

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

MINUTES

REGULAR MEETING

Tenakill Middle School

November 17, 2022 - 7:30 PM

The Board meeting was called to order by Ms. Finkelstein at 7:32 PM

The following Board members were present:

Ms. Fanelli (arrived at 7:39 pm), Ms. Kwon, Ms. Micera, Dr. Puttannah, Ms. Wagner, Ms. Yeoh, Ms. Salamea-Cross, Ms. Finkelstein

The following Board members were absent:

Ms. Kothari

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:

- As of today, Hillside enrollment is 624.
- Photo retakes took place today.
- Our educational support professionals were recognized with breakfast this morning. These professionals are an integral part of Hillside School. Thank them for all they do to support our students. They are patient, loving, and caring.
- Last week, third graders recognized Veteran's Day with honored guest Mr. Gerbig. He shared his experiences with the US Navy.
- Reading buddies have returned to Hillside! Students are enjoying reading and social time with new friends.
- Our Student Council Advisors held an interest meeting with students. Over the next few weeks, the school will be filled with excitement and posters for the upcoming elections. We look forward to the plans and activities of our fourth graders.

- Planning grade-level information to share with parents regarding the health curriculum, if you have not received the information from your child's teacher, you can expect it in the coming days.
- Kindergarten students are comparing and contrasting Wampanoag and Pilgrim children.
- First Grade scientists are studying animal behavior and offspring survival.
- Second-grade writers are working on personal narratives. They are planning their stories using transitional words.
- Third-grade readers are accessing Native American Library read-alouds through a google classroom library. They will be researching NJ's Native American tribes.
- Fourth graders are learning about the three branches of government and reading about the Constitution.
- In science, students are learning all about energy- what gives and uses energy.
- In STEM, students are preparing for the Jousting Challenge, designing and constructing a jousting vehicle that will pop the balloon of an opponent while protecting its own balloon.
- Upcoming events:
 - The First Grade Thanksgiving Show under the direction of Ms. Pidi will take place on November 22.
 - The Writing Club will begin on November 28
 - PTO Holiday Boutique will take place on December 6-7.
 - Parent/Teacher Conferences will be held the first week of December.
 - Our Winter Concert featuring the string ensemble is scheduled for December 16.
- Reminder - there is an early dismissal on Wednesday and school will be closed on Thursday and Friday.
- During this time of year, we reflect on the many things we are thankful for. I would like to acknowledge the Hillside community, students, staff, and families. You make Hillside home! Have a wonderful Thanksgiving.

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

- *Enrollment*
 - *As of November 17, 2022, Tenakill's student enrollment is 579*
- *Professional Development*
 - *NASP Training*
 - *Actively Learn Professional Development*
 - *Nearpod Professional Development*
 - *Health Curriculum Writing*
- *End of Trimester December 6*
 - *Grades Released December 12*
- *Tenakill Middle School recognized six special community members on November 8. For the first time in three years, we welcomed and honored our veterans at our Veterans Day Celebration Assembly. After a special lunch, provided graciously by the Korean Parent Group (KPG), the entire school gathered to honor these men through song, music, and words of gratitude.*
- *National American Indian and Alaska Native Heritage Month:*

- 11/1 - Cummings (LA) students will listen to the short story, *The Save*, about Oren an Iroquois child who relates his heritage to a lacrosse game.
- 6th grade: Students will participate in a Book Tasting featuring Native American authors and respond to a compare/contrast inquiry regarding stereotypes
- ELL Technology Night
 - Very well attended all 32 Rosetta Stone licenses for parents were distributed through the ARP Grant
 - Overnight Trip Parent Meetings
 - Boston, Grade 7 - 127 students registered
 - DC, Grade 8 - 121 students registered
- Picture retakes and group pictures are complete
- Fall sports experienced two successful seasons for Volleyball and Soccer. The Volleyball team went undefeated until the championship game and ended 13-1. The Soccer team lost only one game during the season and finished the season 13-1, winning their first championship in school history.
- The Service Club raised \$120 for the Susan G. Komen Breast Cancer Foundation. Money was raised through student donations at lunch, where donors also wrote encouraging notes on a six-foot wooden pink ribbon. Upon completion, the ribbon was given and placed on display at Valley Hospital.
- The Student Council is currently running a food drive to collect donations for the Closter Food Bank.
- Student-led conferences - November 30 and December 1
- After a successful Book Fair for students, the PTO will be bringing a Holiday Boutique to Tenakill for parents and students on November 30 and December 1. Parents will be able to purchase during the fall conferences
- TREP\$ Marketplace December 7 from 6:00-8:00 pm at TMS
- Winter Concert December 13
- Archery Training will be complete in a couple of weeks and we are excited to begin our brand new Archery unit thanks to the PTO's generosity
- The second Principal Advisory Committee meeting took place today. Nine parents attended to learn more about our SEL program *Character Strong*.
- A number of days of interviews were conducted for positions hopefully filled on tonight's agenda

SUPERINTENDENT'S REPORT

Mr. Vincent McHale, Superintendent of Schools shared with the Board and the community his report:

- Congratulations to the Board of Education candidates, Janine Micera, Magaly Salamea-Cross, and Jia-Dee Li, who are the unofficial winners of the November election. The official results will be announced on Monday, November 21, 2022. Thank you to Tomasina Schwarz and Larry Reines, who ran for the Board. Your willingness to serve on behalf of our students and the Closter community is admirable. We will formally welcome our new Board members at the January 5, 2023, reorganization meeting. We will also recognize and thank our outgoing Board member, Ruchi Kothari, at our meeting on December 8, 2022.

- He extended special congratulations and gratitude to our secretaries, custodians, maintenance staff, and paraprofessionals for National Educational Support Professionals Day, celebrated this week. Our Educational Support Professionals work diligently every day to ensure the well-being of our students and staff and to keep our schools functioning effectively. A huge thank you to you all!
- On tonight's agenda, motion E under Finance and Physical Plant is about the School Nutrition Program Report of Procurement Review. Since this is not a usual item, He wanted to provide some background information. While the district does not operate a school lunch program, we operate a milk program. This Procurement Review was for July 1, 2021, through May 31, 2022, and was conducted to assess our district's compliance with all procurement activities utilizing funds from the non-profit School Food Service Account per federal law. The review determined that Closter Public Schools complied with the federal, state, and local procurement policies and regulations. Therefore, a corrective action plan is not required. He is required to provide this report to the Board trustees, and the Board must vote to approve or reject the report's acceptance.
- Mark your calendars for a Closter PTO Fundraiser at Bareburger on Sunday,
 - November 20, 2022. Bareburger will donate 15% of your purchase (must be in person) to the Closter PTO to raise funds for our schools! You will need to show a flyer, which can be found on the [Closter PTO webpage](#). The PTO thanks you, as always, for your support.
- Schools will be closed for Thanksgiving on Thursday, November 24, 2022, and Friday, November 25, 2022. During this time of thanksgiving, he wants to let the community know that he is grateful to serve as Closter's Superintendent. Thank you for everything you do to keep our schools great. He extended his warmest wishes for a happy and safe holiday celebration with your loved ones!

BOARD COMMITTEES

Finance and Physical Plant Committee

- Mr. Villanueva led the discussion on the proposed projects for the September 2023 Referendum that the committee decided are necessary and are eligible for debt-service aid. The total project including soft costs is \$6.5M.
- Ms. Finkelstein and Ms. Kwon indicated that these are preliminary plans and are engaging the Architect to draw the specifications for submission to the State.
- At tonight's meeting, the Board will approve professional services related to the Referendum.

PUBLIC DISCUSSION ON AGENDA ITEMS

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

Statements made by individual participants are limited to a duration of three (3) minutes unless otherwise announced at the beginning of the discussion. A maximum of 15 minutes for public input is scheduled as per bylaw 0167. The Board urges large groups to select one person to represent them. The Board reminds those individuals who take the opportunity to speak to please step up, identify themselves by name and address, and to limit their comments to items listed on the agenda.

No Public Comments

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

BOARD OPERATIONS

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

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

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

NAYS: None

A. **APPROVAL - Minutes**

Motion to approve October 22, 2022 minutes.

CURRICULUM AND INSTRUCTION COMMITTEE

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

Moved by Dr. Puttannah, seconded by Ms. Micera to approve Motions A & B.

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

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

NAYS: None

A. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Jennifer Levy
Conference: The Role of the School Climate Team
Location: Virtual
Date: 12/8/22
Cost to Board: \$52.20 (AM substitute)

Staff Member(s): Rosemarie Munoz
Conference: Kindergarten Teacher Observation
Location: Northvale Public Schools
Date: 11/22/22
Cost to Board: \$52.20 (AM substitute)

Staff Member(s): Kate Weisenseel
Conference: Counselor Meeting - Grade Eight Scheduling
Location: NVRHS-OT
Date: 12/16/22
Cost to Board: \$0

B. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill Middle School
Group: Grades 7 and 8 - TEP
Month: February 2023
Destination: NVRHS-D
Location: Demarest, NJ

School: Hillside Elementary School
Group: Grade 1
Month: May 2023
Destination: Turtleback Zoo
Location: West Orange, NJ

School: Tenakill Middle School
Group: Tenakill Singers
Month: January 2023
Destination: NVRHS-D
Location: Demarest, NJ

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

Ms. Fanelli inquired if the contractor for snow removal was the same contractor we used in the past. Mr. Villanueva said no. The district received five (5) proposals and prepared a cost-benefit analysis. In the end, Green Meadows Landscape Contractors provided more advantages to the district therefore recommended for approval tonight.

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

NAYS: None

A. **APPROVAL - Monthly Financials and Certification**

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

- a. Board Secretary and School Treasurer Financial Reports for October 2022.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for October 2022.
- c. Transfer of funds for October 2022

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from November 1, 2022, to November 16, 2022, in the amount of

General Fund (Fund 10)	\$1,154,261.67
Special Revenue (Fund 20)	\$ 16,717.60
Enterprise (Milk – Fund 60)	\$ 709.20
Total	\$1,171,688.47

C. APPROVAL - Staff Remuneration

Motion to approve remuneration to staff members as follows:

Staff Member: Jennifer Levy
 Course: Leadership in Learning Communities: From Theory to Practice
 College/University: William Paterson University
 Remuneration: \$1,000.00

D. APPROVAL - Snow Removal Services Contract

Motion to approve the contract with Green Meadows Landscape Contractors for Snow Removal Services in Hillside Elementary School and Tenakill Middle School. A cost analysis was conducted to compare the proposals submitted, and the Board hereby awards the contract based on the following rate, time, and materials pricing:

Hillside	Categories	Per Storm Rates
	0 - 1.99 inches	\$ 1,000.00
	2 - 3.99 inches	\$ 1,200.00
	4 - 5.99 inches	\$ 1,500.00
	6 - 7.99 inches	\$ 1,890.00
	8 - 9.99 inches	\$ 2,400.00
	10 - 11.99 inches	\$ 3,100.00
	Above 12 inches	\$325 per inch
	Shoveling of Walkways	Range of \$850 - \$2,650 based on snow inches
	Other Services	Application of Salt as needed at \$600 per application & \$65 per bag

Tenakill	Categories	Per Storm Rates
	0 - 1.99 inches	\$ 675.00
	2 - 3.99 inches	\$ 850.00
	4 - 5.99 inches	\$ 1,075.00
	6 - 7.99 inches	\$ 1,350.00
	8 - 9.99 inches	\$ 1,700.00
	10 - 11.99 inches	\$ 2,125.00
	Above 12 inches	\$225 per inch
	Shoveling of Walkways	Range of \$675 - \$2,125 based on snow inches
	Other Services	Application of Salt as needed at \$400 per application & \$65 per bag

E. ACCEPTANCE - School Nutrition Program Report of Procurement Review

Motion to accept the School Nutrition Program Report of Procurement Review from the NJ Department of Agriculture - Division of Food and Nutrition for the period July 1, 2021, to May 31, 2022. The report indicates that Closter Public Schools was in compliance with

Federal/State/Local Procurement regulations.

F. **RESOLUTION - Approval of Bond Counsel Services**

WHEREAS, there exists a need for specialized legal services in connection with the capital program and the authorization and issuance of obligations of The Board of Education of the Borough of Closter in the County of Bergen (the "Board"), a body corporate of the State of New Jersey, including the preparation and review of procedures in connection with such obligations and the rendering of approving legal opinions acceptable to the financial community in connection therewith; and

WHEREAS, such special legal services can be provided only by a recognized law firm, and the law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF CLOSTER IN THE COUNTY OF BERGEN, NEW JERSEY AS FOLLOWS:

1. The law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is hereby retained to provide specialized bond counsel legal services necessary in connection with the capital program and the authorization and the issuance of obligations by the Board.
2. The Board President and the Board Secretary are hereby authorized to execute a Bond Services Contract (the "Contract").
3. The Contract is awarded without competitive bidding and as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board. The publication required pursuant to Section 5(a)(1) of the School Public Contracts Law, N.J.S.A. 18A:-1 et seq. is hereby authorized.

G. **RESOLUTION - Approval of Financial/Municipal Advisor**

WHEREAS, there exists a need for specialized financial and municipal advisor services in connection with the capital program and the authorization and issuance of obligations of The Board of Education of the Borough of Closter in the County of Bergen (the "Board"), a body corporate of the State of New Jersey; and

WHEREAS, such services can be provided only by a financial advisor, and the Phoenix Advisors, LLC in Bordentown, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF CLOSTER IN THE COUNTY OF BERGEN, NEW JERSEY AS FOLLOWS:

1. Phoenix Advisors, LLC, Bordentown, New Jersey is hereby retained to provide specialized financial consulting services necessary in connection with the capital program and the authorization and the issuance of obligations by the Board.

2. The Board President and the Board Secretary are hereby authorized to execute the agreement.
3. The Contract is awarded without competitive bidding and as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1) because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board. The publication required pursuant to Section 5(a)(1) of the School Public Contracts Law, N.J.S.A. 18A:-1 et seq. is hereby authorized.

H. **RESOLUTION - Approval of Services for Architect of Record**

WHEREAS, there exists a need for specialized architectural services in connection with the capital program and the authorization and issuance of obligations of The Board of Education of the Borough of Closter in the County of Bergen (the "Board"), a body corporate of the State of New Jersey; and

WHEREAS, such services can be provided only by a full-service architectural firm, and Di Cara| Rubino Architects is the district's architect of record; and

WHEREAS, funds are or will be available for this purpose.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF CLOSTER IN THE COUNTY OF BERGEN, NEW JERSEY AS FOLLOWS:

1. Di Cara| Rubino of Wayne, New Jersey is hereby retained to update the NJDOE application and referendum scope in connection with the capital program and the authorization and the issuance of obligations by the Board.
2. The Board President and the Board Secretary are hereby authorized to execute the agreement.
3. The Contract is awarded without competitive bidding and as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board. The publication required pursuant to Section 5(a)(1) of the School Public Contracts Law, N.J.S.A. 18A:-1 et seq. is hereby authorized.

PERSONNEL AND MANAGEMENT COMMITTEE

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

Moved by Ms. Salamea-Cross, seconded by Ms. Micera to approve Motions A - H.

Mr. McHale read to the Board and public a letter of retirement from Ms. Dippolito. He wished her well on her retirement and thanked her for her years of service.

Ms. Wagner inquired what is the requirement for home instruction for students and if there is a time frame. Mr. McHale explained that a student would become eligible for home instruction based on health reasons or disciplinary action. Any student who is unable to attend school for more than 10 days, the district is responsible to provide educational support. If a student is on medical leave they will be on home instruction until they are medically cleared to return. If a student is out for disciplinary action they would return once they are eligible.

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

NAYS: None

A. **APPROVAL - Patricia Higgins as Paraprofessional for the 2022-2023 School Year**

Motion to approve Patricia Higgins as a paraprofessional for the 2022-2023 school year at a rate of \$19.23 per hour, 5.75 hours per day, pending a criminal history background check.

B. **APPROVAL - Home Instruction for Student #301065**

Motion to approve Julianna Kadian and Kerry Sidrow for home instruction for Student #301065 for a total of ten hours per week at a rate of \$50.00 per hour as follows:

- Ms. Kadian - 3 days per week (Mondays, Wednesdays, and Fridays) for 2.5 hours per day
- Ms. Sidrow - 1 day per week (Thursdays) for 2.5 hours per day

C. **APPROVAL - Substitute Teachers / Substitute Custodian**

Motion to approve the following substitutes for the 2022-2023 school Year; pending criminal background history.

Substitute Teacher

Name

Certification

Mary Beth Topor

NJ Substitute Certification

Beth Bertin

NJ Teacher Certification

Substitute Custodian

John Westcott

D. **APPROVAL - Donna Koniuch as Substitute for the Academic Assistance Program at Hillside School**

Motion to approve Donna Koniuch as a substitute for the Academic Assistance Program (AAP) at Hillside School for the 2022-2023 school year.

E. **APPROVAL - Kate DeRosa for FMLA Leave**

Motion to approve Kate DeRosa for a leave of absence from February 8, 2023, through June 30, 2023, as follows:

- Paid sick leave from February 8, 2023, through April 6, 2023, using 37 sick days; and

- An FMLA and NJFLA child bonding leave from April 11, 2023, through June 30, 2023, (including spring break).

F. **APPROVAL - Catherine Chow as Full-Time Tenakill School Secretary**

Motion to approve Catherine Chow as full-time 10-month School Secretary at Tenakill Middle School, at a salary of \$48,838, Step 2, starting January 1, 2023.

G. **APPROVAL - Retirement of Rebecca Dippolito**

Motion to approve, with regrets, the retirement of Rebecca Dippolito from the Closter School District as of April 1, 2023.

H. **APPROVAL - Michelle Lee-Ein as Art Teacher at Tenakill Middle School**

Motion to approve Michelle Lee-Ein as an art teacher, tenure-track position, at TMS. Salary will be \$64,707, BA Step 6, with a start date of January 5, 2023, pending a criminal history background check.

POLICY COMMITTEE

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

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

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

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

NAYS: None

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

Motion to approve the second reading of the following policies and regulationsMotion to approve the first reading of the following policies and regulations per Appendices B and C attached:

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

OLD/NEW BUSINESS

Mr. Villanueva initiated the discussion related to the use of Hillside field, and his recommendation to limit the use for our students only to allow the field to recover from the major damage.

Various trustees requested Mr. Villanueva to have a professional look into the field to find out the cost for repair/remediation.

PUBLIC DISCUSSION

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

Ms. Morrison, 20 Kennedy Circle, Harrington Park, a representative for the Vikings Football Club addressed the Board their request for the usage of the Hillside Elementary School field. The Board members agreed to discuss the matter further and suggested that representatives from Vikings reach out to the Borough of Closter for further assistance to use the Borough fields.

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

CLOSED SESSION MOTION (If required)

Moved by Ms. Fanelli, seconded by Dr. Puttannah to approve the following Closed Session Motion. Motion was approved by a voice vote of the Board:

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

NAYS: None

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

Negotiations

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

The Board went into Closed Session at 8:46 PM.

The Board reconvened from Closed Session at 9:25 PM.

ADJOURNMENT

Moved by Dr. Puttannah, seconded by Ms. Salamea-Cross to adjourn the meeting at 9:26 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Floro M. Villanueva, Jr.', written over a horizontal line.

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: October, 2022
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	\$ 4,894,000.41	\$ 2,093,560.66	\$ 2,139,602.08	\$ 4,847,958.99
Compensating Balance	\$ 1,106,000.00	\$ -	\$ -	\$ 1,106,000.00
Capital Reserve	\$ 3,990,699.00	\$ -	\$ -	\$ 3,990,699.00
Emergency Reserve	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
Special Revenue - FUND 20	\$ (225,100.96)	\$ 319,544.00	\$ 28,259.80	\$ 66,183.24
Capital Projects - FUND 30	\$ -	\$ -	\$ -	\$ -
Debt Service - FUND 40	\$ 135,000.00	\$ -	\$ -	\$ 135,000.00
Maintenance Reserve	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00
TOTAL GOVERNMENTAL FUNDS 10-40	\$ 10,450,598.45	\$ 2,413,104.66	\$ 2,167,861.88	\$ 10,695,841.23
ENTERPRISE (MILK) FUND 60	\$ 1,618.80	\$ 6,342.81	\$ 763.41	\$ 7,198.20
TRUST and AGENCY FUNDS:				
Payroll - FUND 90	\$ -	\$ 791,472.37	\$ 791,472.37	\$ -
Payroll Agency - FUND 90	\$ 5,249.54	\$ 1,472.27	\$ -	\$ 6,721.81
Unemployment Insurance Trust - FUND 63	\$ 232,848.11	\$ 3,051.15	\$ 3,551.18	\$ 232,348.08
Tenakill Laptop Account - FUND 61	\$ 17,220.00	\$ 60.00	\$ -	\$ 17,280.00
TOTAL TRUST AND AGENCY FUNDS	\$ 255,317.65	\$ 796,055.79	\$ 795,023.55	\$ 256,349.89
TOTAL ALL FUNDS	\$ 10,705,916.10	\$ 3,209,160.45	\$ 2,962,885.43	\$ 10,952,191.12

Prepared and Submitted by

Norma T. Ketter 11/15/22
Norma T. Ketter Date
Treasurer of School Monies

2022-23 Monthly Transfers Worksheet - Details of Transfers

CLOSTER PUBLIC SCHOOLS	
District:	03-0930
LEA Code:	October-22
Month/Year:	11/3/2022
Date of Submission	

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) 2022-23 Original Budget	(column 2 = + Data Entry) Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	(column 3 = 2022-23 Original Budget For Use in 10% Calculation)	(column 4 = Maximum Transfer Amount)	(column 5 = + or - Data Entry) 2022-23 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) 2022-23 Remaining Allowable Balance From	(column 8 = column 4 - column 5) 2022-23 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 000-216,217	7,204,637 4,736,466	135,428 31,647	7,340,065 4,768,113	734,007 476,811	(182,702) 130,647	-2.49% 2.74%	551,305 607,458	
13160, 15180, 17100, 17600, 19620, 20620, 21620, 22620, 23620, 25100, 27100	Vocational Programs - Local School-Sponsored Co/Extra-Curricular Activities, School Sponsored Athletics, and Other Instructional Programs	11-3XX-100-XXX 11-4XX-X00-XXX	143,153		143,153	14,315		0.00% 0.00%	14,315	
	Community Services Programs/Operations	11-800-330-XXX						0.00%		
Undistributed Expenditures:										
29180, 29680, 30620, 41660, 42200, 43620	Tuition Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/School Library	11-000-100-XXX 11-000-211,213,218,219,222	2,036,367 1,409,403	10,918	2,036,367 1,420,321	203,637 142,032	200,000 (3,178)	9.82% -0.22%	403,637 138,854	
43200, 44180	Improvement of Instruction Services and Instructional Staff Training Services	11-000-221,223	239,720		239,720	23,972	(7,191)	-3.00%	16,781	
45300	General Administration	11-000-230-XXX	469,056		469,056	46,906	24,000	5.12%	70,906	22,906
46160	School Administration	11-000-240-XXX	784,992	5,500	790,492	79,049	(809)	-0.10%	78,240	79,858
47200, 47620	Central Services & Administrative Information Technology	11-000-25X-XXX	587,898	2,345	590,243	59,024	16,000	2.71%	75,024	43,024
51120	Operation and Maintenance of Plant Services	11-000-26X-XXX	1,802,998	109,624	1,912,622	191,262	120,785	6.32%	312,047	
52480	Student Transportation Services	11-000-270-XXX	412,540		412,540	41,254	310,897	75.36%	352,151	
71260, 72020	Personal Services - Employee Benefits Food Services	11-XXX-XXX-2XX 11-000-310-XXX	3,707,162		3,707,162	370,716	60,136	1.62%	430,852	
72120, 72122	Transfer Property Sale Proceeds to Debt Service Reserve Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-934 11-000-520-936						0.00%		
72160, 72180, 72200, 72220, 72240, 72245, 72246, 72247	Deposit to Sale/Lease-Back Reserve Interest Earned on Maintenance Reserve Deposit to Maintenance Reserve Deposit to Current Expense Reserve Interest Earned on Current Expense Reserve Deposit to Bus Advertising Reserve for Fuel Costs Increase in IMPACT Aid Reserve (General) Increase in IMPACT Aid Reserve (Capital)	10-605 10-606 10-606 10-607 10-607 10-610 10-611 10-612						0.00% 0.00%		
72260	Total General Current Expense		23,534,392	295,462	23,829,854	2,382,985	668,585			
Capital Outlay										
75880, 76260, 76320, 76340	Equipment Facilities Acquisition and Construction Services Capital Reserve-Transfer to Capital Projects Fund Capital Reserve-Transfer to Repayment of Debt	12-XXX-XXX-73X 12-000-4XX-XXX 12-000-4XX-931 12-000-4XX-933	44,000 584,941	95,077	139,077 584,941	13,908 58,494		0.00% 0.00% 0.00% 0.00%	13,908	13,908

District:	CLOSTER PUBLIC SCHOOLS
LEA Code:	03-0930
Month/Year:	October-22
Date of Submission:	11/3/2022

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

Lines	Budget Category	Account	(column 1 = + Data Entry)	(column 2 = + Data Entry)	(column 3 = column 1 + column 2)	(column 4 = 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)
			2022-23 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2022-23 Original Budget For Use in 10% Calculation	Maximum Transfer Amount	2022-23 YTD Net to/(from) as of Date of Submission in cell B5	% Change of Transfers YTD	2022-23 Remaining Allowable Balance From	2022-23 Remaining Allowable Balance To
76360	Deposit to Capital Reserve	10-604						0.00%		
76380	Interest Earned on Capital Reserve	10-604						0.00%		
76385	Impact Aid Reserve (Capital) - Transfer to Capital Projects	12-000-400-938								
76400	Total Capital Expenditures		628,941	95,077	724,018	72,402				
83080	Total Special Schools	13-XXX-XXX-XXX								
84000	Transfer of Funds to Charter Schools	10-000-100-56X								
84005	Transfer for Funds to Resident Renaissance Schools	10-000-100-571								
84020	General Fund Contribution to School Based Budgets	10-000-520-930								
84060	Operating Budget Grand Total		24,163,333	390,539	24,553,872	2,455,387	668,585			

School Business Administrator Signature: 

Date: 11/3/2022

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

Total Adjustments: \$668,585

GENERAL FUND

ASSETS AND RESOURCES

ASSETS:		
101	CASH IN BANK	\$5,953,958.99
102-106	CASH EQUIVALENTS	\$.00
108	IMPACT AID RESERVE GENERAL	\$.00
109	IMPACT AID RESERVE CAPITAL	\$.00
111	INVESTMENTS	\$.00
116	CAPITAL RESERVE ACCOUNT	\$3,990,699.00
117	MAINTENANCE RESERVE INVESTMENT ACCOUNT	\$300,000.00
118	EMERGENCY RESERVE	\$250,000.00
121	TAX LEVY RECEIVABLE	\$14,320,498.68

ACCOUNTS RECEIVABLE:

132	INTERFUND	\$.00
140	INTERGOVERNMENTAL-ACCOUNTS RECEIVABLE	\$.00
141	INTERGOVERNMENTAL-STATE	\$1,061,943.66
142	INTERGOVERNMENTAL-FEDERAL	\$.00
143	INTERGOVERNMENTAL-OTHER	\$.00
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	\$.00

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	\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$22,973,819.00
302	LESS REVENUES	(\$22,933,307.33)
	TOTAL ASSETS AND RESOURCES	\$40,511.67
		\$25,917,612.00

LIABILITIES AND FUND EQUITY

LIABILITIES:

101	CASH OVERDRAFT	\$.00
402	INTERFUND ACCOUNTS PAYABLE	\$.00
421	ACCOUNTS PAYABLE	\$43,405.00
431	CONTRACTS PAYABLE	\$.00
451	LOANS PAYABLE	\$.00
423	ACCOUNTS PAYABLE / PREVIOUS YEARS	\$.00
461	ACCRUED SALARIES AND BENEFITS	\$.00
481	DEFERRED REVENUE	\$.00
580	UNEMPLOYMENT TRUST	\$.00

Closter Board Of Education
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October 2022

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OTHER CURRENT LIABILITIES

\$.00

TOTAL LIABILITIES

\$43,405.00

753	FUND BALANCE:				
754	APPROPRIATED:				\$16,878,712.51
	RESERVE FOR ENCUMBRANCES - CURRENT YEAR				\$79,412.80
	RESERVE FOR ENCUMBRANCES - PRIOR YEAR				
768	RESERVED FUND BALANCE FOR WAIVER OFFSET RSV				
609	WAIVER OFFSET RESERVE - CURRENT YEAR	\$.00			
314	INCREASE IN WAIVER OFFSET RESERVE	\$.00			
	WITHDRAWAL FROM WAIVER OFFSET RESERVE				
	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, 2022	\$300,000.00			
606	ADD: INTEREST EARNED ON MAINTENANCE RE	\$150.00			
310	LESS: BUDGETED W/D FROM MAINT. RESERVE	(\$100,000.00)			\$200,150.00
765	TUITION RESERVE ACCOUNT	\$.00			
761	CAPITAL RESERVE ACCOUNT - JULY 1, 2022	\$3,990,699.00			
604	ADD: INCREASE IN CAPITAL RESERVE	\$850.00			
605	ADD: 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	(\$570,000.00)			\$3,421,549.00
766	CURR. EXP. EMERGENCY RESERVE - JULY 1, 2022	\$250,000.00			
607	ADD: INCR. IN CURR. EXP. EMERG. RESERVE	\$200.00			
312	LESS: W/D FROM CURR. EXP. EMERG. RESERV	(\$.00)			\$250,200.00
762	ADULT EDUCATION PROGRAMS	\$.00			
769	UNEMPLOYMENT FUND	\$.00			
750,751,752	RESERVED FUND BALANCE	\$500,000.00			\$500,000.00
76X	OTHER RESERVES				
601	APPROPRIATIONS	\$25,222,457.11			
602	LESS: EXPENDITURES				
603	ENCUMBRANCES				
		\$5,988,696.27			
		(\$22,946,821.58)			\$2,275,635.53
	TOTAL APPROPRIATED				\$23,605,659.84

770	UNAPPROPRIATED:				
771	FUND BALANCE, JULY 1, 2022				\$2,957,646.16
772	FUND BALANCE -DESIGNATED				\$500,000.00
303	FUND BALANCE -UNDESIGNATED				\$.00
311	BUDGETED FUND BALANCE				(\$1,189,099.00)
320	BUDGT. WITHDR. FM TUITION RESERVE-ADJUST/SU				(\$.00)
	BUDGT. WITHDR. FROM UNEMPLOYMENT FUND BALAN				(\$.00)
	TOTAL FUND BALANCE				\$25,874,207.00

TOTAL LIABILITIES AND FUND EQUITY

\$25,917,612.00

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
APPROPRIATIONS	\$25,222,457.11	\$22,946,821.58	\$2,275,635.53
REVENUES	(\$22,973,819.00)	(\$22,933,307.33)	(\$40,511.67)
SUB TOTAL	\$2,248,638.11	\$13,514.25	\$2,235,123.86
CHANGE IN RESERVE ACCOUNTS:			
PLUS - INCREASE IN RESERVE	\$1,200.00	\$1,200.00	\$.00
LESS - WITHDRAW FROM RESERVE	(\$670,000.00)	(\$670,000.00)	(\$.00)
SUB TOTAL	\$1,579,838.11	(\$655,285.75)	\$2,235,123.86
LESS: ADJUSTMENT FOR PRIOR YEAR ENCUMBRANCE	(\$79,412.80)	(\$79,412.80)	(\$.00)
BUDGETED FUND BALANCE	\$1,500,425.31	(\$734,698.55)	\$2,235,123.86

Closter Board of Education
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October 2022

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	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
REVENUE/SOURCES OF FUNDS:				
52XX FROM TRANSFERS	\$.00	\$.00		\$.00
1XXX FROM INTEREST EARNED ON CURR. EXP. EMERGENCY	\$.00	\$.00		\$.00
1XXX FROM INTEREST EARNED ON MAINTENANCE RESERVE	\$.00	\$.00		\$.00
1XXX FROM LOCAL SOURCES	\$21,732,898.00	\$21,693,066.33	Under	\$39,831.67
2XXX FROM INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3XXX FROM STATE SOURCES	\$1,240,921.00	\$1,240,921.00		\$.00
4XXX FROM FEDERAL SOURCES	\$.00	\$.00		\$.00
5XXX FROM OTHER FINANCING SOURCES	\$.00	\$.00		\$.00
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	\$22,973,819.00	\$22,933,987.33	Under	\$39,831.67

	Appropriations	Expenditures	Encumbrances	Available Balance
EXPENDITURES:				
GENERAL CURRENT EXPENSE FUND (11)				
1XX-100-XXX REGULAR PROGRAMS - INSTRUCTION	\$7,157,362.98	\$1,591,474.98	\$5,363,068.81	\$202,819.19
2XX-100-XXX SPECIAL EDUCATION - INSTRUCTION	\$2,279,146.17	\$445,949.99	\$1,822,369.31	\$10,826.87
230-100-XXX BASIC SKILLS/REMEDIATION INSTRUCTION	\$536,476.60	\$99,825.06	\$436,462.08	\$189.46
240-100-XXX BILINGUAL EDUCATION - INSTRUCTION	\$365,835.94	\$68,643.39	\$295,280.03	\$1,912.52
3XX-100-XXX VOC. PROGRAMS - LOCAL - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
401-100-XXX SCHOOL-SPONS. COCURR. ACTIVITIES - INST.	\$67,353.00	\$2,325.00	\$60,843.00	\$4,185.00
402-100-XXX SCHOOL-SPONS. ATHLETICS - INSTRUCTION	\$32,800.00	\$813.00	\$26,412.60	\$5,574.40
421-XXX-XXX TOTAL BEFORE/AFTER SCHOOL PROGRAMS	\$.00	\$.00	\$.00	\$.00
422-XXX-XXX TOTAL SUMMER SCHOOL PROGRAMS	\$43,000.00	\$20,966.19	\$18,633.81	\$3,400.00
423-XXX-XXX TOTAL ALTERNATIVE EDUCATION PROGRAM	\$.00	\$.00	\$.00	\$.00
424-XXX-XXX TOTAL OTHER SUPPLEMENTAL/AT-RISK PROGRAMS	\$.00	\$.00	\$.00	\$.00
425-XXX-XXX TOTAL OTHER SUPPLEMENTAL/AT-RISK PROGRAMS	\$.00	\$.00	\$.00	\$.00
4XX-100-XXX OTHER INSTRUCTIONAL PROGRAMS - INSTRUCTION	\$.00	\$.00	\$.00	\$.00
800-330-XXX COMM. SERV. PROGRAMS-COMM. SERV. OPERATIONS	\$.00	\$.00	\$.00	\$.00
OTHER EXPENDITURES NOT INCLUDED ABOVE				
000-1XX-XXX UNDISTRIBUTED EXPENDITURES:	\$2,236,367.00	\$558,659.14	\$1,153,282.50	\$524,425.36
000-211-XXX INSTRUCTION	\$99,968.00	\$33,457.57	\$66,508.04	\$2.39
000-213-XXX ATTENDANCE AND SOCIAL WORK SERVICES	\$210,535.00	\$36,988.58	\$162,206.75	\$11,339.67
000-216-XXX HEALTH SERVICES	\$422,984.00	\$79,016.16	\$339,135.13	\$4,832.71
000-217-XXX OTHER SUPPORT SERV.-STUDENTS-RELATED SERV	\$1,294,317.00	\$173,034.54	\$1,038,573.58	\$82,708.88
000-218-XXX OTHER SUPPORT SERV.-STUDENTS-EXTRA SERV.	\$278,354.85	\$58,539.23	\$216,933.95	\$2,881.67
000-219-XXX OTHER SUPPORT SERVICES-STUDENTS-REGULAR	\$617,567.00	\$173,407.46	\$421,911.97	\$22,247.57
000-221-XXX OTHER SUPPORT SERV.-STUDENTS-SPEC. SERV.	\$165,229.00	\$81,495.00	\$73,887.00	\$9,847.00
000-222-XXX IMPROV. OF INST./OTHER SUP. SERV.-INSTSERV	\$210,717.95	\$47,060.70	\$148,362.97	\$15,294.28
000-223-XXX EDUCATIONAL MEDIA SERV./SCHOOL LIBRARY	\$67,300.00	\$42,189.84	\$7,220.32	\$17,889.84
000-23X-XXX INSTRUCTIONAL STAFF TRAINING SERVICES	\$493,056.00	\$177,071.14	\$292,521.54	\$23,463.52

	Appropriations	Expenditures	Encumbrances	Available Balance
000-24X-XXX SUPP. SERV. - SCHOOL ADMINISTRATION	\$789,683.60	\$260,391.82	\$512,160.58	\$17,131.20
000-25X-XXX SUPP. SERV. - CENTRAL SERVICES & TECH SERV	\$606,243.00	\$184,668.74	\$355,992.33	\$65,581.93
000-26X-XXX OPERATION AND MAINT. OF PLANT SERVICES	\$1,858,183.34	\$626,432.19	\$1,124,448.23	\$107,302.92
000-263-XXX TOTAL CARE AND UPKEEP OF GROUNDS	\$84,965.08	\$28,042.73	\$9,975.80	\$46,946.55
000-266-XXX TOTAL SECURITY	\$90,258.40	\$71,003.55	\$1,204.85	\$18,050.00
000-27X-XXX STUDENT TRANSPORTATION SERVICES	\$723,437.00	\$5,523.52	\$707,713.48	\$10,200.00
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	\$3,767,298.00	\$935,634.63	\$2,136,288.78	\$695,374.59
000-31X-XXX FOOD SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
000-515-XXX RETIREMENT OF ERIP LIABILITY	\$0.00	\$0.00	\$0.00	\$0.00
000-52X-XXX FUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00
OTHER UNDISTRIBUTED EXPENDITURES NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL GEN. CURRENT EXP. EXPENDITURES/USES OF FUNDS	\$24,498,438.91	\$5,802,614.15	\$16,791,397.24	\$1,904,427.52
CAPITAL OUTLAY (FUND 12)				
XXX-XXX-73X EQUIPMENT	\$139,077.20	\$41,518.00	\$53,559.20	\$44,000.00
000-400-937 IMPACT AID RESERVE	\$0.00	\$0.00	\$0.00	\$0.00
000-4XX-XXX FACILITIES ACQUISITION AND CONSTR. SERV.	\$584,941.00	\$144,564.12	\$113,168.87	\$327,208.01
430-4XX-741 INFRASTRUCTURE	\$0.00	\$0.00	\$0.00	\$0.00
OTHER CAPITAL OUTLAY EXPENDITURES NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CAPITAL OUTLAY EXPENDITURES/USES OF FUNDS	\$724,018.20	\$186,082.12	\$166,728.07	\$371,208.01
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
OTHER SPECIAL SCHOOLS EXPEND. NOT INCLUDED ABOVE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	\$0.00	\$0.00	\$0.00	\$0.00

	Appropriations	Expenditures	Encumbrances	Available Balance
10-000-550-905 BUDGETED INCREASE IN SURPLUS FOR TUITION	\$.00	\$.00	\$.00	\$.00
10-000-100-56X TRANSFER OF FUNDS TO CHARTER SCHOOLS	\$.00	\$.00	\$.00	\$.00
10-000-100-571 TRANSFER OF FUNDS TO RENAISSANCE SCHOOLS	\$.00	\$.00	\$.00	\$.00
10-000-520-93X GENERAL FUND CONTRIB - WHOLE SCH. REFORM	\$.00	\$.00	\$.00	\$.00
16-XXX-XXX-XXX ESF (FUND 16)	\$.00	\$.00	\$.00	\$.00
17-XXX-XXX-XXX ARRA GSF (FUND 17)	\$.00	\$.00	\$.00	\$.00
18-XXX-XXX-XXX ARRA SFSF (FUND 18)	\$.00	\$.00	\$.00	\$.00
19-XXX-XXX-XXX FEMA GRANT (FUND 19)	\$.00	\$.00	\$.00	\$.00
TOTAL GENERAL FUND EXPENDITURES	\$25,222,457.11	\$5,988,696.27	\$16,958,125.31	\$2,275,635.53

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

(2022/11/03-Thu-02:41pm)

October 31, 2022 (Mon)
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	Estimate	Actual	Unrealized
REVENUES			
LOCAL SOURCES:			
1210 LOCAL TAX LEVY	\$21,480,748.00	\$21,480,748.00	\$.00
1310 TUITION - FROM INDIVIDUALS	\$122,650.00	\$93,575.00	\$29,075.00
1320 - FROM OTHER LEAS WITHIN THE STATE	\$101,500.00	\$46,462.50	\$55,037.50
1XXX MISCELLANEOUS	\$28,000.00	\$72,280.83	(\$44,280.83-)
TOTAL	\$21,732,898.00	\$21,693,066.33	\$39,831.67
STATE SOURCES:			
3121 CATEGORICAL TRANSPORTATION AID	\$93,632.00	\$93,632.00	\$.00
3132 CATEGORICAL SPECIAL EDUCATION AID	\$1,055,942.00	\$1,055,942.00	\$.00
3177 CATEGORICAL SECURITY AID	\$91,347.00	\$91,347.00	\$.00
TOTAL	\$1,240,921.00	\$1,240,921.00	\$.00
TOTAL	\$22,973,819.00	\$22,933,987.33	\$39,831.67

	Appropriations	Expenditures	Encumbrances	Available Balance
GENERAL CURRENT EXPENSE (FUND 11)				
REGULAR PROGRAMS - INSTRUCTION				
105-1XX-101 PRESCHOOL - SALARIES OF TEACHERS	\$95,452.00	\$17,202.80	\$78,249.20	\$.00
110-1XX-101 KINDERGARTEN - SALARIES OF TEACHERS	\$586,506.00	\$112,279.91	\$474,226.09	\$.00
120-1XX-101 GRADES 1-5 -SALARIES OF TEACHERS	\$3,372,825.00	\$640,648.21	\$2,732,176.79	\$.00
130-1XX-101 GRADES 6-8 -SALARIES OF TEACHERS	\$2,116,529.00	\$404,140.71	\$1,712,388.29	\$.00
150-1XX-101 SALARIES OF TEACHERS	\$7,000.00	\$.00	\$7,000.00	\$.00
150-1XX-32X PURCHASED PROF. - ED. SERVICES	\$3,000.00	\$.00	\$.00	\$3,000.00
190-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$304,096.00	\$21,213.59	\$282,882.41	\$.00
190-1XX-32X PURCHASED PROF. - ED. SERVICES	\$19,100.00	\$3,615.00	\$3,500.00	\$11,985.00
190-1XX-34X PURCHASED TECHNICAL SERVICES	\$99,348.00	\$40,324.87	\$24,808.11	\$34,215.02
190-1XX-5XX OTHER PURCHASED SERVICES	\$173,094.00	\$108,380.14	\$23,670.97	\$41,042.89
190-1XX-61X GENERAL SUPPLIES	\$122,415.26	\$69,012.31	\$12,087.56	\$41,315.39
190-1XX-64X TEXTBOOKS	\$47,300.00	\$37,869.42	\$76.56	\$9,354.02
190-1XX-890 MISCELLANEOUS EXPENDITURES	\$16,000.00	\$43.92	\$4,387.13	\$11,568.95
1XX-1XX-XXX OTHER UNDISTRIBUTED INSTRUCTION	\$194,697.72	\$136,744.10	\$7,615.70	\$50,337.92
TOTAL REGULAR PROGRAMS - INSTRUCTION	\$7,157,362.98	\$1,591,474.98	\$5,363,068.81	\$202,819.19
SPECIAL EDUCATION PROGRAMS:				
LEARNING AND/OR LANGUAGE DISABILITIES				
204-1XX-101 SALARIES OF TEACHERS	\$379,679.00	\$70,277.04	\$309,401.96	\$.00
204-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$29,609.00	\$5,978.12	\$23,630.88	\$.00
204-1XX-61X GENERAL SUPPLIES	\$13,953.43	\$7,362.00	\$3,110.51	\$3,480.92
TOTAL	\$423,241.43	\$83,617.16	\$336,143.35	\$3,480.92
BEHAVIORAL DISABILITIES:				
209-1XX-101 SALARIES OF TEACHERS	\$90,543.00	\$16,985.64	\$73,557.36	\$.00
TOTAL	\$90,543.00	\$16,985.64	\$73,557.36	\$.00
RESOURCE ROOM/RESOURCE CENTER:				
213-1XX-101 SALARIES OF TEACHERS	\$1,373,176.00	\$265,385.10	\$1,107,790.90	\$.00
213-1XX-61X GENERAL SUPPLIES	\$24,489.43	\$17,996.89	\$1,609.21	\$4,883.33
TOTAL	\$1,397,665.43	\$283,381.99	\$1,109,400.11	\$4,883.33
PRESCHOOL DISABILITIES - FULL-TIME:				
216-1XX-101 SALARIES OF TEACHERS	\$265,244.00	\$43,283.23	\$221,960.77	\$.00
216-1XX-106 OTHER SALARIES FOR INSTRUCTION	\$95,817.00	\$16,373.79	\$79,443.21	\$.00

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	OTHER PRESCHOOL DISABILITIES - FULL-TIME:	Appropriations	Expenditures	Encumbrances	Available Balance
216-1XX-XXX		\$6,635.31	\$2,308.18	\$1,864.51	\$2,462.62
TOTAL		\$367,696.31	\$61,965.20	\$303,268.49	\$2,462.62
TOTAL SPECIAL EDUCATION - INSTRUCTION		\$2,279,146.17	\$445,949.99	\$1,822,369.31	\$10,826.87
BASIC SKILLS/REMEDIAL - INSTRUCTION					
230-1XX-101		\$532,172.00	\$96,202.40	\$435,969.60	\$.00
SALARIES OF TEACHERS		\$4,304.60	\$3,622.66	\$492.48	\$189.46
230-1XX-61X					
GENERAL SUPPLIES					
TOTAL		\$536,476.60	\$99,825.06	\$436,462.08	\$189.46
BILINGUAL EDUCATION - INSTRUCTION					
240-1XX-61X		\$2,438.94	\$913.89	\$301.53	\$1,223.52
GENERAL SUPPLIES		\$363,397.00	\$67,729.50	\$294,978.50	\$689.00
24X-1XX-XXX					
OTHER BILINGUAL EDUCATION - INSTRUCTION					
TOTAL		\$365,835.94	\$68,643.39	\$295,280.03	\$1,912.52
SCHOOL SPONS. CURRICULAR ACTIVITIES - INSTRUCTION					
401-100-1XX		\$60,353.00	\$.00	\$60,353.00	\$.00
SALARIES		\$5,000.00	\$1,200.00	\$.00	\$3,800.00
401-100-6XX		\$2,000.00	\$1,125.00	\$490.00	\$385.00
SUPPLIES AND MATERIALS					
401-1XX-8XX					
OTHER OBJECTS					
TOTAL		\$67,353.00	\$2,325.00	\$60,843.00	\$4,185.00
SCHOOL SPONSORED ATHLETICS - INSTRUCTION					
402-1XX-1XX		\$25,700.00	\$.00	\$25,700.00	\$.00
SALARIES		\$4,600.00	\$813.00	\$274.00	\$3,513.00
402-1XX-5XX		\$2,000.00	\$.00	\$438.60	\$1,561.40
PURCHASED SERVICES		\$500.00	\$.00	\$.00	\$500.00
402-1XX-6XX					
SUPPLIES AND MATERIALS					
402-1XX-8XX					
OTHER OBJECTS					
TOTAL		\$32,800.00	\$813.00	\$26,412.60	\$5,574.40
SUMMER SCHOOL PROGRAMS					
422-100-101		\$24,000.00	\$6,600.00	\$14,500.00	\$2,900.00
SALARIES OF TEACHERS		\$8,500.00	\$6,791.19	\$1,708.81	\$.00
422-100-106		\$500.00	\$.00	\$.00	\$500.00
OTHER SALARIES OF INSTRUCTION					
422-100-610					
GENERAL SUPPLIES					
TOTAL SUMMER SCHOOL INSTRUCTION		\$33,000.00	\$13,391.19	\$16,208.81	\$3,400.00
SUMMER SCHOOL - SUPPORT SVCS					
422-200-100		\$10,000.00	\$7,575.00	\$2,425.00	\$.00
SALARIES					
TOTAL SUMMER SCHOOL - SUPPORT SVCS		\$10,000.00	\$7,575.00	\$2,425.00	\$.00

	Appropriations	Expenditures	Encumbrances	Avai'lable Balance
TOTAL SUMMER SCHOOL	\$43,000.00	\$20,966.19	\$18,633.81	\$3,400.00
UNDISTRIBUTED EXPENDITURES - INSTRUCTION				
INSTRUCTION				
000-1XX-562 TUITION TO OTHER LEAS W/I STATE - SPEC.	\$1,636,067.00	\$405,606.00	\$745,793.00	\$484,668.00
000-1XX-565 TUITION TO CSSD & REG. DAY SCHOOL	\$228,925.00	\$11,100.00	\$185,335.00	\$32,490.00
000-1XX-566 TUITION TO PRIV. SCH. FOR HANDIC. W/I ST	\$371,375.00	\$141,953.14	\$222,154.50	\$7,267.36
TOTAL	\$2,236,367.00	\$558,659.14	\$1,153,282.50	\$524,425.36
ATTENDANCE AND SOCIAL WORK SERVICES				
000-211-1XX SALARIES	\$91,968.00	\$25,457.57	\$66,508.04	\$2.39
000-211-171 SALARIES OF DROP-OUT PREVENTION OFFICER/CO	\$0.00	\$0.00	\$0.00	\$0.00
000-211-172 SALARIES OF FAMILY SUPPORT TEAMS	\$0.00	\$0.00	\$0.00	\$0.00
000-211-173 SALARIES OF FAMILY LIAISONS/COMM. PARENT I	\$0.00	\$0.00	\$0.00	\$0.00
000-211-174 SALARIES OF COMMUNITY/SCHOOL COORDINATORS	\$0.00	\$0.00	\$0.00	\$0.00
000-211-3XX PURCHASED PROF. AND TECH. SERVICES	\$8,000.00	\$8,000.00	\$0.00	\$0.00
TOTAL	\$99,968.00	\$33,457.57	\$66,508.04	\$2.39
HEALTH SERVICES				
000-213-1XX SALARIES	\$188,735.00	\$32,973.40	\$155,761.60	\$0.00
000-213-175 SALARIES OF SOCIAL SERVICES COORDINATORS	\$0.00	\$0.00	\$0.00	\$0.00
000-213-3XX PURCHASED PROF. AND TECH. SERVICES	\$4,000.00	\$0.00	\$4,000.00	\$0.00
000-213-5XX OTHER PURCHASED SERVICES	\$4,200.00	\$448.50	\$523.23	\$3,228.27
000-213-6XX SUPPLIES AND MATERIALS	\$13,600.00	\$3,566.68	\$1,921.92	\$8,111.40
TOTAL	\$210,535.00	\$36,988.58	\$162,206.75	\$11,339.67
OTHER SUPP. SERV. STUDENTS-RELATED SERVICES				
000-216-1XX SALARIES	\$418,584.00	\$78,480.87	\$339,135.13	\$968.00
000-216-6XX SUPPLIES AND MATERIALS	\$3,400.00	\$535.29	\$0.00	\$2,864.71
TOTAL	\$421,984.00	\$79,016.16	\$339,135.13	\$3,832.71
OTHER SUPP. SERV. STUDENTS-EXTRA SERVICES				
000-217-1XX SALARIES	\$778,017.00	\$142,431.89	\$635,585.11	\$0.00
000-217-32X PURCHASED PROF. - EDUCATIONAL SERVICES	\$511,900.00	\$30,602.65	\$402,988.47	\$78,308.88
000-217-6XX SUPPLIES AND MATERIALS	\$3,900.00	\$0.00	\$0.00	\$3,900.00
000-217-8XX OTHER OBJECTS	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL	\$1,294,317.00	\$173,034.54	\$1,038,573.58	\$82,708.88
OTHER SUPP. SERV. - STUDENTS - REGULAR				

	Appropriations	Expenditures	Encumbrances	Available Balance
000-218-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$270,393.00	\$53,628.40	\$216,764.60	\$.00
000-218-6XX SUPPLIES AND MATERIALS	\$1,261.85	\$524.33	\$169.35	\$568.17
000-218-8XX OTHER OBJECTS	\$370.00	\$348.00	\$.00	\$22.00
TOTAL	\$272,024.85	\$54,500.73	\$216,933.95	\$590.17
OTHER SUPPORT SERVICES - STUDENTS-SPECIAL				
000-219-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$419,084.00	\$78,744.64	\$340,339.36	\$.00
000-219-105 SALARIES OF SECR. AND CLERICAL ASSTS.	\$106,266.00	\$28,771.27	\$77,494.73	\$.00
000-219-32X PURCHASED PROF. - ED. SERVICES	\$62,000.00	\$55,237.21	\$.00	\$6,762.79
000-219-39X OTHER PURCHASED PROF. AND TECH. SERVICES	\$21,592.00	\$8,891.00	\$2,946.00	\$9,755.00
000-219-5XX OTHER PURCHASED SERVICES	\$500.00	\$.00	\$.00	\$500.00
000-219-6XX SUPPLIES AND MATERIALS	\$6,500.00	\$430.34	\$1,131.88	\$4,937.78
000-219-8XX OTHER PROJECTS	\$1,625.00	\$1,333.00	\$.00	\$292.00
TOTAL	\$617,567.00	\$173,407.46	\$421,911.97	\$22,247.57
IMPROVEMENT OF INSTRUCTION SERVICES/				
000-221-102 SALARIES OF SUPERVISORS OF INSTR.	\$76,501.00	\$22,114.00	\$54,387.00	\$.00
000-221-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$19,500.00	\$.00	\$19,500.00	\$.00
000-221-176 SAL OF FACILITATORS, MATH COACHES & LITERA	\$.00	\$.00	\$.00	\$.00
000-221-32X PURCHASED PROF. - ED. SERVICES	\$60,428.00	\$59,292.00	\$.00	\$1,136.00
000-221-3XX OTHER PPURCHASED PROF. AND TECH. SERVICES	\$7,000.00	\$.00	\$.00	\$7,000.00
000-221-5XX OTHER PURCHASED SERVICES	\$500.00	\$.00	\$.00	\$500.00
000-221-6XX SUPPLIES AND MATERIALS	\$800.00	\$89.00	\$.00	\$500.00
000-221-8XX OTHER OBJECTS	\$.00	\$.00	\$.00	\$711.00
TOTAL	\$165,229.00	\$81,495.00	\$73,887.00	\$9,847.00
EDUCATIONAL MEDIA SERVICES/SCHOOL LIBRARY				
000-222-1XX SALARIES	\$181,404.00	\$34,348.60	\$147,055.40	\$.00
000-222-177 SALARIES OF TECHNOLOGY COORDINATORS	\$.00	\$.00	\$.00	\$.00
000-222-3XX PURCHASED PROF. AND TECH. SERVICES	\$3,500.00	\$.00	\$.00	\$3,500.00
000-222-5XX OTHER PURCHASED SERVICES.	\$7,850.00	\$6,843.26	\$.00	\$1,006.74
000-222-6XX SUPPLIES AND MATERIALS	\$17,963.95	\$5,868.84	\$1,307.57	\$10,787.54
TOTAL	\$210,717.95	\$47,060.70	\$148,362.97	\$15,294.28
INSTRUCTIONAL STAFF TRAINING SERVICES				
000-223-32X PURCHASED PROF. - ED. SERVICES	\$42,500.00	\$40,367.92	\$.00	\$2,132.08
000-223-3XX OTHER PPURCHASED PROF. AND TECH. SERVICES	\$8,300.00	\$750.00	\$2,700.00	\$4,850.00
000-223-5XX OTHER PURCHASED SERVICES	\$12,000.00	\$864.00	\$4,520.32	\$6,615.68
000-223-6XX SUPPLIES AND MATERIALS	\$4,500.00	\$207.92	\$.00	\$4,292.08
TOTAL	\$67,300.00	\$42,189.84	\$7,220.32	\$17,889.84

	Appropriations	Expenditures	Encumbrances	Available Balance
SUPPORT SERVICES - GENERAL ADMINISTRATION				
000-23X-1XX SALARIES	\$279,421.00	\$92,897.96	\$186,523.04	\$.00
000-23X-331 LEGAL SERVICES	\$52,000.00	\$11,807.75	\$40,192.25	\$.00
000-23X-332 AUDIT FEES	\$28,000.00	\$.00	\$28,000.00	\$.00
000-230-334 ARCHITECTURAL/ENGINEERING SERVICES	\$16,000.00	\$.00	\$16,000.00	\$.00
000-23X-33X OTHER PURCHASED PROF. SERVICES	\$12,000.00	\$8,799.84	\$3,080.00	\$120.16
000-23X-34X PURCHASED TECHNICAL SERVICES	\$6,554.00	\$5,668.00	\$.00	\$886.00
000-23X-53X COMMUNICATIONS/TELEPHONE	\$39,355.00	\$20,220.76	\$12,922.24	\$6,212.00
000-23X-585 BOE OTHER PURCHASED SERVICES	\$1,300.00	\$.00	\$786.97	\$513.03
000-23X-5XX OTHER PURCHASED SERVICES	\$38,026.00	\$25,576.15	\$5,016.84	\$7,433.01
000-23X-610 GENERAL SUPPLIES	\$3,250.00	\$193.95	\$.00	\$3,056.05
000-23X-630 BOE MEETING SUPPLIES	\$1,750.00	\$40.38	\$.00	\$1,709.62
000-23X-890 MISCELLANEOUS EXPENDITURES	\$6,000.00	\$3,570.00	\$.00	\$2,430.00
000-23X-895 BOE MEMBERSHIP DUES AND FEES	\$9,400.00	\$8,296.35	\$.00	\$1,103.65
TOTAL	\$493,056.00	\$177,071.14	\$292,521.34	\$23,463.52
SUPPORT SERVICES - SCHOOL ADMIN.				
000-24X-103 SALARIES OF PRINCIPALS/ASST. PRINCIPALS	\$457,091.00	\$152,630.24	\$304,460.76	\$.00
000-24X-104 SALARIES OF OTHER PROFESSIONAL STAFF	\$148,450.00	\$49,476.64	\$98,973.36	\$.00
000-24X-105 SALARIES OF SECR. AND CLERICAL ASSTS.	\$145,342.00	\$145,641.28	\$99,700.72	\$.00
000-24X-3XX PURCHASED PROF. AND TECH. SERVICES	\$1,500.00	\$1,500.00	\$.00	\$.00
000-24X-5XX OTHER PURCHASED SERVICES	\$8,100.00	\$1,630.00	\$2,680.00	\$3,790.00
000-24X-6XX SUPPLIES AND MATERIALS	\$15,000.60	\$5,591.66	\$5,500.74	\$3,908.20
000-24X-8XX OTHER OBJECTS	\$14,200.00	\$3,922.00	\$845.00	\$9,433.00
TOTAL	\$789,683.60	\$260,391.82	\$512,160.58	\$17,131.20
SUPPORT SERVICES - CENTRAL SERVICES				
000-251-100 SALARIES	\$380,912.00	\$124,077.66	\$256,834.34	\$.00
000-251-34X PURCHASED TECHNICAL SERVICES	\$25,470.00	\$6,990.42	\$18,417.50	\$62.08
000-251-592 MISC. PURCHASED SERVICES	\$14,085.00	\$2,170.30	\$2,952.36	\$8,962.34
000-251-5XX OTHER PURCHASED SERVICES	\$1,995.00	\$230.46	\$1,218.06	\$546.48
000-251-6XX SUPPLIES AND MATERIALS	\$4,000.00	\$1,874.94	\$140.39	\$1,984.67
000-251-890 MISCELLANEOUS EXPENDITURES	\$3,000.00	\$1,240.00	\$.00	\$1,760.00
TOTAL	\$429,462.00	\$136,583.78	\$279,562.65	\$13,315.57
SUPPORT SERVICES - ADMINISTRATIVE INFO TECH SERVICES				
000-252-100 SALARIES	\$114,150.00	\$38,020.32	\$76,129.68	\$.00
000-252-34X PURCHASED TECHNICAL SERVICES	\$56,481.00	\$9,866.64	\$.00	\$46,614.36
000-252-5XX OTHER PURCHASED SERVICES	\$650.00	\$.00	\$300.00	\$350.00
000-252-6XX SUPPLIES AND MATERIALS	\$5,500.00	\$198.00	\$.00	\$5,302.00
TOTAL	\$176,781.00	\$48,084.96	\$76,429.68	\$52,266.36

	Appropriations	Expenditures	Encumbrances	Available Balance
OPERATION AND MAINTENANCE OF SCHOOL FACILITIES				
000-261-1XX SALARIES	\$172,820.00	\$54,985.30	\$117,834.70	\$0.00
000-261-61X GENERAL SUPPLIES	\$48,000.00	\$7,211.88	\$16,684.05	\$24,104.07
000-261-8XX OTHER OBJECTS	\$1,500.00	\$500.00	\$0.00	\$1,000.00
000-261-XXX REQUIRED MAINTENANCE UPDATE	\$134,303.34	\$56,152.12	\$44,622.93	\$33,528.29
TOTAL REQUIRED MAINT FOR SCHOOL FACILITIES	\$356,623.34	\$118,849.30	\$179,141.68	\$58,632.36
CUSTODIAL SERVICES				
000-262-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$158,467.00	\$26,658.59	\$131,808.41	\$0.00
000-262-1XX SALARIES	\$559,805.00	\$176,005.53	\$380,799.47	\$3,000.00
000-262-3XX PURCHASED PROF. AND TECH. SERVICES	\$6,400.00	\$0.00	\$0.00	\$6,400.00
000-262-42X CLEANING, REPAIR, AND MAINT. SERVICES	\$14,750.00	\$6,148.00	\$4,295.50	\$4,306.50
000-262-441 RENTAL OF LAND AND BLDGS. - OTHER THAN LEASE PURCH. AGREEMENTS	\$12,000.00	\$3,534.00	\$8,466.00	\$0.00
000-262-49X OTHER PURCHASED PROPERTY SERV.	\$16,600.00	\$5,321.51	\$10,776.59	\$501.90
000-262-52X INSURANCE	\$214,856.00	\$214,856.00	\$0.00	\$0.00
000-262-5XX MISCELLANEOUS PURCHASED SERVICES	\$200.00	\$0.00	\$0.00	\$200.00
000-262-61X GENERAL SUPPLIES	\$45,897.00	\$16,795.25	\$2,839.59	\$26,262.16
000-262-621 ENERGY (NATURAL GAS)	\$178,000.00	\$4,608.64	\$173,391.36	\$0.00
000-262-626 ENERGY (GASOLINE)	\$8,085.00	\$945.31	\$5,639.69	\$1,500.00
000-262-62X ENERGY (HEAT AND ELECTRICITY)	\$284,000.00	\$52,710.06	\$227,289.94	\$4,000.00
000-262-8XX OTHER OBJECTS	\$2,500.00	\$0.00	\$0.00	\$2,500.00
TOTAL CUSTODIAL SERVICES	\$1,501,560.00	\$507,582.89	\$945,306.55	\$48,670.56
CARE AND UPKEEP OF GROUNDS				
000-263-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$78,965.08	\$28,042.73	\$9,975.80	\$40,946.55
000-263-610 GENERAL SUPPLIES	\$6,000.00	\$0.00	\$0.00	\$6,000.00
TOTAL CARE AND UPKEEP OF GROUNDS	\$84,965.08	\$28,042.73	\$9,975.80	\$46,946.55
SECURITY				
000-266-300 PURCHASED PROFESSIONAL AND TECHNICAL SERVI	\$3,250.00	\$0.00	\$0.00	\$3,250.00
000-266-420 CLEANING, REPAIR, AND MAINT. SERVICES	\$8,000.00	\$0.00	\$0.00	\$8,000.00
000-266-610 GENERAL SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00
TOTAL SECURITY	\$12,250.00	\$0.00	\$0.00	\$12,250.00
OPERATION AND MAINTENANCE OF PLANT SERVICES				
000-26X-XXX OTHER UNDIST. EXPEND. OPERATION & MAINTEN	\$78,008.40	\$71,003.55	\$1,204.85	\$5,800.00
TOTAL	\$78,008.40	\$71,003.55	\$1,204.85	\$5,800.00

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STUDENT TRANSPORTATION SERV.				
000-270-107 SALARIES OF NON-INSTRUCTIONAL AIDES	\$19,937.00	\$3,723.52	\$16,213.48	\$.00
000-27X-503 CONTRACTED SERVICES - AID NON-PUBLIC	\$55,000.00	\$.00	\$55,000.00	\$.00
000-27X-511 CONTRACTED SERVICES (HOME/SCH.) VENDORS	\$74,000.00	\$.00	\$74,000.00	\$.00
000-27X-512 CONTRACTED SERV. (OTHER THAN HM/SC) VEND.	\$29,000.00	\$1,800.00	\$17,000.00	\$10,200.00
000-27X-513 CONTRACTED SERV. (HOME/SCH.) JOIN AGREEMN	\$10,500.00	\$.00	\$10,500.00	\$.00
000-27X-515 CONTR. SERV. (SPEC. ED. STUD.) JOIN AGRM.	\$535,000.00	\$.00	\$535,000.00	\$.00
TOTAL	\$723,437.00	\$5,523.52	\$707,713.48	\$10,200.00
UNALLOCATED BENEFITS				
000-291-22X SOCIAL SECURITY CONTRIBUTIONS	\$270,250.00	\$67,854.53	\$.00	\$202,395.47
000-291-241 OTHER RETIREMENT CONTRIBUTIONS - PERS	\$288,849.00	\$.00	\$.00	\$288,849.00
000-291-249 OTHER RETIREMENT CONTRIBUTIONS-REG	\$31,000.00	\$7,002.89	\$.00	\$23,997.11
000-291-26X WORKMEN'S COMPENSATION	\$98,393.00	\$10,505.00	\$82,546.00	\$5,342.00
000-291-27X HEALTH BENEFITS	\$3,031,806.00	\$845,804.21	\$2,051,976.78	\$134,025.01
000-291-28X TUITION REIMBURSEMENT	\$15,000.00	\$4,234.00	\$.00	\$10,766.00
000-291-299 UNUSED SICK PAYMENT RETIRE/TERM	\$25,000.00	\$.00	\$.00	\$25,000.00
000-291-2XX OTHER EMPLOYEE BENEFITS	\$7,000.00	\$234.00	\$1,766.00	\$5,000.00
TOTAL UNALLOCATED BENEFITS	\$3,767,298.00	\$935,634.63	\$2,136,288.78	\$695,374.59
TOTAL PERSONAL SERVICES - EMPLOYEE BENEFITS	\$3,767,298.00	\$935,634.63	\$2,136,288.78	\$695,374.59
OTHER UNDISTRIBUTED EXPENDITURES	\$7,330.00	\$4,038.50	\$.00	\$3,291.50
TOTAL UNDISTRIBUTED EXPENDITURES	\$14,016,464.22	\$3,572,616.54	\$8,768,327.60	\$1,675,520.08
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES	\$24,498,438.91	\$5,802,614.15	\$16,791,397.24	\$1,904,427.52
TOTAL GEN. CURRENT EXP. EXPENDITURES AND TRANSFERS	\$24,498,438.91	\$5,802,614.15	\$16,791,397.24	\$1,904,427.52
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$27,557.72	\$43,405.00	(\$70,962.72-)
TOTAL GEN. CURRENT EXP. EXPEND., TRANSFERS AND RESERVE	\$24,498,438.91	\$5,830,171.87	\$16,834,802.24	\$1,833,464.80
CAPITAL OUTLAY (FUND 12)				
EQUIPMENT				
120-100-XXX GRADES 1-5	\$33,268.00	\$23,268.00	\$.00	\$10,000.00
130-100-XXX GRADES 6-8	\$5,000.00	\$.00	\$.00	\$5,000.00
213-100-XXX RESOURCE ROOM/RESOURCE CENTER	\$5,000.00	\$.00	\$.00	\$5,000.00
000-23X-73X GENERAL ADMINISTRATION	\$3,108.00	\$3,108.00	\$.00	\$.00

Closter Board of Education
 Board Secretary Report
 GENERAL FUND - Fund 10
 Statement of Appropriations
 October 2022

October 31, 2022 (Mon)
 Budget Year: 2023

	Appropriations	Expenditures	Encumbrances	Available Balance
000-24X-73X SCHOOL ADMINISTRATION	\$31,883.70	\$15,142.00	\$16,741.70	\$.00
000-261-730 UNDIST. EXPEND. -REQUIRED MAINT FOR SCHOOL	\$36,817.50	\$.00	\$36,817.50	\$.00
XXX-XXX-73X OTHER EQUIPMENT	\$24,000.00	\$.00	\$.00	\$24,000.00
TOTAL EQUIPMENT	\$139,077.20	\$41,518.00	\$53,559.20	\$44,000.00
FACILITIES ACQ. AND CONSTR. SERV.:				
000-400-896 ASSESSMENT DEBT SVC ON SDA FUNDING	\$14,941.00	\$.00	\$.00	\$14,941.00
XXX-4XX-XXX OTHER FACILITIES ACQ. AND CONSTR. SERV.	\$570,000.00	\$144,564.12	\$113,168.87	\$312,267.01
TOTAL	\$584,941.00	\$144,564.12	\$113,168.87	\$327,208.01
TOTAL CAPITAL OUTLAY EXPENDITURES	\$724,018.20	\$186,082.12	\$166,728.07	\$371,208.01
TOTAL CAPITAL OUTLAY EXPENDITURES AND RESERVES	\$724,018.20	\$186,082.12	\$166,728.07	\$371,208.01
TOTAL GENERAL FUND NOT INCLUDING RESERVES	\$25,222,457.11	\$5,988,696.27	\$16,958,125.31	\$2,275,635.53

PREPARED AND SUBMITTED BY:  11/3/2022
 BOARD SECRETARY/BUSINESS ADMINISTRATOR DATE

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

ASSETS AND RESOURCES

ASSETS:

101	CASH IN BANK		\$66,183.24
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	\$453,741.00	
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)	\$453,741.00
131	INTERFUND LOANS RECEIVABLE	\$.00	
	OTHER CURRENT ASSETS		\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$1,180,145.37
302	LESS REVENUES	(\$468,326.00)
	TOTAL ASSETS AND RESOURCES	\$1,231,743.61

LIABILITIES AND FUND EQUITY

LIABILITIES:

101	CASH OVERDRAFT	\$.00
411	INTERGOVERNMENTAL ACCOUNTS PAYABLE - STATE	\$.00
412	INTERGOVERNMENTAL ACCOUNTS PAYABLE - FEDERAL	\$.00
421	ACCOUNTS PAYABLE	\$1,116.00
431	CONTRACTS PAYABLE	\$.00
451	LOANS PAYABLE	\$.00
481	DEFERRED REVENUES	\$514,903.37
	OTHER CURRENT LIABILITIES	\$.00
	TOTAL LIABILITIES	\$516,019.37

FUND BALANCE:		
APPROPRIATED:		
753	RESERVE FOR ENCUMBRANCES - CURRENT YEAR	\$271,910.49
754	RESERVE FOR ENCUMBRANCES - PRIOR YEAR	\$43,000.00
	RESERVED FUND BALANCE:	
758	FUND BALANCE - STUDENT ACTIVITY FUND	\$.00
759	FUND BALANCE - SCHOLARSHIP FUND	\$.00
761	CAPITAL RESERVE ACCOUNT	\$.00
762	RESERVED FUND BALANCE - ADULT ED. PROGRAMS	\$.00
604	ADD INCREASE IN CAPITAL RESERVE	\$.00
307	LESS BUDGETED WITHDRAWAL FROM CAP. RESERVE	\$.00
601	APPROPRIATIONS	\$1,180,145.37
602	LESS: EXPENDITURES	\$507,421.13
603	ENCUMBRANCES	\$271,910.49
		(\$779,331.62)
		\$400,813.75
UNAPPROPRIATED:		
770	FUND BALANCE, JULY 1, 2022	\$.00
303	BUDGETED FUND BALANCE	(\$.00)
	TOTAL FUND BALANCE	\$715,724.24
	TOTAL LIABILITIES AND FUND EQUITY	\$1,231,743.61

REVENUE/SOURCES OF FUNDS:	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
TRANSFERS FROM OPERATING BUDGET PRE-K				
1310 TUITION - PRESCHOOL	\$.00	\$.00		\$.00
1320 TUITION FROM LEA'S - PRESCHOOL	\$.00	\$.00		\$.00
1760 STUDENT ACTIVITY FUND	\$500.00	\$.00	Under	\$500.00
1770 SCHOLARSHIP FUND	\$.00	\$.00		\$.00
1921 DIGITAL DIVIDE	\$.00	\$.00		\$.00
FROM LOCAL SOURCES	\$104,161.37	\$.00	Under	\$104,161.37
UNRESTRICTED GRANTS IN AID	\$.00	\$.00		\$.00
FROM INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3212 NONPUBLIC TEACHER STEM GRANT	\$.00	\$.00		\$.00
3218 PRESCHOOL EDUCATION AID - PR YR CARRYOVER	\$.00	\$.00		\$.00
3257 SDA EMERGENT NEEDS AND CAP MAINT	\$.00	\$.00		\$.00
3258 PRESCHOOL AND CHARTER SECURITY COMPLIANCE	\$.00	\$.00		\$.00
3259 PRESCHOOL FACILITIES LEAD REMEDIATION	\$.00	\$.00		\$.00
3700 STATE GRANTS THROUGH INTERMEDIATE SOURCES	\$.00	\$.00		\$.00
3XXX OTHER STATE AIDS	\$11,976.00	\$6,407.00	Under	\$5,569.00
FROM STATE SOURCES	\$46,784.00	\$.00	Under	\$46,784.00
TITLE I	\$278,715.00	\$278,715.00		\$.00
IDEA	\$.00	\$.00		\$.00
PERKINS GRANT	\$.00	\$.00		\$.00
TITLE II	\$.00	\$.00		\$.00
TITLE IV	\$.00	\$.00		\$.00
TITLE III	\$.00	\$.00		\$.00
FROM FEDERAL SOURCES	\$.00	\$.00		\$.00
4409 ARP-IDEA PRESCHOOL	\$.00	\$.00		\$.00
4419 ARP-IDEA BASIC	\$.00	\$.00		\$.00
4503 21ST CENTURY	\$.00	\$.00		\$.00
4526 FEMA - SUPERSTORM SANDY	\$.00	\$.00		\$.00
4530 CARES ACT	\$.00	\$.00		\$.00
4531 CARES DIGITAL DIVIDE	\$.00	\$.00		\$.00
4532 CORONAVIRUS RELIEF FUND	\$.00	\$.00		\$.00
4533 STUDENT LEARNING LOSS GRANT	\$.00	\$.00		\$.00
4534 CCESA ESSER II	\$123,170.00	\$6,955.00	Under	\$116,215.00
4535 CCESA LEARNING ACCEL	\$.00	\$.00		\$.00
4536 CCESA MENTAL HEALTH	\$.00	\$.00		\$.00
4537 ACSERS	\$.00	\$.00		\$.00
4540 ARP ESSER	\$434,241.00	\$60,841.00	Under	\$373,400.00
4541 ARP ESSER ACCEL - LEARNING AND SUPPORT	\$100,598.00	\$75,865.00	Under	\$24,733.00
4542 ARP ESSER SUMMER LEARNING AND ENRICHMENT	\$40,000.00	\$39,543.00	Under	\$457.00
4543 ARP ESSER BEYOND THE SCHOOL DAY	\$40,000.00	\$.00	Under	\$40,000.00
4544 ARP ESSER NJTSS	\$.00	\$.00		\$.00
4545 ARP HOMELESS CHILDREN AND YOUTH I	\$.00	\$.00		\$.00
4546 ARP HOMELESS CHILDREN AND YOUTH II	\$.00	\$.00		\$.00
4600 REVENUE FOR/ON BEHALF OF THE LEA	\$.00	\$.00		\$.00
4700 GRANTS-IN-AID FROM FEDERAL GOVT	\$.00	\$.00		\$.00

	Budgeted Estimated	Actual to Date	NOTE: Over Or (Under)	Unrealized Balance
4800 REVENUE IN LIEU OF TAXES	\$1,180,145.37	\$468,326.00	Under	\$711,819.37
TOTAL REVENUE/SOURCES OF FUNDS				
EXPENDITURES:				
LOCAL PROJECTS	\$104,161.37	\$9,987.09	\$12,097.63	\$82,076.65
STUDENT ACTIVITY FUND	\$500.00	\$.00	\$.00	\$500.00
SCHOLARSHIP FUND	\$.00	\$.00	\$.00	\$.00
STATE PROJECTS				
EARLY CHILDHOOD PROGRAM AID	\$.00	\$.00	\$.00	\$.00
DEMONSTRABLY EFFECTIVE PROGRAM AID	\$.00	\$.00	\$.00	\$.00
DISTANCE LEARNING NETWORK AID	\$.00	\$.00	\$.00	\$.00
INSTRUCTIONAL SUPPLEMENT AID	\$.00	\$.00	\$.00	\$.00
STATE PROJECTS CARRYOVER	\$.00	\$.00	\$.00	\$.00
DISTANCE LEARNING CARRYOVER	\$.00	\$.00	\$.00	\$.00
PRIVATE INDUSTRY COUNCIL	\$.00	\$.00	\$.00	\$.00
NON PUBLIC TEACHER STEM	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC TEXTBOOKS	\$2,772.00	\$2,772.00	\$.00	\$.00
NJ NONPUBLIC AUXILIARY SERVICES	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC HANDICAPPED SERVICES	\$7,440.00	\$.00	\$7,440.00	\$.00
NJ NONPUBLIC NURSING SERVICES	\$.00	\$.00	\$.00	\$.00
NJ NONPUBLIC TECHNOLOGY INITIATIVE	\$1,764.00	\$1,764.00	\$.00	\$.00
NJ NONPUBLIC SECURITY AID	\$.00	\$.00	\$.00	\$.00
ADULT EDUCATION - STATE	\$.00	\$.00	\$.00	\$.00
VOCATIONAL EDUCATION	\$.00	\$.00	\$.00	\$.00
CONTRIBUTION TO WSR - OTHER STATE PROJECTS	\$.00	\$.00	\$.00	\$.00
TARGETED AT-RISK AID	\$.00	\$.00	\$.00	\$.00
OTHER STATE PROJECTS	\$.00	\$.00	\$.00	\$.00
TOTAL STATE PROJECTS	\$11,976.00	\$4,536.00	\$7,440.00	\$.00
FEDERAL PROJECTS				
ARP-IDEA BASIC GRANT	\$.00	\$.00	\$.00	\$.00
ARP IDEA PRESCHOOL	\$.00	\$.00	\$.00	\$.00
CLASS SIZE REDUCTION	\$.00	\$.00	\$.00	\$.00
TITLE I	\$46,784.00	\$6,160.00	\$.00	\$40,624.00
TITLE II	\$.00	\$.00	\$.00	\$.00

	Appropriations	Expenditures	Encumbrances	Available Balance
NCLB TITLE III	\$0.00	\$0.00	\$0.00	\$0.00
NCLB TITLE IV	\$0.00	\$0.00	\$0.00	\$0.00
NCLB TITLE V	\$0.00	\$0.00	\$0.00	\$0.00
TITLE VI	\$0.00	\$0.00	\$0.00	\$0.00
I.D.E.A. PART B (HANDICAPPED)	\$278,715.00	\$278,715.00	\$0.00	\$0.00
VOCATIONAL EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
GRANTS IN AID OTHER AGENCIES	\$0.00	\$0.00	\$0.00	\$0.00
CARES ACT	\$0.00	\$0.00	\$0.00	\$0.00
DIGITAL DIVIDE	\$0.00	\$0.00	\$0.00	\$0.00
CORONAVIRUS RELIEF FUND	\$0.00	\$0.00	\$0.00	\$0.00
STUDENT LEARNING LOSS	\$0.00	\$0.00	\$0.00	\$0.00
NONPUBLIC TECHNOLOGY CRF	\$0.00	\$0.00	\$0.00	\$0.00
CRRSA ACT ESSER II	\$0.00	\$0.00	\$0.00	\$0.00
CRRSA ACT LEARNING ACCELERATION	\$123,170.00	\$13,910.40	\$0.00	\$109,259.60
CRRSA ACT MENTAL HEALTH	\$0.00	\$0.00	\$0.00	\$0.00
ACSERS PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER GRANT	\$434,241.00	\$73,027.14	\$237,874.86	\$128,339.00
ARP-ESSER ACCEL LEARNING AND SUPPORT	\$100,598.00	\$76,715.50	\$19,498.00	\$4,384.50
ARP-ESSER SUMMER LEARNING AND ENRICHMENT	\$40,000.00	\$40,000.00	\$0.00	\$0.00
ARP-ESSER BEYOND THE SCHOOL DAY	\$40,000.00	\$4,370.00	\$0.00	\$35,630.00
ARP-ESSER NJTSS	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER SDA EMERGENT NEEDS	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER PRESCHOOL AND CHARTER SECURITY COMPLIANCE	\$0.00	\$0.00	\$0.00	\$0.00
ARP-ESSER PRESCHOOL FACILITIES LEAD REMEDIATION	\$0.00	\$0.00	\$0.00	\$0.00
ARP HOMELESS CHILDREN AND YOUTH I	\$0.00	\$0.00	\$0.00	\$0.00
ARP HOMELESS CHILDREN AND YOUTH II	\$0.00	\$0.00	\$0.00	\$0.00
ADULT EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00
OTHER FEDERAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
OTHER SPECIAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTION TO WSR - OTHER FEDERAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL FEDERAL PROJECTS	\$1,063,508.00	\$492,898.04	\$252,372.86	\$318,237.10
TOTAL EXPENDITURES	\$1,180,145.37	\$507,421.13	\$271,910.49	\$400,813.75
FEDERAL PROJECTS				
999-XXX-XXX PRIOR YEAR PURCHASE ORDERS	\$43,000.00	\$0.00	\$43,000.00	\$0.00
999-999-999 PRIOR YEAR RESERVE	\$0.00	\$100,577.00	\$1,116.00	(\$101,693.00-)
TOTAL EXPENDITURES AND RESERVE	\$1,223,145.37	\$607,998.13	\$316,026.49	\$299,120.75
TOTAL SPECIAL FUND NOT INCLUDING RESERVES	\$1,180,145.37	\$507,421.13	\$271,910.49	\$400,813.75

October 31, 2022 (Mon)
Budget Year: 2023

Closter Board Of Education
Board Secretary Report
SPECIAL REVENUE FUNDS - Fund 20
Interim Statements
October 2022

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(2022/11/03-Thu-02:41pm)

Available
Balance

Encumbrances

Expenditures

Appropriations

11/3/2022



DATE

BOARD SECRETARY/BUSINESS ADMINISTRATOR

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

ASSETS AND RESOURCES

ASSETS:		
101	CASH IN BANK	\$.00
102-104	CASH - OTHER	\$.00
105	CASH WITH FISCAL AGENTS	\$.00
106	CASH EQUIVALENTS	\$.00
111	INVESTMENTS	\$.00
ACCOUNTS RECEIVABLE:		
132	INTERFUND	\$.00
141	INTERGOVERNMENTAL - STATE	\$.00
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	(\$.00)
131	INTERFUND LOANS RECEIVABLE	\$.00
161	BOND PROCEEDS RECEIVABLE	\$.00
	OTHER CURRENT ASSETS	\$.00

RESOURCES:

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

LIABILITIES AND FUND EQUITY

LIABILITIES:		
101	CASH OVERDRAFT	\$.00
421	ACCOUNTS PAYABLE	\$.00
402	INTERFUND ACCOUNTS PAYABLE	\$.00
431	CONTRACTS PAYABLE	\$.00
432	CONSTRUCTION CONTRACTS PAYABLE - RETAINED %	\$.00
433	CONSTRUCTION CONTRACTS PAYABLE	\$.00
451	LOANS PAYABLE	\$.00
423	ACCOUNTS PAYABLE / PREVIOUS YEARS	\$.00
461	ACCRUED SALARIES AND BENEFITS	\$.00
	OTHER CURRENT LIABILITIES	\$.00
	TOTAL LIABILITIES	\$.00

ASSETS AND RESOURCES

ASSETS:		
101	CASH IN BANK	\$135,000.00
102-104	CASH - OTHER	\$.00
105	CASH WITH FISCAL AGENTS	\$.00
106	CASH EQUIVALENTS	\$.00
111	INVESTMENTS	\$.00
121	TAX LEVY RECEIVABLE	\$141,345.00
ACCOUNTS RECEIVABLE:		
132	INTERFUND	\$.00
141	INTERGOVERNMENTAL - STATE	\$.00
153, 154	OTHER - NET OF ESTIMATED UNCOLLECTIBLE OF	\$.00
	(\$.00)	
OTHER CURRENT ASSETS		\$.00

RESOURCES:

301	ESTIMATED REVENUES	\$282,690.00
302	LESS REVENUES	(\$282,690.00)
	TOTAL ASSETS AND RESOURCES	\$276,345.00

LIABILITIES AND FUND EQUITY

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

FUND BALANCE:

APPROPRIATED:

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

UNAPPROPRIATED:

770	FUND BALANCE, JULY 1, 2022			\$.00
771	DESIGNATED FUND BALANCE			\$.00
303	BUDGETED FUND BALANCE			(\$.00)
	TOTAL FUND BALANCE			\$276,345.00
	TOTAL LIABILITIES AND FUND EQUITY			\$276,345.00

Unrealized Balance

NOTE: Over Or (Under)

Actual to Date

Budgeted Estimated

Available Balance

Encumbrances

Expenditures

Appropriations

REVENUE/SOURCES OF FUNDS:

TRANSFERS FROM OTHER FUNDS

LOCAL SOURCES

1210 LOCAL TAX LEVY--PREMERGER DEBT
 1210 LOCAL TAX LEVY
 1XXX INTEREST EARNED ON DEBT SERVICE RESERVE
 1XXX MISCELLANEOUS

TOTAL

STATE SOURCES

3160 DEBT SERVICE AID TYPE II

TOTAL

50XX OTHER FINANCING SOURCES

TOTAL REVENUE/SOURCES OF FUNDS

USES OF FUNDS:

DEBT SERVICE - REGULAR

700-530-940 PAYMENT OF REFUND - BOND ESCROW

701-510-723 PRINCIPAL PAYMENTS - LEASE PURCH. AGRMTS.
 701-510-833 INTEREST PAYMENTS - LEASE PURCH. AGRMTS.
 701-510-835 INTEREST ON EARLY RETIREMENT BONDS
 701-510-837 INTEREST ON COMMUNITY DEVELOPMENT LOAN
 701-510-83X INTEREST
 701-510-910 REDEMPTION OF PRINC. -EARLY RETIREM. BONDS
 701-510-912 PRINCIPAL ON COMM DEVELOPMENT LOAN
 701-510-91X REDEMPTION OF PRINCIPAL
 701-510-92X AMTS. PAID INTO SINKING FUND
 701-XXX-XXX ACCOUNTS NOT INCLUDED ABOVE

TOTAL

ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 177

TOTAL

52XX	REVENUE/SOURCES OF FUNDS:					
	TRANSFERS FROM OTHER FUNDS	\$.00	\$.00	\$.00		\$.00
	LOCAL SOURCES					
1210	LOCAL TAX LEVY--PREMERGER DEBT	\$.00	\$.00	\$.00		\$.00
1210	LOCAL TAX LEVY	\$282,690.00	\$282,690.00	\$282,690.00		\$.00
1XXX	INTEREST EARNED ON DEBT SERVICE RESERVE	\$.00	\$.00	\$.00		\$.00
1XXX	MISCELLANEOUS	\$.00	\$.00	\$.00		\$.00
	TOTAL	\$282,690.00	\$282,690.00	\$282,690.00		\$.00
	STATE SOURCES					
3160	DEBT SERVICE AID TYPE II	\$.00	\$.00	\$.00		\$.00
	TOTAL	\$.00	\$.00	\$.00		\$.00
50XX	OTHER FINANCING SOURCES	\$.00	\$.00	\$.00		\$.00
	TOTAL REVENUE/SOURCES OF FUNDS	\$282,690.00	\$282,690.00	\$282,690.00		\$.00

700-530-940	PAYMENT OF REFUND - BOND ESCROW	\$.00	\$.00	\$.00		\$.00
701-510-723	PRINCIPAL PAYMENTS - LEASE PURCH. AGRMTS.	\$.00	\$.00	\$.00		\$.00
701-510-833	INTEREST PAYMENTS - LEASE PURCH. AGRMTS.	\$.00	\$.00	\$.00		\$.00
701-510-835	INTEREST ON EARLY RETIREMENT BONDS	\$.00	\$.00	\$.00		\$.00
701-510-837	INTEREST ON COMMUNITY DEVELOPMENT LOAN	\$.00	\$.00	\$.00		\$.00
701-510-83X	INTEREST	\$12,690.00	\$6,345.00	\$6,345.00		\$.00
701-510-910	REDEMPTION OF PRINC. -EARLY RETIREM. BONDS	\$270,000.00	\$.00	\$.00		\$.00
701-510-912	PRINCIPAL ON COMM DEVELOPMENT LOAN	\$.00	\$.00	\$.00		\$.00
701-510-91X	REDEMPTION OF PRINCIPAL	\$.00	\$.00	\$.00		\$.00
701-510-92X	AMTS. PAID INTO SINKING FUND	\$.00	\$.00	\$.00		\$.00
701-XXX-XXX	ACCOUNTS NOT INCLUDED ABOVE	\$.00	\$.00	\$.00		\$.00
	TOTAL	\$282,690.00	\$6,345.00	\$6,345.00		\$.00

	ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 177	\$.00	\$.00	\$.00		\$.00
	TOTAL	\$.00	\$.00	\$.00		\$.00

	Appropriations	Expenditures	Encumbrances	Available Balance
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 10				
TOTAL	\$.00	\$.00		\$.00
ADDITIONAL STATE SCHOOL BLDG. AID - CHAPTER 74				
TOTAL	\$.00	\$.00		\$.00
000-515-915 RETIREMENT OF ERIP LIABILITY	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$282,690.00	\$6,345.00		\$.00
TRANSFERS				
000-520-93X TRANSFERS TO OTHER FUNDS	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS AND TRANSFERS	\$282,690.00	\$6,345.00		\$.00
RESERVE ACCOUNT				
999-999-999 PRIOR YEAR RESERVE	\$.00	\$.00		\$.00
TOTAL USES OF FUNDS, TRANSFERS AND RESERVE	\$282,690.00	\$6,345.00		\$.00
TOTAL DEBT SERVICE FUNDS NOT INCLUDING RESERVES	\$282,690.00	\$6,345.00	\$276,345.00	\$.00

PREPARED AND SUBMITTED BY:



BOARD SECRETARY/BUSINESS ADMINISTRATOR

11/3/2022

DATE

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

REGULATION GUIDE

TEACHING STAFF MEMBERS

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Lesson Plans and Plan Books

R 3270 LESSON PLANS AND PLAN BOOKS

A. Lesson Plans

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



REGULATION GUIDE

TEACHING STAFF MEMBERS

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Lesson Plans and Plan Books

5. Lesson plans will follow the format established by the Principal or designee.
 6. Lesson plans must be prepared with clarity and in sufficient detail to permit a substitute to conduct the lesson efficiently and effectively.
- B. Lesson Plan Books
1. Lesson plans shall be kept in an accessible electronic version or in a plan book.
 2. The plan book will permit administrators to monitor classroom instruction.
 3. Content of the lesson plan book shall be designated by the Superintendent and will be determined by the school district.
- C. Substitute Lesson Plans
1. Each teaching staff member shall submit a substitute folder to the Principal or designee that shall contain the following:
 - a. Lesson plans;
 - b. Emergency procedures; and
 - c. Any other content as prescribed by the Principal.
 2. To help a substitute and to provide meaningful work for the students in the event a teaching staff member is absent, subject related activities shall be provided.
 3. Every attempt shall be made to follow the lesson plans so that the student's education will not be interrupted during the teaching staff member's absence.

Issued:



REGULATION GUIDE

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Care of School Property
M

R 5513 CARE OF SCHOOL PROPERTY

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

~~1. Teachers will exercise judgment in the entrustment of school property to students.~~

12. **Teaching staff members** ~~Teachers~~ will impress upon all students the importance of the proper care of school property and instruct students in the proper use of school facilities, equipment, instructional materials, and textbooks.

23. **Teaching staff members** ~~Teachers~~ will keep an accurate inventory of textbooks and other materials ~~in assigned to~~ their classrooms.

B. General Rules Governing the Use of School Property

1. Students shall not deface the school building, furnishings, or equipment in any manner.

2. Students shall not use school furnishings or equipment for purposes other than those for which the furnishing or equipment was designed and intended.

3. Students will care for school textbooks in accordance with ~~paragraph D. below.~~

C. Distribution and Collection of Textbooks and Materials

1. ~~Each~~ **Textbooks** will be **identified stamped** as the property of the Board of Education ~~and marked with a number unique to that book.~~

2. A label **shall will** be affixed to ~~the front of~~ each textbook and will include:

a. The name of the Board of Education, **and**



REGULATION GUIDE

STUDENTS

R 5513/page 2 of 5
Care of School Property

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



REGULATION GUIDE

STUDENTS

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Care of School Property

D. Care of Textbooks by Students

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

E. Fines and Penalties

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

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



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Care of School Property

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

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

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

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

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

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

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

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

~~a. The _____ (same as §1E4) will retain one copy for office records.~~

~~b. The student will be given one copy as receipt for the fine.~~

~~c. The teacher will be given one copy as evidence that the fine has been paid.~~

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



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Care of School Property

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

Adopted:



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Quorum

0163 QUORUM

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

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

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

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



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Quorum

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

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

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

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



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Quorum

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

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

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

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

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



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Quorum

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



POLICY GUIDE

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Quorum

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

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

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

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

Adopted:



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Board of Education Website Accessibility

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1511 BOARD OF EDUCATION WEBSITE ACCESSIBILITY

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

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

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

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POLICY GUIDE

Board of Education Website Accessibility

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

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



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Board of Education Website Accessibility

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



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Board of Education Website Accessibility

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

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

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

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

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

Adopted:



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Every Student Succeeds Act
M

2415 EVERY STUDENT SUCCEEDS ACT

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

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

Application Procedure

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

Covered Programs

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

Title I

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



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Every Student Succeeds Act

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

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

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

Type of Title I Program

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

Target Assistance Program

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

New Jersey Department of Education Accountability System

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



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Every Student Succeeds Act

Fiscal Responsibility

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

Staff

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

Parent and Family Engagement ~~Parental Involvement~~

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

Student Surveys, Analysis, and/or Evaluations

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



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Every Student Succeeds Act

Unsafe School Choice Option

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

Property

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

Capital Expenses

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

Post-Award Requirements

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

Supplement, Not Supplant

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



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Every Student Succeeds Act

Evaluation

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

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

Adopted:



POLICY GUIDE

TEACHING STAFF MEMBERS

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Professional Responsibilities

3270 PROFESSIONAL RESPONSIBILITIES

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

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

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

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

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

Optional

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



POLICY GUIDE

TEACHING STAFF MEMBERS 3270/page 2 of 2 Professional Responsibilities

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

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

N.J.S.A. 18A:27-4

N.J.A.C. 6A:9-3.3

Adopted:



5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education.

Eligibility to Attend School

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

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

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

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

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

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

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

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

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3,2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

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

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

Proof of Eligibility

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

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

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

Registration Forms and Procedures for Initial Assessment

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

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

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

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

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

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

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

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

Notice of Ineligibility

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

Removal of Currently Enrolled Students

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

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

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

Appeal to the Commissioner

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

Assessment and Calculation of Tuition

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

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

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

Nonresident Students

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

Children Who Anticipate Moving to or from the District

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

Other Nonresident Students

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

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

Closter Public Schools in 6th and 7th grade may attend as tuition students. The tuition will be based on the established tuition rate for that year. This policy will not apply to Closter students attending an out-of-district placement, as their new district of domicile will be financially responsible for their tuition and the cost of related services.

F-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. A F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a F-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

J-1 Visa Students

The school district is not required to, but may permit the attendance of J-1 Visa students into the school district. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a J-1 Visa must be approved by the Board for attendance in the school district and shall not pay tuition. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

Adopted May 27, 2021

Revised April 7, 2022

Revised November 17, 2022

POLICY GUIDE

STUDENTS

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Care of School Property
M

5513 CARE OF SCHOOL PROPERTY

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

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

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

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

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

~~Gross reference: Policy Guide Nos. 2520, 7610, 8461, 9260~~

Adopted:



POLICY GUIDE

STUDENTS

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School District Issued Student Identification Cards

M

5517 SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

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

An Identification Card will be issued to all students in

Choose one or more of the following:

- all school buildings,
- elementary schools,
- middle schools,

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

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



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School District Issued Student Identification Cards

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

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

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

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

Adopted:



POLICY GUIDE

STUDENTS
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Student Journalism
M

5722 STUDENT JOURNALISM

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

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

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

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

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

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

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



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Student Journalism

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

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

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

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

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

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



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Student Journalism

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

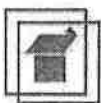
When a school official determines the restraint of student expression is necessary, the school official shall simultaneously identify at least one of the five prohibitions listed in 1. through 5. above under N.J.S.A. 18A:36-45.c. and in this Policy under which the limitation of student expression is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

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

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

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

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



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Student Journalism

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

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

Adopted:



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Student Fundraising

5830 STUDENT FUNDRAISING

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

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

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

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

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

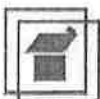
~~Students may solicit and collect money on behalf of nonschool organizations, provided the fund raising has been approved by the Principal.~~

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

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

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

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



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Student Fundraising

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

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

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

Adopted:

