

Perth Amboy Board of Education
REGULAR MEETING
April 10, 2025 – 5:30 p.m.
Perth Amboy High School
931 Convery Boulevard

MINUTES

1. Call to Order – President González 5:30pm

2. Pledge of Allegiance

3. Notice of Meeting

“The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Perth Amboy Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the bulletin board in the Administrative Headquarters Building, mailing notices to The Home Tribune, El Diario/La Prensa, City Clerk Kupsch, as well as all other persons requiring notification pursuant to the New Jersey Open Public Meetings Law.”

4. Roll Call – Mr. Michael LoBrace, School Business Administrator/Board Secretary

Mr. Anderson	<u>P</u>	Ms. Crawford	<u>P</u>
Mr. George	<u>A</u>	Mr. Gomez	<u>P</u>
Mr. Marte	<u>P</u>	Mr. Quiles	<u>P</u>
Ms. Velez	<u>P</u>	Vice President Melendez	<u>P</u>
President González	<u>P</u>		

Administration:

Dr. Roman	<u>P</u>
Dr. Medina	<u>P</u>
Mr. Rodriguez	<u>P</u>
Ms. Machado	<u>P</u>
Mr. LoBrace	<u>P</u>

5. Student Representative – No Student Representative updates this evening.

6. Presentations:

Dr. Roman and Dr. Medina introduced the presentations and thanked everyone involved who collaborated on these presentations and the creation of the new Academy.

- Creative Arts Academy – Dr. Courtney Pepe, Director of Instructional Technology.
- Digital Media Academy – Dr. Courtney Pepe, Director of Instructional Technology.
- Health Sciences Academy – Ms. Jamie Richardson, Director of Curriculum and Instruction.
- Chronic Absenteeism- Ms. Katelyn Tivald, Director of Counseling and Related Services.

7. Meeting open to the public for discussion of agenda items and non-agenda items. There will be only one public participation session at this meeting.

At this time, comments are invited on any matter. Public participation shall be governed by Policy No. 0167. Anyone wishing to address the Board, please state your name, municipality of residence and group affiliation. Each statement made by a participant shall be limited to three minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. All statements shall be directed to the presiding officer. No member of the public may address or question board members individually. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. The Board discourages the public from speaking negatively about any employee, administrator, or student. Individuals can be held personally liable for defamatory or libelous statements made at public meetings. The Board bears no responsibility for comments made by members of the public. Comments regarding employees, administrators or students cannot be legally responded to by any member of the Board or administration.

Public Speaker 1 commented on the chronic absenteeism and the work in the school buildings for secretaries. She continued by stating the rates are being disputed on tonight’s agenda for extra compensation.

Public Speaker 2 applauded the High School play, Mamma Mia. He commented on the two Administrator appointments.

Public Speaker 3 spoke about the culinary program and the need for supplies to be ordered timely.

Motion to close Public comments.

<u>Quiles</u>	<u>Crawford</u>
Motion	Seconded

No discussion.

All in favor.

The Superintendent addressed the misstatements made by Public Speaker #2 regarding Administrator positions, and notified the public of upcoming announcements regarding the Health benefits change and the enrollment period.

8. **WHEREAS**, pursuant to N.J.S.A. 10:4-12 (b), the Board of Education may exclude the public from that portion of a public meeting wherein the board discusses any of the matters set forth at N.J.S.A. 10:4-12 (b) (1) -(9);

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of the Open Public Meeting Act (“Act”), the Board of Education shall conduct a closed session pursuant to the provisions of N.J.S.A. 10:4-12(b) for the purpose of discussing the following matter(s):

- ☐ Matters rendered confidential by state or federal law
- ☒ Personnel
- ☐ Student(s) – Harassment, Intimidation & Bullying
- ☐ Termination of employee
- ☐ Appointment of a public official
- ☒ Matters covered by the attorney-client privilege
- ☐ Pending or anticipated litigation
- ☐ Pending or anticipated contract negotiations
- ☐ Protection of the safety or property of the public
- ☐ Matters involving the purchase, lease or acquisition of real property with public funds
- ☐ Matters which would constitute an unwarranted invasion of privacy
- ☐ Matters in which the release of information would impair a right to receive funds from the United States Government
- ☐ Matters concerning collective negotiations and/or the negotiations of terms and conditions of employment of employees of the Board of Education
- ☐ Possible imposition of a civil penalty or suspension
- ☐ Any matter which could adversely affect the public interest if discussion of the matters were disclosed

It is anticipated that the length of time of this executive session will be minutes, and that action may be taken in public after the executive session.

Motion to enter Executive Session

<u>Velez</u>	<u>Anderson</u>	
Motion	Seconded	6:20 p.m.

No discussion

All in favor. 6:23pm

Motion to close Executive Session

<u>Quiles</u>	<u>Gomez</u>	
Motion	Seconded	8:05pm

9. Amendments/revisions to the agenda.

- Personnel Item number 6 was corrected online.*
- Correction of minutes for page 12 where the roll call vote was corrected to note Ms. Crawford’s absence.*
- Amending new salary for Yaniry Rodriguez to \$54,095.00.*
- Amending Executive Session minutes as discussed in tonight’s Executive Session.*

10. Approval of Minutes of Regular Meeting held on March 13, 2025, with tonight’s revision.
Approval of Executive Session Minutes of Meeting held on March 13, 2025, with tonight’s revision.

11. Approval of the Bills List for April 10, 2025 and the following payrolls:

Dates	Amounts
March 14, 2025	\$6,798,472.81
March 31, 2025	\$6,754,683.28

Crawford
Motion

Velez
Seconded

No discussion.

All in favor.

12. Correspondence

A. State Department of Education (Copies distributed to Members of the Board)

1). Letters received from the Teacher’s Pension and Annuity Fund approving the applications for Service Retirement for the following individuals with the following effective dates:

Non-applicable

2). Letter received from the Public Employees’ Retirement System approving the application for Service Retirement for the following individual with the following effective date:

Non-applicable

13. Reports

A. Board Secretary – Mr. Michael LoBrace

1). Secretary’s Monthly Financial Reports for the month of February 2025.

2). Treasurer’s Monthly Financial Reports for the month of February 2025.

Acceptance of the Reports of the Secretary’s and Treasurer’s as submitted and as being in agreement for the month of February 2025.

Acceptance of certification from the Board Secretary that no major line item has been over-expended for the month of February 2025.

B. Board President’s Report – Ms. Marisol González

The Board President read the Bereavement Notices aloud and offered the Board’s sincere condolences.

C. Superintendent’s Report – Dr. David A. Roman

The Superintendent asked all to review the email sent to all sent this evening regarding Health Benefits, he reminded everyone of the upcoming Spring Break and calendar changes, and lastly he welcomed the new Administrators appointed this evening and thanked them for selecting this District.

CUR-14). Recommendations of the Superintendent of Schools

Curriculum Committee – Mr. Michael George, Chairperson

- 1). Approval for the following Field Trips: **(Specified in Attachment)**

- 2). Approval to provide transportation for the Rutgers University Upward Bound Summer Program for the 2025-2026 school year, at a cost not to exceed \$40,000.00, under the supervision of Ms. Katelyn Tivald, Director of School Counseling and Related Services, funded through Title I accounts 20-231-100-500-0-0000-40 and 20-234-100-500-0-0000-40.

- 3). Approval to enter into agreement with Concord Theatricals for *The Wizard of Oz* musical performance license for the 2025-2026 Summer Theater Program, under the supervision of Dr. Courtney Pepe funded through Title I accounts: 20-231-100-610-0-0000-40, and 20-234-100-610-0-0000 40.

- 4). Approval to affirm the Superintendent’s decision regarding the following HIB cases as founded and to approve the Superintendent to transmit a copy of the Board’s decision to the affected students’ parents HIB case numbers: **(Specified in Attachment)**

- 5). Approval to affirm the Superintendent’s decision regarding the following HIB cases as unfounded and to approve the Superintendent to transmit a copy of the Board’s decision to the affected students’ parents HIB case numbers: **(Specified in Attachment)**

<u>González</u>	<u>Anderson</u>
Motion	Seconded

No discussion.

All in favor.

PER-15). **Recommendations of the Superintendent of Schools**
Personnel Committee – Ms. Marisol González – Chairperson
Note: All appointments of district staff are contingent upon satisfying the requirements of the New Jersey Criminal History Background Check Status.

1). Appointments of the following certificated staff:

	Name (Last, First)	Position	Step	Salary Pending Negotiations (Pro-rated)	Location	Date Effective	End Date	Notes
a.	Quezada, Edwin TCR.EDC.SOCS.HS.01	Social Studies Teacher	K-MA	\$87,065	PAHS	9/1/2025	6/30/2026	Replacing J. David
b.	Tieu, Elizabeth TCR.DLS.MUSC.K4.01	Music Teacher	B-BA	\$62,820	Dual Language School	5/12/2025	6/30/2025	Replacing C. Hoynowski
c.	Jimenez, Manuela TCR.PAH.ENGL.HS.15	Teacher – ELA	G- PhD	\$78,715	PAHS	9/1/2025	6/30/2026	Replacing M. Rodriguez
d.	Hargrave, Krys TCR.PAH.ENGL.HS.06	Teacher – ELA	K-MA	\$87,065	PAHS	9/1/2025	6/30/2026	Replacing A. Ramos

2). Approval of the following non-certificated staff:

	Name (Last, First)	Position	Salary Pending Negotiations (Pro-rated)	Location	Date Effective	End Date	Notes
a.	Núñez Emiliano, Xiomara FAC.PAH.CUST.NA.07	Custodian-B	\$38,785 (Night Stipend Included)	PAHS	3/17/2025	6/30/2025	Replacing A. Abreu Abreu

3). Approval of the following requests for a Leave of Absence:

	Name (Last, First)	Reason	Position	Location	Date Effective	End Date	Notes
a.	Espinoza, Nidia	Medical Leave	Food Service	Richardson School	2/12/25	3/7/25	2/12/25 – 2/25/25 Utilizing sick days 2/26/25 – 3/7/25 Without pay
b.	Fuentes, Henry	Extension of Medical Leave	Maintenance	Admin. Bldg.	4/24/25	5/7/25	Extension of Medical Leave without pay
c.	Georgiana, Daja	Medical Leave	Teacher	Flynn School	9/16/24	4/4/25	9/16/24 – 9/27/24 Utilizing sick days 9/30/24 – 4/4/25 Without pay
d.	Hansen, Michael	Medical Leave	Teacher	PAHS	2/4/25	3/31/25	2/4/25 – 2/25/25 Utilizing sick and personal days 2/26/25 – 3/31/25 Without pay
e.	Diaz-Melgarejo, Maribel	Medical Leave	Food Service	PAHS	1/13/25	2/14/25	Utilizing sick days
f.	Mastrolia, Cara	Medical Leave	Teacher	Flynn School	3/3/25	4/11/25	3/3/25 – 3/14/25 Utilizing sick days 3/17/25 – 4/11/25 Without pay
g.	Marcucci, Wendeline	Medical Leave	Paraprofessional	Hmieleski E.C.C.	2/19/25	3/7/25	Utilizing sick days

PER-15). Recommendations of the Superintendent of Schools
Personnel Committee – Ms. Marisol González – Chairperson

3). Approval of the following requests for a Leave of Absence: **(Continued)**

	Name (Last, First)	Reason	Position	Location	Date Effective	End Date	Notes
h.	Ramirez, Maritza	Medical Leave	Confidential Secretary	Admin. Bldg.	11/18/24	4/25/25	11/18/24 – 12/13/24 Utilizing sick, personal and vacation days 12/16/24 – 1/15/25 Without pay 1/16/25 – 1/23/25 Utilizing vacation and family medical days 1/24/25 – 4/25/25 Without pay
i.	Hoynowski, Caroline	Intermittent Medical Leave	Teacher	Shull School	1/15/25	6/26/25	Intermittent Medical Leave utilizing sick days
j.	Medina, Vicenta	Extension of Medical Leave	Custodian	McGinnis School	11/11/24	4/30/25	11/11/24 – 3/7/25 Utilizing sick, personal and vacation days 3/10/25 – 4/30/25 Without pay
k.	Redondo- Chicharro, Emma	Medical Leave	Teacher	Rose Lopez School	3/21/25	4/11/25	Utilizing sick days
l.	Rodriguez, Daniel	Medical Leave	Teacher	PAHS	3/7/25	5/16/25	Utilizing sick days
m.	Ruiz, Jackeline	Medical Leave	Food Service	Ceres School	2/25/25	3/18/25	2/25/25 – 3/5/25 Utilizing sick days 3/6/25 – 3/18/25 Without pay
n.	Sakowski, Kara	Medical Leave	Teacher	Rose Lopez School	1/2/25	4/1/25	Utilizing sick days
o.	Rullan, Alba	Medical Leave	Teacher	Dual Language School	2/14/25	3/31/25	Utilizing sick days
p.	Satterthwaite, Catherine	Medical Leave	Teacher	Ceres School	11/1/24	11/27/24	Utilizing sick days
q.	Mongiello, Debra	Extension of Medical Leave	Teacher	Wilentz School	11/1/24	4/30/24	Extension of Medical Leave utilizing sick days
r.	Williams, Wendy	Extension of Medical Leave	Teacher	Shull School	2/3/25	3/21/25	Extension of Medical Leave utilizing sick days
s.	Zayas, Harold	Medical Leave	Maintenance	Admin. Bldg.	1/27/25	3/14/25	Utilizing sick days
t.	Sosa, Hiamna	Medical Leave	Food Service	Wilentz School	2/21/25	3/21/25	Medical Leave without pay
u.	Valenzuela, Priscilla	Medical Leave	Speech Language Therapist	Flynn School	2/7/25	3/7/25	Utilizing sick days
v.	Villa, Niurka	Medical Leave	Paraprofessional	Ignacio Cruz E.C.C.	2/21/25	3/21/25	Utilizing sick days
w.	Roman, Joanna	Medical Leave	Paraprofessional	Wilentz School	2/17/25	3/5/25	Medical Leave without pay
x.	Gibbons, Beverly	Medical Leave	Bus Driver	Transportation Dept.	3/26/25	6/26/25	3/26/25 – 4/7/25 Utilizing sick, personal and family medical days 4/8/25 – 6/26/25 Without pay

PER-15). Recommendations of the Superintendent of Schools
Personnel Committee – Ms. Marisol González – Chairperson

3). Approval of the following requests for a Leave of Absence: (Continued)

	Name (Last, First)	Reason	Position	Location	Date Effective	End Date	Notes
y.	Siguenza, Wendy	Extension of Medical Leave	Custodian	Patten School	11/11/24	1/24/25	Extension of Medical Leave without pay
z.	Rios, Yaritza	Maternity Leave	Paraprofessional	Hmieleski E.C.C.	12/18/24	5/8/25	12/18/24 – 2/12/25 Utilizing sick days 2/13/25 – 5/8/25 Without pay
aa.	Sprague, Jayme	Maternity Leave	Teacher	Rose Lopez School	4/28/25	6/26/25	Utilizing sick and personal days
bb.	Rodriguez, Francheska	Extension of Maternity Leave	Teacher	Shull School	2/18/25	4/4/25	Extension of Maternity Leave without pay
cc.	Zambrano, Wendy	Maternity Leave	Paraprofessional	Hmieleski E.C.C.	1/2/25	6/13/25	1/2/25 – 3/14/25 Utilizing sick days 3/17/25 – 6/13/25 Without pay
dd.	Jimenez, Loarisleidy	Extension of Maternity Leave	School Psychologist	Ignacio Cruz E.C.C.	4/29/25	6/26/25	Extension of Maternity Leave without pay
ee.	Livesey, Kelly	Maternity Leave	Teacher	Shull School	4/28/25	6/26/25	Maternity Leave without pay
ff.	Martinez, JessMarie	Extension of Maternity Leave	Paraprofessional	Flynn School	4/28/25	6/26/25	Extension of Maternity Leave without pay
gg.	Pennetta, Lauren	Revision of Maternity Leave	Teacher	Wilentz School	3/10/25	11/28/25	Revision of Maternity Leave From: 3/25/25 – 4/28/25 Utilizing sick days 4/29/25 – 11/28/25 Without pay To: 3/10/25 – 4/4/25 Utilizing sick days 4/7/25 – 11/28/25 Without pay
hh.	Reid, Rachel	Maternity Leave	Teacher	Wilentz School	3/3/25	9/30/25	3/3/25 – 5/12/25 Utilizing sick days 5/13/25 – 9/30/25 Without pay
ii.	Sutera, GinaMarie	Extension of Maternity Leave	Teacher	Wilentz School	4/10/25	6/26/25	Extension of Maternity Leave without pay
jj.	Prince, Rhonda	Family Leave	Teacher	McGinnis School	4/28/25	5/9/25	Family Leave utilizing sick days
kk.	Harris, Debra	Intermittent Family Leave	Food Service	PAHS	1/14/25	6/26/25	Intermittent Family Leave utilizing sick days
ll.	Adames, Shanice	Extension of Family Leave	Paraprofessional	PAHS	12/2/24	2/28/25	Extension of Family Leave without pay
mm.	Bennett, Patricia	Intermittent Family Leave	Teacher	Ceres School	10/7/24	6/26/25	Intermittent Family Leave utilizing sick days
nn.	Cano, Jonassis	Family Leave	Security Personnel	Personalized Learning Program	1/2/25	1/31/25	Family Leave without pay

PER-15). Recommendations of the Superintendent of Schools
Personnel Committee – Ms. Marisol González – Chairperson

3). Approval of the following requests for a Leave of Absence: **(Continued)**

	Name (Last, First)	Reason	Position	Location	Date Effective	End Date	Notes
oo.	Chapman, Luann	Family Leave	Teacher	McGinnis School	9/3/24	4/8/25	9/3/24 – 9/27/24 Utilizing sick, personal and family medical days 9/30/24 – 4/8/25 Without pay
pp.	De Jesus, Jeffrey	Family Leave	Infrastructure Manager	PAHS	2/3/25	3/14/25	Family Leave without pay
qq.	Fazio, Christine	Intermittent Family Leave	Teacher	Ceres School	1/29/25	5/1/25	Intermittent Family Leave utilizing sick days
rr.	Garcia, Thomas	Family Leave	School Counselor	Shull School	4/28/25	6/26/25	Family Leave without pay
ss.	Giordano, Jenna	Intermittent Family Leave	Teacher	Ceres School	3/3/25	6/26/25	Intermittent Family Leave utilizing sick days
tt.	Goldson, Taylor	Family Leave	Teacher	PAHS	2/3/25	5/2/25	Family Leave without pay
uu.	Marcus, Adam	Family Leave	Teacher	Flynn School	1/6/25	3/28/25	Family Leave without pay
vv.	McAllister, Tamara	Family Leave	Teacher	Wilentz School	11/13/24	2/14/25	Family Leave without pay
ww.	Mendoza, Christopher	Family Leave	Paraprofessional	PAHS	2/18/25	3/28/25	Family Leave without pay
xx.	Pullaro, Victoria	Intermittent Family Leave	Teacher	Ceres School	10/9/24	6/26/25	Intermittent Family Leave utilizing sick days
yy.	Urena- Rodriguez, Ridgar	Family Leave	Custodian	Admin. Bldg.	3/26/25	6/20/25	Family Leave without pay
zz.	Reid, Donald	Family Leave	Teacher	PAHS	3/3/25	6/26/25	Family Leave 3/3/25 – 3/19/25 utilizing sick days 6/2/25 – 6/26/25 Without pay
aaa.	Roca, Ruth	Intermittent Family Leave	Teacher	PAHS	2/11/25	6/26/25	Intermittent Family Leave utilizing sick days
bbb.	Valenzuela, Frezia	Intermittent Family Leave	Teacher	Ceres School	2/7/25	3/3/25	Intermittent Family Leave utilizing sick days
ccc.	Woods, Jessica	Family Leave	School Counselor	Patten School	2/10/25	2/28/25	Family Leave utilizing sick days

4). Acceptance of the following resignations for the purpose of retirement:

	Name (Last, First)	Position	Location	Effective Date
a.	Cardona, Marisel AID.ICC.PARA.P3.09	Paraprofessional	Ignacio Cruz E.C.C	July 1, 2025
b.	Pannullo, Lorraine TCR.SES.MIDD.58.08	Teacher	Shull School	July 1, 2025
c.	Pabon, Marilyn AID.AVC.PARA.K4.06	Paraprofessional	Ceres School	July 1, 2025
d.	Salas, Lydia TRN.BOE.DRIV.NA.25	Bus Driver	District	July 1, 2025
e.	Guarino, Keith ADM.PAH.PRIN.HS.01	Principal	PAHS	Revised from: July 1,2025 to September 1, 2025

5). Acceptance of the following resignations:

	Name (Last, First)	Position	Location	Effective Date
a.	Devaramane, Komola AID.DIS.SPED.K4.144	Paraprofessional	Richardson School	April 17, 2025
b.	Dixon, Alexander SUP.BOE.SUPR.NA.01	Transportation Manager	District	April 18, 2025
c.	Gamino, Giannina TCR.DIS.BILG.K4.06	Bilingual Teacher	Ceres School	April 29, 2025

PER-15). Recommendations of the Superintendent of Schools
Personnel Committee – Ms. Marisol González – Chairperson

- 6). Approval for Staff to work for the 2024-2025 and 2025-2026 school year and be compensated at the contractual rate, under the supervision of each respective Principal and or Director. **(Specified in Attachment)**
- 7). Approval for the following to serve as Substitute Lunch Aide at an hourly rate of \$18.16 for the 2024-2025 school year, not to exceed 29.50 hours weekly each, under the supervision of Ms. Yolanda Gómez, Director of Personnel.

	Name (Last, First)		Name (Last, First)
a.	Caraballo De Jerez, Maria	d.	
b.	Quan, Huong	e.	
c.		f.	

- 8). Approval for the following staff to serve as mentors for the first-year certificated staff for the 2024-2025 school year. **(Specified in Attachment)**
- 9). Approval to appoint Ms. Melissa Cardoza, Transportation Manager, effective on or before June 11, 2025 through June 30, 2025, at a pro-rated 12- month salary of \$91,000.00.
- 10). Approval to appoint Mr. Miguel Carmona, Interim Director of Operations, District, effective on or before May 5, 2025, through June 30, 2025, at a pro-rated 12-month salary of \$128,000.00.
- 11). Approval to appoint the following staff as the Affirmative Action Officers committee for the 2024-2025 school year, at no cost to the district, under the supervision of Ms. Yolanda Gómez, Director of Personnel.

	Name (Last, First)	Position	Location
a.	Richardson, Jamie	Director of Curriculum & Instruction	Administration Building
b.	Rosario, Stephanie	Supervisor of Curriculum & Instruction	Administration Building
c.	Ezell, Charles	Vice Principal	Perth Amboy High School

- 12). Approval of the reinstatement of the following staff.
 - XX001 – Effective March 18, 2025
 - XX969 – Effective March 24, 2025
- 13). Approval of the following staff to be placed on administrative leave with pay.
 - XX628 – Effective March 18, 2025
 - XX778 – Effective March 25, 2025
 - XX788 – Effective March 25, 2025
- 14). Approval to accept the following Student Teachers/Student Observations/Internships for the 2024-2025 school year (In-district staff).

	Name (Last, First)	Subject	Location	Cooperating Teacher/ Administrator	Start Date	End Date	School/ Program
a	Wardenski, Ana J.	ESL	Ceres School	Ms. Jennifer Joseph	4/11/2025	6/26/2025	Kean University
b	Martinez, Nathaly	School Administrator	PAHS	Ms. Yolanda Gómez	4/11/2025	5/15/2025	Montclair State University

- 15). Approval of the salary adjustments. **(Specified in Attachment)**

<u>Gonzalez</u>	<u>Velez</u>
Motion	Seconded

No discussion.

<i>Mr. Anderson</i>	<u>Y</u>
<i>Mr. George</i>	<u>A</u>
<i>Mr. Marte</i>	<u>Y</u>
<i>Ms. Velez</i>	<u>Y</u>
<i>President González</i>	<u>Y</u>

<i>Ms. Crawford</i>	<u>Y</u>
<i>Mr. Gomez</i>	<u>Y</u>
<i>Mr. Quiles</i>	<u>Y</u>
<i>Vice President Melendez</i>	<u>Y</u>

FIN-16). **Recommendations of the Superintendent of Schools**
Finance Committee – Ms. Jasmin Melendez – Chairperson

- 1). Approval of travel expenses, under the supervision of Mr. Michael LoBrace, School Business Administrator and Mr. Francisco Velez, Assistant School Business Administrator. **(Specified in Attachment)**
- 2). Approval of transfer report in accordance with Board Policy 6422 and N.J.S.A. 18A:22-8.1 and N.J.A.C. 6A:23A-13.1 et seq. under the supervision of Mr. Michael LoBrace, School Business Administrator and Mr. Francisco Velez, Assistant School Business Administrator. **(Specified in Attachment)**
- 3). Approval of the following PTO approved events and fundraisers.

	School	Event/Fundraiser	Date/s
a.	E. J. Patten School	PTO Spring Festival	4/30/2025
b.	E.J. Patten School	PTO Teacher Appreciation Luncheon	5/9/2025
c.	E.J. Patten School	PTO Crazy Hair Day	6/6/2025
d.	E.J. Patten School	PTO Mix & Match Day	6/13/2025
e.	E. J. Patten School	PTO 5th Grade Luncheon	6/13/2025
f.	E. J. Patten School	PTO Favorite Character Day	6/20/2025
g.	PAHS	PTO Mother's Day Paint Night	5/1/2025

- 4). Approval of the contract(s)/additional related services for Special Education, General Education, Displaced, et al student(s) placed in Out-of-District facility for the 2024-2025 school year, under the supervision of Ms. Marcia Stillo, Director of Special Services.

Student #	School	Contract Fee	Account #
156	MOESC – Regional Achievement	\$18,000.00	11-000-100-561-0-0000-16
158	Fed Cap	\$38,115.00	11-000-100-566-0-0000-16
159	Green Brook Academy	\$34,499.50	11-000-100-566-0-0000-16

- 5). Approval to utilize Teacher of the Deaf Services for the following student for the 2024-2025 school year, to be funded through account number 11-000-2178-320-0-0000-16, under the supervision of Ms. Marcia Stillo, Director of Special Services.

Initials	ID	Not to Exceed Amount
EG	XXX115	\$1,190.00

- 6). Approval to accept settlement agreement with Senco Metals, LLC, under the supervision of Mr. Michael LoBrace, School Business Administrator and Mr. Francisco Velez, Assistant School Business Administrator.
- 7). Approval to utilize “Event by Ricardo (Ricardo Medrano)” for the Perth Amboy High School – DJ for Senior Prom on May 9, 2025 from 6:00 pm – 11:00 pm, funded through student activity account, under the supervision of Mr. Keith Guarino, Principal and Ms. Karla F. Garcia, Principal.
- 8). Resolution Awarding Contract – High School Temporary Classroom Demolition/Removal-Murray Paving and Concrete, LLC., 210 South Newman Street, Hackensack, NJ 07601

The Perth Amboy Board of Education, based upon the recommendation and supervision of Mr. Michael LoBrace, School Business Administrator, and Mr. Delvis Rodriguez, Assistant Superintendent, hereby approves the award of a contract of High School Temporary Classroom Demolition/Removal on an “as needed” basis to:

Murray Paving and Concrete, LLC.
210 South Newman Street
Hackensack, NJ 07601

The award of the contract is based upon ESCNJ State Approval Coop #65MCESCCPS JOC Contract No: 23/24-28 Pricing. It is estimated, based upon Job Order Number: 125832.00, that the purchase order with Murray Paving and Concrete, LLC. will not exceed \$139,302.71 and be funded through account number: 20-492-400-450-0-0000-00, through the New Jersey Schools Development Emergent Capital Grant.

The term of the contract is from March 20, 2025 through June 30, 2025.

Melendez Velez
Motion Seconded

No discussion.

All in favor.

B&G-17). Recommendations of the Superintendent of Schools
Buildings & Grounds Committee – Mr. Joas Quiles – Chairperson

- 1). Approval of the following use of facilities requests, under the supervision of Mr. Michael LoBrace, School Business Administrator and Mr. Francisco Velez, Assistant School Business Administrator.

	Organization	Building	Dates/Time	Event	Certificate of Insurance	Estimated Fee
	-	-	-	-	-	-

Motion

Seconded

Old Business

- 1). Second Reading of the following policy: **(Specified in Attachment)**
- 9163 Spectator Code of Conduct for Interscholastic Events

<u>Quiles</u>	<u>Velez</u>
Motion	Seconded

No discussion.
All in favor

New Business

- 1). First Reading of the following policies and regulation: **(Specified in Attachment)**
- 2419 School Threat Assessment Teams
 - 1523 Comprehensive Equity Plan
 - 1550 Equal Employment/Anti-Discrimination Practices
 - 2260 Equity in School and Classroom Practices
 - 2411 Guidance Counseling
 - 2415 Every Student Succeeds Act
 - 2421 Career and Technical Education
 - 3211 Code of Ethics
 - 5111 Eligibility of Resident/Nonresident Students
 - 5116 Education of Homeless Children and Youths
 - 5200 Attendance
 - 5512 Harassment, Intimidation, or Bullying
 - 5570 Sportsmanship
 - 5751 Sexual Harassment of Students
 - 5842 Equal Access of Student Organizations
 - R2520 Instructional Supplies
- 2). Approval to maintain student ID #XXX316 on home instruction pending referral to Special Services, as recommended by the Student Disciplinary Committee at the hearing conducted on April 2, 2025.
- 3). Approval to return student ID #XXX247 and student ID #XXX861 to school, as recommended by the Student Disciplinary Committee at the hearing conducted on April 2, 2025.
- 4). Approval to return student ID #XXX528 to school, on the condition that parent provides proof of participation in an outpatient hospitalization program and services through PerformCare as prescribed by Raritan Bay Medical Center, as recommended by the Student Disciplinary Committee at the hearing conducted on April 2, 2025.

<u>Marte</u>	<u>Velez</u>
Motion	Seconded

Mr. Anderson voted No to number 1 and Yes to 2, 3 and 4. All in favor.

President Gonzalez acknowledged the successful season of the Boys Varsity Basketball team.

Mr. Marte discussed the Board’s role in being active in all areas of the school district and he acknowledged the good work the Home Liaisons due but implored the families to be a part of making sure students show up every day. He agreed with President Gonzalez on the success of the Boys Basketball team and expressed his hopes all teams follow their example.

Mr. Gomez acknowledged the good work put into the presentations this evening and the hard work by Dr. Pepe, Ms. Richardson and Ms. Tivald.

Mr. Quiles remembered the families of the disaster this week in the Dominican Republic.

Motion to Adjourn

<u>Gomez</u>	<u>Marte</u>
Motion	Seconded

All in favor. 8:29pm

Respectfully submitted,

Michael LoBrace
Board Secretary

Curriculum

14 – Item #1

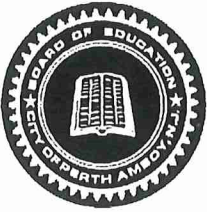
Field Trips Board Approval
4/10/2025

Date of Trip	Destination	School	Number of Students Attending	Number of Staff/Adults Attending	Teacher/Staff Responsible	Walking Trip	Cost	Admission/Additional Costs Account number	Transportation Cost	Account Number for Bus Cost	Grand Total of Trip	# of BOE Buses	# of Charter Buses	Time Leaving	Time Returning
4/25/2025	Montclair State University Music Residency	PAHS- Main Grade 10-12	32	2	Mr. Jeffrey Pando	No	\$560.00	Student Activities Account	\$ 600.00	Student Activities Account	\$ 1,160.00	1	0	7:30 AM	2:30 PM
5/2/2025	Monroe Township High School Panther L.I.F.E Prom	PAHS Panther L.I.F.E	20	2	Ms. Jordan Olivero Dr. Amanda Martin	No	\$ 500.00	Student Activities Account	\$ 333.75	Student Activities Account	\$ 833.75	1	0	5:00 PM	9:00 PM
5/14/2025	The Imperia Somerset, NJ	PAHS - MAIN Safety Ambassador Program	20	1	Mr. Mark Niebojeski	No	\$ -	N/A	\$ -	N/A	\$ -	1	0	9:00 AM	2:30 PM
5/15/2025	Raritan Valley Community College	Richardson Grade 1	90	11	Ms. Candace Caccavale	No	\$ 1,550.00	Student Activities Account	\$ 600.00	Student Activities Account	\$ 2,150.00	2	0	10:00 AM	2:00 PM
5/15/2025	Jackson Liberty High School Jackson, NJ	McGinnis Video Production Students	10	1	Ms. Jenny Boggs Cristallo	No	\$ 250.00	Student Activities Account	\$ 350.00	Student Activities Account	\$ 600.00	1	0	8:30 AM	2:30 PM
5/22/2025	Chelsea Art Galleries Chelsea, NY	PAHS- Main Art Program	40	2	Ms. Cynthia Mitchell	No	\$ -	N/A	\$ 600.00	Student Activities Account	\$ 600.00	1	0	8:00 AM	4:00 PM
5/23/2025	Music in the Parks- Dorney Park Allentown, PA	PAHS Grades 9-12	75	4	Mr. Jeffrey Pando	No	\$7,217.00	Student Activities Account	\$ 4,176.00	Student Activities Account	\$11,393.40	0	2	6:00 AM	11:00 PM
6/6/2025	2025 Senior Class Trip Dorney Park Allentown, PA	PAHS- Main Grade 12 Students	364	36	Ms. Lisa Cancel	No	\$ 20,581.00	Student Activities Account	\$ 9,800.00	Student Activities Account	\$ 30,381.00	1	10	9:00 AM	10:00 PM
6/6/2025	The Barge Perth Amboy, NJ	McGinnis Grade 8 NJHS	60	4	Ms. Kristin Dura Mr. Brian Peters Mr. Mark Rivera	Yes	\$ 1,212.80	Student Activities Account	N/A	N/A	\$ 1,212.80	0	0	11:15 AM	2:30 PM
6/12/2025	Paper Mill House Millburn, NJ	McGinnis Musical Cast & Crew	35	3	Ms. Lisa Vasfallo	No	\$ 2,242.00	Student Activities Account	\$ 356.25	Student Activities Account	\$ 2,598.25	1	0	12:00 PM	5:30 PM

IN DISTRICT FIELD TRIPS

Date of Trip	Destination	School	Number of Students Attending	Number of Staff/Adults Attending	Teacher/Staff Responsible	Walking Trip	Cost	Admission/Additional Costs Account number	Transportation Cost	Account Number for Bus Cost	Grand Total of Trip	# of BOE Buses	# of Charter Buses	Time Leaving	Time Returning
4/16/2025	James J. Flynn School	PAHS - Main Tomorrow's Teachers ML's	19	1	Mr. Luis Diaz	No	\$ -	N/A	\$ -	N/A	\$ -	0	N/A	8:00 AM	2:15 PM
5/28/2025	Rose M. Lopez Elementary 24 Game Tournament	Flynn Grades 4 and 5	25	1	Mr. Nelson Jerez	No	\$ -	N/A	\$ -	N/A	\$ -	1	N/A	8:45 AM	2:00 PM
5/28/2025	Rose M. Lopez Elementary 24 Game Tournament	Wilentz Grades 4 and 5	24	1	Ms. Alyssa Burino	No	\$ -	N/A	\$ -	N/A	\$ -	1	N/A	9:00 AM	2:00 PM
5/28/2025	Rose M. Lopez Elementary 24 Game Tournament	Richardson Grades 4 and 5	25	1	Mr. Ronald Mascenik	No	\$ -	N/A	\$ -	N/A	\$ -	1	N/A	9:00 AM	2:00 PM
5/28/2025	Rose M. Lopez Elementary 24 Game Tournament	Patten Grades 4 and 5	7	1	Ms. Heidi Rosa	No	\$ -	N/A	\$ -	N/A	\$ -	1	N/A	8:30 AM	2:00 PM
5/28/2025	Rose M. Lopez Elementary 24 Game Tournament	Ceres Grades 4 and 5	12	1	Mrs. Mendez-Gutierrez	No	\$ -	N/A	\$ -	N/A	\$ -	1	N/A	9:00 AM	2:00 PM
5/28/2025	Rose M. Lopez Elementary 24 Game Tournament	Dual Language School Grades 4 and 5	12	1	Ms. Maria Lopez	No	\$ -	N/A	\$ -	N/A	\$ -	1	N/A	9:00 AM	2:00 PM
5/29/2025	Rose M. Lopez Middle School 24 Game Tournament	Shull Grades 6, 7 and 8	45	2	Mr. M. Wiecezorek	No	\$ -	N/A	\$ -	N/A	\$ -	2	N/A	8:45 AM	1:45 PM
5/29/2025	Rose M. Lopez Middle School 24 Game Tournament	McGinnis Grades 6, 7 and 8	46	5	Dr. Janice Kroposky	No	\$ -	N/A	\$ -	N/A	\$ -	2	N/A	8:45 AM	1:30 PM
5/29/2025	Rose M. Lopez Middle School 24 Game Tournament	Dual Language School Grade 6	6	1	Ms. Nayilva Nunez	No	\$ -	N/A	\$ -	N/A	\$ -	1	N/A	8:45 AM	1:45 PM
6/3/2025 Rain Date 6/4/2025	Water Stadium DARE Ceremony	Wilentz Grade 5 Students	110	7	Ms. Valerie Agosto	No	\$ -	N/A	\$ -	N/A	\$ -	3	N/A	11:45 AM	2:00 PM
6/3/2025 Rain Date 6/4/2025	Water Stadium DARE Ceremony	Flynn Grade 5 Students	130	10	Dr. Jessica Neu	No	\$ -	N/A	\$ -	N/A	\$ -	4	N/A	9:00 AM	11:15 AM
6/3/2025 Rain Date 6/4/2025	Water Stadium DARE Ceremony	Patten Grade 5 Students	103	7	Dr. Lauren Marrocco	No	\$ -	N/A	\$ -	N/A	\$ -	3	N/A	12:00 PM	2:00 AM
6/3/2025 Rain Date 6/4/2025	Water Stadium DARE Ceremony	Ceres Grade 5 Students	104	9	Ms. Resti	No	\$ -	N/A	\$ -	N/A	\$ -	2	N/A	9:00 AM	11:00 AM
6/3/2025 Rain Date 6/4/2025	Water Stadium DARE Ceremony	Richardson Grade 5 Students	126	10	Mr. Ronald Mascenik	No	\$ -	N/A	\$ -	N/A	\$ -	3	N/A	12:00 PM	2:00 AM

6/3/2025 Rain Date 6/4/2025	Water Stadium DARE Ceremony	Dual Language School Grade 5 Students	134	6	Ms. Yaron Ms. Rodriguez Ms. Diaz Ms. Lopez Ms. Gonzalez Ms. Cruz	No	\$ -	N/A	\$ -	N/A	\$ -	3	N/A	9:00 AM	11:00 AM
6/24/2025	District Elementary Schools Senior Clap Out	PAHS- Main Grade 12 Students	500	12	Ms. Leezenia Rodriguez	No	\$ -	N/A	\$ -	N/A	\$ -	24		9:00 AM	11:00 AM



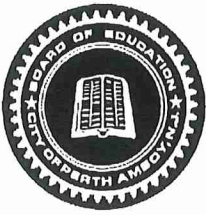
Perth Amboy Public Schools
Department of School Counseling & Related Services
Administrative Headquarters Building
178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6206

Curriculum
14 – Item #4

TO: Mr. Delvis Rodriguez, Assistant Superintendent of Administration
FROM: Ms. Katelyn Tivald, Director of School Counseling & Related Services
RE: Affirm HIB Founded
DATE: March 14, 2025

Sm 3/24/25
16+
3/24/25

Approval to affirm the Superintendent's decision regarding the following HIB cases as founded and to approve the Superintendent to transmit a copy of the Board's decision to the affected students' parents (HIB case numbers: 286410, 287246, 287468, 287575, 287701, 288067, 288188, 288189, 288387, 288427, 288429).



Perth Amboy Public Schools
Department of School Counseling & Related Services
Administrative Headquarters Building
178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6206

TO: Mr. Delvis Rodriguez, Assistant Superintendent of Administration

FROM: Ms. Katelyn Tivald, Director of School Counseling & Related Services

RE: Affirm HIB Unfounded

DATE: March 14, 2025

8/24/25
KA
8/24/25

Approval to affirm the Superintendent's decision regarding the following HIB cases as unfounded and to approve the Superintendent to transmit a copy of the Board's decision to the affected students' parents (HIB case numbers: 286669, 286966, 287090, 287231, 287323, 287336, 287354, 287559, 287562, 287573, 287574, 287871, 287902, 287919, 287990, 288054, 288222, 288274, 288275, 288565, 288596, 288877, 289121).

Personnel
15 – Item #6

Transition to Kindergarten Summer Program
2025-2026 School Year

Employee Name	School/ Building	Position	Program Name	Account Number(s)	Rate of Pay	Dates (From-To)	Hours (AM/PM)
Renee Sullivan	Ceres	Coordinator	Transition to Kindergarten Summer Program Pre-Planning, Orientation, Post-Planning	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$41.13/hr	April 11, 2025 -August 29, 2025	Not to exceed 17 Hours
Renee Sullivan	Ceres	Coordinator	Transition to Kindergarten Summer Program Program	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$47.00/hr	July 7, 2025 - August 1, 2025	Not to exceed 25 hours per week

**K-5 Summer Program
2025-2026 School Year**

Employee Name	School/ Building	Position	Program Name	Account Number(s)	Rate of Pay	Dates (From-To)	Hours (AM/PM)
Kristen Bannon	Flynn	Coordinator	K-5 Summer Program Pre-Planning, Orientation, Post-Planning	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$41.13/hr	April 11, 2025 -August 29, 2025	Not to exceed 17 Hours
Kristen Bannon	Flynn	Coordinator	K-5 Summer Program Program	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$47.00/hr	July 7, 2025 - August 1, 2025	Not to exceed 25 hours per week

**K-5 Steam Summer Program
2025-2026 School Year**

Employee Name	School/ Building	Position	Program Name	Account #	Rate of Pay	Date	Hours
Joel Polidura	Wilentz	Coordinator	K-5 Summer STEAM Pre-Planning, Orientation, Post Planning	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$41.13/hr	April 11, 2025 -August 29, 2025	Not to exceed 17 hours
Joel Polidura	Wilentz	Coordinator	Program - K-5 Summer STEAM Program	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$47.00/hr	July 7, 2025 - August 1, 2025	Not to exceed 25 hours per week

**Summer Theatre Program
2025-2026 School Year**

Employee Name	School/ Building	Position	Program Name	Account Number	Rate of Pay	Dates (From-To)	Hours
Kimberly Massimino	Patten	Coordinator	Summer Theatre Program Pre-Planning, Orientation, Post-Planning	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$41.13/hour	April 11, 2025 - August 29, 2025	not to exceed 17 hours
Allison Graham	PAHS	Director	Summer Theatre Program Pre-Planning, Orientation, Post-Planning	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$41.13/hour	April 11, 2025 - August 29, 2025	not to exceed 20 hours
Kimberly Massimino	Patten	Coordinator	Summer Theatre Program Program	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$47.00/hour	July 7, 2025 - August 6, 2025	not to exceed 25 hours per Week
Allison Graham	PAHS	Director	Summer Theatre Program Program	20-231-100-101-1-0000-40 20-234-100-101-1-0000-40	\$47.00/hour	July 7, 2025 - August 6, 2025	not to exceed 20 hours per Week
Kimberly Massimino	Patten	Coordinator	Summer Theatre Program Performance Day	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$47.00/hour	August 7, 2025	10 hours
Allison Graham	PAHS	Director	Summer Theatre Program Performance Day	20-231-100-101-1-0000-40 20-234-100-101-1-0000-40	\$47.00/hour	August 7, 2025	8 hours

Middle School Summer Intervention Program
Samuel E. Shull Middle School & William C. McGinnis Middle School
2025-2026 School Year

Employee Name	School/ Building	Position	Program Name	Account Number	Rate of Pay	Dates (From-To)	Hours (Up to)
Tara Van Den Akker	Shull	Coordinator	Middle School Summer Intervention Program: Pre-Planning, Orientation, Post-Planning	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$41.13/hr	June 1, 2025 - August 8, 2025	Not to exceed 17 Hours
Edgardo Vazquez	McGinnis	Coordinator	Middle School Summer Intervention Program: Pre-Planning, Orientation, Post-Planning	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$41.13/hr	June 1, 2025 - August 8, 2025	Not to Exceed 17 Hours
Tara Van Den Akker	Shull	Coordinator	Middle School Summer Intervention Program	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$47.00/hr	July 7, 2025 - August 1, 2025	Not to exceed 25 hours per week
Edgardo Vazquez	McGinnis	Coordinator	Middle School Summer Intervention Program	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$47.00/hr	July 7, 2025 - August 1, 2025	Not to exceed 25 hours per week

Samuel E Shull Middle School
1:1 Paraprofessional for Spring Musical
2024-2025 School Year

Employee Name	School/ Building	Position	Program Name	Account Number(s)	Hourly Rate	Dates	Hours
Cumber, Kathleen	Shull	Paraprofessional	Spring Musical	15-204-100-106-1-0000-06	34.08/Hr	March 25, 2025 - June 13, 2025	Up to 7.5 hours per week

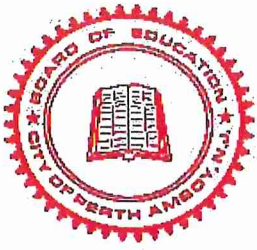
Nurses
Summer Programs
2025-2026 School Year

Employee Name	School/ Building	Position	Program Name	Account Number(s)	Hourly Rate	Dates (From-To)	Hours
Lisa Abatangelo	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Judith Amorosa	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Aracelis Molina	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Maria O'Hara	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Evon Racioppi	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Debbie Petrizzo	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Angelica Montanez	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Celeste Cott	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Jurgita Katkauskaitė	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Stephanie Chrobak	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Joann Ruiz	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Gidelka Nunez	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Rosa Ramos	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.
Melissa Lopez-Valdez	District	Nurse	Summer Program	11-000-213-100-1-0000-27	\$47.00	July 1-August 8, 2025	8:00 a.m. - 4:00 p.m.

Perth Amboy High School
2025 Summer Credit Recovery and Credit Coursework Program
2025-2026 School Year

Employee Name	School/Building	Position	Program Name	Account Number(s)	Rate of Pay	Dates (From-To)	Hours (AM/PM)
Rodriguez, Leezenia	PAHS	Summer Credit Recovery Coordinator	Credit Recovery and Credit Coursework Program	20-231-200-110-1-0000-40 20-234-200-110-1-0000-40	\$47.00 per period	July 1, 2025 - August 11, 2025	not to exceed 8 hours per day

PERTH AMBOY PUBLIC SCHOOLS



Administrative Headquarters Building
178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6200

Ms. Yolanda Gómez
Director of Personnel

Ext. 30-151/30-152
30-153/30-154/30-155
Fax: (732) 638-1007

Date: March 25, 2025

To: Dr. David Roman
Superintendent of Schools

From: Ms. Yolanda Gómez
Director of Personnel

Re: Agenda Item – District Mentors

Please submit the following for Board of Education approval on the April 10, 2025, agenda:

Approval for the following staff to serve as mentors for the first-year certificated staff for the 2024-2025 school year, under the supervision of Ms. Yolanda Gómez, Director of Personnel, funded through account number 11-000-223-110-1-0000-35.

	Name (Last, First)	Position	Location	Mentor	Number of Weeks	Start Date	End Date	Stipend
a.	Tieu, Elizabeth	Music Teacher	Dual Language School	Brian Plagge	7	5/12/2025	6/26/2025	\$466.08



Ms. Yolanda Gómez
Director of Personnel

Perth Amboy Public Schools

Administrative Headquarters Building
178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6200

Personnel
15 – Item #15

Ext. 30-151/30-152
30-153/30-154/30-155
Fax: (732) 638-1007

March 25, 2025

AGENDA: April 10, 2025

To: The Honorable Members of the Board of Education

From: Ms. Yolanda Gómez
Director of Personnel *Yolanda Gómez*

Please be advised that the annual salary of the following employee(s) salaries and previously approved by the Board are recommended to be adjusted as follows:

Name	Location	Salary-From	Salary-To (Prorated)	Reason for Change	Effective Date
Brian Tafero	W.C. McGinnis	\$64,935.00	\$76,098.00	Full EPTA Stipend	9/1/2024
James Dabrowski	S.E. Shull	\$95,315.00	\$97,205.00	20 yrs. Teacher Long.	3/16/2025
Virginia Morales	R.M. Lopez	\$104,203.00	\$106,093.00	20 yrs. Teacher Long.	3/16/2025
Engly Aly	R.N. Wilentz	\$98,725.00	\$100,615.00	20 yrs. Teacher Long.	3/16/2025
Rogers Zupko	A.V. Ceres	\$102,440.00	\$104,330.00	20 yrs. Teacher Long.	3/16/2025
Sandra Leonardo	E. Hmielecki	\$53,020.00	\$53,760.00	13 yrs. SRP Long.	3/16/2025
Nicole Mezzacappa	E. Hmielecki	\$80,495.00	\$76,785.00	Salary Correction	9/1/2024
Yaniry Rodriguez	S.E. Shull	\$54,095.00	\$60,541.00	Removal of Acting Head Custodian-Non-Pensionable	3/7/2025
Sandra Tapia	PAHS	\$61,290.00	\$59,175.00	Removal of Night Stipend	3/14/2025
Tatiana Torres	Admin Building		\$750 pay period	Payroll Responsibility	3/1/2025-3/31/25
Leyshla Moscoso	Admin Building		\$750 pay period	Pension Responsibility	3/1/2025-3/31/25
James Catenaro	PAHS	\$103,191.00	\$92,028.00	Removal of full EPTA	3/8/2025
Michael Hansen	PAHS	\$91,096.00	\$79,933.00	Removal of full EPTA	3/20/2025
Michael Hansen	PAHS	\$79,933.00	\$68,770.00	Removal of full EPTA	3/20/2025
Raymond Konopka	PAHS	\$108,368.00	\$97,205.00	Removal of full EPTA	3/8/2025
Rachel Wintemberg	PAHS	\$129,491.00	\$118,328.00	Removal of full EPTA	3/20/2025
Frank Yee	PAHS	\$90,811.00	\$79,648.00	Removal of full EPTA	3/20/2025
John Gordon	PAHS	\$80,495.00	\$82,727.60	1/5 EPTA Stipend	12/5/24-6/26/25
Lori Zaretsky	PAHS	\$104,330.00	\$106,325.00	25 yrs. Teacher Long.	4/1/2025
Paula Swindell	Ignacio	\$78,853.00	\$80,743.00	20 yrs. Teacher Long.	4/1/2025
Jeremiah Kleckner	PAHS	\$101,265.00	\$103,155.00	20 yrs. Teacher Long.	4/1/2025

**Perth Amboy Public Schools
Approval for Travel Expenses
April 10, 2025 Board Meeting**

Staff Member	Building	Travel Dates	Workshop/ Conference	Destinat ion	Regist. Fee	Meals and Incidentals Days Daily Total	Mileage / Trans.	Lodging Nights Daily Total	Account Number	Bd. App Cost	Board App	County Approval
Mr. Melvin Cruz	Admin Building <i>Buildings and Grounds</i>	24-25 SY	NJ Association of Designated Persons	TBD	\$150.00	N/A	N/A	N/A	11-000-262-800-0-0000-32			

Finance

16 – Item #2

MONTH: April-25

COUNTY: Middlesex

DISTRICT: Perth Amboy

SCHOOL: District Wide

Fund		Account	#	Function	Object	Description	Code or	Location	(1) Original Appropriation Amount	(2) Appropriation Amount Before Transfer	(3) Increase (Decrease)	(4) Appropriation Amount After Transfer
11	000	261	300	261	300	PURCHASED PROFESSIONAL S			454,800.00	454,800.00	-63,646.63	\$ 391,153.37
11	000	261	610	261	610	GENERAL SUPPLY - B&G			395,900.00	395,900.00	-35,838.41	\$ 360,061.59
11	000	262	590	262	590	MISCELLANEOUS PUR SERV			237,000.00	237,000.00	-102,000.00	\$ 135,000.00
11	000	262	622	262	622	ELECTRICITY - CERES			67,565.00	77,065.00	20,000.00	\$ 97,065.00
11	000	262	622	262	622	ELECTRICITY - PAHS			756,975.00	718,067.58	84,615.04	\$ 802,682.62
11	000	262	622	262	622	ELECTRICITY - MCGINNIS			206,395.00	206,395.00	40,000.00	\$ 246,395.00
11	000	262	622	262	622	ELECTRICITY - PATTEN			95,283.00	105,283.00	25,000.00	\$ 130,283.00
11	000	262	622	262	622	ELECTRICITY - SHULL			124,200.00	144,200.00	35,000.00	\$ 179,200.00
11	000	262	800	262	800	OTHER OBJECTS-B&G			10,000.00	10,000.00	-3,130.00	\$ 6,870.00
11	000	261	420	261	420	CLEAN/REPAIR - B&G			2,027,870.00	2,027,870.00	-40,000.00	\$ 1,987,870.00
11	000	262	622	262	622	ELECTRICITY - #10			157,607.00	182,607.00	40,000.00	\$ 222,607.00
11	000	261	420	261	420	CLEAN/REPAIR - B&G			2,027,870.00	1,987,870.00	-40,000.00	\$ 1,947,870.00
11	000	262	622	262	622	ELECTRICITY - WILENTZ			145,394.00	168,394.00	40,000.00	\$ 208,394.00
11	000	261	300	261	300	PURCHASED PROFESSIONAL S			454,800.00	391,153.37	13,646.63	\$ 404,800.00
11	000	261	420	261	420	CLEAN/REPAIR - B&G			2,027,870.00	1,947,870.00	-118,776.63	\$ 1,829,093.37
11	000	262	590	262	590	MISCELLANEOUS PUR SERV			237,000.00	135,000.00	102,000.00	\$ 237,000.00
11	000	262	800	262	800	OTHER OBJECTS-B&G			10,000.00	6,870.00	3,130.00	\$ 10,000.00
11	000	261	420	261	420	CLEAN/REPAIR - B&G			2,027,870.00	1,829,093.37	20,499.13	\$ 1,849,592.50
11	000	261	610	261	610	GENERAL SUPPLY - B&G			395,900.00	360,061.59	-20,499.13	\$ 339,562.46
11	000	261	610	261	610	GENERAL SUPPLY - B&G			395,900.00	339,562.46	-118,662.46	\$ 220,900.00
11	000	262	300	262	300	PUR PROF SVCS - B&G			100,000.00	100,000.00	-12,000.00	\$ 88,000.00
11	000	262	490	262	490	PUR PROF SVC - H2O - CER			32,941.00	32,941.00	-2,657.68	\$ 30,283.32
11	000	262	490	262	490	PUR PROF SVC - H2O - HS			384,221.00	384,221.00	-192,459.26	\$ 191,761.74
11	000	262	490	262	490	PUR PROF SVC - H2O - MCG			40,980.00	40,980.00	300.00	\$ 41,280.00
11	000	262	490	262	490	PUR PROF SVC - H2O - EJP			32,657.00	32,657.00	3,125.00	\$ 35,782.00
11	000	262	490	262	490	PUR PROF SVC - H2O - SHU			32,214.00	32,214.00	930.00	\$ 33,144.00
11	000	262	490	262	490	PUR PROF SVC - H2O - #7			11,915.00	11,915.00	-1,507.73	\$ 10,407.27
11	000	262	490	262	490	PUR PROF SVC - H2O - HML			53,148.00	53,148.00	-11,226.00	\$ 41,922.00
11	000	262	490	262	490	PUR PROF SVC - H2O - JFF			30,314.00	30,314.00	1,234.00	\$ 31,548.00
11	000	262	490	262	490	PUR PROF SVC - H2O - #10			41,000.00	41,000.00	4,927.00	\$ 45,927.00
11	000	262	490	262	490	PUR PROF SVC - H2O - CRZ			40,015.00	40,015.00	-4,286.28	\$ 35,728.72
11	000	262	490	262	490	PUR PROF SVC - H2O - LOP			32,000.00	32,000.00	4,049.00	\$ 36,049.00
11	000	262	490	262	490	PUR PROF SVC - H2O - WIL			44,275.00	44,275.00	7,890.00	\$ 52,165.00
11	000	262	490	262	490	PUR PROF SVC - H2O - B&G			14,000.00	14,000.00	-1,039.59	\$ 12,960.41
11	000	262	610	262	610	GENERAL SUPPLY - DW			0.00	2,895.00	-2,895.00	\$ -

DISTRICT: Perth AmboyCOUNTY: MiddlesexMONTH: April-25SCHOOL: District Wide

Fund	Account Program	# Function	Object	Code or Description	Location	(1) Original Appropriation Amount		(2) Appropriation Amount Before Transfer		(3) Increase (Decrease)		(4) Appropriation Amount After Transfer	
						Amount		Amount		Amount		Amount	
11	000	262	610	GENERAL SUPPLY - PTRSON	1	37,000.00		37,000.00		-16,105.40		20,894.60	
11	000	262	610	GENERAL SUPPLY - CERES	2	35,000.00		35,000.00		-10,581.24		24,418.76	
11	000	262	610	GENERAL SUPPLY - MCG	4	75,000.00		75,000.00		-36,645.09		38,354.91	
11	000	262	610	GENERAL SUPPLY - PATTEN	5	70,000.00		70,000.00		-30,000.00		40,000.00	
11	000	262	610	GENERAL SUPPLY - SHULL	6	70,000.00		70,000.00		-35,000.00		35,000.00	
11	000	262	610	GENERAL SUPPLY - HMEILES	8	65,000.00		62,105.00		-31,083.95		31,021.05	
11	000	262	610	GENERAL SUPPLY - FLYNN	9	60,000.00		60,000.00		-22,318.87		37,681.13	
11	000	262	610	GENERAL SUPPLY - #10 SCH	10	60,000.00		60,000.00		-21,535.30		38,464.70	
11	000	262	610	GENERAL SUPPLY - CRUZ	11	77,000.00		77,000.00		-32,788.60		44,211.40	
11	000	262	610	GENERAL SUPPLY - LOPEZ	14	60,000.00		60,000.00		-15,219.11		44,780.89	
11	000	262	610	GENERAL SUPPLY - WILENTZ	18	70,000.00		70,000.00		-30,389.32		39,610.68	
11	000	262	610	GENERAL SUPPLY - B&G	32	70,000.00		70,000.00		-597.44		69,402.56	
11	000	262	621	GAS	0	21,145.00		21,145.00		5,500.00		26,645.00	
11	000	262	621	GAS - CERES	2	12,475.00		12,475.00		2,405.00		14,880.00	
11	000	262	621	GAS - PAHS	3	151,543.00		193,543.00		76,286.00		269,829.00	
11	000	262	621	GAS - MCGINNIS	4	39,066.00		39,066.00		-1,248.36		37,817.64	
11	000	262	621	GAS - SHULL	6	21,000.00		20,617.00		5,321.00		25,938.00	
11	000	262	621	GAS - #7 SCHOOL	7	6,575.00		6,574.00		1,362.00		7,936.00	
11	000	262	621	GAS - HMELESKI	8	28,366.00		28,366.00		-3,691.49		24,674.51	
11	000	262	621	GAS - FLYNN	9	21,336.00		21,336.00		2,313.00		23,649.00	
11	000	262	621	GAS - #10	10	19,805.00		19,803.00		3,085.00		22,888.00	
11	000	262	621	GAS - CRUZ	11	35,120.00		35,116.00		7,310.00		42,426.00	
11	000	262	621	GAS - LOPEZ	14	48,675.00		48,675.00		-10,217.41		38,457.59	
11	000	262	621	GAS - WILENTZ	18	22,363.00		22,363.00		9,899.00		32,262.00	
11	000	262	622	ELECTRICITY	0	68,084.00		68,084.00		3,405.00		71,489.00	
11	000	262	622	ELECTRICITY - CERES	2	67,565.00		97,065.00		7,450.00		104,515.00	
11	000	262	622	ELECTRICITY - PAHS	3	756,975.00		802,682.62		142,220.00		944,902.62	
11	000	262	622	ELECTRICITY - MCGINNIS	4	206,395.00		246,395.00		46,970.00		293,365.00	
11	000	262	622	ELECTRICITY - PATTEN	5	95,283.00		130,283.00		55,827.00		186,110.00	
11	000	262	622	ELECTRICITY - SHULL	6	124,200.00		179,200.00		56,885.00		236,085.00	
11	000	262	622	ELECTRICITY - #7	7	23,176.00		23,176.00		-965.46		22,210.54	
11	000	262	622	ELECTRICITY - HMELESKI	8	77,560.00		77,560.00		13,643.00		91,203.00	
11	000	262	622	ELECTRICITY - FLYNN	9	156,550.00		156,550.00		64,447.00		220,997.00	
11	000	262	622	ELECTRICITY - #10	10	157,607.00		222,607.00		69,169.00		291,776.00	
11	000	262	622	ELECTRICITY - CRUZ	11	140,226.00		140,226.00		20,954.00		161,180.00	

DISTRICT: Perth AmboyCOUNTY: MiddlesexMONTH: April-25SCHOOL: District Wide

SCHOOL: District wide

Fund	Account Program	#	Function	Object	Code or Description	Location	(1)		(2)		(3)		(4)	
							Original Appropriation Amount	Amount	Appropriation Amount Before Transfer	Amount	Increase (Decrease)	Amount After Transfer	Appropriation Amount After Transfer	
11	000	262	622	622	ELECTICITY - DLS	13	200,000.00		165,000.00		-68,011.87	\$	96,988.13	
11	000	262	622	622	ELECTRICITY - LOPEZ	14	505,974.00		497,984.00		98,057.00	\$	596,041.00	
11	000	262	622	622	ELECTRICITY - WILENTZ	18	145,394.00		208,394.00		78,912.00	\$	287,306.00	
11	000	270	160	160	SALARY TRANS - DRIVERS	0	1,390,390.00		1,390,390.00		-80,742.09	\$	1,309,647.91	
11	000	221	102	102	SALARY SPVSR - GUIDANCE	20	149,971.50		230,145.57		34,967.25	\$	265,112.82	
11	000	221	102	102	SALARY SPVSR -HEALTH/PE	29	133,903.13		155,584.80		4,974.32	\$	160,559.12	
11	000	221	105	105	SALARY SECRETARY - BIL	17	374,070.00		170,978.04		-39,941.57	\$	131,036.47	
11	000	270	160	160	SALARIES TRANS- DLS	13	48,360.00		48,360.00		-22,165.00	\$	26,195.00	
11	000	270	160	160	SALARY TRANS - DRIVERS	0	1,390,390.00		1,309,647.91		-70,000.00	\$	1,239,647.91	
11	000	270	160	160	OVERTIME - TRANS	0	220,500.00		220,500.00		90,000.00	\$	310,500.00	
11	000	270	420	420	CLEAN/REPAIR/MAINT - TRA	0	551,000.00		551,000.00		152,537.37	\$	703,537.37	
11	000	270	800	800	OTHER OBJECTS - TRANS	0	150,450.00		150,450.00		-150,372.37	\$	77.63	
11	000	262	622	622	ELECTRICITY	0	68,084.00		71,489.00		6,919.00	\$	78,408.00	
11	000	262	622	622	ELECTRICITY - PAHS	3	756,975.00		944,902.62		8,525.00	\$	953,427.62	
11	000	262	622	622	ELECTRICITY - MCGINNIS	4	206,395.00		293,365.00		13,715.00	\$	307,080.00	
11	000	262	622	622	ELECTRICITY - SHULL	6	124,200.00		236,085.00		5,889.00	\$	241,974.00	
11	000	262	622	622	ELECTRICITY - #7	7	23,176.00		22,210.54		1,860.00	\$	24,070.54	
11	000	262	622	622	ELECTRICITY - HMIELESKI	8	77,560.00		91,203.00		1,017.00	\$	92,220.00	
11	000	262	622	622	ELECTRICITY - FLYNN	9	156,550.00		220,997.00		5,520.00	\$	226,517.00	
11	000	262	622	622	ELECTRICITY - #10	10	157,607.00		291,776.00		6,161.00	\$	297,937.00	
11	000	262	622	622	ELECTRICITY - CRUZ	11	140,226.00		161,180.00		11,047.00	\$	172,227.00	
11	000	262	622	622	ELECTRICITY - WILENTZ	18	145,394.00		287,306.00		7,808.00	\$	295,114.00	
11	000	270	160	160	SAL TRANS - OFFICE	0	381,200.07		331,616.11		-30,461.00	\$	301,155.11	
11	000	270	593	593	PUR SVC - OTHER	0	143,100.00		124,100.00		-38,000.00	\$	86,100.00	
11	000	100	561	561	TUIT OTH LEA/N ST REG	16	1,460,064.00		933,228.84		62,767.00	\$	995,995.84	
11	000	100	566	566	TUIT TO PRIVATE IN STATE	16	3,999,523.00		5,116,489.76		-62,767.00	\$	5,053,722.76	
11	000	262	490	490	PUR PROF SVC - H2O - HS	3	384,221.00		191,761.74		52,000.00	\$	243,761.74	
11	000	270	503	503	CONTR SRVC - AID IN LIEU	0	524,250.00		453,317.15		-52,000.00	\$	401,317.15	
11	000	251	600	600	SUPPLY/MATERL - BUS OFF	0	30,000.00		15,797.48		-174.50	\$	15,622.98	
11	000	251	890	890	MISC EXPEND - BUS OFF	0	8,325.00		8,325.00		174.50	\$	8,499.50	
11	000	100	566	566	TUIT TO PRIVATE IN STATE	16	3,999,523.00		5,053,722.76		113,375.94	\$	5,167,098.70	
11	000	270	160	160	SAL TRANS - OFFICE	0	381,200.07		301,155.11		-13,752.72	\$	287,402.39	
11	000	270	503	503	CONTR SRVC - AID IN LIEU	0	524,250.00		401,317.15		-51,317.15	\$	350,000.00	
11	000	270	593	593	PUR SVC - OTHER	0	143,100.00		86,100.00		-48,306.07	\$	37,793.93	
11	000	100	566	566	TUIT TO PRIVATE IN STATE	16	3,999,523.00		5,167,098.70		70,000.00	\$	5,237,098.70	

DISTRICT: Perth AmboyCOUNTY: MiddlesexMONTH: April-25SCHOOL: District Wide

Fund	Account Program	Function	Object	Code or Description	Location	(1) Original Appropriation Amount	(2) Appropriation Amount Before Transfer	(3) Increase (Decrease)	(4) Appropriation Amount After Transfer
11	000	252	100	SALARIES - TECH DW	0	651,945.78	1,144,240.07	-22,000.00	\$ 1,122,240.07
11	000	266	100	SALARY - LEO	0	480,212.97	500,352.36	-48,000.00	\$ 452,352.36
11	000	251	100	SALARIES-BUSINESS OFFICE	0	1,154,530.22	1,132,399.94	-2,380.00	\$ 1,130,019.94
11	000	251	100	EXTRA COMP - BUS OFF	0	10,000.00	23,198.64	2,000.00	\$ 25,198.64
11	000	251	100	SALARIES - DISTRICT PRIN	0	76,485.00	76,485.00	380.00	\$ 76,865.00
11	000	100	561	TUIT OTH LEA/IN ST REG	16	1,460,064.00	995,995.84	31,000.00	\$ 1,026,995.84
11	000	100	562	TUIT OTH LEA/ OUT ST SPE	16	4,267,456.00	3,687,324.40	206,545.38	\$ 3,893,869.78
11	216	100	101	SALARIES	8	473,585.00	401,314.00	-22,545.38	\$ 378,768.62
11	216	100	106	OTR SALARY PARA - SPED	7	0.00	179,995.00	-25,000.00	\$ 154,995.00
11	216	100	106	OTR SALARY PARA - SPED	8	967,151.00	892,307.79	-130,000.00	\$ 762,307.79
11	216	100	106	OTR SALARY PARA - SPED	11	1,502,974.00	1,378,578.25	-60,000.00	\$ 1,318,578.25
11	000	230	100	SAL/SUPT. OFFICE/SECRETA	0	648,695.31	648,695.31	-649.00	\$ 648,046.31
11	000	230	340	PURCHASED TECH SER - HR	37	0.00	0.00	649.00	\$ 649.00
11	000	217	320	PUR PROF SVC - SPED	16	664,286.00	490,767.00	173,519.00	\$ 664,286.00
11	000	219	104	SALARIES/CHILD STUDY TEA	2	320,723.75	375,105.00	-54,381.25	\$ 320,723.75
11	000	219	104	SALARIES/CHILD STUDY TEA	3	511,678.10	555,975.00	-44,296.90	\$ 511,678.10
11	000	219	104	SALARIES/CHILD STUDY TEA	5	457,054.03	457,890.00	-835.97	\$ 457,054.03
11	000	219	104	SALARIES/CHILD STUDY TEA	6	547,589.11	557,220.00	-9,630.89	\$ 547,589.11
11	000	219	104	SALARIES/CHILD STUDY TEA	10	494,760.55	501,025.00	-6,264.45	\$ 494,760.55
11	000	219	104	SALARIES/CHILD STUDY TEA	14	315,035.00	315,227.50	-192.50	\$ 315,035.00
11	000	219	105	SALARY - SECRETARY - SPE	16	57,956.08	58,430.00	-473.92	\$ 57,956.08
11	000	219	110	OTR SALAY OF INSTR - SPE	11	4,356.88	61,800.00	-57,443.12	\$ 4,356.88
15	000	218	104	SALARY - GUIDANCE - JFF	9	242,715.00	222,291.33	-14,197.90	\$ 208,093.43
15	000	262	100	SALARIES CUSTODIAL FLYN	9	312,019.88	318,043.62	14,197.90	\$ 332,241.52
15	000	218	104	SALARY - GUIDE - LOPEZ	14	326,295.00	348,120.00	945.00	\$ 349,065.00
15	120	100	101	SAL TEACH GR 1-5 - LOPEZ	14	2,519,617.50	2,330,107.55	-945.00	\$ 2,329,162.55
15	000	222	100	SALARY - LIBRARY - EIP	5	102,440.00	102,440.00	850.50	\$ 103,290.50
15	190	100	106	EXTRA COMP - AIDES - EIP	5	0.00	24,000.00	-2,000.00	\$ 22,000.00
15	240	100	101	SAL TEACHER - BIL - EIP	5	973,497.50	970,169.50	-850.50	\$ 969,319.00
15	240	100	106	EXTRA COMP.	5	0.00	6,000.00	2,000.00	\$ 8,000.00
15	000	266	100	SALARY-LEO - SHULL	6	258,335.00	313,790.59	9,488.34	\$ 323,278.93
15	204	100	101	SAL TEACHER - LLD - SHUL	6	97,205.00	98,380.00	5,581.50	\$ 103,961.50
15	213	100	101	SAL TEACHER - RR - SHULL	6	1,589,462.50	1,324,666.36	-15,069.84	\$ 1,309,596.52
15	000	211	100	EXTRA COMP - SW PLP	3	175.00	175.00	100.00	\$ 275.00
15	000	240	103	EXTRA COMP - PLP	3	0.00	1,777.77	500.00	\$ 2,277.77

DISTRICT: Perth AmboyCOUNTY: MiddlesexMONTH: April-25SCHOOL: District Wide

Fund	Account Program	#	Function	Object	Description	Code or Location	(1) Original Appropriation Amount	(2) Appropriation Amount Before Transfer	(3) Increase (Decrease)	(4) Appropriation Amount After Transfer
15	000	266	100	EXTRA COMP - LEO - HS		3	35,000.00	76,278.80	12,000.00	\$ 88,278.80
15	000	266	100	EXTRA COMP - LEO - HS		3	3,000.00	3,000.00	3,000.00	\$ 6,000.00
15	140	100	101	EXTRA COMP - HS		3	1,672,258.50	809,851.72	-50,530.91	\$ 759,320.81
15	140	100	101	GRADES 9-12 - SALARIES O		3	12,300.00	80,759.46	15,000.00	\$ 95,759.46
15	140	100	101	EXTRA COMP - HS		3	0.00	14,921.26	8,000.00	\$ 22,921.26
15	204	100	106	SAL PARAS - LLD - HS		3	1,040,560.00	1,153,924.87	6,152.29	\$ 1,160,077.16
15	213	100	101	SAL TEACHER - RR - HS		3	1,232,765.00	966,913.40	5,778.62	\$ 972,692.02
15	000	240	103	SALARY - PRINC/VP - HS		3	727,880.32	819,674.41	4,500.00	\$ 824,174.41
15	000	266	100	EXTRA COMP - LEO - SHULL		6	1,750.00	24,100.00	15,000.00	\$ 39,100.00
15	140	100	101	EXTRA COMP - HS		3	1,672,258.50	759,320.81	-5,500.00	\$ 753,820.81
15	190	100	106	EXTRA COMP - HS		3	500.00	13,109.61	1,000.00	\$ 14,109.61
15	213	100	101	SAL TEACHER - RR - SHULL		6	1,589,462.50	1,309,596.52	-15,000.00	\$ 1,294,596.52
15	000	240	600	SUPPLY/MTRL - HS		3	32,630.00	22,630.00	-2,500.00	\$ 20,130.00
15	402	100	600	SUPPLIES AND MATERIALS		3	60,750.00	55,750.00	2,500.00	\$ 58,250.00
15	190	100	106	EXTRA COMP - AIDES - EIP		5	0.00	22,000.00	-5,000.00	\$ 17,000.00
15	204	100	106	EXTRA COMP - PARAS - EIP		5	3,170.10	18,520.00	5,000.00	\$ 23,520.00
15	190	100	610	GENERAL SUPPLIES - PAHS		3	810,283.24	687,395.24	-35,000.00	\$ 652,395.24
15	402	100	500	OTR PUR SVCS - HS		3	55,250.00	84,250.00	14,000.00	\$ 98,250.00
15	402	100	600	SUPPLIES AND MATERIALS		3	60,750.00	58,250.00	21,000.00	\$ 79,250.00
20	218	100	101	SALARY - TEACHER - #7		7	0.00	1,019,835.72	-911.46	\$ 1,018,924.26
20	218	100	101	SALARY - TEACHER - HMIEL		8	2,050,542.00	1,951,364.26	-4,489.28	\$ 1,946,874.98
20	218	100	101	SALARY - TEACHER - CRUZ		11	3,183,908.00	2,868,601.70	-1,125.74	\$ 2,867,475.96
20	218	100	101	EXTRA COMP - TEACHER - #7		7	0.00	8,659.98	781.41	\$ 9,441.39
20	218	100	101	EXTRA COMP - TEACHER - HMI		8	0.00	0.00	82.26	\$ 82.26
20	218	100	106	EXTRA COMP - PARA #7		7	0.00	2,896.80	102.24	\$ 2,999.04
20	218	100	106	EXTRA COMP - PARA - HMIELE		8	0.00	15,614.88	3,378.30	\$ 18,993.18
20	218	100	106	EXTRA COMP - PARA - CRUZ		11	0.00	6,450.75	211.50	\$ 6,662.25
20	218	200	104	EXTRA COMP OF OTHER PROF		8	0.00	0.00	47.00	\$ 47.00
20	218	200	110	OTHER SALARIES - #7		7	198,749.00	198,768.08	27.81	\$ 198,795.89
20	218	200	110	EXTRA COMP - OTHER SALARIE		8	0.00	9,025.89	981.72	\$ 10,007.61
20	218	200	110	EXTRA COMP - OTHER SALARIE		11	0.00	20,773.60	914.24	\$ 21,687.84
20	218	200	102	SAL SUPV INSTR		0	115,183.00	115,182.96	1,250.00	\$ 116,432.96
20	218	200	104	SAL OTHER PROF STAFF		0	1,244,175.00	1,217,010.00	-1,250.00	\$ 1,215,760.00
20	218	200	511	CONTR SERV - TRANS. (BET. H		0	60,000.00	29,004.94	-559.90	\$ 28,445.04
20	218	200	800	OTHER OBJECTS - DW		0	0.00	0.00	559.90	\$ 559.90

DISTRICT: Perth Amboy

COUNTY: Middlesex

MONTH: April-25

SCHOOL: District Wide

SCHOOL: DISTRICT WIDE

Account		#	Function	Object	Code or Description	Location	(1)		(2)		(3)		(4)	
Fund	Program						Original Appropriation Amount	Appropriation Amount	Before Transfer	Appropriation Amount	Increase (Decrease)	Transfer	Appropriation Amount After	
20	218	100	100	101	SALARY - TEACHER - #7		0.00		1,018,924.26		-512.34	\$	1,018,411.92	
20	218	100	100	101	SALARY -TEACHER - HMIEL		2,050,542.00		1,946,874.98		-1,183.54	\$	1,945,691.44	
20	218	100	100	101	EXTRA COMP-TEACHER - #7		0.00		9,441.39		376.02	\$	9,817.41	
20	218	100	100	101	EXTRA COMP-TEACHER - HMI		0.00		82.26		47.00	\$	129.26	
20	218	100	100	106	SAL-PARA - HMIELESKI		1,376,878.00		1,323,900.54		-3,544.02	\$	1,320,356.52	
20	218	100	100	106	EXTRA COMP-PARA #7		0.00		2,999.04		136.32	\$	3,135.36	
20	218	100	100	106	EXTRA COMP-PARA - HMIELE		0.00		18,993.18		3,544.02	\$	22,537.20	
20	218	100	100	106	EXTRA COMP-PARA - CRUZ		0.00		6,662.25		246.75	\$	6,909.00	
20	218	200	200	104	EXTRA COMP OF OTHER PROF		0.00		47.00		47.00	\$	94.00	
20	218	200	200	105	SAL - SECRETARY - CRUZ		65,626.00		64,066.84		366.64	\$	64,433.48	
20	218	200	200	110	OTHER SALARIES - CRUZ		496,656.00		392,220.24		-1,751.06	\$	390,469.18	
20	218	200	200	110	EXTRA COMP-OTHER SALARIE		0.00		10,007.61		1,089.54	\$	11,097.15	
20	218	200	200	110	EXTRA COMP-OTHER SALARIE		0.00		21,687.84		1,137.67	\$	22,825.51	
20	218	100	100	101	SALARY -TEACHER - HMIEL		2,050,542.00		1,945,691.44		-35.26	\$	1,945,656.18	
20	218	100	100	101	EXTRA COMP-TEACHER - HMI		0.00		129.26		35.26	\$	164.52	
Totals								\$	83,579,080	\$	0	\$	83,579,080	
														*
														**
														*

*Column totals must agree

**Column total must equal zero

Transfers Reviewed

Transfers Approved

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Spectator Code of Conduct for
Interscholastic Events
Dec 24
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9163 SPECTATOR CODE OF CONDUCT FOR INTERSCHOLASTIC EVENTS

The Board of Education promotes a physically and emotionally safe and healthy playing environment at interscholastic events and insists good sportsmanship be exhibited at all times by student athletes, coaches, officials, and spectators at such events.

The New Jersey State Interscholastic Athletic Association (NJSIAA) requires the Board to establish policies and procedures relating to sportsmanship and to identify responsibilities of administrators, coaches, and students to ensure their observance. The NJSIAA requires the Board to adopt a Spectator Code of Conduct Policy for all spectators attending an interscholastic event.

The district's high school(s) is a member school of the NJSIAA. The NJSIAA and the Board require high standards of courtesy, fair play, and sportsmanship be featured at school district and NJSIAA interscholastic events. Unsportsmanlike conduct by a person at an event shall subject the individual to disciplinary action.

For the purpose of this Policy, a "home event" shall mean any event occurring in the school district's buildings or on school grounds.

For the purpose of this Policy, "school grounds" also includes other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of the land.

1. Unsportsmanlike conduct includes, but is not limited to, actions of a fan or spectator who:
 - a. Strikes or physically abuses an official, opposing coach, player, spectator, school staff member, or school security;
 - b. Intentionally incites participants or spectators to violent or abusive action;



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Spectator Code of Conduct for
Interscholastic Events

- c. Uses obscene gestures or profane or unduly provocative language or action toward officials, opponents, spectators, school staff members, or school security; or
 - d. Engages in harassing verbal or physical conduct related to race, gender, ethnicity, disability, sexual orientation, or religion at an interscholastic event.
- 2. The Board prohibits unsportsmanlike conduct or actions by a spectator, which include, but are not limited to:
 - a. The use of profanity, threatening comments, or biased language before, during, or after an interscholastic event;
 - b. Verbal harassment of an official or participant (i.e., coaches or players from any participating school) by using names or uniform numbers;
 - c. Entering the field of play before, during, or after an interscholastic event;
 - d. Having a physical altercation with an official, coach, player, school staff, school security, or spectator before, during, or after an interscholastic event;
 - e. The use of artificial noisemakers or other instruments intended to disrupt the interscholastic event or distract the participants during an interscholastic event; or
 - f. Any additional unsportsmanlike conduct or actions determined by the Principal or designee to be unsportsmanlike conduct or action.
 - g. If the unsportsmanlike conduct involves a potential criminal act, the Principal or designee shall immediately contact law enforcement.



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Spectator Code of Conduct for
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3. Disciplinary Framework

- a. If the Principal or designee determines a person's conduct or actions are prohibited by this Policy, the person will be subjected to the following disciplinary actions:
- (1) Immediate removal from the interscholastic event and school grounds;
 - (2) First Offense (365-day calendar starts)
 - (a) Suspension from attending the next one (1) home event(s) for the activity from which the person was immediately removed from school grounds.
 - (3) Second offense occurring within 365-day calendar days of the first offense
 - (a) Suspension from attending the next three (3) home event(s) for the activity from which the person was immediately removed from school grounds.
 - (4) Third offense occurring within 365-day calendar days of the first offense or beyond
 - (a) Suspension from attending the next ten (10) home event(s) for the activity from which the person was immediately removed from school grounds.
 - (5) The Superintendent or designee upon consultation with the Principal or designee may increase the disciplinary actions outlined in this Policy, depending on the severity of the offense.



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Spectator Code of Conduct for
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- b. If it is determined by the Principal or designee that a person exhibited unsportsmanlike conduct at a home interscholastic athletic event, but was not immediately removed from the interscholastic event or from school grounds at the time of the prohibited conduct, the person shall be subject to the disciplinary actions outlined in this Policy.
- c. In the event it is determined by the Principal or designee that a person exhibited unsportsmanlike conduct at an interscholastic event not held in a school district building or on school grounds (away event), the person shall be subject to the disciplinary actions outlined in this Policy.
- d. In the event the suspension from an interscholastic event occurs on the last home event of the activity's season or the suspension exceeds the remaining home events remaining in the activity's season, including playoffs or team or individual championships, the suspension shall continue with the first home event of the same activity in the subsequent school year.
- e. A person suspended by the Principal or designee from attending more than three (3) home interscholastic events for exhibiting conduct or actions that violate this Policy, regardless of the specific event or activity from which the person was suspended, shall be prohibited from attending any other home interscholastic events in the district's schools or on school grounds and shall be required to meet with the Principal or designee prior to being permitted to attend any additional home interscholastic events in the district's schools or on school grounds. The person shall be required to successfully complete an educational component as determined by the Principal or designee before the person is permitted to attend any future home events in school buildings or on school grounds. The educational component will include a program that addresses the unsportsmanlike conduct or actions that caused the person to be suspended from the interscholastic events.



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Spectator Code of Conduct for
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- f. A person who does not comply with the suspension requirements of this Policy or refuses to immediately leave the school building or school grounds for violating the provisions of this Policy may be reported to law enforcement to be removed from the school building or from school grounds.
- 4. Appeals
 - a. A person may appeal the decision of the Principal or designee to the Superintendent of Schools by submitting a written appeal to the Superintendent within three calendar days after receiving notice of the suspension from the event by the Principal or designee. The Superintendent shall make a decision on the written appeal within three business days upon receiving the written appeal. The Superintendent's decision may be appealed to the Board in accordance with the Board appeal provisions in Policy and Regulation 9130 – Public Complaints and Grievances.

This Policy shall be provided to the parent(s) of student-athletes participating in interscholastic programs in the district. The parent(s) shall be required to sign a document acknowledging receipt of this Policy and acknowledging their understanding of the provisions of this Policy. This document shall be provided to the parent(s) during the high school's sports registration process before each season.

This Policy shall be made available to NJSIAA staff upon request. NJSIAA staff may share a copy of this Policy with another member school when appropriate.

A list of unsportsmanlike conduct or actions will be posted at all venues hosting school district events to the extent reasonably possible.

Failure of a member school to enforce the provisions of this Policy may result in discipline by the NJSIAA. In addition to the penalties set forth by NJSIAA, a school that does not enforce its Policy may be prohibited by NJSIAA from hosting an NJSIAA State tournament event.

NJSIAA Spectator Code of Conduct Policy – Revised, May 8, 2024

Adopted: 10 April 2025



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School Threat Assessment Teams

Sep 23

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2419 SCHOOL THREAT ASSESSMENT TEAMS

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

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

1. A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;
2. A teaching staff member;
3. A principal or other senior school administrator;
4. A safe schools resource officer or school employee who serves as school liaison to law enforcement; and
5. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3 and Policy 7440, in the event that the school safety specialist is not already a school administrator or school employee required to be a part of a threat assessment team pursuant to N.J.S.A. 18A:17-43.4.

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

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

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

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

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

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

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

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School Threat Assessment Teams

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

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

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

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

N.J.S.A.18A:17-43.3, 18A:17-43.4, 18A:17-43.5, 18A:17-43.6

Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023

Adopted:

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Comprehensive Equity Plan
Feb 24
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[See POLICY ALERT Nos. 191, 209, and 232]

1523 COMPREHENSIVE EQUITY PLAN

The Board of Education shall complete a Comprehensive Equity Plan (CEP) that includes a cohesive set of policies, programs, and practices that ensure high expectations and positive achievement patterns and equitable access to educational opportunities for all learners, including students and teachers, in accordance with the provisions of N.J.A.C. 6A:7-1.8.

The Board's obligation to be accountable for the requirements in N.J.A.C. 6A:7 is not precluded or alleviated by any rule or regulation of any recreational organization, club, athletic association, or other league or organizing group.

Pursuant to N.J.A.C. 6A:7-1.4(c), the district shall develop, once every three years, a CEP that shall identify and correct all discriminatory and inequitable educational policies, patterns, programs, and practices affecting its facilities, programs, students, and staff.

1. Prior to developing the CEP, the district shall assess its needs for achieving equity in educational activities and programs pursuant to N.J.A.C. 6A:7-1.4(c)1. The needs assessment shall identify discriminatory practices and other barriers to achieving equity in educational activities and programs, if applicable.
2. The CEP shall address:
 - a. Professional development, pursuant to N.J.A.C. 6A:7-1.6; and
 - b. Equity in school and classroom practices, educational activities, and programs pursuant to N.J.A.C. 6A:7-1.7.
3. The CEP shall include measurable and actionable goals, objectives, timelines, and benchmarks for measuring progress.



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Comprehensive Equity Plan

4. The Board shall submit the CEP to the Executive County Superintendent for confirmation of completion.
 - a. If the Executive County Superintendent determines that the CEP is not complete, the Board shall revise the plan in accordance with the Executive County Superintendent's instructions and shall submit to the Executive County Superintendent the revised plan within thirty days of the notification of incompleteness.

Pursuant to N.J.A.C. 6A:7-1.8(c), the CEP shall include the following:

1. An assessment of the school district's needs for achieving equity in educational activities and programs. The assessment shall include staffing practices; quality-of-program data; stakeholder-satisfaction data; and student assessment data disaggregated by gender; race; ethnicity; multilingual learner status; homeless status; special education; migrant; date of enrollment; student suspension; expulsion; Child Study Team referrals; preschool through grade twelve promotion/retention data; preschool through grade twelve completion rates; attendance data; and re-examination and re-evaluation of classification and placement process of students in special education programs if there is disproportionality within a certain groups;
2. A description of how other Federal, State, and district policies, programs, and practices are aligned to the CEP;
3. Progress targets for closing the achievement and opportunity gaps;
4. Professional development targets regarding the knowledge and skills needed to provide a thorough and efficient education as defined by the New Jersey Student Learning Standards (NJSLS), differentiated instruction and formative assessments aligned to the NJSLS, and professional standards for teachers and school leaders; and



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Comprehensive Equity Plan

5. Annual targets that address district needs in equity in school and classroom practices and are aligned to professional development targets.

The Board shall implement the CEP within sixty days of the Executive County Superintendent's certification of completion.

If the Board does not implement the CEP within sixty days of the Executive County Superintendent's certification of completion date, or fails to report its progress annually, sanctions deemed to be appropriate by the Commissioner of Education or designee shall be imposed, and may include action to suspend, terminate, or refuse to award continued Federal or State financial assistance, pursuant to N.J.S.A. 18A:55-2.

N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.4; 6A:7-1.7; 6A:7-1.8

Adopted: 12 January 2006
Revised: 12 February 2015
Revised: 13 October 2016
Revised:



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Equal Employment/Anti-Discrimination Practices

Feb 24

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[See POLICY ALERT Nos. 191, 209, 215, and 232]

1550 EQUAL EMPLOYMENT/ANTI-DISCRIMINATION PRACTICES

The Board of Education shall, in accordance with State statutes and administrative code and Federal law and regulations, strive to overcome the effects of any previous patterns of discrimination in school district employment practices and shall systematically monitor school district procedures to ensure continuing compliance with current Federal and State anti-discrimination laws and regulations.

The Board will ensure all persons regardless of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) shall have equal and bias-free access to all categories of employment in the public educational system of New Jersey.

The Board will not enter into any contract with a person, agency, or organization that discriminates on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a), either in employment practices or in the provision of benefits or services to students or employees. In addition, the Board will encourage minority businesses, women’s business enterprises, and labor surplus area firms to submit bids to be considered for the awarding of contracts.

The Board shall not assign, transfer, promote, or retain staff, or fail to assign, transfer, promote, or retain staff, on the sole basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a).



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Equal Employment/Anti-Discrimination Practices

The Board shall ensure equal pay for equal work among members of the school district's staff, regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

N.J.S.A. 10:5-4; 10:5-12

N.J.A.C. 6A:7-1.1; 6A:7-1.3

Adopted: 12 January 2006

Revised: 12 February 2015

Revised: 13 October 2016

Revised: 23 August 2018

Revised:



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Equity in School
and Classroom Practices
Feb 24
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[See POLICY ALERT Nos. 191, 209, and 232]

2260 EQUITY IN SCHOOL AND CLASSROOM PRACTICES

The Board of Education shall provide all students with equitable and bias-free access to all school facilities, courses, programs, activities, and services, regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a) by:

1. Ensuring barrier-free access to all school and classroom facilities;
2. Attaining, within each school, minority representation, that approximates the district's overall minority representation. Exact apportionment is not required, the ultimate goal is a reasonable plan achieving the greatest degree of a representative balance that is feasible and consistent with sound educational values and procedures;
3. Utilizing, on an annual basis, a State-approved English language proficiency assessment that evaluates a student’s English language proficiency on the four domains of listening, speaking, writing, and reading for determining the eligibility and placement of students who may be identified as multilingual learners pursuant to N.J.A.C. 6A:15-1.3(a)3.;
4. Utilizing bias-free multiple measures for determining the special needs of students with disabilities, pursuant to N.J.A.C. 6A:14-3.4;
5. Ensuring support services, including intervention and referral services and school health services pursuant to N.J.A.C. 6A:16, are available to all students; and



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Equity in School
and Classroom Practices

6. Ensuring a student is not discriminated against because of a medical condition. A student shall not be excluded from any education program or activity because of a long-term medical condition unless a physician certifies such exclusion is necessary.
 - a. If excluded, the student shall be provided with equivalent and timely instruction that may include home instruction, without prejudice or penalty.

Pursuant to N.J.A.C. 6A:7-1.7(b), the Board shall ensure that the district's curriculum and instruction are aligned to the New Jersey Student Learning Standards (NJSLS). The Board also shall ensure its curriculum and instruction address the elimination of discrimination by narrowing the achievement and opportunity gaps, by providing equity in educational activities and programs, and by providing opportunities for students to interact positively with others regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a) by:

1. Ensuring there are no differential requirements for completion of course offerings or programs of study solely on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a);
2. Ensuring courses shall not be offered separately on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a);



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Equity in School and Classroom Practices

- a. Portions of classes that deal exclusively with human sexuality may be conducted in separate developmentally appropriate sessions based on gender identity, provided that the course content for such separately conducted sessions is the same.
3. Increasing and promoting equitable representation of all students in all classes and programs;
4. Ensuring schools demonstrate the inclusion of a multicultural curriculum in its instructional content, materials and methods, and ensuring students understand the basic tenet of multiculturalism;
5. Ensuring the Amistad Commission Curriculum is infused into the curriculum and is taught;
6. Ensuring the Commission on Holocaust Education curriculum is included in the curriculum of all elementary and secondary schools, as developmentally appropriate, pursuant to N.J.S.A. 18A:35-28; and
7. Ensuring all curricular requirements pursuant to N.J.A.C. 6A:8 and the NJSLS are taught, including any curriculum developed concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) or curriculum developed by any commissions constituted for the development of curriculum concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a).



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Equity in School and Classroom Practices

The Board shall ensure the district's physical education is in a co-educational setting that is developmentally appropriate and does not discriminate on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a) as follows:

1. The district shall provide separate restroom, locker room, and shower facilities on the basis of gender, but such facilities provided for students of each gender shall be comparable;
2. The district may choose to operate separate teams based on sex in one or more sports or single teams open competitively to members of all sexes, as long as the athletic program as a whole provides equal opportunities for students of all sexes to participate in sports at comparable levels of difficulty and competency; and
3. The activities comprising such athletic programs shall receive equitable treatment, including, but not limited to, staff salaries, purchase and maintenance of equipment, quality and availability of facilities, scheduling of practice and game time, length of season, and all other related areas or matters.

N.J.S.A. 18A:36-20

N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7

Adopted: 12 January 2006
Revised: 05 March 2015
Revised: 13 October 2016



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[See POLICY ALERT Nos. 209 and 232]

2411 GUIDANCE COUNSELING

The Board of Education requires that a planned program of guidance and counseling be an integral part of the educational program of the schools to assist students in making and implementing informed educational and occupational choices including academic, career, and personal/social development.

A program of guidance and counseling, including developmental career guidance and exploration, shall be offered to all students in this school district and shall involve the coordinated efforts of all teaching staff members under the leadership of certified guidance and counseling personnel.

The Superintendent is directed to implement a guidance program that carries out the purposes of this Policy and:

1. Involves teaching staff members at all appropriate levels;
2. Honors the individuality of each student;
3. Is integrated with the total educational program;
4. Is coordinated with available resources of the community;
5. Provides for cooperation of school staff with parents and shares parents' concern for the development of their children;
6. Provides for the means of sharing information among appropriate staff members in the student's interest;



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Guidance Counseling

7. Ensures all students have access to adequate and appropriate counseling services, pursuant to N.J.A.C. 6A:7-1.7(c).
 - a. When informing students about possible careers or professional or vocational opportunities, the Board shall not restrict or limit the options presented to students on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).
 - b. The Board shall not use tests or guidance or counseling materials that are biased or stereotyped on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a); and
8. Establishes a referral system that utilizes all the aid the schools and community offer, guards the privacy of the student, and monitors the efficacy of such referrals.

N.J.A.C. 6A:19-1.2; 6A:8-2.2

N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7; 6A:8-3.2

Adopted: 12 January 2006
Revised: 07 September 2017
Revised:



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Every Student Succeeds Act

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[See POLICY ALERT Nos. 198, 222, and 228]

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 School Wide Title I program.

School-wide Program

High-poverty schools (a school with at least 40% poverty or any school below 40% poverty with a waiver issued by the New Jersey Department of Education) are eligible to adopt school-wide programs to raise the achievement of low-achieving students by improving instruction throughout the entire school, thus using Title I funds to serve all children in the school. A school-wide program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.



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Every Student Succeeds Act

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.

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

The district will comply with the requirements as outlined in Policy 2415.04 – Title I – District-Wide Parent and Family Engagement 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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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: 12 January 2006

Revised: 05 March 2015

Revised:



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Career and Technical Education

May 21

[See POLICY ALERT Nos. 173 and 223]

2421 CAREER AND TECHNICAL EDUCATION

The Board of Education believes a program(s) of career and technical education is important to the educational development of its students. The New Jersey system of career and technical education has as its purpose to:

1. Support developmental career education designed to provide students opportunities to enhance career awareness, exploration, preparation, and decision-making skills necessary for success in the workplace;
2. Provide secondary and postsecondary students with career and technical education programs and programs of study in Department-recognized Career Clusters in accordance with N.J.A.C. 6A:19-1.1(a)2.;
3. Support a comprehensive K-12 career education and counseling system; and
4. Support the workforce development system by helping to ensure quality postsecondary educational opportunities for adult students.

The Board provides a program of career and technical education with students guaranteed the right to apply and, if accepted, to attend a county vocational school district. The district shall provide a county vocational school district and its designated representative(s) with a reasonable opportunity, during school hours, to present information about the county vocational school district's programs to all students, grades Kindergarten through twelve in the schools of the district in accordance with N.J.A.C. 6A:19-2.3(d). The Board of Education may not in any manner inhibit student access to such information.

In addition, the district has established local career and technical programs and programs of study approved pursuant to N.J.A.C. 6A:19-3.1 as part of a separate career and technical high school or as part of a comprehensive high school curriculum in accordance with the provisions of N.J.A.C. 6A:19 2.1(e). These programs shall be approved by the Commissioner of Education.



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Career and Technical Education

Admission to the district's career and technical education programs will be open to regularly enrolled students in grades 9 through 12 on the basis of their potential for achieving the occupational or other objective of such instruction.

All students participating in career and technical education programs within this district or in shared-time career and technical programs are considered to be regularly enrolled in the schools of this district and are subject to the policies and rules of this Board. The district shall establish admission requirements that include equity and access for all populations, including special populations and special education students. No student shall be denied admission or participation in any career and technical education programs due to race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, socioeconomic status, or disability.

Students may be permitted to enroll in programs of vocational instruction offered by a county vocational school district outside the county only as required in the provisions of N.J.A.C. 6A:19-2.3(a)2.

The district will comply with the general program requirements for career and technical education as defined in N.J.A.C. 6A:19-3.1. Students participating in part-time school and part-time employment career and technical programs will not be exploited, illegally employed, or employed under conditions that fail to safeguard the student's health and interest. These students shall receive wages commensurate with wages paid to other employees for similar work and shall be protected by provisions of the Worker's Compensation Act and any other acts of the State pertaining to such training and employment. The school district will comply with all safety and health standards contained in N.J.A.C. 6A:19-6.1 for career and technical education programs, programs of study, and structured learning experiences.

Career and technical education programs offered by the school district shall comply with the provisions of N.J.S.A. 18A:54 and N.J.A.C. 6A:19.



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Career and Technical Education

The Superintendent shall seek and utilize all available Federal, State, and private sources of revenue for the financial support of career and technical education programs in the district.

N.J.S.A. 18A:35-4.2; 18A:38-15; 18A:54
N.J.A.C. 6A:19

Adopted: 12 January 2006
Revised:



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TEACHING STAFF MEMBERS

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Code of Ethics

Feb 24

[See POLICY ALERT No. 232]

3211 CODE OF ETHICS

The Board of Education endorses the code of ethics for professional educators published by the National Education Association (NEA).

Preamble

The educator, believing in the worth and dignity of each human being, recognizes the supreme importance of the pursuit of truth, devotion to excellence, and the nature of democratic principles. Essential to these goals is the protection of freedom to learn and to teach and the guarantee of equal educational opportunity for all. The educator accepts the responsibility to adhere to the highest ethical standards.

The educator recognizes the magnitude of the responsibility inherent in the teaching process. The desire for the respect and confidence of one's colleagues; of students; of parent(s) and of the members of the community provides the incentive to attain and maintain the highest possible degree of ethical conduct. The Code of Ethics of the Education Profession indicates the aspiration of all educators and provides standards by which to judge conduct.

The remedies specified by the NEA and/or its affiliates for the violation of any provision of this Code shall be exclusive and no such provision shall be enforceable in any form other than one specifically designated by the NEA or its affiliates.

Principle I – – Commitment to the Student

The educator strives to help each student realize their potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the educator:

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning.



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Code of Ethics

2. Shall not unreasonably deny the student access to varying points of view.
3. Shall not deliberately suppress or distort subject matter relevant to the student's progress.
4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety.
5. Shall not intentionally expose the student to embarrassment or disparagement.
6. Shall not, on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a), unfairly:
 - a. Exclude any student from participation in any program;
 - b. Deny benefits to any student; or
 - c. Grant any advantage to any student.
7. Shall not use professional relationships with students for private advantage.
8. Shall not disclose information about students obtained in the course of professional service, unless disclosure serves a compelling professional purpose or is required by law.

Principle II – Commitment to the Profession

The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards to promote a climate that encourages the exercise of professional judgment, to achieve conditions which attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons.



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In fulfillment of the obligation to the profession, the educator:—

1. Shall not in an application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications.
2. Shall not misrepresent their professional qualifications.
3. Shall not assist entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute.
4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
5. Shall not assist a non-educator in the unauthorized practice of teaching.
6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
7. Shall not knowingly make false or malicious statements about a colleague.
8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or actions.

N.J.A.C. 6A:7-1.1; 6A:7-1.3

Adopted: 12 January 2006
Revised: 13 October 2016
Revised: 17 September 2020
Revised:



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Eligibility of Resident/Nonresident Students

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[See POLICY ALERT Nos. 189, 208, 217, 220, 224, 231, and 234]

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 – N.J.A.C. 6A:22-3.1, 3.2, and 3.3

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 and Regulation 5111 – Section B.

The Board shall also admit any student that is kept in the home of a person other than the student's parent, and the person is domiciled in the school district and is supporting the student without remuneration as if the student were their own child in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 – Section C.

Pursuant to N.J.S.A. 18A:38-1.c., any person who fraudulently allows a child of another person to use their residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of their 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.d. if the student's parent 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 pursuant to N.J.A.C. 6A:22-3.1(a)4. and Regulation 5111 – Section B.

A student is eligible to attend this school district free of charge in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 – Section C.

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



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Eligibility of Resident/Nonresident Students

to remain enrolled in the school district for the remainder of the school year 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) and Regulation 5111 – Section C.

Except as set forth in N.J.A.C. 6A:22-3.3(b), immigration/visa status shall not affect eligibility to attend school. Any student who is domiciled in the school district or otherwise eligible to attend school in the school district pursuant to N.J.A.C. 6A:22-3.2 shall be enrolled without regard to, or inquiry concerning, 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 – Section D.

Proof of Eligibility – N.J.A.C. 6A:22-3.4

The Board 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 and Regulation 5111 – Section E.

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 the parent'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.

Registration Forms and Procedures for Initial Assessment – N.J.A.C. 6A:22-4.1

Registration and procedures for initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1 and Regulation 5111 – Section F.

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 and Regulation 5111 – Section F.



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Eligibility of Resident/Nonresident Students

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 in accordance with N.J.A.C. 6A:22-4.1(c)2. and Regulation 5111 – Section F.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws in accordance with N.J.A.C. 6A:22-4.1(d) and Regulation 5111 – Section F.

Enrollment or attendance at the school shall not be conditioned or denied pursuant to N.J.A.C. 6A:22-4.1(e) through (i) and Regulation 5111 – Section F.

Notices of Ineligibility – N.J.A.C. 6A:22-4.2

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:22-4.2 and Regulation 5111 – Section G.

Removal of Currently Enrolled Students – N.J.A.C. 6A:22-4.3

Nothing in N.J.A.C. 6A:22-4, this Policy, and Regulation 5111 shall preclude the Board 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 pursuant to N.J.A.C. 6A:22-4.3 and Regulation 5111 – Section H.

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 for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3 and Regulation 5111 – Section H.



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Eligibility of Resident/Nonresident Students

Appeal to the Commissioner – N.J.A.C. 6A:22-5.1

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools in accordance with N.J.A.C. 6A:22-5.1 and Regulation 5111 – Section I.

Assessment and Calculation of Tuition – N.J.A.C. 6A:22-6

If no appeal to the Commissioner is filed by the parent, adult student, or district resident keeping an affidavit student following notice of an ineligibility determination, the Board 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 in accordance with N.J.A.C. 6A:22-6.1 and Regulation 5111 – Section J. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 and Regulation 5111 – Section J.

If an appeal to the Commissioner is filed by the parent, adult student, or district resident keeping an affidavit student 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) and Regulation 5111 – Section J. Upon the Commissioner's finding that an appeal has been abandoned, the Board may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2(a)1. and Regulation 5111 – Section J.

Nonresident Students – N.J.S.A. 18A:38-3.a.

The Board shall receive the approval of the Executive County Superintendent (ECS) to establish a uniform tuition amount for any Board-approved nonresident student to be admitted to the school district.



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Eligibility of Resident/Nonresident Students

Children of Nonresident Staff Members

Any staff member who does not reside in this school district will not be permitted to enroll their children in the educational program of the school district.

Students Who Anticipate Moving to or from the District During the School Year

A nonresident student whose parent anticipates residency in this school district and has entered into a contract to buy, build, or rent a residence in this school district will not be enrolled prior to the date of residency.

A student whose parent has moved away from the school district during the course of the school year will, with Board approval, be permitted to finish the school year in the school district with the payment of a uniform tuition amount as approved by the Executive County Superintendent, pursuant to N.J.S.A. 18A:38-3.

F-1 Visa Students

F-1 Visa students will not be admitted to this school district.

J-1 Visa Students

J-1 Visa students will not be admitted to this school district.

N.J.S.A. 18A:38-1; 18A:38-1.1; 18A:38-1.3; 18A:38-3;
18A:38-3.1; 18A:7B-12

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-1.1 et seq.
8 CFR 214.3

Adopted: 12 January 2006
Revised: 05 May 2015
Revised: 07 September 2017
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Revised:



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Education of Homeless Children and Youths

Sep 23

[See **POLICY ALERT** Nos. 210, 211, 224, and 231]

5116 EDUCATION OF HOMELESS CHILDREN AND YOUTHS

The Board of Education will admit and enroll homeless children and youths in accordance with Federal and State laws and New Jersey Administrative Code. The Board of Education adopts this Policy to be in compliance with law and administrative code to ensure the enrollment of homeless children and youths in school and to respond to appeals made by parents or other parties related to the enrollment of homeless children and youths.

The Board shall determine that a child or youth is homeless when the child or youth resides in a publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers. A child or youth is also determined homeless when the child or youth resides in a public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; or temporary shelters provided to migrant workers and their children on farm sites. A child or youth is determined homeless when the child or youth resides in the residence of relatives or friends where the homeless child or youth resides out of necessity because the child's or youth's family lacks a regular or permanent residence of its own. A child or youth is also determined homeless when the child or youth resides in substandard housing.

The school district of residence for a homeless child or youth is responsible for the education of the child and shall assume all responsibilities as required in N.J.A.C. 6A:17-2.3. The school district of residence for a homeless child or youth means the school district in which the parent of a homeless child or youth resided prior to becoming homeless.

The school district liaison designated by the Superintendent of Schools for the education of homeless children and youths is Director of Special Funded Program or designee. The school district liaison will facilitate communication and cooperation between the school district of residence and the school district where the homeless child or youth resides and shall assume all responsibilities as outlined in N.J.A.C. 6A:17-2.4(a).



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Education of Homeless Children and Youths

When a homeless child or youth resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, a shelter director, or an involved agency. Upon notification of the need for enrollment of a homeless child or youth, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).

The Superintendent of the school district of residence or designee shall decide in which school district the homeless child or youth shall be enrolled in accordance with the provisions of N.J.A.C. 6A:17-2.5.

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.

When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or the designee(s) of the involved district(s) or the child's or youth's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the New Jersey Department of Education's (NJDOE) McKinney-Vento Homeless Education Coordinator or the Coordinator's designee, shall immediately decide the child's or youth's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools. The Executive County Superintendent shall make a determination immediately, if possible, but no later than within forty-eight hours and, when necessary, in consultation with the NJDOE's Homeless Education Coordinator or the Coordinator's designee.



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Education of Homeless Children and Youths

If the dispute regarding determination of the school district of residence does not involve the determination of homelessness and/or school district of enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the NJDOE pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and request a determination from the NJDOE Division of Administration and Finance. If an appeal of a determination of school district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

Any dispute or appeal shall not delay the homeless child's or youth's immediate enrollment or continued enrollment in the school district. The homeless child or youth shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal. Disputes and appeals involving the services provided to a homeless child or youth with a disability shall be made pursuant to N.J.A.C. 6A:14.

Notwithstanding the provisions of N.J.S.A. 18A:38-1, 18A:7B-12, or 18A:7B-12.1, or any other section of law to the contrary, any student who moves from one school district to another as a result of being homeless due to an act of terrorism or due to a natural disaster which results in the declaration of a state of emergency or disaster by the State or by the Federal government, may continue to enroll in the school district in which the parent or guardian last resided prior to becoming homeless for up to two full school years after the act of terrorism or natural disaster; and during the two-year period, if the student is enrolled in the district in which the parent last resided prior to becoming homeless and the student's parent remains homeless for that period, the student shall attend that district tuition-free and that district shall provide the student transportation to and from school in accordance with N.J.S.A. 18A:7B-12.3.

Financial responsibility, including the payment of tuition for the homeless child or youth, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence or the school district in



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which the parent has been deemed domiciled shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child or youth is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless in accordance with N.J.S.A. 18A:38-1.f.

N.J.S.A. 18A:7B-12; 18A:7B-12.1; 18A:7B-12.3; 18A:38-1
N.J.A.C. 6A:17-2.1 et seq.

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Revised: 05 May 2015
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[See POLICY ALERT Nos. 176, 203, 205, 220, and 229]

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In accordance with the provisions of N.J.S.A. 18A:38-25, every parent or other person having control and custody of a child between the ages of six and sixteen shall cause the child to regularly attend school. The Board of Education requires students enrolled in the school district attend school regularly in accordance with the laws of the State.

For the purpose of this Policy and Regulation 5200, “parent” means the natural parent(s), adoptive parent(s), legal guardian(s), resource family parent(s), or surrogate parent(s) of a student. When parents are separated or divorced, “parent” means the person or agency who has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

Notwithstanding the requirement of reporting student absences in the school register for State and Federal reporting purposes, “excused” and “unexcused” student absences, for the purpose of expectations and consequences regarding truancy, student conduct, promotion, retention, and the award of course credit is a Board decision outlined in N.J.A.C. 6A:16-7.6 and Policy and Regulation 5200. In accordance with the provisions of N.J.A.C. 6A:16-7.6 and for the purposes of Policy and Regulation 5200, a student’s absence from school will either be excused or unexcused. Unexcused absences will count toward truancy.

A parent or adult student shall provide advance notice to the school prior to the student being absent from school. In accordance with N.J.S.A. 18A:36-25.6, if a student is determined to be absent from school without valid excuse, and if the reason for the student’s absence is unknown to school personnel, the Principal or designee shall immediately attempt to contact the student’s parent to notify the parent of the absence and determine the reason for the absence.

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. In accordance with N.J.S.A. 18A:36-14, a student who is absent from school for observing a religious holiday shall not be deprived of any award, eligibility, or opportunity to compete



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for any award, or deprived of the right to take an alternate test or examination that was missed because of the absence provided there is a written excuse of such absence signed by the parent.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive students of the educational and classroom experiences deemed essential to learning and may result in retention at grade level or loss of credit or removal from a course that would count toward the high school diploma in accordance with policies of this Board.

Students shall be subjected to the school district's response for unexcused absences that count toward truancy during the school year as outlined in N.J.A.C. 6A:16-7.6(a)4. and Regulation 5200.

Unexcused absences from school or from classes within the school day may subject a student to consequences that may include the denial of a student's participation in co-curricular activities and/or athletic competition. Repeated absences from school interfere with efforts of the Board and its staff in the maintenance of good order and the continuity of classroom instruction and such absences may result in the removal of the student from a class or course of study.

The Superintendent shall calculate and monitor the average daily attendance rate for the district and for each school in the district. Whenever the average daily attendance rate does not meet the New Jersey Department of Education requirements the Superintendent or designee shall develop a district improvement plan to improve student attendance pursuant to N.J.A.C. 6A:30-5.2.

N.J.S.A. 18A:36-14; 18A:36-25.6; 18A:38-25; 18A:38-25.1;
18A:38-25.2; 18A:38-26

N.J.S.A. 34:2-21.1 et seq.

N.J.A.C. 6A:16-7.6; 6A:30-5.2; 6A:32-8; 6A:32-13

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[See POLICY ALERT Nos. 179, 180, 181, 182, 183, 188, 193, 194, 200, 216, 227, 229, and 234]

5512 HARASSMENT, INTIMIDATION, OR BULLYING

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- A. Prohibiting Harassment, Intimidation, or Bullying

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. The Board has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards; harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff, and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); adoptive parent(s); legal guardian(s); resource family parent(s); or surrogate parent(s) of a student. When parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

B. Definition of Harassment, Intimidation, or Bullying

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;



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2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;
3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
 - a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to their person or damage to their property; or
 - b. Has the effect of insulting or demeaning any student or group of students; or
 - c. Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

The Board of Education recognizes that bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Recognizing "a real or perceived power imbalance" may assist school officials in identifying harassment, intimidation, or bullying within the context and relative positions of the alleged aggressor and target.

"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or remotely activating paging device in accordance with N.J.A.C. 6A:16-1.3.

In accordance with the Board's Code of Student Conduct and this Policy, all acts of harassment, intimidation, or bullying that occur off school grounds, such as "cyber-bullying" (e.g., the use of electronic means to harass, intimidate, or bully) are addressed in this Policy.



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C. Student Behavior

The Board of Education expects students to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities, with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment, consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the parents and other community representatives, school administrators, school employees, school volunteers, and students of the school district, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and that it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities for helping students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board expects students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, or bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property, and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;
3. Student rights; and



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4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, school employees, volunteers, students, and community representatives, in the development of this Policy.

Pursuant to N.J.A.C. 6A:16-7.1, the Board developed guidelines for student conduct, taking into consideration the nature of the behavior; the nature of the student's disability, if any and to the extent relevant; the developmental ages of students; severity of the offenses and students' histories of inappropriate behaviors; and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent shall annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. The school district will support students who:

1. Walk away from acts of harassment, intimidation, or bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, or bullying to the designated school staff member.



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D. Consequences and Remedial Actions

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct, and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation, or bullying.

In every incident found to be harassment, intimidation, or bullying, the school Principal, in consultation with appropriate school staff, may apply disciplinary consequences and/or remedial actions, such as the provision of counseling, behavioral interventions, or other measures.

Appropriate consequences and remedial actions are those that are graded according to the severity of the offenses; consider the developmental ages of the student offenders; the nature of the student's disability, if any and to the extent relevant; and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-7.

The following factors, at a minimum, shall be given full consideration by the school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

Factors for Determining Consequences

- Age, disability (if any and to the extent relevant), developmental and maturity levels of the parties involved and their relationship to the school district;
- Degrees of harm;
- Surrounding circumstances;
- Nature and severity of the behaviors;
- Incidences of past or continuing patterns of behavior;
- Relationships between the parties involved; and
- Context in which the alleged incidents occurred.



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Factors for Determining Remedial Measures

Personal:

- Life skill deficiencies;
- Social relationships;
- Strengths;
- Talents;
- Traits;
- Interests;
- Hobbies;
- Extra-curricular activities;
- Classroom participation;
- Academic performance;
- Relationship to peers; and
- Relationship between student/family and the school district.

Environmental:

- School culture;
- School climate;
- Student-staff relationships and staff behavior toward the student;
- General staff management of classrooms or other educational environments;
- Staff ability to prevent and manage difficult or inflammatory situations;
- Availability of programs to address student behavior;
- Social-emotional and behavioral supports;
- Social relationships;
- Community activities;
- Neighborhood situation; and
- Family situation.



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Examples of Consequences and Remedial Measures

The consequences and remedial measures may include, but are not limited to, the examples listed below:

Examples of Consequences:

- Admonishment;
- Temporary removal from the classroom (any removal of .5 days or more must be reported in the Student Safety Data System);
- Deprivation of privileges;
- Classroom or administrative detention;
- Referral to disciplinarian;
- In-school suspension during the school week or the weekend;
- Out-of-school suspension (short-term or long-term);
- Reports to law enforcement or other legal action;
- Expulsion; and
- Bans from receiving certain services, participating in school-district-sponsored programs or being in school buildings or on school grounds.

Examples of Remedial Measures

Personal:

- Restitution and restoration;
- Peer support group;
- Recommendations of a student behavior or ethics council;
- Corrective instruction or other relevant learning or service experience;
- Supportive student interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
- Behavioral management plan, with benchmarks that are closely monitored;
- Assignment of leadership responsibilities (e.g., hallway or bus monitor);



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- Involvement of school "disciplinarian;"
- Student counseling;
- Parent conferences;
- Alternative placements (e.g., alternative education programs);
- Student treatment; and
- Student therapy.

Environmental (Classroom, School Building, or School District):

- School and community surveys or other strategies for determining the conditions contributing to HIB;
- School culture change and school climate improvement;
- Adoption of research-based, systemic bullying prevention programs;
- School policy and procedures revisions;
- Modifications of schedules;
- Adjustments in hallway traffic;
- Modifications in student routes or patterns traveling to and from school;
- Supervision of student before and after school, including school transportation;
- Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
- Teacher aides;
- Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;
- General professional development programs for certificated and non-certificated staff;
- Professional development plans for involved staff;
- Disciplinary action for school staff who contributed to the problem;
- Supportive institutional interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Parent conferences;
- Family counseling;
- Involvement of parent-teacher organizations;
- Involvement of community-based organizations;
- Development of a general bullying response plan;
- Recommendations of a student behavior or ethics council;



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- Peer support groups;
- Alternative placements (e.g., alternative education programs);
- School transfers; and
- Law enforcement (e.g., safe schools resource officer, juvenile officer) involvement or other legal action.

Consequences and appropriate remedial actions for a student or staff member who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.

The Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan when a student is found to be an offender in three harassment, intimidation, or bullying incidents and each subsequent incident occurring within one school year. The student intervention plan may include disciplinary consequences and/or remedial actions and may require the student, accompanied by a parent, to satisfactorily complete a class or training program to reduce harassment, intimidation, or bullying behavior. Each student intervention plan must be approved by the Superintendent.

While the majority of incidents may be addressed solely by school officials, the Superintendent or designee and the Principal shall report a harassment, intimidation, or bullying incident to law enforcement officials if the conduct rises to the level of a mandatory report as outlined in the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand; increment withholding; legal action; disciplinary action; termination; and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.



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E. Reporting Harassment, Intimidation, or Bullying

The Board of Education requires the Principal at each school to be responsible for receiving all complaints alleging harassment, intimidation, or bullying committed by an adult or youth against a student. All Board members, school employees, and volunteers and contracted service providers who have contact with students, are required to verbally report alleged acts of harassment, intimidation, or bullying to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and contracted service providers who have contact with students, also shall submit a New Jersey Department of Education-approved HIB 338 Form to the Principal within two school days of the verbal report. Failure to make the required report(s) may result in disciplinary action. The HIB 338 Form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal Law.

The district may not fail to initiate an investigation of harassment, intimidation, or bullying solely because written documentation was not provided. Failing to conduct a harassment, intimidation, or bullying investigation solely because a parent or student did not submit written documentation violates the Anti-Bullying Bill of Rights Act and this Policy. If a parent makes a verbal allegation of harassment, intimidation, or bullying to a district staff member, but does not complete and submit the HIB 338 Form, the staff member or a designee must complete and submit the HIB 338 Form.

The Principal or designee is required to inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. Pursuant to N.J.A.C. 6A:16-7.7(a)2.viii.(2), when providing notification to the parents of all students involved, the Principal or designee shall take into account the circumstances of the incident when conveying the nature of the incident, including the actual or perceived category motivating the alleged offense. The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents.



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The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged acts of harassment, intimidation, or bullying to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident. The school district shall provide a person an online means to complete the HIB 338 Form to anonymously report an act of harassment, intimidation, or bullying. Formal action for violations of the Code of Student Conduct may not be taken solely on the basis of an anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

The Principal shall promptly submit a copy of each completed HIB 338 Form to the Superintendent.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, in addition to making the HIB 338 Form available online, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, or bullying or who determines a reported incident or complaint, assuming all facts presented are true, is a report within the scope of N.J.S.A. 18A:37-14 and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action. The district also should consider procedures and disciplinary action when it is found that someone had information regarding a harassment, intimidation, or bullying incident, but did not make the required report(s).



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F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;
- b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
- c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
- d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
- e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, or bullying in the district.

2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from the currently employed staff in the school.



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The school Anti-Bullying Specialist shall:

- a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;
 - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
 - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist, a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety/School Climate Team.

The School Safety/School Climate Team shall:

- a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;



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- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and
- g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 USC1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

G. Investigating Allegations of Harassment, Intimidation, or Bullying

Investigate All Reports

The Board of Education requires a thorough and complete investigation to be conducted for each report of an alleged incident of harassment, intimidation, or bullying. All details of an alleged incident must be populated into the HIB 338 Form. However, completing the form shall not delay beginning the investigation in accordance with the law.



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The HIB 338 Form shall be kept on file at the school and will only be added to a student record if the alleged incident is founded, disciplinary action is imposed or is otherwise required to be contained in a student's record under State or Federal law.

The investigation shall be initiated by the Principal or designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist appointed by the Principal. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist the school Anti-Bullying Specialist in the investigation. Investigations of complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. The Anti-Bullying Specialist may not participate in an investigation regarding their supervisor or staff at a higher administrative level.

The investigation shall be completed, and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying or from the date of the written notification from the Superintendent to the Principal to initiate an investigation. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist or the Principal shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and provide intervention services; order counseling; establish training programs to reduce harassment, intimidation, or bullying and enhance school climate; or take or recommend other appropriate action, including seeking further information as necessary.



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Harassment, Intimidation, or Bullying

The Superintendent shall report the results of each investigation to the Board no later than the date of the regularly scheduled Board meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of Student Conduct; intervention services provided; counseling ordered; training established; or other action taken or recommended by the Superintendent.

Parents of students who are parties to the investigation shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents includes the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board. The district may not divulge personally identifying information or any information that could result in the identification of any student other than the child of the parents being notified.

A parent may request a hearing before the Board after receiving the information. Any request by the parents for a hearing before the Board concerning the written information about a harassment, intimidation, or bullying investigation, pursuant to N.J.S.A. 18A:37-15b(6)(d), must be filed with the Board Secretary no later than sixty calendar days after the written information is received by the parents. The hearing shall be held within ten business days of the request. Prior to the hearing, the Superintendent shall confidentially share a redacted copy of the HIB 338 Form that removes all student identification information with the Board. The Board shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4.1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the Anti-Bullying Specialist and others, as appropriate, regarding the alleged incident; the findings from the investigation of the alleged incident; recommendations for consequences or services; and any programs instituted to reduce such incidents, prior to rendering a determination.



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Harassment, Intimidation, or Bullying

At the regularly scheduled Board meeting following its receipt of the report or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, no later than ninety days after the issuance of the Board's decision.

A school administrator who receives a report of harassment, intimidation, or bullying, or who determines a reported incident or complaint, assuming all facts presented are true, is a report within the scope of N.J.S.A. 18A:37-14 and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

The Board also requires the thorough investigation of complaints or reports of harassment, intimidation, or bullying, occurring on district school buses, at district school-sponsored functions, and off school grounds involving a student who attends an approved private school for students with disabilities. The investigation will be conducted by the Board's Anti-Bullying Specialist in consultation with the approved private school for students with disabilities.

H. Responding to Harassment, Intimidation, or Bullying

The Board of Education authorizes the Principal of each school to define the range of ways in which school staff will respond once an incident of harassment, intimidation, or bullying is confirmed, and the Superintendent shall respond to confirmed harassment, intimidation, or bullying, according to the parameters described below and in this Policy. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring that the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district levels or by law enforcement officials.



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Harassment, Intimidation, or Bullying

Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions.

In considering whether a response beyond the individual is appropriate, school officials shall consider the nature and circumstances of the act; the degree of harm; the nature and severity of the behavior; past incidences or past or continuing patterns of behavior; and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based harassment, intimidation, or bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including safe schools resource officers.

This Policy and the Code of Student Conduct shall apply to instances when a school employee is made aware of alleged harassment, intimidation, or bullying occurring off school grounds.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

1. Individual responses can include positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) and punitive actions (e.g., detention, in-school or out-of-school suspension, expulsion, law enforcement report or other legal action).



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Harassment, Intimidation, or Bullying

2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays, research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, parent programs, and information disseminated to students and parents, such as fact sheets or newsletters explaining acceptable uses of electronic and wireless communication devices or strategies for fostering expected student behavior.
4. District-wide responses can include community involvement in policy review and development; professional development programs; adoption of curricula and school-wide programs; coordination with community-based organizations (e.g., mental health, health services, health facilities, law enforcement officials, faith-based organizations); and disseminating information on the core ethical values adopted by the Board's Code of Student Conduct, per N.J.A.C. 6A:16-7.1(a)2.

In providing support for victims of harassment, intimidation, or bullying, the district should identify a range of strategies and resources, which may include, but is not limited to, the following actions for individual victims:

- Counseling;
- Teacher Aides;
- Hallway and playground monitors;
- Schedule changes;
- Before and after school supervision;
- School transportation supervision;
- School transfers; and
- Therapy.



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Harassment, Intimidation, or Bullying

I. Reprisal or Retaliation

The Board of Education prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures.

J. False Accusations of Harassment, Intimidation, or Bullying

The Board of Education prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student could range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions;
2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students could entail discipline in accordance with district policies, procedures, and agreements; and
3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services.



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Harassment, Intimidation, or Bullying

K. Additional Policy Requirements

The Board of Education requires the Superintendent to annually disseminate this Policy to all school employees, contracted service providers who have contact with students, school volunteers, students and parents who have children enrolled in a school in the school district, along with a statement explaining that this Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14, that occur on school property, at school-sponsored functions or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall post a link to this Policy that is prominently displayed on the home page of the school district's website. The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post the name, school phone number, school address and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Additionally, the Superintendent shall post the contact information for the School Climate State Coordinator on the school district home page alongside this Policy.

Each Principal or designee shall post the name, school phone number, school address, and school email address of both the school Anti-Bullying Specialist and the district Anti-Bullying Coordinator on the home page of each school's website.

The Superintendent shall post the New Jersey Department of Education's Guidance for Parents on the Anti-Bullying Bill of Rights Act on the district homepage and on the homepage for each school in the district with a website.



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Harassment, Intimidation, or Bullying

The Superintendent and the Principals shall provide training on the school district's harassment, intimidation, or bullying policies to school employees contracted service providers and volunteers who have significant contact with students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying. The school district's employee training program shall include information regarding the school district policy against harassment, intimidation, or bullying, which shall be provided to full-time and part-time staff, contracted service providers and school volunteers who have significant contact with students.

The Superintendent shall develop and implement a process for annually discussing the school district policy on harassment, intimidation, or bullying with students. The Superintendent and the Principal(s) shall annually conduct a re-evaluation, reassessment, and review of this Policy and any report(s) and/or finding(s) of the School Safety/School Climate Team, with input from the school Anti-Bullying Specialist, and recommend revisions and additions to this Policy as well as to harassment, intimidation, or bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

L. Harassment, Intimidation, or Bullying Training and Prevention Programs

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction on harassment, intimidation, or bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18A:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member shall complete, during the first year of the member's first term, a training program on harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:12-33.



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Harassment, Intimidation, or Bullying

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, or bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a “Week of Respect” beginning with the first Monday in October. In order to recognize the importance of character education, the school district shall observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, or bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district shall provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the New Jersey Student Learning Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district shall annually establish, implement, document, and assess harassment, intimidation, or bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:37-17.

M. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of violence, vandalism, and harassment, intimidation, or bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.



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Harassment, Intimidation, or Bullying

N. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18A:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

O. Reports to Law Enforcement

The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA), if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.

Law enforcement officials may request a suspension or stay of the district's harassment, intimidation, or bullying investigation if the conduct is being investigated by law enforcement. If law enforcement officials request a suspension or stay of a harassment, intimidation, or bullying investigation, school officials will follow the provisions of the MOA regardless of where the district is in the harassment, intimidation, or bullying investigation timeline.

School officials will immediately memorialize the request, in writing, from law enforcement and advise the parent(s) of the alleged perpetrator(s) and alleged victim(s) of law enforcement's request. The notice to parents must include notice that the district is obligated under New Jersey's Law Against Discrimination to address student-on-student bias-based harassment and the statute of limitations for filing a complaint in the Division of Civil Rights will not be extended due to law enforcement's request.

If law enforcement has not affirmatively requested a stay or suspension of a harassment, intimidation, or bullying investigation, but the school district believes the action(s) involved may constitute a criminal offense(s), school officials will contact law enforcement to inquire as to whether law enforcement may want to investigate the matter.



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Harassment, Intimidation, or Bullying

Some acts of harassment, intimidation, or bullying may be bias-related-acts and school officials must report to law enforcement officials any bias-related acts, in accordance with N.J.A.C. 6A:16-6.3.(e), and pursuant to the provisions of the MOA.

P. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. shall be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011) pursuant to N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

Q. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. shall alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports pursuant to N.J.S.A. 18A:37-32.

The school district shall submit all subsequent amended Harassment, Intimidation, or Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.



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Harassment, Intimidation, or Bullying

N.J.S.A. 18A:37-13 through 18A:37-37

N.J.A.C. 6A:16-7.1 through 6A:16-7.9

Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying
on School Property, at School-Sponsored Functions and on School Buses –
August 2022 – New Jersey Department of Education

A Uniform State Memorandum of Agreement Between Education and Law
Enforcement Officials – 2023 Revisions

Adopted: 12 January 2006
Revised: 11 October 2007
Revised: 02 October 2008
Revised: 21 September 2010
Revised: 06 May 2015
Revised: 13 September 2018
Revised: 09 March 2023
Revised:



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Sportsmanship
Feb 24

[See POLICY ALERT No. 232]

5570 SPORTSMANSHIP

The Board of Education requires that all individuals involved in or attending the athletic and intramural programs sponsored by the Board exhibit sportsmanship when representing the school at any athletic event. Sportsmanship is defined as abiding by the rules of the contest as defined or accepted by the participating teams. In exhibiting sportsmanship all participants shall:

1. Respect and follow the rules of the contest;
2. Recognize skilled performance of others regardless of affiliation;
3. Display respect for all individuals participating in the athletic event;
4. Treat opponents in an empathetic manner; and
5. Congratulate opponents in victory or defeat.

Unsportsmanlike conduct shall include, but not be limited to, the following:

1. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who strikes or physically abuses an official, coach, player, or spectator;
2. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who intentionally incites participants or spectators to violent or abusive action;
3. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who uses obscene gestures or profane or unduly provocative language or action towards officials, coaches, opponents, or spectators;



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Sportsmanship

4. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who engages in harassing verbal or physical conduct which exhibits bias based on any of the protected categories listed at N.J.A.C. 6A:7-1.1(a)
5. Any school or athletic staff member who is publicly critical of a game official, opponents, and/or opposing coaches/players;
6. Other conduct judged by the Principal or designee to be unsportsmanlike in character; and
7. Any violation of the rules of the New Jersey State Interscholastic Athletic Association.

Schools are not permitted to conduct pre-meet/game activities of an intimidating nature, e.g., the use of fog machines, the blaring of sirens or loud music/unusual sound effects, strobe/unusual lighting effects, or similar type activities.

Failure to exhibit good sportsmanship may subject the individual to disciplinary action as deemed appropriate by the Board.

NJSIAA General Information Constitution By-laws Rules and Regulations 2023-2024

N.J.A.C. 6A:7-1.1; 6A:7-1.3

Adopted: 12 January 2006

Revised:



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Sexual Harassment of Students

Oct 21

M

[See POLICY ALERT No. 225]

5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. In accordance with Title IX of the Education Amendments of 1972 and the Code of Federal Regulations (CFR), 34 CFR §106, the school district adopts this Policy and implement practices to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c). In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

For the purposes of Policy 5751 and in accordance with 34 CFR §106:

1. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - a. An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
 - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
 - c. "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.

In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.



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Sexual Harassment of Students

A school district with “actual knowledge” of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not “deliberately indifferent”.

Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of 34 CFR §106.8(a) and B.1. of Regulation 5751. The district must report any potential child abuse in accordance with N.J.S.A. 18A:36-24; N.J.S.A.18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.

The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a)(1) that the school district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).

The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district’s website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a). Policy and Regulation 5751 shall be prominently displayed on the district’s website and accessible to anyone.

Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.

The school district shall use the grievance process outlined in 34 CFR §106.45 and Regulation 5751 to address formal complaints of sexual harassment. The school district shall offer both parties an appeal process as outlined in 34 CFR §106.45 and Regulation 5751 from a determination regarding responsibility for sexual harassment and from the Title IX Coordinator’s dismissal of a formal complaint or any allegations of sexual harassment.

The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv). The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine sanctions imposed and remedies provided, if any.



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Sexual Harassment of Students

Consistent with the laws of New Jersey a student's parent must be permitted to exercise the rights granted to their child under this Policy, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officer, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

The school district or any employee of the school district shall not intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or Policy 5751, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy, in accordance with 34 CFR §106.71(a).

For each school district response to sexual harassment required under 34 CFR §106.44, the school district shall create and maintain for a period of seven years, records in accordance with 34 CFR §106.45(b)(10).

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to this Policy and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

34 CFR §106

United States Department of Education, Office for Civil Rights – Questions and Answers on the Title IX Regulations on Sexual Harassment (July 20, 2021)

Adopted: 12 January 2006

Revised: 08 May 2019

Revised:



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Equal Access of Student Organizations

Feb 24

[See POLICY ALERT No. 232]

5842 EQUAL ACCESS OF STUDENT ORGANIZATIONS

The Board of Education will permit the use of school facilities by student-initiated organizations for non-curricular student activities. A student-initiated organization, regardless of the size of the group, will not be denied an opportunity to meet and use school facilities on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) or the political, philosophical, or other content of the speech at their meeting.

An application for permission to meet on school premises shall be made to the Principal or designee, who shall grant permission provided it is determined that:

1. The activity has been initiated by students;
2. Attendance at the meeting is voluntary;
3. The meeting is for a lawful purpose;
4. The meeting does not materially and substantially interfere with the orderly conduct of instructional activities in the school;
5. Nonschool persons do not direct, conduct, control, or regularly attend the activity; and
6. The activity is adequately supervised by appropriately certified school district staff.

A student-initiated group granted permission to meet on school premises shall be subject to the same rules and regulations that govern the meetings of student organizations sponsored by this Board, except as provided by this Policy.



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Equal Access of Student Organizations

Participation in a student-initiated meeting must be available to all students who wish to attend and cannot be denied on the basis of any of the protected categories listed at N.J.A.C. 6A:7-1.1(a). The Board will not permit the organization of a fraternity, sorority, or secret society in accordance with N.J.S.A. 18A:42-5 and 18A:42-6.

Access to school facilities by student organizations will be provided within the governing principles of the First Amendment of the Constitution of the United States.

School district staff involvement in student organizations shall be in accordance with the governing principles of the First Amendment of the Constitution of the United States.

An appropriately certified staff member shall be assigned to attend a student-initiated meeting in a custodial capacity and shall not participate in the activity while serving in this custodial capacity. No teaching staff member shall be required to attend a student-initiated meeting if the content of the speech at the meeting is contrary to their beliefs.

The Principal or designee may take such actions as may be necessary to maintain order and discipline on school premises and to protect the safety and well-being of students and staff members.

20 U.S.C.A. 1701 et seq.

United State Department of Education – Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools

N.J.A.C. 6A:7-1.1; 6A:7-1.3

Adopted: 12 January 2006

Revised:



REGULATION GUIDE

PROGRAM
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Instructional Supplies
Mar 23
M

[See POLICY ALERT No. 230]

R 2520 INSTRUCTIONAL SUPPLIES

A. Definition

“Supplies” are the consumable materials distributed to teachers and students for the successful implementation of the instructional program

B. Supply Procedures

1. Each staff member will be able to request supplies by submitting a request to the Principal or designee.
2. Supplies will be kept in a secure location. The Principal or designee will be responsible to approve the request of supplies for their school and staff.
3. The staff member’s request will be retained by the staff member and the Principal or designee.
4. At the end of each school year, a record of the inventory of supplies retained by the staff member shall be reported by the staff member to the Principal or designee.
5. The Principal will encourage all staff members to suggest additional supplies and/or replacements for the supplies used.

C. Cost of Supplies

Supplies will be made available without charge to all students, except in the following circumstances:

1. Where non-reusable clothing or personal equipment, such as gym outfits, is required for the safety, health, or the protection of school property, students will be requested to provide their own clothing or equipment. The Principal may require that such clothing or equipment meet school standards and may recommend a suitable vendor for the clothing or equipment.



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2. Where a student enrolled in a class or activity in which an item is made, such as woodshop or home economics, chooses to prepare and keep a useful item, the student may be required to pay the costs of the materials used. Students shall always be given the option of preparing an item for use by the school, for which no charge will be made. Any charge made under this regulation will be presented in writing by the teacher with a copy to the Principal or designee and the moneys collected will be deposited with the Business Office.
3. Students may be required to provide supplies for their participation in co-curricular activities.
4. A student who is eligible for free and reduced rate meals will not be required to pay for any supplies, including those exempted from free distribution in paragraph C.1., 2., and 3. above.
5. Staff members shall report to the Principal or designee any student who is suspected of being unable to pay for supplies.

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