Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/School Library	11-000-211,213,218,219,222	1,260,762	16,828	1,277,590	127,759	15,753	1.23%	143,512	
43200, 44180	Improvement of Instruction Services and Instructional Staff Training Services	11-000-221,223	220,598		220,598	22,060	1,960	0.89%	24,020	
45300	General Administration	11-000-230-XXX	449,432		449,432	44,943	2,200	0.49%	47,143	42,743
46160	School Administration	11-000-240-XXX	738,743	10,695	749,438	74,944		0.00%	74,944	74,944
47200, 47620	Central Services & Administrative Information Technology	11-000-25X-XXX	561,325	11,897	573,222	57,322		0.00%	57,322	57,322
51120	Operation and Maintenance of Plant Services	11-000-26X-XXX	1,721,064	51,224	1,772,288	177,229	18,047	1.02%	195,276	
52480	Student Transportation Services	11-000-270-XXX	375,297		375,297	37,530		0.00%	37,530	
71260	Personal Services - Employee Benefits	11-XXX-XXX-2XX	3,628,226		3,628,226	362,823	(24,637)	-0.68%	338,186	
72020	Food Services	11-000-310-XXX						0.00%		
72120	Transfer Property Sale Proceeds to Debt Service Reserve	11-000-520-934								
72122	Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936								
72160	Interest Earned on Maintenance Reserve	10-605						0.00%		
72180	Deposit to Maintenance Reserve	10-606						0.00%		
72200	Deposit to Current Expense Reserve	10-607						0.00%		
72220	Interest Earned on Current Expense Reserve	10-607						0.00%		
72240	Deposit to Bus Advertising Reserve for Fuel Costs	10-610						0.00%		
72245	Increase in IMPACT Aft Reserve (General)	10-611						0.00%		

CLOSTER PUBLIC SCHOOLS MONTHLY TRANSFER REPORT

District:	CLOSTER PUBLIC SCHOOLS
LEA Code:	03-0930
Month/Year:	November-20
Date of Submission:	12/2/2020

Cells have been left blank for data entry. This line contains column numbers for the amount columns, and descriptions of the calculations in each column.

Lines	Account	(column 1 + Data Entry)	(column 2 + Data Entry)	(column 3 = column 1 + column 2)	(column 4 = column 3 * 0.1)	(column 5 = + or - Data Entry)	(column 6 = column 5 / column 3)	(column 7 = column 4 + column 5)	(column 8 = column 4 - column 5)
		2020-21 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2020-21 Original Budget For Use in 10% Calculation	Maximum Transfer Amount	2020-21 YTD Net Transfers to/(from) as of Date of Submission in cell B5	% Change of Transfers YTD	2020-21 Remaining Allowable Balance From	2020-21 Remaining Allowable Balance To
72247	Increase in IMPACT Aid Reserve (Capital)	22,021,319	260,841	22,282,160	2,228,217	279,447			
72260	Total General Current Expense								
	Capital Outlay								
75880	Equipment	12-XXX-XXX-73X		57,200	5,720	5,237	9.16%	10,957	
76260	Facilities Acquisition and Construction Services	12-000-4XX-XXX		554,941	55,494		0.00%		
76320	Capital Reserve-Transfer to Capital Projects Fund	12-000-4XX-931					0.00%		
76340	Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933					0.00%		
76360	Deposit to Capital Reserve	10-604							
76380	Interest Earned on Capital Reserve	10-604					0.00%		
76385	Impact Aid Reserve (Capital) - Transfer to Capital Projects	12-000-400-938					0.00%		
76400	Total Capital Expenditures	612,141		612,141	61,214	5,237			
83080	Total Special Schools	13-XXX-XXX-XXX							
84000	Transfer of Funds to Charter Schools	10-000-100-56X					0.00%		
84005	Transfer for Funds to Resident Renaissance Schools	10-000-100-571					0.00%		
84020	General Fund Contribution to School Based Budgets	10-000-520-930					0.00%		
84060	Operating Budget Grand Total	22,633,460	260,841	22,894,301	2,289,431	284,684			

[Signature]

School Business Administrator Signature:

Date: 12/2/2020

Appropriations Adjustments: 283,437 - Ex-Aid
1,247 - Non-Public Transportation Aid

Total Adjustments: 284,684

Cluster Board of Education
Specific Month Adjustment Analysis
Appropriations

Account Number and Description	Date	Purchase Order	Adj Type	Before Adjustment	Adjustment Number	Order	Adjustment Amount	After Adjustment
11-000-262-441-000-00-0 COVER INCREASE OF RATE	11-11-2020	21AP0038	App	9,000.00		2,800.00	11,800.00	
11-000-262-610-650-00-5 COVER INCREASE OF RATE	11-11-2020	21AP0038	App	96,896.45		2,800.00-	94,096.45	
Total Appropriations						.00		
20-477-100-600-050-MU-0 MUNICIPAL CARES SET-UP	11-30-2020	21AP0039	App	.00		12,500.00	12,500.00	
20-477-100-600-060-MU-0 MUNICIPAL CARES SET-UP	11-30-2020	21AP0039	App	.00		12,500.00	12,500.00	
Total Appropriations						25,000.00		
11-000-291-270-820-03-0 VARIOUS PURCHASES	11-17-2020	21AP0040	App	2,670,937.06		14,400.00-	2,656,537.06	
11-190-100-600-050-03-2 VARIOUS PURCHASES	11-17-2020	21AP0040	App	155,238.83		5,500.00	160,738.83	
11-190-100-600-060-03-0 VARIOUS PURCHASES	11-17-2020	21AP0040	App	.00		3,400.00	3,400.00	
11-190-100-600-060-04-3 VARIOUS PURCHASES	11-17-2020	21AP0040	App	98,218.45		5,500.00	103,718.45	
12-120-100-730-050-00-2 VARIOUS PURCHASES	11-17-2020	21AP0040	App	31,200.00		2,333.00-	28,867.00	
12-120-100-730-060-00-3 VARIOUS PURCHASES	11-17-2020	21AP0040	App	10,000.00		2,333.00	12,333.00	
Total Appropriations						.00		
11-190-100-600-050-03-2 STREAMING MICROPHONES	11-18-2020	21AP0041	App	160,738.83		8,800.00	169,538.83	
11-190-100-600-060-04-3 STREAMING MICROPHONES	11-18-2020	21AP0041	App	103,718.45		6,500.00	110,218.45	
11-190-100-610-050-00-2 STREAMING MICROPHONES	11-18-2020	21AP0041	App	32,055.20		4,500.00-	27,555.20	
11-190-100-610-060-00-3 STREAMING MICROPHONES	11-18-2020	21AP0041	App	28,155.20		6,000.00-	22,155.20	
11-190-100-640-060-00-3 STREAMING MICROPHONES	11-18-2020	21AP0041	App	29,800.00		4,800.00-	25,000.00	
Total Appropriations						.00		
11-000-216-100-050-01-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	91,932.00		2,100.00	94,032.00	
11-000-216-100-050-03-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	9,000.00		2,100.00-	6,900.00	
11-000-217-100-050-00-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	213,158.00		63,000.00	276,158.00	
11-000-217-100-060-00-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	85,090.00		8,000.00	93,000.00	
11-000-218-104-060-02-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	65,090.00		1,100.00	66,190.00	
11-000-219-104-050-03-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	200,126.00		600.00	200,726.00	
11-000-219-104-050-04-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	7,500.00		4,600.00-	2,900.00	
11-000-219-104-060-03-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	193,717.00		2,000.00	195,717.00	
11-000-219-104-060-04-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	7,500.00		4,600.00-	2,900.00	
11-000-219-105-050-00-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	41,105.00		3,200.00	44,305.00	
11-000-219-105-060-00-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	41,105.00		3,200.00	44,305.00	
11-000-222-100-050-01-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	59,291.00		1,053.00	60,344.00	
11-000-240-103-060-00-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	286,463.00		3,100.00-	283,363.00	
11-000-240-105-050-00-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	65,233.00		1,500.00	66,733.00	
11-000-240-105-060-00-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	65,233.00		1,600.00	66,833.00	
11-105-100-107-000-00-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	186,423.00		71,000.00-	115,423.00	
11-110-100-101-050-PK-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	148,148.00		3,000.00	151,148.00	
11-110-100-101-050-K1-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	697,200.00		64,000.00-	633,200.00	
11-120-100-101-050-G1-0 PAYROLL ENCUMBRANCE ADJ	11-30-2020	21AP0042	App	2,546,147.00		64,000.00	2,610,147.00	

GENERAL FUND

ASSETS AND RESOURCES

ASSETS:		
101 CASH IN BANK		\$3,984,379.45
102-106 CASH EQUIVALENTS		\$.00
108 IMPACT AID RESERVE GENERAL		\$.00
109 IMPACT AID RESERVE CAPITAL		\$.00
111 INVESTMENTS		\$.00
116 CAPITAL RESERVE ACCOUNT		\$2,767,420.94
117 MAINTENANCE RESERVE INVESTMENT ACCOUNT		\$.00
118 EMERGENCY RESERVE		\$250,000.00
121 TAX LEVY RECEIVABLE		\$11,968,410.40

ACCOUNTS RECEIVABLE:

132 INTERFUND	(\$24.67-)	
140 INTERGOVERNMENTAL-ACCOUNTS RECEIVABLE	\$.00	
141 INTERGOVERNMENTAL-STATE	\$711,777.10	
142 INTERGOVERNMENTAL-FEDERAL	\$.00	
143 INTERGOVERNMENTAL-OTHER	\$.00	
153, 154 OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	\$24.67	\$711,777.10

LOANS RECEIVABLE:

131 INTERFUND	\$.00	
151, 152 OTHER - NET OF EST. UNCOLLECTIBLE OF	\$.00	
181 PREPAID EXPENSES		\$.00
192 DEFERRED EXPENDITURES		\$.00
OTHER CURRENT ASSETS		\$20,370.00

RESOURCES:

301 ESTIMATED REVENUES	\$21,794,460.00
302 LESS REVENUES	(\$21,607,375.88)
TOTAL ASSETS AND RESOURCES	\$19,889,442.01

LIABILITIES AND FUND EQUITY

LIABILITIES:

101 CASH OVERDRAFT	\$.00
402 INTERFUND ACCOUNTS PAYABLE	\$.00
421 ACCOUNTS PAYABLE	\$82,419.66
431 CONTRACTS PAYABLE	\$.00
451 LOANS PAYABLE	\$.00
423 ACCOUNTS PAYABLE / PREVIOUS YEARS	\$.00
461 ACCRUED SALARIES AND BENEFITS	\$.00
481 DEFERRED REVENUE	\$.00
580 UNEMPLOYMENT TRUST	\$.00

OTHER CURRENT LIABILITIES

\$.00

TOTAL LIABILITIES

\$82,419.66

753	FUND BALANCE:				
754	APPROPRIATED:				
	RESERVE FOR ENCUMBRANCES - CURRENT YEAR				\$13,474,348.64
	RESERVE FOR ENCUMBRANCES - PRIOR YEAR				\$149,374.23
768	RESERVED FUND BALANCE FOR WAIVER OFFSET RSV				
609	WAIVER OFFSET RESERVE - CURRENT YEAR	\$300,000.00			
314	INCREASE IN WAIVER OFFSET RESERVE	\$.00			
	WITHDRAWAL FROM WAIVER OFFSET RESERVE	\$.00			
	RESERVED FUND BALANCE:				
755	BUS ADVERTISING RESERVE	\$.00			
610	ADD: INCREASE IN BUS ADV RESERVE FOR F	\$.00			
315	LESS: BUDGETED W/D FROM BUS ADV FUEL CO	(\$.00)			\$.00
756	FEDERAL IMPACT AID RESERVE GENERAL - JULY	\$.00			
611	ADD: INCREASE IN FEDERAL IMPACT AID RE	\$.00			
318	LESS: W/D FROM FEDERAL IMPACT AID RESER	(\$.00)			\$.00
757	FEDERAL IMPACT AID RESERVE CAPITAL - JULY	\$.00			
612	ADD: INCREASE IN FEDERAL IMPACT AID RE	\$.00			
319	LESS: W/D FROM FEDERAL IMPACT AID RESER	(\$.00)			\$.00
764	MAINTENANCE RESERVE ACCOUNT - JULY 1, 2019	\$.00			
606	ADD: INTEREST EARNED ON MAINTENANCE RE	\$.00			
310	LESS: BUDGETED W/D FROM MAINT. RESERVE	(\$.00)			\$.00
765	TUITION RESERVE ACCOUNT	\$.00			
761	CAPITAL RESERVE ACCOUNT - JULY 1, 2019	\$2,767,421.00			
604	ADD: INCREASE IN CAPITAL RESERVE	\$1,000.00			
305	LESS: INCREASE IN SALE/LEASE RESERVE	\$.00			
307	LESS: BUDG. W/D FROM CAPITAL RESERVE-ELI	(\$.00)			
309	LESS: BUDG. W/D FROM CAPITAL RESERVE-EXC	(\$540,000.00)			\$2,228,421.00
766	CURR. EXP. EMERGENCY RESERVE - JULY 1, 2019	\$250,000.00			
607	ADD: INCR. IN CURR. EXP. EMERG. RESERVE	\$.00			
312	LESS: W/D FROM CURR. EXP. EMERG. RESERV	(\$.00)			
762	ADULT EDUCATION PROGRAMS	\$250,000.00			
769	UNEMPLOYMENT FUND	\$.00			
750,751,752	RESERVED FUND BALANCE	\$325,000.00			
76X	OTHER RESERVES	\$.00			
601	APPROPRIATIONS	\$23,232,772.88			
602	LESS: EXPENDITURES	\$7,334,137.74			
603	ENCUMBRANCES	\$13,623,722.87			
	TOTAL APPROPRIATED				\$19,002,056.14
	UNAPPROPRIATED:				
770	FUND BALANCE, JULY 1, 2020				\$1,389,650.21
771	FUND BALANCE -DESIGNATED				\$.00
772	FUND BALANCE -UNDESIGNATED				\$.00
303	BUDGETED FUND BALANCE				(\$584,684.00)
311	BUDGT. WITHDR. FM TUITION RESERVE-ADJUST/SU				(\$.00)
	TOTAL FUND BALANCE				\$19,807,022.35
	TOTAL LIABILITIES AND FUND EQUITY				\$19,889,442.01

	Budgeted	Actual	Variance
RECAPITULATION OF FUND BALANCE:			
APPROPRIATIONS	\$23,232,772.88	\$20,957,860.61	\$2,274,912.27
REVENUES	(\$21,794,460.00)	(\$21,607,375.88)	(\$187,084.12)
SUB TOTAL	\$1,438,312.88	(\$649,515.27-)	\$2,087,828.15
CHANGE IN RESERVE ACCOUNTS:			
PLUS - INCREASE IN RESERVE	\$1,000.00	\$1,000.00	\$.00
LESS - WITHDRAW FROM RESERVE	(\$540,000.00)	(\$540,000.00)	(\$.00)
SUB TOTAL	\$899,312.88	(\$1,188,515.27-)	\$2,087,828.15
LESS: ADJUSTMENT FOR PRIOR YEAR ENCUMBRANCE	(\$149,374.23)	(\$149,374.23)	(\$.00)
BUDGETED FUND BALANCE	\$749,938.65	(\$1,337,889.50-)	\$2,087,828.15

Closter Board of Education
 Board Secretary Report
 GENERAL FUND - Fund 10
 Interim Statements
 November 2020

Budget Year: 2021

(2020/12/02-Wed-09:48am)

REVENUE/SOURCES OF FUNDS:	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
52XX FROM TRANSFERS	\$.00	\$.00		\$.00
1XXX FROM INTEREST EARNED ON CURR. EXP. EMERGENCY	\$.00	\$.00		\$.00
1XXX FROM INTEREST EARNED ON MAINTENANCE RESERVE	\$.00	\$.00		\$.00
1XXX FROM LOCAL SOURCES	\$20,870,888.00	\$20,663,433.88	Under	\$207,454.12
2XXX FROM INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3XXX FROM STATE SOURCES	\$923,572.00	\$953,208.00	Over	(\$29,636.00--)
4XXX FROM FEDERAL SOURCES	\$.00	\$.00		\$.00
5XXX FROM OTHER FINANCING SOURCES	\$.00	\$.00		\$.00
XXXX1 ARRA ESF (FUND 16)	\$.00	\$.00		\$.00
XXXX2 ARRA GSF (FUND 17)	\$.00	\$.00		\$.00
XXXX3 ARRA SFSF (FUND 18)	\$.00	\$.00		\$.00
TOTAL REVENUES/SOURCES OF FUNDS	\$21,794,460.00	\$21,616,641.88	Under	\$177,818.12

EXPENDITURES:	Appropriations	Expenditures	Encumbrances	Available Balance
GENERAL CURRENT EXPENSE FUND (11)				
1XX-100-XXX REGULAR PROGRAMS - INSTRUCTION	\$7,392,596.13	\$2,149,304.12	\$5,056,773.73	\$186,518.28
2XX-100-XXX SPECIAL EDUCATION - INSTRUCTION	\$2,086,236.96	\$597,726.88	\$1,485,640.74	\$2,869.34
230-100-XXX BASIC SKILLS/REMEDIAL INSTRUCTION	\$492,895.00	\$146,697.29	\$345,800.55	\$397.16
240-100-XXX BILINGUAL EDUCATION - INSTRUCTION	\$356,919.00	\$106,613.74	\$248,529.20	\$1,776.06
3XX-100-XXX VOC. PROGRAMS - LOCAL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
401-100-XXX SCHOOL-SPONS. COCURR. ACTIVITIES - INST.	\$54,531.00	\$450.00	\$47,531.00	\$6,550.00
402-100-XXX SCHOOL-SPONS. ATHLETICS - INSTRUCTION	\$32,600.00	\$.00	\$25,650.00	\$6,950.00
421-XXX-XXX TOTAL BEFORE/AFTER SCHOOL PROGRAMS	\$.00	\$.00	\$.00	\$.00
422-XXX-XXX TOTAL SUMMER SCHOOL PROGRAMS	\$45,000.00	\$13,536.03	\$30,963.97	\$500.00
423-XXX-XXX TOTAL ALTERNATIVE EDUCATION PROGRAM	\$.00	\$.00	\$.00	\$.00
424-XXX-XXX TOTAL OTHER SUPPLEMENTAL/AT-RISK PROGRAMS	\$.00	\$.00	\$.00	\$.00
425-XXX-XXX TOTAL OTHER SUPPLEMENTAL/AT-RISK PROGRAMS	\$.00	\$.00	\$.00	\$.00
4XX-100-XXX OTHER INSTRUCTIONAL PROGRAMS - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
800-330-XXX COMM. SERV. PROGRAMS-COMM. SERV. OPERATIONS	\$.00	\$.00	\$.00	\$.00
OTHER EXPENDITURES NOT INCLUDED ABOVE	\$.00	\$.00	\$.00	\$.00
UNDISTRIBUTED EXPENDITURES:				
000-1XX-XXX INSTRUCTION	\$1,911,319.00	\$642,232.31	\$826,902.30	\$442,184.39
000-211-XXX ATTENDANCE AND SOCIAL WORK SERVICES	\$77,219.00	\$17,411.21	\$58,307.79	\$1,500.00
000-213-XXX HEALTH SERVICES	\$216,920.05	\$75,357.60	\$123,059.06	\$18,503.39
000-216-XXX OTHER SUPPORT SERV.-STUDENTS-RELATED SERV	\$291,538.00	\$85,144.48	\$201,123.26	\$5,270.26
000-217-XXX OTHER SUPPORT SERV.-STUDENTS-EXTRA SERV.	\$838,558.00	\$152,457.36	\$624,517.13	\$61,583.51
000-218-XXX OTHER SUPPORT SERVICES-STUDENTS-REGULAR	\$182,819.00	\$53,535.57	\$125,316.35	\$3,967.08
000-219-XXX OTHER SUPPORT SERV.-STUDENTS-SPEC. SERV.	\$625,114.00	\$271,662.47	\$334,906.94	\$18,544.59
000-221-XXX IMPROV. OF INST./OTHER SUP. SERV.-INSTSERV	\$152,798.00	\$89,131.88	\$54,016.12	\$9,650.00
000-222-XXX EDUCATIONAL MEDIA SERV./SCHOOL LIBRARY	\$191,271.00	\$59,850.68	\$120,854.84	\$10,565.48
000-223-XXX INSTRUCTIONAL STAFF TRAINING SERVICES	\$69,760.00	\$24,363.73	\$1,150.00	\$44,246.27
000-23X-XXX SUPP. SERV. - GENERAL ADMINISTRATION	\$451,632.00	\$185,334.85	\$237,572.60	\$28,724.55

	Appropriations	Expenditures	Encumbrances	Available Balance
000-24X-XXX SUPP. SERV. - SCHOOL ADMINISTRATION	\$749,438.10	\$312,171.22	\$413,591.02	\$23,675.86
000-25X-XXX SUPP. SERV. - CENTRAL SERVICES & TECH SERV	\$573,221.83	\$234,470.66	\$284,649.98	\$54,101.19
000-26X-XXX OPERATION AND MAINT. OF PLANT SERVICES	\$1,702,435.31	\$615,527.78	\$878,381.46	\$208,526.07
000-263-XXX TOTAL CARE AND UPKEEP OF GROUNDS	\$69,000.00	\$180.00	\$34,995.00	\$33,825.00
000-266-XXX TOTAL SECURITY	\$18,900.00	\$0.00	\$7,478.36	\$11,421.64
000-27X-XXX STUDENT TRANSPORTATION SERVICES	\$375,297.00	\$616.14	\$356,680.86	\$18,000.00
000-29X-XXX BUSINESS AND OTHER SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
000-40X-XXX FACILITIES ACQ. & CONSTRUCTION SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
XXX-XXX-2XX UNALLOCATED BENEFITS	\$3,603,694.06	\$1,286,532.76	\$1,679,019.60	\$638,141.70
000-31X-XXX FOOD SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
000-515-XXX RETIREMENT OF ERIP LIABILITY	\$0.00	\$0.00	\$0.00	\$0.00
000-52X-XXX FUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00
OTHER UNDISTRIBUTED EXPENDITURES NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL GEN. CURRENT EXP. EXPENDITURES/USES OF FUNDS	\$22,561,712.44	\$7,120,308.76	\$13,603,411.86	\$1,837,991.82
CAPITAL OUTLAY (FUND 12)				
XXX-XXX-73X EQUIPMENT	\$114,321.44	\$79,246.18	\$24,666.00	\$10,409.26
000-400-937 IMPACT AID RESERVE	\$0.00	\$0.00	\$0.00	\$0.00
000-4XX-XXX FACILITIES ACQUISITION AND CONSTR. SERV.	\$556,739.00	\$134,582.80	\$447.50	\$421,708.70
430-4XX-741 INFRASTRUCTURE	\$0.00	\$0.00	\$0.00	\$0.00
OTHER CAPITAL OUTLAY EXPENDITURES NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CAPITAL OUTLAY EXPENDITURES/USES OF FUNDS	\$671,060.44	\$213,828.98	\$25,113.50	\$432,117.96
SPECIAL SCHOOLS (FUND 13)				
3XX-1XX-XXX POST-SECONDARY INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
3XX-2XX-XXX POST-SECONDARY SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
422-1XX-XXX SUMMER SCHOOL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
422-2XX-XXX SUMMER SCHOOL - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
4XX-1XX-XXX OTHER SPEC. SCHOOL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
4XX-2XX-XXX OTHER SPC. SCHOOLS - SUPPORT SERV.	\$0.00	\$0.00	\$0.00	\$0.00
601-1XX-XXX ACCR. EVENING/ADULT H.S./POST-GRADUATE - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
601-2XX-XXX ACCR. EVENING/ADULT H.S./POST-GRADUATE - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
602-1XX-XXX ADULT EDUCATION-LOCAL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
602-2XX-XXX ADULT EDUCATION-LOCAL - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
629-1XX-XXX VOCATIONAL EVENING-LOCAL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
629-2XX-XXX VOCATIONAL EVENING-LOCAL - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
631-1XX-XXX EVENING SCHOOL FOR THE FOREIGN BORN LOCAL - INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00
631-2XX-XXX EVENING SCHOOL FOR THE FOREIGN BORN-LOCAL - SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
EVENING SCHOOL FOR FOREIGN BORN-LOCAL SUPPORT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
OTHER SPECIAL SCHOOLS EXPEND. NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	\$0.00	\$0.00	\$0.00	\$0.00

	Appropriations	Expenditures	Encumbrances	Available Balance
10-000-550-905 BUDGETED INCREASE IN SURPLUS FOR TUITION	\$.00	\$.00	\$.00	\$.00
10-000-100-56X TRANSFER OF FUNDS TO CHARTER SCHOOLS	\$.00	\$.00	\$.00	\$.00
10-000-100-571 TRANSFER OF FUNDS TO RENAISSANCE SCHOOLS	\$.00	\$.00	\$.00	\$.00
10-000-520-93X GENERAL FUND CONTRIB - WHOLE SCH. REFORM	\$.00	\$.00	\$.00	\$.00
16-XXX-XXX-XXX ESF (FUND 16)	\$.00	\$.00	\$.00	\$.00
17-XXX-XXX-XXX ARRA GSF (FUND 17)	\$.00	\$.00	\$.00	\$.00
18-XXX-XXX-XXX ARRA SFSF (FUND 18)	\$.00	\$.00	\$.00	\$.00
19-XXX-XXX-XXX FEMA GRANT (FUND 19)	\$.00	\$.00	\$.00	\$.00
TOTAL GENERAL FUND EXPENDITURES	\$23,232,772.88	\$7,334,137.74	\$13,628,525.36	\$2,270,109.78

	Estimate	Actual	Unrealized
REVENUES			
LOCAL SOURCES:			
1210 LOCAL TAX LEVY	\$20,517,275.00	\$20,517,275.00	\$.00
1310 TUITION - FROM INDIVIDUALS	\$236,488.00	\$73,727.87	\$162,760.13
1320 - FROM OTHER LEAS WITHIN THE STATE	\$76,125.00	\$58,387.00	\$17,738.00
1XXX MISCELLANEOUS	\$41,000.00	\$14,044.01	\$26,955.99
TOTAL	\$20,870,888.00	\$20,663,433.88	\$207,454.12
STATE SOURCES:			
3121 CATEGORICAL TRANSPORTATION AID	\$93,632.00	\$94,879.00	(\$1,247.00-)
3131 EXTRAORDINARY AID	\$.00	\$28,389.00	(\$28,389.00-)
3132 CATEGORICAL SPECIAL EDUCATION AID	\$738,593.00	\$738,593.00	\$.00
3177 CATEGORICAL SECURITY AID	\$91,347.00	\$91,347.00	\$.00
TOTAL	\$923,572.00	\$953,208.00	(\$29,636.00-)
TOTAL	\$21,794,460.00	\$21,616,641.88	\$177,818.12

Budget Year: 2021

Closter Board -r Education
Board Secretary Report
GENERAL FUND - Fund 10
Statement of Appropriations
November 2020

(2020/12/02-Wed-09:48am)

GENERAL CURRENT EXPENSE (FUND 11)

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

TOTAL REGULAR PROGRAMS - INSTRUCTION

SPECIAL EDUCATION PROGRAMS:

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

TOTAL

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

TOTAL

AUTISM
214-1XX-101 SALARIES OF TEACHERS
214-1XX-106 OTHER SALARIES FOR INSTRUCTION
214-1XX-61X GENERAL SUPPLIES

TOTAL

PRESCHOOL DISABILITIES - FULL-TIME:

	Appropriations	Expenditures	Encumbrances	Available Balance
	\$151,148.00	\$45,289.38	\$105,858.62	\$.00
	\$633,200.00	\$178,472.14	\$454,727.86	\$.00
	\$3,377,792.00	\$977,910.12	\$2,399,881.88	\$.00
	\$2,037,768.00	\$594,720.41	\$1,442,992.60	\$54.99
	\$7,000.00	\$.00	\$7,000.00	\$.00
	\$3,000.00	\$.00	\$3,000.00	\$3,000.00
	\$426,350.00	\$78,881.99	\$347,468.01	\$.00
	\$17,000.00	\$.00	\$.00	\$17,000.00
	\$90,550.00	\$36,671.81	\$19,211.11	\$34,667.08
	\$156,500.00	\$82,590.83	\$55,623.56	\$18,285.61
	\$121,460.40	\$52,485.13	\$9,142.51	\$59,832.76
	\$55,425.00	\$35,760.17	\$.00	\$19,664.83
	\$6,900.00	\$598.00	\$839.00	\$5,463.00
	\$308,502.73	\$65,924.14	\$214,028.58	\$28,550.01
	\$7,392,596.13	\$2,149,304.12	\$5,056,773.73	\$186,518.28
	\$207,944.00	\$58,464.90	\$149,479.10	\$.00
	\$119,522.00	\$29,666.20	\$89,855.80	\$.00
	\$3,000.00	\$2,863.75	\$.00	\$136.25
	\$330,466.00	\$90,994.85	\$239,334.90	\$136.25
	\$1,222,704.00	\$347,873.20	\$873,424.80	\$1,406.00
	\$7,500.00	\$7,339.81	\$.00	\$160.19
	\$1,230,204.00	\$355,213.01	\$873,424.80	\$1,566.19
	\$86,035.00	\$25,492.50	\$60,542.50	\$.00
	\$34,051.00	\$6,122.08	\$27,928.92	\$.00
	\$975.00	\$197.11	\$115.08	\$662.81
	\$121,061.00	\$31,811.69	\$88,586.50	\$662.81

	Appropriations	Expenditures	Encumbrances	Available Balance
216-1XX-101 SALARIES OF TEACHERS	\$218,181.00	\$65,037.24	\$153,143.76	\$.00
216-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$167,163.00	\$44,745.35	\$122,417.65	\$.00
216-1XX-XXX OTHER PRESCHOOL DISABILITIES - FULL-TIME:	\$19,161.96	\$9,924.74	\$8,733.13	\$504.09
TOTAL	\$404,505.96	\$119,707.33	\$284,294.54	\$504.09
TOTAL SPECIAL EDUCATION - INSTRUCTION	\$2,086,236.96	\$597,726.88	\$1,485,640.74	\$2,869.34
BASIC SKILLS/REMEDIATION - INSTRUCTION				
230-1XX-101 SALARIES OF TEACHERS	\$490,855.00	\$145,054.45	\$345,800.55	\$.00
230-1XX-61X GENERAL SUPPLIES	\$2,040.00	\$1,642.84	\$.00	\$397.16
TOTAL	\$492,895.00	\$146,697.29	\$345,800.55	\$397.16
BILINGUAL EDUCATION - INSTRUCTION				
240-1XX-61X GENERAL SUPPLIES	\$2,350.00	\$573.94	\$.00	\$1,776.06
24X-1XX-XXX OTHER BILINGUAL EDUCATION - INSTRUCTION	\$354,569.00	\$106,039.80	\$248,529.20	\$.00
TOTAL	\$356,919.00	\$106,613.74	\$248,529.20	\$1,776.06
SCHOOL SPONS. CURRICULAR ACTIVITIES - INSTRUCTION				
401-100-1XX SALARIES	\$47,531.00	\$.00	\$47,531.00	\$.00
401-100-6XX SUPPLIES AND MATERIALS	\$5,000.00	\$.00	\$.00	\$5,000.00
401-1XX-8XX OTHER OBJECTS	\$2,000.00	\$450.00	\$.00	\$1,550.00
TOTAL	\$54,531.00	\$450.00	\$47,531.00	\$6,550.00
SCHOOL SPONSORED ATHLETICS - INSTRUCTION				
402-1XX-1XX SALARIES	\$25,650.00	\$.00	\$25,650.00	\$.00
402-1XX-5XX PURCHASED SERVICES	\$4,450.00	\$.00	\$.00	\$4,450.00
402-1XX-6XX SUPPLIES AND MATERIALS	\$2,000.00	\$.00	\$.00	\$2,000.00
402-1XX-8XX OTHER OBJECTS	\$500.00	\$.00	\$.00	\$500.00
TOTAL	\$32,600.00	\$.00	\$25,650.00	\$6,950.00
SUMMER SCHOOL PROGRAMS				
422-100-101 SALARIES OF TEACHERS	\$33,500.00	\$10,850.00	\$22,650.00	\$.00
422-100-106 OTHER SALARIES OF INSTRUCTION	\$6,500.00	\$1,061.03	\$5,438.97	\$.00
TOTAL SUMMER SCHOOL INSTRUCTION	\$40,000.00	\$11,911.03	\$28,088.97	\$.00
SUMMER SCHOOL - SUPPORT SVCS				
422-200-100 SALARIES	\$4,500.00	\$1,625.00	\$2,875.00	\$.00
TOTAL SUMMER SCHOOL - SUPPORT SVCS	\$4,500.00	\$1,625.00	\$2,875.00	\$.00

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	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL SUMMER SCHOOL	\$44,500.00	\$13,536.03	\$30,963.97	\$.00
OTHER INSTRUCTIONAL PROGRAMS - INSTRUCTION	\$500.00	\$.00	\$.00	\$500.00
4XX-1XX-6XX SUPPLIES AND MATERIALS	\$500.00	\$.00	\$.00	\$500.00
TOTAL				
UNDISTRIBUTED EXPENDITURES - INSTRUCTION				
INSTRUCTION				
000-1XX-562 TUITION TO OTHER LEAS W/I STATE - SPEC.	\$1,375,186.00	\$462,941.00	\$473,129.00	\$439,116.00
000-1XX-565 TUITION TO CSSD & REG. DAY SCHOOL	\$212,096.00	\$31,232.00	\$179,188.00	\$1,676.00
000-1XX-566 TUITION TO PRIV. SCH. FOR HANDIC. W/I ST	\$324,037.00	\$148,059.31	\$174,585.30	\$1,392.39
TOTAL	\$1,911,319.00	\$642,232.31	\$826,902.30	\$442,184.39
ATTENDANCE AND SOCIAL WORK SERVICES				
000-211-1XX SALARIES	\$75,719.00	\$17,411.21	\$58,307.79	\$.00
000-211-171 SALARIES OF DROP-OUT PREVENTION OFFICER/CO	\$.00	\$.00	\$.00	\$.00
000-211-172 SALARIES OF FAMILY SUPPORT TEAMS	\$.00	\$.00	\$.00	\$.00
000-211-173 SALARIES OF FAMILY LIAISONS/COMM. PARENT I	\$.00	\$.00	\$.00	\$.00
000-211-174 SALARIES OF COMMUNITY/SCHOOL COORDINATORS	\$.00	\$.00	\$.00	\$.00
000-211-3XX PURCHASED PROF. AND TECH. SERVICES	\$1,500.00	\$.00	\$.00	\$1,500.00
TOTAL	\$77,219.00	\$17,411.21	\$58,307.79	\$1,500.00
HEALTH SERVICES				
000-213-1XX SALARIES	\$166,292.00	\$47,402.70	\$118,889.30	\$.00
000-213-175 SALARIES OF SOCIAL SERVICES COORDINATORS	\$.00	\$.00	\$.00	\$.00
000-213-3XX PURCHASED PROF. AND TECH. SERVICES	\$3,000.00	\$1,042.00	\$1,563.00	\$395.00
000-213-5XX OTHER PURCHASED SERVICES	\$4,341.75	\$281.75	\$1,740.00	\$2,320.00
000-213-6XX SUPPLIES AND MATERIALS	\$43,286.30	\$26,631.15	\$866.76	\$15,788.39
TOTAL	\$216,920.05	\$75,357.60	\$123,059.06	\$18,503.39
OTHER SUPP. SERV. STUDENTS-RELATED SERVICES				
000-216-1XX SALARIES	\$289,338.00	\$83,395.74	\$201,123.26	\$4,819.00
000-216-6XX SUPPLIES AND MATERIALS	\$2,035.00	\$1,748.74	\$.00	\$286.26
TOTAL	\$291,373.00	\$85,144.48	\$201,123.26	\$5,105.26
OTHER SUPP. SERV. STUDENTS-EXTRA SERVICES				
000-217-1XX SALARIES	\$369,158.00	\$106,423.86	\$254,734.14	\$8,000.00

	Appropriations	Expenditures	Encumbrances	Available Balance
000-217-32X PURCHASED PROF. - EDUCATIONAL SERVICES	\$465,000.00	\$46,033.50	\$369,663.00	\$49,303.50
000-217-6XX SUPPLIES AND MATERIALS	\$3,900.00	\$0.00	\$119.99	\$3,780.01
000-217-8XX OTHER OBJECTS	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL	\$838,558.00	\$152,457.36	\$624,517.13	\$61,583.51
OTHER SUPP. SERV. - STUDENTS - REGULAR				
000-218-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$178,319.00	\$53,002.65	\$125,316.35	\$0.00
000-218-6XX SUPPLIES AND MATERIALS	\$1,200.00	\$532.92	\$0.00	\$667.08
000-218-8XX OTHER OBJECTS	\$200.00	\$0.00	\$0.00	\$200.00
TOTAL	\$179,719.00	\$53,535.57	\$125,316.35	\$867.08
OTHER SUPPORT SERVICES - STUDENTS-SPECIAL				
000-219-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$402,243.00	\$123,613.75	\$278,629.25	\$0.00
000-219-105 SALARIES OF SECR. AND CLERICAL ASSTS.	\$90,646.00	\$35,431.26	\$55,214.74	\$0.00
000-219-32X PURCHASED PROF. - ED. SERVICES	\$112,867.92	\$103,580.27	\$0.00	\$9,287.65
000-219-39X OTHER PURCHASED PROF. AND TECH. SERVICES	\$10,732.08	\$5,600.00	\$350.00	\$4,782.08
000-219-5XX OTHER PURCHASED SERVICES	\$500.00	\$0.00	\$0.00	\$500.00
000-219-6XX SUPPLIES AND MATERIALS	\$6,500.00	\$1,816.90	\$712.95	\$3,970.15
000-219-8XX OTHER PROJECTS	\$1,625.00	\$1,620.29	\$0.00	\$4.71
TOTAL	\$625,114.00	\$271,662.47	\$334,906.94	\$18,544.59
IMPROVEMENT OF INSTRUCTION SERVICES/				
000-221-102 SALARIES OF SUPERVISORS OF INSTR.	\$77,148.00	\$33,131.88	\$44,016.12	\$0.00
000-221-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$10,000.00	\$0.00	\$10,000.00	\$0.00
000-221-176 SAL OF FACILITATORS, MATH COACHES & LITERA	\$0.00	\$0.00	\$0.00	\$0.00
000-221-32X PURCHASED PROF. - ED. SERVICES	\$56,000.00	\$56,000.00	\$0.00	\$0.00
000-221-3XX OTHER PPURCHASED PROF. AND TECH. SERVICES	\$7,850.00	\$0.00	\$0.00	\$7,850.00
000-221-5XX OTHER PURCHASED SERVICES	\$500.00	\$0.00	\$0.00	\$500.00
000-221-6XX SUPPLIES AND MATERIALS	\$500.00	\$0.00	\$0.00	\$500.00
000-221-8XX OTHER OBJECTS	\$800.00	\$0.00	\$0.00	\$800.00
TOTAL	\$152,798.00	\$89,131.88	\$54,016.12	\$9,650.00
EDUCATIONAL MEDIA SERVICES/SCHOOL LIBRARY				
000-222-1XX SALARIES	\$165,946.00	\$49,375.80	\$116,570.20	\$0.00
000-222-177 SALARIES OF TECHNOLOGY COORDINATORS	\$0.00	\$0.00	\$0.00	\$0.00
000-222-3XX PURCHASED PROF. AND TECH. SERVICES	\$3,425.00	\$3,270.00	\$0.00	\$155.00
000-222-5XX OTHER PURCHASED SERVICES.	\$8,100.00	\$4,832.82	\$1,185.00	\$2,082.18
000-222-6XX SUPPLIES AND MATERIALS	\$13,800.00	\$2,372.06	\$3,099.64	\$8,328.30
TOTAL	\$191,271.00	\$59,850.68	\$120,854.84	\$10,565.48
INSTRUCTIONAL STAFF TRAINING SERVICES				

	Appropriations	Expenditures	Encumbrances	Available Balance
000-223-32X PURCHASED PROF. - ED. SERVICES	\$42,000.00	\$16,427.73	\$0.00	\$25,572.27
000-223-3XX OTHER PURCHASED PROF. AND TECH. SERVICES	\$12,260.00	\$5,960.00	\$0.00	\$6,300.00
000-223-5XX OTHER PURCHASED SERVICES	\$11,000.00	\$1,976.00	\$1,150.00	\$7,874.00
000-223-6XX SUPPLIES AND MATERIALS	\$4,500.00	\$0.00	\$0.00	\$4,500.00
TOTAL	\$69,760.00	\$24,363.73	\$1,150.00	\$44,246.27
SUPPORT SERVICES - GENERAL ADMINISTRATION				
000-23X-1XX SALARIES	\$275,632.00	\$114,203.29	\$161,428.71	\$0.00
000-23X-331 LEGAL SERVICES	\$29,450.00	\$7,926.50	\$21,523.50	\$0.00
000-23X-332 AUDIT FEES	\$26,000.00	\$0.00	\$26,000.00	\$0.00
000-230-334 ARCHITECTURAL/ENGINEERING SERVICES	\$12,500.00	\$0.00	\$12,500.00	\$0.00
000-23X-33X OTHER PURCHASED PROF. SERVICES	\$8,096.00	\$4,475.00	\$2,475.00	\$1,146.00
000-23X-34X OTHER PURCHASED TECHNICAL SERVICES	\$2,700.00	\$1,708.00	\$0.00	\$992.00
000-23X-53X COMMUNICATIONS/TELEPHONE	\$42,100.00	\$17,916.28	\$11,346.80	\$12,836.92
000-23X-585 BOE OTHER PURCHASED SERVICES	\$1,300.00	\$398.00	\$0.00	\$902.00
000-23X-5XX OTHER PURCHASED SERVICES	\$31,404.00	\$26,305.41	\$2,298.59	\$2,800.00
000-23X-610 GENERAL SUPPLIES	\$5,000.00	\$0.00	\$0.00	\$5,000.00
000-23X-630 BOE MEETING SUPPLIES	\$3,950.00	\$2,986.02	\$0.00	\$963.98
000-23X-890 MISCELLANEOUS EXPENDITURES	\$4,500.00	\$1,120.00	\$0.00	\$3,380.00
000-23X-895 BOE MEMBERSHIP DUES AND FEES	\$9,000.00	\$8,296.35	\$0.00	\$703.65
TOTAL	\$451,632.00	\$185,334.85	\$237,572.60	\$28,724.55
SUPPORT SERVICES - SCHOOL ADMIN.				
000-24X-103 SALARIES OF PRINCIPALS/ASST. PRINCIPALS	\$428,263.00	\$177,668.68	\$250,594.32	\$0.00
000-24X-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$142,314.00	\$58,437.50	\$83,876.50	\$0.00
000-24X-105 SALARIES OF SECR. AND CLERICAL ASSTTS.	\$133,566.00	\$55,534.30	\$78,031.70	\$0.00
000-24X-5XX OTHER PURCHASED SERVICES	\$10,800.00	\$1,630.00	\$0.00	\$9,170.00
000-24X-6XX SUPPLIES AND MATERIALS	\$23,595.10	\$16,067.74	\$1,088.50	\$6,438.86
000-24X-8XX OTHER OBJECTS	\$10,900.00	\$2,833.00	\$0.00	\$8,067.00
TOTAL	\$749,438.10	\$312,171.22	\$413,591.02	\$23,675.86
SUPPORT SERVICES - CENTRAL SERVICES				
000-251-100 SALARIES	\$352,978.00	\$145,583.68	\$207,394.32	\$0.00
000-251-34X PURCHASED TECHNICAL SERVICES	\$24,000.00	\$11,225.50	\$12,725.50	\$49.00
000-251-592 MISC. PURCHASED SERVICES	\$4,850.00	\$3,503.59	\$593.92	\$752.49
000-251-5XX OTHER PURCHASED SERVICES	\$2,550.00	\$0.00	\$0.00	\$550.00
000-251-6XX SUPPLIES AND MATERIALS	\$5,000.00	\$594.57	\$120.44	\$4,284.99
000-251-890 MISCELLANEOUS EXPENDITURES	\$2,400.00	\$2,156.95	\$0.00	\$243.05
TOTAL	\$391,778.00	\$163,064.29	\$220,834.18	\$7,879.53
SUPPORT SERVICES - ADMINISTRATIVE INFO TECH SERVICES				

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November 30, 2020 (Mon)


Budget Year: 2021

(2020/12/02-Wed-09:48am)

	Appropriations	Expenditures	Encumbrances	Available Balance
000-252-100 SALARIES	\$108,737.00	\$44,921.20	\$63,815.80	\$0.00
000-252-34X PURCHASED TECHNICAL SERVICES	\$55,160.00	\$14,495.00	\$0.00	\$40,665.00
000-252-5XX OTHER PURCHASED SERVICES	\$650.00	\$32.03	\$0.00	\$617.97
000-252-6XX SUPPLIES AND MATERIALS	\$16,896.83	\$11,958.14	\$0.00	\$4,938.69
TOTAL	\$181,443.83	\$71,406.37	\$63,815.80	\$46,221.66
OPERATION AND MAINTENANCE OF SCHOOL FACILITIES				
000-261-1XX SALARIES	\$163,660.00	\$65,529.88	\$98,130.12	\$0.00
000-261-61X GENERAL SUPPLIES	\$4,574.86	\$37,605.90	\$13,734.09	\$3,234.87
000-261-8XX OTHER OBJECTS	\$1,500.00	\$854.00	\$210.00	\$436.00
000-261-XXX REQUIRED MAINTENANCE UPDATE	\$133,000.00	\$49,181.25	\$27,398.29	\$56,420.46
TOTAL REQUIRED MAINT FOR SCHOOL FACILITIES	\$352,734.86	\$153,171.03	\$139,472.50	\$60,091.33
CUSTODIAL SERVICES				
000-262-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$115,423.00	\$553.32	\$114,869.68	\$0.00
000-262-1XX SALARIES	\$575,745.00	\$215,009.15	\$324,535.85	\$36,200.00
000-262-3XX PURCHASED PROF. AND TECH. SERVICES	\$4,200.00	\$0.00	\$0.00	\$4,200.00
000-262-42X CLEANING, REPAIR, AND MAINT. SERVICES	\$9,500.00	\$980.00	\$1,360.00	\$7,160.00
000-262-441 RENTAL OF LAND AND BLS. - OTHER THAN LEASE PURCH. AGREEMENTS	\$11,800.00	\$4,200.75	\$4,799.25	\$2,800.00
000-262-49X OTHER PURCHASED PROPERTY SERV.	\$16,600.00	\$5,661.88	\$9,338.12	\$1,600.00
000-262-52X INSURANCE	\$152,136.00	\$152,004.00	\$0.00	\$132.00
000-262-5XX MISCELLANEOUS PURCHASED SERVICES	\$200.00	\$0.00	\$180.00	\$20.00
000-262-61X GENERAL SUPPLIES	\$94,096.45	\$39,671.96	\$16,901.75	\$37,522.74
000-262-621 ENERGY (NATURAL GAS)	\$119,000.00	\$2,246.49	\$116,753.51	\$0.00
000-262-626 ENERGY (GASOLINE)	\$3,500.00	\$442.32	\$1,757.68	\$1,300.00
000-262-62X ENERGY (HEAT AND ELECTRICITY)	\$245,000.00	\$41,586.88	\$148,413.12	\$55,000.00
000-262-8XX OTHER OBJECTS	\$2,500.00	\$0.00	\$0.00	\$2,500.00
TOTAL CUSTODIAL SERVICES	\$1,349,700.45	\$462,356.75	\$738,908.96	\$148,434.74
CARE AND UPKEEP OF GROUNDS				
000-263-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$63,000.00	\$180.00	\$34,995.00	\$27,825.00
000-263-610 GENERAL SUPPLIES	\$6,000.00	\$0.00	\$0.00	\$6,000.00
TOTAL CARE AND UPKEEP OF GROUNDS	\$69,000.00	\$180.00	\$34,995.00	\$33,825.00
SECURITY				
000-266-300 PURCHASED PROFESSIONAL AND TECHNICAL SERVI	\$3,500.00	\$0.00	\$0.00	\$3,500.00
000-266-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$6,000.00	\$0.00	\$0.00	\$6,000.00
000-266-610 GENERAL SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00
TOTAL SECURITY	\$10,500.00	\$0.00	\$0.00	\$10,500.00

	Appropriations	Expenditures	Encumbrances	AvaiLable Balance
OPERATION AND MAINTENANCE OF PLANT SERVICES				
000-26X-XXX OTHER UNDIST. EXPEND. OPERATION & MAINTEN	\$8,400.00	\$.00	\$7,478.36	\$921.64
TOTAL	\$8,400.00	\$.00	\$7,478.36	\$921.64
STUDENT TRANSPORTATION SERV.				
000-270-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$9,297.00	\$616.14	\$8,680.86	\$.00
000-27X-503 CONTRACTED SERVICES - AID NON-PUBLIC	\$55,000.00	\$.00	\$55,000.00	\$.00
000-27X-511 CONTRACTED SERVICES (HOME/SCH.) VENDORS	\$35,000.00	\$.00	\$35,000.00	\$.00
000-27X-512 CONTRACTED SERV. (OTHER THAN HM/SC) VEND.	\$18,000.00	\$.00	\$.00	\$18,000.00
000-27X-513 CONTRACTED SERV. (HOME/SCH.) JOIN AGREEMN	\$8,000.00	\$.00	\$8,000.00	\$.00
000-27X-515 CONTR. SERV. (SPEC. ED. STUD.) JOIN AGRM.	\$250,000.00	\$.00	\$250,000.00	\$.00
TOTAL	\$375,297.00	\$616.14	\$356,680.86	\$18,000.00
UNALLOCATED BENEFITS				
000-291-22X SOCIAL SECURITY CONTRIBUTIONS	\$247,000.00	\$73,988.56	\$.00	\$173,011.44
000-291-241 OTHER RETIREMENT CONTRIBUTIONS - PERS	\$238,000.00	\$.00	\$.00	\$238,000.00
000-291-249 OTHER RETIREMENT CONTRIBUTIONS-REG	\$29,000.00	\$9,281.54	\$.00	\$19,718.46
000-291-26X WORKMEN'S COMPENSATION	\$100,612.00	\$70,081.68	\$.00	\$30,530.32
000-291-27X HEALTH BENEFITS	\$2,942,537.06	\$1,115,354.17	\$1,677,945.60	\$149,237.29
000-291-28X TUITION REIMBURSEMENT	\$15,000.00	\$7,847.00	\$.00	\$7,153.00
000-291-299 UNUSED SICK PAYMENT RETIRE/TERM	\$25,000.00	\$9,415.00	\$.00	\$15,585.00
000-291-2XX OTHER EMPLOYEE BENEFITS	\$6,545.00	\$564.81	\$1,074.00	\$4,906.19
TOTAL UNALLOCATED BENEFITS	\$3,603,694.06	\$1,286,532.76	\$1,679,019.60	\$638,141.70
TOTAL PERSONAL SERVICES - EMPLOYEE BENEFITS	\$3,603,694.06	\$1,286,532.76	\$1,679,019.60	\$638,141.70
OTHER UNDISTRIBUTED EXPENDITURES	\$3,265.00	\$.00	\$.00	\$3,265.00
TOTAL UNDISTRIBUTED EXPENDITURES	\$12,100,934.35	\$4,105,980.70	\$6,362,522.67	\$1,632,430.98
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES	\$22,561,712.44	\$7,120,308.76	\$13,603,411.86	\$1,837,991.82
TOTAL GEN. CURRENT EXP. EXPENDITURES AND TRANSFERS	\$22,561,712.44	\$7,120,308.76	\$13,603,411.86	\$1,837,991.82
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$514,927.10	\$82,419.66	(\$597,346.76-)
TOTAL GEN. CURRENT EXP. EXPEND., TRANSFERS AND RESERVE	\$22,561,712.44	\$7,635,235.86	\$13,685,831.52	\$1,240,645.06
CAPITAL OUTLAY (FUND 12)				

	Appropriations	Expenditures	Encumbrances	Available Balance
EQUIPMENT				
120-100-XXX GRADES 1-5	\$41,200.00	\$16,172.64	\$24,666.00	\$361.36
213-100-XXX RESOURCE ROOM/RESOURCE CENTER	\$11,000.00	\$5,952.10	\$0.00	\$5,047.90
2XX-100-XXX OTHER SPECIAL EDUCATION - INSTRUCTION	\$5,000.00	\$0.00	\$0.00	\$5,000.00
000-261-730 UNDIST. EXPEND.-REQUIRED MAINT FOR SCHOOL	\$51,884.50	\$51,884.50	\$0.00	\$0.00
000-262-730 UNDIST. EXPEND.-CUSTODIAL SERVICES	\$5,236.94	\$5,236.94	\$0.00	\$0.00
000-400-334 ARCHITECTURAL/ENGINEERING SERVICES	\$1,798.00	\$1,350.50	\$447.50	\$0.00
TOTAL EQUIPMENT	\$116,119.44	\$80,596.68	\$25,113.50	\$10,409.26
FACILITIES ACQ. AND CONSTR. SERV.:				
000-400-896 ASSESSMENT DEBT SVC ON SDA FUNDING	\$14,941.00	\$0.00	\$0.00	\$14,941.00
XXX-4XX-XXX OTHER FACILITIES ACQ. AND CONSTR. SERV.	\$540,000.00	\$133,232.30	\$0.00	\$406,767.70
TOTAL	\$554,941.00	\$133,232.30	\$0.00	\$421,708.70
TOTAL CAPITAL OUTLAY EXPENDITURES	\$671,060.44	\$213,828.98	\$25,113.50	\$432,117.96
TOTAL CAPITAL OUTLAY EXPENDITURES AND RESERVES	\$671,060.44	\$213,828.98	\$25,113.50	\$432,117.96
TOTAL GENERAL FUND NOT INCLUDING RESERVES	\$23,232,772.88	\$7,334,137.74	\$13,628,525.36	\$2,270,109.78

PREPARED AND SUBMITTED BY:  DATE: 12/2/2020

BOARD SECRETARY

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

ASSETS AND RESOURCES

ASSETS:			
101	CASH IN BANK		\$78,195.42
102-106	CASH EQUIVALENTS		\$.00
111	INVESTMENTS		\$.00
116	CAPITAL RESERVE ACCOUNT		\$.00
ACCOUNTS RECEIVABLE:			
132	INTERFUND	\$.00	
141	INTERGOVERNMENTAL - STATE	\$.00	
142	INTERGOVERNMENTAL - FEDERAL	\$.00	
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)	(\$1,664.08--)
131	INTERFUND LOANS RECEIVABLE		\$.00
OTHER CURRENT ASSETS			\$.00
RESOURCES:			
301	ESTIMATED REVENUES	\$577,332.10	\$124,743.00
302	LESS REVENUES	(\$452,589.10)	
TOTAL ASSETS AND RESOURCES			\$201,274.34
LIABILITIES AND FUND EQUITY			
LIABILITIES:			
101	CASH OVERDRAFT		\$.00
411	INTERGOVERNMENTAL ACCOUNTS PAYABLE - STATE		\$.00
412	INTERGOVERNMENTAL ACCOUNTS PAYABLE - FEDERAL		\$.00
421	ACCOUNTS PAYABLE		\$.00
431	CONTRACTS PAYABLE		\$.00
451	LOANS PAYABLE		\$.00
481	DEFERRED REVENUES		\$2,226.29
	OTHER CURRENT LIABILITIES		\$.00
TOTAL LIABILITIES			\$2,226.29

FUND BALANCE:

753	RESERVE FOR ENCUMBRANCES - CURRENT YEAR	\$142,492.55
754	RESERVE FOR ENCUMBRANCES - PRIOR YEAR	\$.00
	RESERVED FUND BALANCE:	
758	FUND BALANCE - STUDENT ACTIVITY FUND	\$.00
759	FUND BALANCE - SCHOLARSHIP FUND	\$.00
761	CAPITAL RESERVE ACCOUNT	\$.00
762	RESERVED FUND BALANCE - ADULT ED. PROGRAMS	\$.00
604	ADD INCREASE IN CAPITAL RESERVE	\$.00
307	LESS BUDGETED WITHDRAWAL FROM CAP. RESERVE	\$.00
601	APPROPRIATIONS	\$577,332.10
602	LESS: EXPENDITURES	\$378,284.05
603	ENCUMBRANCES	\$142,492.55
		(\$520,776.60)
		\$56,555.50

UNAPPROPRIATED:

770	FUND BALANCE, JULY 1, 2020	\$.00
303	BUDGETED FUND BALANCE	(\$.00)

TOTAL FUND BALANCE

\$199,048.05
 \$201,274.34

TOTAL LIABILITIES AND FUND EQUITY

REVENUE/SOURCES OF FUNDS:

	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
TRANSFERS FROM OPERATING BUDGET PRE-K				
1310 TUITION - PRESCHOOL	\$.00	\$.00		\$.00
1320 TUITION FROM LEA'S - PRESCHOOL	\$.00	\$.00		\$.00
1760 STUDENT ACTIVITY FUND	\$.00	\$.00		\$.00
1770 SCHOLARSHIP FUND	\$.00	\$.00		\$.00
FROM LOCAL SOURCES	\$66,764.10	\$66,764.10	Under	\$.00
FROM INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3218 PRESCHOOL EDUCATION AID - PR YR CARRYOVER	\$.00	\$.00		\$.00
3700 STATE GRANTS THROUGH INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3XXX OTHER STATE AIDS	\$489.00	\$489.00		\$.00
FROM STATE SOURCES				
TITLE II	\$.00	\$.00		\$.00
TITLE IV	\$.00	\$.00		\$.00
TITLE III	\$.00	\$.00		\$.00
4526 FEMA - SUPERSTORM SANDY	\$.00	\$.00		\$.00
4530 CARES ACT	\$101,499.00	\$72,425.00	Under	\$29,074.00
4532 CORONAVIRUS RELIEF FUND	\$30,905.00	\$30,905.00		\$.00
FROM FEDERAL SOURCES	\$377,675.00	\$282,006.00	Under	\$95,669.00
TOTAL REVENUE/SOURCES OF FUNDS	\$577,332.10	\$452,589.10	Under	\$124,743.00

EXPENDITURES:

	Appropriations	Expenditures	Encumbrances	Avaiable Balance
LOCAL PROJECTS	\$66,764.10	\$36,646.60	\$29,868.00	\$249.50
STUDENT ACTIVITY FUND	\$.00	\$.00	\$.00	\$.00
SCHOLARSHIP FUND	\$.00	\$.00	\$.00	\$.00
STATE PROJECTS				
EARLY CHILDHOOD PROGRAM AID	\$.00	\$.00	\$.00	\$.00
DEMONSTRABLY EFFECTIVE PROGRAM AID	\$.00	\$.00	\$.00	\$.00
DISTANCE LEARNING NETWORK AID	\$.00	\$.00	\$.00	\$.00
INSTRUCTIONAL SUPPLEMENT AID	\$.00	\$.00	\$.00	\$.00
STATE PROJECTS CARRYOVER	\$.00	\$.00	\$.00	\$.00
DISTANCE LEARNING CARRYOVER	\$.00	\$.00	\$.00	\$.00
PRIVATE INDUSTRY COUNCIL	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC TEXTBOOKS	\$489.00	\$489.00	\$.00	\$.00
NJ NONPUBLIC AUXILIARY SERVICES	\$.00	\$.00	\$.00	\$.00

	Appropriations	Expenditures	Encumbrances	Available Balance
NJ NONPUBLIC HANDICAPPED SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
NJ NONPUBLIC NURSING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
NJ NONPUBLIC TECHNOLOGY INITIATIVE	\$0.00	\$0.00	\$0.00	\$0.00
NJ NONPUBLIC SECURITY AID	\$0.00	\$0.00	\$0.00	\$0.00
ADULT EDUCATION - STATE	\$0.00	\$0.00	\$0.00	\$0.00
VOCATIONAL EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTION TO WSR - OTHER STATE PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
TARGETED AT-RISK AID	\$0.00	\$0.00	\$0.00	\$0.00
OTHER STATE PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL STATE PROJECTS	\$489.00	\$489.00	\$0.00	\$0.00
FEDERAL PROJECTS				
CLASS SIZE REDUCTION	\$0.00	\$0.00	\$0.00	\$0.00
TITLE I	\$107,831.00	\$20,268.95	\$36,031.05	\$51,531.00
TITLE II	\$0.00	\$0.00	\$0.00	\$0.00
NCLB TITLE III	\$0.00	\$0.00	\$0.00	\$0.00
NCLB TITLE IV	\$0.00	\$0.00	\$0.00	\$0.00
NCLB TITLE V	\$0.00	\$0.00	\$0.00	\$0.00
TITLE VI	\$0.00	\$0.00	\$0.00	\$0.00
I.D.E.A. PART B (HANDICAPPED)	\$269,496.00	\$269,496.00	\$0.00	\$0.00
VOCATIONAL EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
CARES ACT	\$101,499.00	\$51,035.50	\$45,688.50	\$4,775.00
CORONAVIRUS RELIEF FUND	\$30,905.00	\$0.00	\$30,905.00	\$0.00
ADULT EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
OTHER FEDERAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
OTHER SPECIAL PROJECTS	\$348.00	\$348.00	\$0.00	\$0.00
CONTRIBUTION TO WSR - OTHER FEDERAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL FEDERAL PROJECTS	\$510,079.00	\$341,148.45	\$112,624.55	\$56,306.00
TOTAL EXPENDITURES	\$577,332.10	\$378,284.05	\$142,492.55	\$56,555.50
FEDERAL PROJECTS				
999-XXX-XXX PRIOR YEAR PURCHASE ORDERS	\$0.00	\$0.00	\$0.00	\$0.00
999-999-999 PRIOR YEAR RESERVE	\$0.00	\$24,767.00	\$0.00	(\$24,767.00--)
TOTAL EXPENDITURES AND RESERVE	\$577,332.10	\$403,051.05	\$142,492.55	\$31,788.50
TOTAL SPECIAL FUND NOT INCLUDING RESERVES	\$577,332.10	\$378,284.05	\$142,492.55	\$56,555.50

PREPARED AND SUBMITTED BY:

November 30, 2020 (Mon)
Budget Year: 2021

Cluster Board - Education
Board Secretary Report
SPECIAL REVENUE FUNDS - Fund 20
Interim Statements
November 2020

Available
Balance

Encumbrances

Expenditures

Appropriations



BOARD SECRETARY

12/2/2020

DATE

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

ASSETS AND RESOURCES

ASSETS:		
101	CASH IN BANK	\$135,001.00
102-104	CASH - OTHER	\$.00
105	CASH WITH FISCAL AGENTS	\$.00
106	CASH EQUIVALENTS	\$.00
111	INVESTMENTS	\$.00
121	TAX LEVY RECEIVABLE	\$147,690.00
ACCOUNTS RECEIVABLE:		
132	INTERFUND	\$.00
141	INTERGOVERNMENTAL - STATE	\$.00
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	\$.00
	OTHER CURRENT ASSETS	\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$295,380.00
302	LESS REVENUES	(\$295,380.00)

TOTAL ASSETS AND RESOURCES

\$282,691.00

LIABILITIES AND FUND EQUITY

LIABILITIES:

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

FUND BALANCE:

APPROPRIATED:

767	RESERVED-FUND BALANCE		
608	DEBT SERVICE RESERVE - JULY 1, 2020	\$.00	
313	ADD: INCREASE IN DEBT SERVICE RESERVE	\$.00	
	LESS: W/D FROM DEBT SERVICE RESERVE	(\$.00)	\$.00
76X	OTHER RESERVES		\$.00
601	APPROPRIATIONS		
602	LESS: EXPENDITURES	\$295,380.00	
603	ENCUMBRANCES		
	TOTAL APPROPRIATIONS	(\$12,690.00)	\$282,690.00

UNAPPROPRIATED:

770	FUND BALANCE, JULY 1, 2020		\$1.00
771	DESIGNATED FUND BALANCE		\$.00
303	BUDGETED FUND BALANCE		(\$.00)

TOTAL FUND BALANCE

\$282,691.00

TOTAL LIABILITIES AND FUND EQUITY

\$282,691.00

REVENUE/SOURCES OF FUNDS: TRANSFERS FROM OTHER FUNDS	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
52XX LOCAL SOURCES	\$.00	\$.00		\$.00
1210 LOCAL TAX LEVY-PREMERGER DEBT	\$.00	\$.00		\$.00
1210 LOCAL TAX LEVY	\$295,380.00	\$295,380.00		\$.00
1XXX INTEREST EARNED ON DEBT SERVICE RESERVE	\$.00	\$.00		\$.00
1XXX MISCELLANEOUS	\$.00	\$.00		\$.00
TOTAL	\$295,380.00	\$295,380.00		\$.00
3160 STATE SOURCES	\$.00	\$.00		\$.00
DEBT SERVICE AID TYPE II	\$.00	\$.00		\$.00
TOTAL	\$.00	\$.00		\$.00
50XX OTHER FINANCING SOURCES	\$.00	\$.00		\$.00
TOTAL REVENUE/SOURCES OF FUNDS	\$295,380.00	\$295,380.00		\$.00
USES OF FUNDS:				
DEBT SERVICE - REGULAR				
700-530-940 PAYMENT OF REFUND - BOND ESCROW	\$.00	\$.00		\$.00
701-510-723 PRINCIPAL PAYMENTS - LEASE PURCH. AGRMTS.	\$.00	\$.00		\$.00
701-510-833 INTEREST PAYMENTS - LEASE PURCH. AGRMTS.	\$.00	\$.00		\$.00
701-510-835 INTEREST ON EARLY RETIREMENT BONDS	\$.00	\$.00		\$.00
701-510-837 INTEREST ON COMMUNITY DEVELOPMENT LOAN	\$.00	\$.00		\$.00
701-510-83X INTEREST	\$25,380.00	\$12,690.00		\$.00
701-510-910 REDEMPTION OF PRINC.-EARLY RETIREM. BONDS	\$270,000.00	\$.00		\$.00
701-510-912 PRINCIPAL ON COMM DEVELOPMENT LOAN	\$.00	\$.00		\$.00
701-510-91X REDEMPTION OF PRINCIPAL	\$.00	\$.00		\$.00
701-510-92X AMTS. PAID INTO SINKING FUND	\$.00	\$.00		\$.00
701-XXX-XXX ACCOUNTS NOT INCLUDED ABOVE	\$.00	\$.00		\$.00
TOTAL	\$295,380.00	\$12,690.00		\$.00
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 177				
TOTAL	\$.00	\$.00		\$.00

Encumbrances

Expenditures

Appropriations

Availble
Balance

	Appropriations	Expenditures	Encumbrances	Available Balance
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 10				
TOTAL	\$.00	\$.00		\$.00
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 74				
TOTAL	\$.00	\$.00		\$.00
000-515-915 RETIREMENT OF ERIP LIABILITY	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$295,380.00	\$12,690.00		\$.00
TRANSFERS				
000-520-93X TRANSFER TO OTHER FUNDS	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS AND TRANSFERS	\$295,380.00	\$12,690.00		\$.00
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS, TRANSFERS AND RESERVE	\$295,380.00	\$12,690.00		\$.00
TOTAL DEBT SERVICE FUNDS NOT INCLUDING RESERVES	\$295,380.00	\$12,690.00	\$282,690.00	\$.00

PREPARED AND SUBMITTED BY:



BOARD SECRETARY

12/2/2020

DATE

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

3

SCHEDULE F - SY 2020-2021

ACTIVITY		Staff	Stipend
<u>HILLSIDE ELEMENTARY SCHOOL</u>			
	Yearbook	Tara Eddy, Joanne Iyo	\$957 each
	Student Council *	Jamie Marotti, Allison Esposito	\$243 each
	Hillside News Network (HNN) ***	Joanne Iyo, Silvia Jost, Regina Pesce	\$323 each
<u>TENAKILL MIDDLE SCHOOL</u>			
	Yearbook	Min Jeong Kim	\$1,914
	Academic Support	Brittany Steele, Erika Dunn	\$1433.50 each
	Interdisciplinary Team Leader - Gr 5	Carmelo Jose Camillieri	\$1,025
	Interdisciplinary Team Leader - Gr 6	Mary Auriti	\$1,025
	Interdisciplinary Team Leader - Gr 7	Anne Haarmann	\$1,025
	Interdisciplinary Team Leader - Gr 8	Amy Kenny-Whritenour	\$1,025
	Department Chair - Science	Amy Kenny-Whritenour	\$868
	Department Chair - Social Studies	Robert Neblung	\$868
	Department Chair - Language Arts	Jennifer Levy	\$868
	Department Chair - Math	Carmelo Jose Camillieri	\$868
	Department Chair - Specials	Michael Wowkun	\$868
	Athletic Director	Michael Wowkun	\$571
	Ambassadors Club *	Karen Caruso, Judith Lagomarsino	\$243 each
	Kids Helping Kids - Gr 5 *	Karen Caruso	\$486
	Kids Helping Kids - Gr 7 *	Brittany Steele	\$486
	Student Council ***	Amanda Cummings, Ellen Monaghan	\$485.50 each
	Peer to Peer ***	Amy Kenny-Whritenour, Francesca Rivellini	\$408.50 each

* Clubs minimum of 20 sessions, 30 minutes each

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



POLICY UPDATES

ADMINISTRATION
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Administrative Employment Contracts
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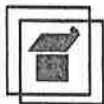
1620 ADMINISTRATIVE EMPLOYMENT CONTRACTS

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

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

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

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



POLICY UPDATES

ADMINISTRATION

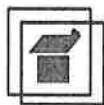
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Administrative Employment Contracts

In accordance with the provisions of N.J.S.A. 18A:11-11 and N.J.A.C. 6A:23A-3.1(c)1, the public notice and public hearing required shall be applicable to a Board of Education that renegotiates, extends, amends, or otherwise alters the terms of an existing contract with a Superintendent of Schools, Deputy Superintendent of Schools, Assistant Superintendent of Schools, or School Business Administrator. In accordance with N.J.S.A. 18A:11-11, notice must be provided to the public at least thirty days prior to the scheduled action by the Board. The Board shall also hold a public hearing and shall not take any action on the matter until the hearing has been held. The Board shall provide the public with at least ten days' notice of the public hearing.

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

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



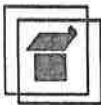
POLICY UPDATES

ADMINISTRATION
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Administrative Employment Contracts

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

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

1. Contracts for each class of administrative position shall be comparable with the salary, benefits and other emoluments contained in the contracts of similarly credentialed and experienced administrators in other school districts in the region with similar enrollment, academic achievement levels and challenges, and grade span.
2. No contract shall include provisions that are inconsistent with the travel requirements pursuant to N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7 including, but not limited to, the provisions for mileage reimbursement and reimbursement for meals and lodging in New Jersey. Any contractual provision that is inconsistent with law is superseded by the law.
3. No contract shall include provisions for the reimbursement or payment of employee contributions that are either required by law or by a contract in effect in the **school** district with other teaching staff members, such as payment of the employee's State or Federal taxes, or of the employee's contributions to FICA, Medicare, State pensions and annuities (TPAF), life insurance, disability insurance (if offered), and health benefit costs.



POLICY UPDATES

4. No contract shall contain a payment as a condition of separation from service that is deemed by the Executive County Superintendent to be prohibited or excessive in nature. The payment cannot exceed the lesser of the calculation of three months pay for every year remaining on the contract with pro-ration for partial years, not to exceed twelve months, or the remaining salary amount due under the contract.

ADMINISTRATION

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Administrative Employment Contracts

5. No contract shall include benefits that supplement or duplicate benefits that are otherwise available to the employee by operation of law, an existing group plan, or other means; e.g., an annuity or life insurance plan that supplements or duplicates a plan already made available to the employee. Notwithstanding the provisions of this section, a contract may contain an annuity where those benefits are already contained in the existing contract between the employee and the district.
6. Contractual provisions regarding accumulation of sick leave and supplemental compensation for accumulated sick leave shall be consistent with N.J.S.A. 18A:30-3.5. Supplemental payment for accumulated sick leave shall be payable only at the time of retirement and shall not be paid to the individual's estate or beneficiaries in the event of the individual's death prior to retirement. Pursuant to N.J.S.A. 18A:30-3.2, a new Board of Education contract may include credit of unused sick leave in accordance with the new Board of Education's policy on sick leave credit for all employees.
7. Contractual provisions regarding accumulation of unused vacation leave and supplemental compensation for accumulated unused vacation leave shall be consistent with N.J.S.A. 18A:30-9. Contractual provisions for payments of accumulated vacation leave prior to separation can be included but only for leave accumulated prior to June 8, 2007 and remaining unused at the time of payment. Supplemental payments for unused vacation leave accrued consistent with the provisions of N.J.S.A. 18A:30-9 after June 8, 2007 as well as unused vacation leave accumulated prior to June 8, 2007 that has not been paid, shall be payable at the time of



POLICY UPDATES

separation and may be paid to the individual's estate or beneficiaries in the event of the individual's death prior to separation.

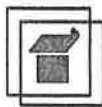
8. Contractual provisions that include a calculation of per diem for twelve month employees shall be based on a two hundred sixty day work year.

ADMINISTRATION

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Administrative Employment Contracts

9. **No provision for a merit bonus shall be made except where payment is contingent upon achievement of quantitative merit criterion and/or qualitative merit criterion:**
 - a. **A contract may include no more than three quantitative merit criteria and two qualitative merit criteria per contract year.**
 - b. **The Executive County Superintendent shall approve or disapprove the selection of quantitative merit and qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and qualitative merit criteria.**
 - c. **A contract may provide for merit bonuses in an amount not exceeding 3.33 percent of annual salary for each quantitative merit criterion achieved and 2.5 percent of annual salary for each qualitative merit criterion achieved. Any such merit bonus shall be considered "extra compensation" for purpose of N.J.A.C. 17:3-4.1 and shall not be cumulative.**
 - d. **The Board of Education shall submit to the Executive County Superintendent a resolution certifying that a quantitative merit criterion or a qualitative merit criterion has been satisfied and shall await confirmation of the satisfaction of that criterion from the Executive**



POLICY UPDATES

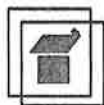
County Superintendent prior to payment of any merit bonus.

ADMINISTRATION

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Administrative Employment Contracts

10. No provision for a bonus shall be made except where payment is contingent upon achievement of measurable specific performance objectives expressly contained in a contract approved pursuant to N.J.A.C. 6A:23A-3.1, where compensation is deemed reasonable relative to the established performance objectives and achievement of the performance objectives has been documented to the satisfaction of the Board of Education.
11. No provision for payment at the time of separation or retirement shall be made for work not performed except as otherwise authorized in N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-8.1.
- 12~~+~~. No contract shall include a provision for a monthly allowance except for a reasonable car allowance. A reasonable car allowance **shall not** exceed the monthly cost of the average monthly miles traveled for business purposes multiplied by the allowable mileage reimbursement pursuant to applicable law and regulation and **New Jersey Office of Management and Budget (NJOMB)** circulars. If such allowance is included, the employee **shall not** be reimbursed for business travel mileage nor assigned permanently a car for official district business. Any provision of a car for official



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district business must conform with N.J.A.C. 6A:23A-6.12 and be supported by detailed justification. No contract **shall** include a provision of a dedicated driver or chauffeur.

- 13+2. All Superintendent contracts shall include the required provision pursuant to N.J.S.A. 18A:17-15.1 which states that in the event the Superintendent's certificate is revoked, the contract is null and void.

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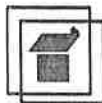
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Administrative Employment Contracts

- 14+3. No contract shall include a provision for additional compensation upon the acquisition of a graduate degree unless the graduate degree is conferred by a **regionally** accredited **college or university** as defined in **applicable regulations**. No contract shall include a provision for assistance, tuition reimbursement, or additional compensation for graduate school coursework, unless **the** coursework culminates in the acquisition of a graduate degree conferred by a **regionally** accredited **college or university** as defined in **applicable regulations**.

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

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



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

Adopted:

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1648 RESTART AND RECOVERY PLAN

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

The Guidance requires the Board of Education to adopt certain policies and the Board adopts Policy 1648 to address those policy requirements in the Guidance. Policy 1648 shall only be effective through the current COVID-19 pandemic and



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will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

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

1. Transportation

a. If the school district is providing transportation services on a ~~district-owned~~ school bus, ~~but is unable to maintain social distancing~~, a face covering must be worn **by all students** upon entering the school bus **unless doing so would inhibit the student's health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.** ~~by all students who are able to do so in accordance with A.2.c. below.~~ **Exceptions to the face covering requirements shall be those outlined in A.2.d. below:**

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

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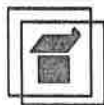
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b. The school district shall use best practices for cleaning and disinfecting district-owned school buses and other transportation vehicles in accordance with A.3. below.

c. District-employed school bus drivers and aides on district-owned school buses shall practice all safety actions and protocols as indicated for other school staff.

d. If the school district is using contracted transportation services, the contractor shall ensure all Board of Education safety actions and protocols are followed by the contractor and its employees and/or its agents.



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2. Screening, Personal Protective Equipment (PPE), and Response to Students and Staff Presenting Symptoms
 - a. The school district shall screen students and employees prior to arrival to a school building or work location for COVID-19 symptoms and a history of exposure through an online daily health questionnaire. In addition:
 - (1) School staff must visually check students and employees for symptoms upon arrival (which may include temperature checks) and/or confirm with families that students are free of COVID-19 symptoms.
 - (2) Health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
 - (3) Results must be documented when signs/symptoms of COVID-19 are observed.

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- (4) The screening protocol will take into account students and employees with disabilities and accommodations that may be needed in the screening process for those students and employees.
- (5) Students and employees with symptoms related to COVID-19 must be safely and respectfully isolated from others.



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- (6) If the school district becomes aware that an individual who has spent time in a school district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.

- b. School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age.
 - (1) If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor's entry to the school/district facility may be denied.

- c. Students are **required** ~~strongly encouraged~~ to wear face coverings ~~and are required to do so when social distancing cannot be maintained~~, unless doing so would inhibit the student's health. It is ~~also~~ necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.
 - (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's need and in accordance with all applicable laws and regulations.

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- d. Exceptions to the Requirement for Face Coverings
 - (1) Doing so would inhibit the individual's health.
 - (2) The individual is in extreme heat outdoors.
 - (3) The individual is in water.



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

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3. Facilities Cleaning Practices

- a. The school district must continue to adhere to existing required facilities cleaning practices and procedures and



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any new specific requirements of the local health department as they arise.

- b. A procedure manual must be developed to establish cleaning and disinfecting schedules for schools and school equipment, targeted areas to be cleaned, and methods and materials to be used.

4. Wraparound Supports

a. Mental Health Supports

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

5. Contact Tracing

- a. Upon notification that a resident has tested positive for COVID-19, the local health department will call the school district to determine close contacts to whom they may have spread the virus, where close contact is defined as being within six feet for a period of at least ten minutes.
- b. The school district shall assist the local health department in conducting contact tracing activities, including ongoing communication with the identified individual and/or their contacts.

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- c. The school district shall ensure adequate information and training is provided to the staff as necessary to enable staff to carry out responsibilities assigned to them.
- d. A staff liaison(s) shall be designated by the Superintendent or designee and shall be responsible for providing notifications and carrying out other components that could help ensure notifications are carried out in a prompt and responsible manner.
- e. School districts shall allow staff, students, and families to self-report symptoms and/or suspected exposure.

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

1. Scheduling

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

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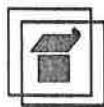
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- (1) Special Education and English Language Learners (ELL)
 - (a) The school district shall provide educators with professional development to best utilize the accessibility features and accommodations tools made available through technology-based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

2. Staffing

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



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

1. School Funding

a. Purchasing

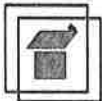
The school district may likely need to purchase items not needed in the past and may experience increased demand for previously purchased goods and services to implement the Plan. The school district shall continue to comply with the provisions of the “Public School Contracts Law”, N.J.S.A. 18A:18A-1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

b. Use of Reserve Accounts, Transfers, and Cashflow

The school district shall apply for the approval from the Commissioner of Education, prior to performing certain budget actions, such as withdrawing from the emergency reserve account or making transfers that cumulatively exceed ten percent of the amount originally budgeted.

c. Costs and Contracting

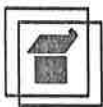
The school district shall follow all New Jersey State laws and regulations applicable to local school districts for purchasing when procuring devices and connectivity or any technology related item.



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- D. NJDOE Guidance – Key Subject Area 4 – Continuity of Learning
1. Ensuring the Delivery of Special Education and Related Services to Students with Disabilities
 - a. The school district shall continue to meet their obligations to students with disabilities to the greatest extent possible.
 2. Professional Learning
 - a. The school district shall prepare and support teaching staff members in meeting the social, emotional, health, and academic needs of all students throughout the implementation of the Plan.
 - (1) Professional Learning
 - (a) The school district shall grow each teaching staff member’s professional capacity to deliver developmentally appropriate standards-based instruction remotely.
 - (2) Mentoring and Induction
 - (a) The school district shall ensure:
 - (i) All novice provisional teachers new to the district be provided induction;
 - (ii) One-to-one mentoring is provided to novice provisional teachers by qualified mentors;



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- (iii) Mentors can provide sufficient support and guidance to novice provisional teachers working in a remote environment;

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- (iv) Mentoring is provided in both hybrid and fully remote learning environments and that mentors and provisional teachers will agree upon scheduling, structure, and communication strategies they will use to maintain the mentoring experience; and
- (v) The use of online collaborative tools for school staff to remain connected to other mentors, new teachers, and administrators to maintain a sense of communal support.

(3) Evaluation

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

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

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



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Adopted:

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1648.02 REMOTE LEARNING OPTIONS FOR FAMILIES

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

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

A parent may contact the Principal or designee of the building the student would attend with any questions on: a request to transition from in-person services to full-time remote learning; a request to transition from full-time remote learning to



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in-person services; the procedures of this Policy; and/or any other information regarding the school district's Plan and Policy 1648.

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

A. Unconditional Eligibility for Full-time Remote Learning

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

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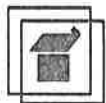
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- a. Eligibility for full-time remote learning cannot be conditioned on a parent demonstrating a risk of illness or other selective criteria.
- b. Unconditional eligibility for full-time remote learning includes students with disabilities who attend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

B. Procedures for Submitting Full-time Remote Learning Requests

1. A parent may request a student receive full-time remote learning from the school district by submitting a written request to the Principal of the school building their child would attend. The written request shall be provided to the Principal at least 14 calendar days before the student is eligible to commence full-time remote learning in accordance with B.2. below.
2. The student may only begin full-time remote learning at the beginning of the school year or at the beginning of a new trimester.



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3. The written request for the student to receive full-time remote learning shall include:
 - a. The student's name, school, and grade;

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- b. The technology the student will be using to receive full-time remote learning, including the student's connectivity capabilities;
- c. A request for any service or combination of services that would otherwise be delivered to the student on an in-person or hybrid schedule, such as instruction, behavioral and support services, special education, and related services;
- d. For students with disabilities, the school district staff will determine if an Individualized Education Plan (IEP) meeting or an amendment to a student's IEP is needed for full-time remote learning; and
- e. Any additional information the Principal or designee requests to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.



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- (1) The documentation required by the school district to be provided in the parent's request for full-time remote learning shall not exclude any students from the school district's full-time remote learning option, but rather be limited to the minimum information needed to ensure proper recordkeeping and implementation of successful remote learning.
4. Upon receiving the written request, the Principal or designee may request additional information from the parent to assist the Principal or designee in providing the student the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.
5. The Principal or designee will review the written request and upon satisfaction of the procedures outlined in this Policy, the Principal or designee will provide written approval of the parent's request for full-time remote learning.

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- a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.
6. The Principal's written approval of the request shall be provided to the parent within 10 calendar days of receiving the parent's written request.
 - a. The written approval will include the date the remote learning program will commence for the student in accordance with B.2. above.

C. Scope and Expectations of Full-Time Remote Learning



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

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- (1) This includes, for example, access to standards-based instruction of the same quality and rigor as afforded all other students of the district, the district making its best effort to ensure that every student participating in remote learning has access to the requisite educational technology, and the provision of special education and related services to the greatest extent possible.
- d. The school district will endeavor to provide supports and resources to assist parents, particularly those of younger students, with meeting the expectations of the school district's remote learning option.



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- D. Procedures to Transition from Full-Time Remote Learning to In-Person Services
1. A parent may request their student transition from full-time remote learning to in-person services, if in-person services are being provided, by submitting a written request to the Principal of the building the student will attend. This request must be submitted at least 14 calendar days before the student is eligible for in-person services.
 2. A student is only eligible to transition from full-time remote learning to in-person services commencing at the beginning of the school year or at the beginning of a trimester.

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Remote Learning Options for Families

3. The written request from the parent for the student to transition from full-time remote learning to in-person services shall include:
 - a. The student's name, school, and grade;
 - b. The in-person program may only commence for a student transitioning from full-time remote learning to in-person services in accordance with D.2. above; and



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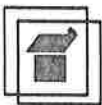
- c. Any additional information the Principal or designee determines would be important on the student's transition from full-time remote learning to in-person services.
4. A student previously approved for remote learning wanting to transition into the school district's in-person program must spend at least one full trimester in remote learning before being eligible to transition into the school district's in-person program.
 - a. This will allow parents to make the arrangements needed to effectively serve students' home learning needs and will support educators in ensuring continuity of instruction for the student.
5. The Principal or designee will review the request for compliance with this Policy, and upon satisfaction of the procedures in this Policy, will provide the parent of the student a written approval of the student entering the school district's in-person program.

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Remote Learning Options for Families

- a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.



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6. Upon approval of the student's transition from full-time remote learning to in-person services, the school district will provide specific student and academic services to better assist parents anticipate their student's learning needs and help educators maintain continuity of services.
7. School districts that offer Pre-K will consult their Pre-K curriculum providers regarding appropriate measures to assess a Pre-K student's learning progress during the transition from full-time remote learning to in-person learning.

E. Reporting

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

F. Procedures for Communicating District Policy with Families

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

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Remote Learning Options for Families

- a. Summaries of, and opportunities to review, the school district's full-time remote learning Policy/Plan;



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

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

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

Adopted:

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1648.03 RESTART AND RECOVERY PLAN – FULL-TIME REMOTE INSTRUCTION

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

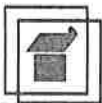
The NJDOE Guidance requires the Board of Education to adopt certain policies and the Board previously adopted Policies 1648 and 1648.02 to address these policy requirements. Board policies related to Covid-19 shall only be effective through the current COVID-19 pandemic and will take precedence over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

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

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

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

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Restart and Recovery Plan – Full-Time Remote Instruction

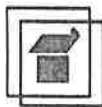
2. The specific health and safety standards delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021,” and detailed in the “The Road Back - Restart and Recovery Plan for Education” Guidance, that the school is unable to satisfy;
3. The school’s anticipated efforts to satisfy the identified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

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

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

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

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



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Remote Instruction

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

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

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

Executive Order 175 – August 13, 2020

Adopted:



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Athletic Competition
Sept 20
M

2431 ATHLETIC COMPETITION

The Board of Education recognizes the value of athletic competition as an integral part of the ~~total~~ school experience. ~~Game activities and practice sessions~~ **Sports and other athletic activities** provide opportunities to learn the values of competition and good sportsmanship.

For the purpose of this Policy, programs of athletic competition include all activities relating to competitive sports contests, games, events, or sports exhibitions involving individual students or teams of students when such events occur within or between schools within this district or with any schools outside this district. The programs of athletic competition shall include, but are not limited to, high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

Eligibility Standards

A student who wishes to participate in a program of athletic competition must submit, on a form provided by the district, the signed consent of his/her parent. The consent of the parent of a student who wishes to participate in a program of athletic competition will include an acknowledgment of the physical hazards that may be encountered in the activity **in accordance with N.J.A.C. 6A:32-9.1(d) and (e).**

Student participation in a program of athletic competition shall be governed by the following eligibility standards:



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Athletic Competition

1. A student in grades 6 through 8 is eligible for participation in school district sponsored programs of athletic competition, and other co-curricular activities, according to the following standards:
 - i. During the first trimester, all students are eligible.
 - ii. For the second and third trimester, students are eligible if they pass all major subjects (ELA, Mathematics, Science, Social Studies, World Language) for the previous trimester.

Home schooled children in grades 5 through 8 are not eligible to participate in school district sponsored programs of athletic competition of this district.

2. A student who is absent with an excused or unexcused absence for a school day may not participate in school district sponsored programs of athletic competition the afternoon or evening of that school day.

A student who is serving in-school or out-of-school suspension may not participate in school district sponsored programs of athletic competition while serving the suspension.

3. A student in any grade who fails to observe school rules for student conduct may forfeit his/her eligibility for participation in school district sponsored programs of athletic competition. The principal will make the decision about a student's eligibility.

Notice of the school district's eligibility requirements shall be available to students.



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Required Examinations – Interscholastic or Intramural Team or Squad

Students enrolled in grades six to twelve must receive a medical examination, in accordance with the provisions of N.J.S.A. 18A:40-41.7, prior to participation on a school-sponsored interscholastic or intramural team or squad and any cheerleading program or activity.

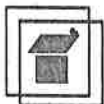
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Athletic Competition

The examination shall be conducted within 365 days prior to the first day of official practice in an athletic season with examinations being conducted at the medical home of the student. The “medical home” is defined as a health care provider and that provider’s practice site chosen by the student’s parent for the provision of health care pursuant to N.J.A.C. 6A:16-1.3. If a student does not have a medical home, the school district shall provide the examination at the school physician’s office or other comparably equipped facility. The parent may choose either the school physician or their own private physician to provide this medical examination. The medical examination required prior to participation shall be in accordance with the requirements as outlined in N.J.A.C. 6A:16-2.2(h)1 and Regulation 2431.2 and shall be documented using the Preparticipation Physical Evaluation form required by the Department of Education.

The school district shall distribute the Commissioner of Education developed sudden cardiac arrest pamphlet to a student participating in or desiring to participate in an athletic activity, as defined in N.J.S.A. 18A:40-41.e., and the student’s parent(s) shall each year and prior to participation by the student in an athletic activity comply with the requirements of N.J.S.A. 18A:40-41.d.

The school district shall annually distribute the Commissioner of Education developed educational fact sheet relative to use and misuse of opioid drugs for sports related injuries to parents of students who participate in athletic activities and comply with the requirements of N.J.S.A. 18A:40-41.10.

Information concerning a student’s HIV/AIDS status shall not be required as part of the medical examination or health history pursuant to N.J.S.A. 26:5C-1 et seq.



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The health findings of this medical examination shall be maintained as part of the student's health record.

Emergency Procedures

Athletic coaches shall be trained in first aid to include sports-related concussion and head injuries, the use of a defibrillator, the identification of student-athletes who are injured or disabled in the course of any athletic program or activity, and any other first aid procedures or other health related trainings required by law or the Superintendent.

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Athletic Competition

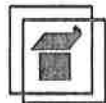
The Superintendent or designee shall establish and implement an emergency action plan for responding to a serious or potentially life-threatening sports-related injury in accordance with N.J.S.A. 18A:40-41.11. The plan shall document the proper procedures to be followed when a student sustains a serious injury while participating in sports or other athletic activity in accordance with N.J.S.A. 18A:40-41.11.

The emergency action plan shall be reviewed annually and updated as necessary. The plan shall be rehearsed annually in each school by the individuals who will be responsible for executing the plan in an emergency pursuant to N.J.S.A. 18A:40-41.11.

~~The Superintendent or designee shall prepare and present to the Board for its approval procedures for the emergency treatment of responding to a non-serious or non-life-threatening injury sustained by a student while participating in sports or other athletic activity. injuries and disabilities that occur in the course of any athletic program or activity. Emergency~~ **These** procedures shall be reviewed **annually, updated as necessary, not less than once in each school year** and ~~shall be~~ disseminated to appropriate staff members.

Interscholastic Standards

The Board shall approve annually a program of interscholastic athletics and shall require that all facilities utilized in that program, whether or not the property of



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this Board, properly safeguard both players and spectators and are kept free from hazardous conditions.

The Board adopts the Constitution, Bylaws, Rules, and Regulations of the New Jersey State Interscholastic Athletic Association as Board policy and shall review such rules on a regular basis to ascertain they continue to be in conformity with the objectives of this Board.

N.J.S.A. 2C:21-11

N.J.S.A. 18A:11-3 et seq.; 18A:40-41; 18A:40-41.10; **18A:40-41.11**

N.J.A.C. 6A:7-1.7(d); 6A:16-1.3; 6A:16-2.1 et seq.; **6A:32-9.1**

Adopted:

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5330.05/page 1 of 1
Seizure Action Plan
Sept 20
M

(New Policy)

5330.05 SEIZURE ACTION PLAN

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

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

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

In accordance with N.J.S.A. 18A:40-12.35, all staff members including staff working with school-sponsored programs outside the regular school day shall be



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

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

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

Adopted:

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Cooperative Purchasing
Sept 20
M

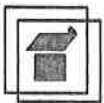
(This expands the *PURCHASING JOINTLY* section of Policy 3320.)

6440 COOPERATIVE PURCHASING

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

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

For the purpose of this Policy, “cooperative purchasing system” means a cooperative pricing system, joint purchasing system, commodity resale system, county cooperative contract purchasing system, or regional cooperative pricing



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system which has been approved and registered subject to N.J.A.C. 5:34-7.1 et seq.

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

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

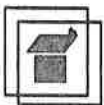
FINANCES

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Cooperative Purchasing

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

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

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



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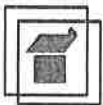
The School Business Administrator/Board Secretary is hereby authorized to negotiate such joint agreements for goods and services which the Board may determine to be required and which the Board may otherwise lawfully purchase for itself with such approved contracting units as may be appropriate in accordance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

In accordance with the provisions of N.J.S.A. 18A:18A-12, a cooperative or joint purchase agreement(s) shall be entered into by resolution adopted by each participating Board of Education, municipality, or county, and shall set forth the categories of goods or services to be provided or performed; the manner of advertising for bids and the awarding of contracts; the method of payment by each participating Board of Education, municipality or county, and other matters deemed necessary to carry out the purposes of the agreement. Agreements for cooperative and joint purchasing will be subject to all bidding requirements imposed by law. Purchases made through the State Treasury Department may be made without bid.

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Cooperative Purchasing

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

In accordance with the provisions of N.J.S.A. 18A:18A-14.2, the Board may by contract or lease provide electronic data processing services for the Board of Education of another school district; and may undertake with such other Board, the joint operation of electronic data processing of their official records and other information relative to their official activities, services and responsibilities. The records and other information originating with any Board participating in such contract or lease may be combined, compiled, and conjoined with the records and other information of any and all participating local units for the purposes of such electronic data processing; and any provisions of law requiring such records to be



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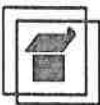
kept confidential or to be retained by any Board or any officer or agency thereof shall be deemed to be isolated thereby.

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

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

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Cooperative Purchasing

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



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

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

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

N.J.A.C. 6A:23A-21.5

Adopted:

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Electronic Funds Transfer and
Claimant Certification
Sept 20
M

(New Policy)

6470.01 ELECTRONIC FUNDS TRANSFER AND
CLAIMANT CERTIFICATION



POLICY UPDATES

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

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

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

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

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

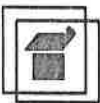
The School Business Administrator/Board Secretary shall initiate a claim for payment by presenting a claim that has been approved by the Board, to be paid using an EFT technology. The School Business Administrator/Board Secretary

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Electronic Funds Transfer and
Claimant Certification

shall submit the claim for payment with all supporting documentation to the Superintendent of Schools or a designee who is not under the direct supervision of



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the School Business Administrator/Board Secretary, who shall review the claim for payment and authorize, in writing, the EFT claim using an EFT method.

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

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

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

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

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

N.J.S.A. 18A:19-3
N.J.S.A. 40A:5-16.5
N.J.A.C. 5:30-9A.1 et seq.

Adopted:

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7440 SCHOOL DISTRICT SECURITY

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

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

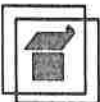
The Board shall provide to local law enforcement authorities a copy of the current blueprints and maps for all schools and school grounds within the school district or nonpublic school. In the case of a school building located in a municipality in which there is no municipal police department, a copy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

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

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

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

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School District Security



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

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

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

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

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

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

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

Adopted:



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Property Inventory
Sept 20
M

7450 PROPERTY INVENTORY

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

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

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

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



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Property Inventory

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

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

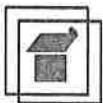
Property records of supplies shall be maintained on a continuous inventory basis. An item should be classified as a "supply" if it does not meet all the stated equipment criteria outlined above and the cost is not more than the capitalization threshold of \$2,000.

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

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

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

Adopted:



POLICY UPDATES

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Use of School Facilities
Sept 20
M

(This will replace Policy 1330.)

7510 USE OF SCHOOL FACILITIES

The Board of Education believes the school facilities of this district should be made available for community purposes, provided that such use does not interfere with the educational and co-curricular programs of the school district. For the purpose of this policy, "school facilities" also includes school grounds.

The Board will permit the use of school facilities when such permission has been requested in writing and has been approved by the Superintendent. The Board reserves the right to withdraw permission after it has been granted in the event circumstances change requiring such school facilities or school grounds will be needed for a school district purpose or due to a school closing due to weather or other emergency.

In weighing competing requests for the use of school facilities, the Board will give priority to the following uses, in the descending order given:

1. Uses and groups directly related to the schools and the operations of the schools, including student and teacher groups;
2. Uses and organizations indirectly related to the schools, including the P.T.A., P.T.O., Home-School Association, and other school-parent related organizations;
3. Departments and agencies of the municipal government;
4. Governmental agencies;
5. Community organizations formed for charitable, civic, social, or educational purposes;



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6. Community political organizations;
7. Community church groups;
8. Private groups and organizations.

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Use of School Facilities

The use of school facilities will not be granted for the advantage of any commercial or profit-making organization, partisan political activity, or any private social function.

The use of school facilities will not be granted for any purpose that is prohibited by law.

Each user shall present evidence of the purchase of organizational liability insurance to the limit as prescribed by district regulations. Each user shall inspect any facility or school grounds to be used prior to such use and shall notify a district representative of any existing safety or dangerous conditions. In the event such conditions exist, the district may cancel or modify the user's access to the school facility until such conditions are addressed. Users shall be financially liable for damage to the facilities and for proper chaperonage as required by the school district administration.

Use of school equipment in conjunction with the use of school facilities must be specifically requested in writing and may be granted in accordance with Policy No. 7520. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use, regardless of any assignment of negligence. Where rules so specify, certain items of equipment may only be used by a qualified operator approved by the school district administration.

The Board shall approve annually a schedule of fees for the use of school facilities based upon the following guidelines:

1. The use of school facilities for activities directly related to the educational program and district operations and use by Parent Teacher Organization, Korean Parent Group, and the Closter Recreation Department shall be without cost to the user except that



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the user shall be responsible for any custodial costs incurred by the use and any fees charged by a law enforcement agency in connection with the use.

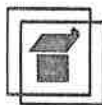
2. All other organizations or persons granted the use of school shall pay in advance the scheduled fee and the cost of any additional staff services required by the use.

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Use of School Facilities

The school district shall provide a copy of Policy and Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries to all youth sports team organizations that operate on school grounds or in school facilities. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that uses school facilities or operates on school grounds if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence; insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district’s Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.

For the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

The Board shall provide to all persons who supervise youth programs that are not sponsored by the school district, but operate a program in a district building before or after school hours, on the weekend, or during a period when school is not in session, information on the district’s school practices and procedures in the event of a school safety or security incident at a school including non-confidential information on evacuation procedures, emergency



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response protocols, and emergency contact information in accordance with the provisions of N.J.S.A. 18A:41-7.

The Superintendent shall develop regulations for the use of school facilities; such regulations shall be distributed to every user of the facilities and every applicant for the use of school facilities. Permission to use school facilities shall be granted only to persons and organizations that agree to the terms of Policy and Regulation 7510, the requirements as outlined in the use of school facilities application, and in accordance with the terms outlined in the approval granted by the school district.

N.J.S.A. 18A:20-20; 18A:20-34; **18A:41-7**

Adopted:

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(This will replace Policy 6114.)

8420 EMERGENCY AND CRISIS SITUATIONS

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

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



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

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

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

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

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

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours



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prior to holding a school security drill. Although these outside agencies are not required to observe school security drills, the Principal is encouraged to invite representatives from local law enforcement and emergency responder agencies to attend and observe at least four different security drills annually.

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

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

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

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

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

Adopted:

