

SOMERDALE PUBLIC SCHOOL DISTRICT  
BOARD OF EDUCATION

301 Grace Street  
Somerdale, NJ 08083

**Regular Meeting of the Board of Education**

**March 10, 2022  
6:30 p.m.**

**MINUTES**

**BOE Mission Statement**

The mission of the Somerdale School District, in active partnership with the community and staff, is to provide a safe and supportive environment which offers all students the opportunity to develop academically, socially, physically and emotionally, and to create students who are inquisitive and value learning not, only now, but also in the future.

We aspire to provide a broad range of educational opportunities in a nurturing environment designed to challenge all students to strive for personal excellence, achieve the New Jersey Student Learning Standards and become responsible citizens in this rapidly changing world.

**I. MEETING CALLED TO ORDER/ PLEDGE OF ALLEGIANCE 6:32PM**

**II. SUNSHINE LAW/ROLL CALL**

Sunshine Law:

The Somerdale Board of Education Meeting is called to order. The Board of Education is in compliance with the sunshine regulations. This meeting was appropriately advertised in The Courier Post, as well as posting notices in Borough Hall, at Somerdale Park School, and on the District website in accordance with all NJ laws. Please be advised that this meeting is being recorded.

James Anderson - Present  
Kim Barkoff - Present  
Barbara Boyle - Present

Monique Howard - Present  
Taylor Klenk - Absent  
Kevin Smith - Present

Marc Ritz - Absent  
Mary Jo Schoettle - Present  
Tara Voigt - Absent

Also Present:

Mark Pease, Superintendent/Principal  
David Rouse, Business Administrator/Board Secretary  
Chris Long, Solicitor

**III. *A Presentation by Terry Lewis from New Jersey School Boards Association presenting Ethics Training to the Board of Education.***

**IV. *A presentation by Terry Cole, Student Council Representative.***

**V. *Mr. Pease to recognize Skylar Anderson for being selected as the Somerdale School District's Representative at the Camden County 8<sup>th</sup> Grade Dialogue.***

**VI. PUBLIC COMMENTS on any action items.**

**NOTATION OF PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

The Board President will recognize those individuals in the audience whom wish to comment **on any action items on this Agenda.**

Please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address.
3. Identify the resolution/item number on which you wish to comment.
4. Wait to be recognized before you make your comment
5. Limit your comments to the specific resolution/items.
6. Limit your comments to (3) minutes per person.

## VII. APPROVAL OF MINUTES

On a motion made by Mr. Anderson and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education approve the regular minutes of the February, 2022 BOE Meeting.

ALL IN FAVOR: YES 6 NO 0 ABSTAIN 0 ABSENT 3

## VIII. REPORTS

### A. Superintendent's Report

#### COVID 19 Update

I meet each Thursday with the Department of Education, Department of Health and all the Superintendents of Camden County to receive updates on COVID 19 and its impact on education, Camden County, and Somerdale.

As of the week ending March 5, 2022 Camden County was in the Yellow (Moderate) range.

18 counties in NJ are now in the Moderate (yellow) range and 3 are in the Low (green) range.

We will continue to follow the recommendations of the CDC, NJ DOH, and NJ DOE's The Road Forward Plan in maintaining a safe learning environment for the 2021-2022 school year. Due to the continued fluid nature of COVID 19 we will do our best to get the most recent updates to our families.

#### Curriculum and Instruction

- Please click the link to see Mrs. Montroni's January's Curriculum update <https://www.smore.com/yd6sx>
- [NJSLA testing will begin in the Spring](#)

#### School Activities

Character and kindness continues to be our focus. We will celebrate Random Acts of Kindness on Friday, March 4, 2022 with our "Be the Link Kindness Challenge". Today administration will take pies in the face for kindness. We will make sure pictures are posted on our website and social media sites.

Our School Improvement Panel and ESEA committees met on Wednesday March 2<sup>nd</sup>.

Congratulations to Mr. Anderson's daughter Skylar Anderson for representing Somerdale Park School in the Camden County 8th Grade Dialogue. Her leadership and hard work does not go unnoticed. Keep up the great work Skylar. Skylar and the rest of the family have been invited to attend the March BOE meeting to be recognized. Counseling Department

#### School Operations and Activities

We will continue discussing and planning the Governor's decision to give local control regarding the wearing of masks in the schools. I will be providing guidance to our parents, students, staff and community prior to the March 7<sup>th</sup> start date.

### B. Business Administrator's Report

- Parking Lot Construction update: Construction on the parking lot project has resumed. Installation of the water chamber is complete. Next week, the electrician will begin working. Afterwards the parking lot base and concrete will be laid. The asphalt phase is now anticipated to occur the 2<sup>nd</sup> or 3<sup>rd</sup> week of April.
- Tonight I am seeking approval of an additional \$116,675.14 for the Parking Lot Project. The funds will be utilized for the following: Parking lot cable/camera installation \$81,675.14 and furnish/install conduits for parking lot

cameras \$35,000.00. These items were not included in the original RFP/plans for the Parking Lot. Funds for these additional items will come from budgeted amounts for facilities infrastructure.

- Also, tonight I am seeking approval of the third payment to Landberg Construction in the amount of \$107,065.00. This leaves a balance of \$380,666.00 from the original approved budgeted amount of \$836,856.00.
- Tomorrow, Mr. Pease and myself will meet with our auditors, from Bowman & Company to discuss the audit results from the 2020/2021 school year. We will share the results with both the Business Affairs Committee as well as the entire Board.
- There will be an additional Board meeting this month to be held on March 24th at 6:30pm. The purpose of this meeting is to present and approve the 2022/2023 school budget. This budget will include state aid figures that was received this week. Additionally, there will be a Business Affairs Committee meeting (to be scheduled) prior to the March 24<sup>th</sup> Board meeting. These meetings are required prior to the March 28<sup>th</sup> budget submission deadline to the county office.
- Earlier this week, I sent out the Annual Financial Disclosure request to the Board members. If you have not yet had the opportunity to complete it please do so and let me know if you have any questions regarding this request.

## **IX. NEW BUSINESS**

**BUSINESS AFFAIRS**, Marc Ritz, Chairperson, James Anderson, Mary Jo Schoettle, Alternate Chairperson, Administrative Liaisons: Mark Pease, David Rouse

### **A. Finance – Reviews and monitors the school district budget and assumes other fiscal responsibilities**

Report by Finance Committee Chair

On a motion made by Mr. Anderson and seconded by Dr. Howard the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following items 1-14:

#### 1. Financial Reports:

To approve the Board Secretary and Treasurer's Reports for 2021 (attachment #1).

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 2022. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

The Treasurer's Report is in accordance with 18A:17-36 and 18A:17-9 for the month of January 2022. The Treasurer's Report and Secretary's report are in agreement for the month of January 2022.

Board Secretary in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

#### 2. To approve the following bill lists (attachment #2):

- a. February 15, 2022 Payroll Bill List and corresponding Check Journal totaling: \$201,130.57
- b. February 28, 2022 Payroll Bill List and corresponding Check Journal totaling: \$206,914.53
- c. Vendor Bill List 1 and corresponding Check Journal totaling: \$161,542.16
- d. Vendor Bill List 2 and corresponding Check Journal totaling: \$17, 391.45
- e. Vendor Bill List 3 and corresponding Check Journal totaling: \$48,310.36
- f. Vendor Bill List 4 and corresponding Check Journal totaling: \$29,260.08
- g. Vendor Bill List 5 and corresponding Check Journal totaling: \$75,673.19

3. To approve an additional \$116,675.14 for the Parking lot Project. The funds will be utilized for the following: Parking lot cable/camera installation \$81,675.14 and furnish/install conduits for parking lot cameras \$35,000.00 (attachment #3A &3B).
4. To approve KDI copier lease quote in the amount of \$1,834.00 per month for a 60 month-period beginning July 2022 (attachment #4).
5. To approve the third payment to Landberg Construction in the amount of \$107,065.00. This leaves a balance of \$380,666.00 from the original approved budget amount of \$836,856.
6. To accept and approve the 2021/2022 ESEA Grant Award increase allocating the following expenditures:
  - Title I Part A: \$125,368.00 allocated to 100-300; instructional professional services  
\$5,000.00 allocated to 200-600; support supplies  
\$5,126.00 allocated to 200-300; support professional services/development
  - Title 2: \$13,541.00 allocated to 200-300; support professional services/development  
\$1,500.00 allocated to 100-600; books for students  
\$3,605.00 allocated to 200-500; teacher workshops
  - Title 3: 2,196.00
  - Title 4: \$4,000.00 allocated to 100-100; teacher stipends  
\$611.00 allocated to 200-300; support professional services  
3,700.00 allocated to 200-500; support non-professional services  
\$8,771.00 allocated to 200-600; support supplies
  - Digital Divide: \$48,042.00 allocated to hot spots & device cases
7. To approve Justin O'Neill to attend the BER 101 Most Powerful Strategies to Enhance Social Studies Instruction (Grades 6-12) online workshop on April 1, 2022. The cost to the district is \$279.00. This is being paid with Title II funds.
8. To approve Kelly Cesarski to attend the BER Accelerate Your Students' Use of the Target Language: New, Innovative Strategies That Work (Grades 6-12) workshop on March 23, 2022, in Mt. Laurel, NJ. The cost to the district is \$279.00. Mileage reimbursement as per district's travel policy. This is being paid with Title II funds.
9. To approve Jessica Palo to attend the BER Making Best Use of DESMOS to Strengthen Your Math Instruction (Grades 6-12) online workshop on April 8, 2022. The cost to the district is \$279.00. This is being paid with Title II funds.
10. To approve David Santilli, Andrea Lomas, Susan Ratajski, Lauren McCaffrey, Kimberly Noonan, and Amy Flynn, to attend the MMSAP I&RS Training on May 17, 18, & 19, 2022. There is no registration cost to the district. Mileage reimbursement as per district's travel policy.
11. To approve David Rouse to attend the NJASBO Purchasing seminar in Mt. Laurel, NJ on March 22, 2022 with a registration fee of \$100.00.
12. To approve reimburse William Pressley, ESS Paraprofessional, for the renewal of a Substitute Certification at \$125.00 per certification.
13. To approve the performance of the Bright Star Children's Theater, LLC to be held on March 23, 2022. To be paid from ARP ESSER grant in the amount of \$1695.00.
14. To approve the Lead The Way program to be held at the Alice Paul Institute, Mt. Laurel NJ on March 15, March 29, April 5, April 12, and April 26 for 6<sup>th</sup> grade students in the amount of \$2,000.00. To be paid from ARP ESSER grant.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 3

**B. Facilities – Reviews the needs and uses of district buildings and grounds**

Report by Facilities Committee Chair

On a motion made by Mr. Anderson and seconded by Dr. Howard the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following item #1 for Use of Facilities as per Somerdale Board of Education Policy 7510:

1. To approve the Somerdale Police Department to conduct an Active Shooter Training Session in the Somerdale Park School from 8:00 am – 2:00 pm on April 19, 2022. (attachment #1)

ROLL CALL VOTE: YES 5 NO 0 ABSTAIN 1 (Mr. Smith) ABSENT 3

**INSTRUCTIONAL**, Taylor Klenk, Chairperson, Monique Howard, Alternate Chairperson, Kevin Smith, Administrative Liaisons: Mark Pease, Robert Ford

**A. Curriculum – Reviews and evaluates standardized test results as a district and monitors direction of curriculum.**

Report by Curriculum Committee Chair

On a motion made by Dr. Howard and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items #1a-1d:

1. The following field trips:
  - a. To approve Lauren DiLullo’s students and the Kindergarten Classes to visit Storybook Land, Egg Harbor Twp, NJ, on May 25, 2022 at an approximate cost per pupil of \$17.95 plus \$5.00 transportation cost, with a rain date of June 1, 2022.
  - b. To approve Amanda Schwatz, Guidance Counselor, to take 6<sup>th</sup> Grade Students to visit the Alice Paul Institute, Marlton, NJ, on March 15, 2022. Cost of trip to be paid from ARP Esser Grant.
  - c. To approve 2<sup>nd</sup> Grade Students to visit Camden Adventure Aquarium, Camden, NJ, on May 18<sup>th</sup>, 2022 at a cost of \$19.00 per student plus \$5.00 transportation fee.
  - d. To approve 8<sup>th</sup> Grade Students to visit Pocono Valley Resort, Reeders, PA, on June 6, 2022. Fee per student to be paid from Student Activity funds.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 3

**B. Personnel – Assists in the interviewing process of district administrators and reviews hiring recommendations of the Superintendent. Also, reviews and approves staff policies and job descriptions**

Report by Personnel Committee Chair

On a motion made by Dr. Howard and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items #1-3:

1. To approve Jeffrey Euler as Girls Softball Coach for the 2021-2022 school year. Rate of pay as per negotiated agreement with the SEA.

2. To post-approve Christina Cortez as the Business Office’s Accounting Clerk at the pro-rated salary of \$55,000.00 for the 2021-2022 school year.
3. To approve Alyssa Hunt and Olivia Errico from Lead-A-Way to conduct meetings with Amanda Schwartz and 6<sup>th</sup> Grade Students during the months of March and April 2022.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 3

**POLICY/COMMUNITY AFFAIRS**, Kevin Smith, Chairperson, Tara Voigt, Alternate Chairperson, Mary Jo Schoettle, Administrative Liaison: Robert Ford

**A. Policy – Reviews, updates and creates district policies with Superintendent and presents them to the board.**

Report by Policy Committee Chair

On a motion made by Mr. Smith and seconded by Ms. Boyle the following was approved:

Recommend that the Board of Education on the recommendation of the Superintendent approve the following items #1-2:

1. To approve the Somerdale Park’s School Calendar for the 2022-2023 school year. (attachment #1)
2. To approve the Somerdale School District 2021-2022 Opening and Remote Plan V.2 along with NJ-K12 Updates (February 22, 2022 COVID Public Health Recommendations) to accommodate the expiration of Universal Masking.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 3

**B. Community Affairs – Participation in community events to educate the public on programs the district offers. Also educates the public on the school board policies and responsibilities.**

Report by Community Affairs Committee Chair

**BOND AD HOC COMMITTEE**, Kimberly Barkoff, Chairperson, Marc Ritz, Alternate Chair, James Anderson, Administrative Liaison: Mark Pease, David Rouse

The Bond Committee’s function it to meet and develop a framework for moving a referendum forward and to address project and budgetary issues.

Report by Bond Committee Chair

**X. REPORTS:**

On a motion made by Mr. Smith and seconded by Mr. Anderson the following was approved:

The following item will be recommended for approval:

1. Acknowledge and accept the Harassment, Intimidation, and Bullying Reports for incidents dated:
  - a. January 25, 2022 (attachment #1)
  - b. February 16, 2022 (attachment #2)

ALL IN FAVOR: YES 6 NO 0 ABSTAIN 0 ABSENT 3

**XI. OTHER REPORTS:**

- a.) Student Attendance

**Enrollment February 2022**  
 Preschool 27

Kindergarten	39
1st Grade	49
2nd Grade	35
3rd Grade	46
4th Grade	32
5th Grade	50
6th Grade	51
7th Grade	62
8th Grade	53
Out of District	4
Charter Students	1
Home Instruction	
Homeless -Tuition	
<b>Total February 2022</b>	<b>449</b>

b.) Security/Fire Drill Reports

**FIRE DRILL:**

**DATE:** 2/16/2022

Alarm Sounded: 2:26 pm  
 Building Cleared: 2:28 pm  
 Returned to Building: 2:31 pm  
 Alarm Station Used: Marquee Entrance  
 All Staff in attendance participated in drill  
 Number evacuated: Students present –405  
 Staff Present: 92  
 Special conditions simulated: none at this time  
 Problems encountered: None  
 Weather: 51 degrees

**LOCK OUT DRILL #1:**

**DATE:** 2/01/2022

Alarm Sounded: 9:03 a.m.  
 All Staff in attendance participated in drill (90 staff members)  
 Problems encountered: None

c.) Health Reports – February 2022

**XII. PUBLIC COMMENTS (on any item)**

Audience Recognition and Public Comment

The public is reminded that all public complaints against a district employee must be made through a specific grievance process. A description of this process may be found in BOE policy (File Code 9130). This policy is available upon request in the office of the Board Secretary. Any individual naming an employee in a complaint before the Board of Education, without the employee’s permission, could be cited for violating that employee’s civil and contractual rights.

Please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address.
3. Wait to be recognized before you make your comment
4. Limit your comments to (3) minutes per person.

Ms. Alicia Broughton discussed the following:

1. Somerdale BOE cell phones/smart watch procedures.
2. Request her child to be transferred to another classroom.

**XIII. EXECUTIVE SESSION (if necessary)**

On a motion made by and seconded by the board entered into Executive Session at pm:

**WHEREAS**, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the

Somerdale Park School District, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session,” i.e. without the public being permitted to attend; and **WHEREAS**, the Somerdale Park Public School District, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and **WHEREAS**, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written. **NOW, THEREFORE, BE IT RESOLVED** that the Somerdale Park Public School District, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

- \_\_\_\_\_Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public
- \_\_\_\_\_Any matter in which the release of information would impair a right to receive funds from the federal government;
- \_\_\_\_\_Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically;
- \_\_\_\_\_Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body
- \_\_\_\_\_Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;
- \_\_\_\_\_Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;
- \_\_\_\_\_Any investigations of violations or possible violations of the law;
- \_\_\_\_\_Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;
- \_\_\_\_\_ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public;
- \_\_\_\_\_Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

**WHEREAS**, the length of the Executive Session is undetermined; however, the Somerdale Park Public School District, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at \_\_\_\_\_ **pm** and the Somerdale Park Public School District, Board of Education will proceed with business.

**NOW, THEREFORE, BE IT RESOLVED**, that the Somerdale Park Public School District, Board of Education will go into Executive Session for only the above stated reasons;  
**BE IT FURTHER RESOLVED** that the Somerdale Park Public School District, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Somerdale Park Public School District, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.  
**BE IT FURTHER RESOLVED** that the Somerdale Park Public School District, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.  
**BE IT FURTHER RESOLVED** that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

**XIV. RETURN TO PUBLIC SESSION**



On a motion made by     and seconded by     the board returned to public session at     pm

**XV. ADJOURNMENT**

On a motion made by Mr. Smith and seconded by Dr. Howard the meeting was adjourned at 7:10 pm.

Respectfully Submitted,

David Rouse  
Board Secretary

# 2022-2023 School Calendar

Somerdale Park School

301 Grace Street

Somerdale, NJ 08083

(856)783-6261 Fax (856)783-2607

September 2022						
S	M	T	W	T	F	S
				<del>1</del>	<del>2</del>	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2022						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				






**BOE Approval**  
3/ /2022

	Student Days	Teacher Days
Sept	19	21
Oct	21	21
Nov	17	17
Dec	17	17
Jan	20	20
Feb	18	19
Mar	23	23
Apr	14	14
May	22	22
June	11	12
<b>Total</b>	<b>182</b>	<b>186</b>

SEPTEMBER
1, 2 - School Closed (Teacher In-Service)
5 - School Closed (Labor Day)
6 - First Day for Students - Early Dismissal
22 - Back to School Night
30 - Early Dismissal (Teacher In-Service)
OCTOBER
21 - Early Dismissal (Teacher In-Service)
NOVEMBER
9-11 - School Closed (NJEA Conference)
21 - Early Dismissal - Students
*K-5th Evening Conferences
*Middle School Afternoon Conferences
22 - Early Dismissal (Teacher In-Service)
23 - Early Dismissal
24, 25 - School Closed (Thanksgiving Break)
DECEMBER
16 - Early Dismissal (Teacher In-Service)
23 - Early Dismissal
26-30 - School Closed (Winter Recess)
JANUARY
2 - School Closed (Winter Recess)
13 - Early Dismissal (Teacher In-Service)
16 - School Closed (M.L. King, Jr. Day)
FEBRUARY
17 - School Closed (Teacher In-Service)
20 - School Closed (President's Day)
MARCH
3 - Early Dismissal (Parent Conf. & In-Service)
17 - Early Dismissal (Teacher In-Service)
APRIL
6 - Early Dismissal
7 - School Closed (Spring Break)
10-14 - School Closed (Spring Break)
21 - Early Dismissal (Teacher In-Service)
MAY
19 - Early Dismissal (Teacher In-Service)
26 - Early Dismissal
29 - School Closed (Memorial Day)
JUNE
9 - Early Dismissal (Teacher In-Service)
14 - Eighth Grade Graduation
15 - Early Dismissal Last Day Students
16 - Last Day Teachers (Teacher In-Service)

Final Grades are available on OnCourse

Marking Periods	Marking Periods	INTERIM REPORTS
1st Marking Period Ends - 11/7 (45 days) Final Q1 Grades Posted - 11/14	3rd Marking Period Ends - 3/31 (45 days) Final Q3 Grades Posted - 4/4	<b>Dates: 10/7, 12/16, 3/1, 5/12</b>
2nd Marking Period Ends - 1/25 (45 days) Final Q2 Grades Posted - 1/27	4th Marking Period Ends - 6/12 (44 days) Final Q4 Grades Posted - 6/15	If additional days are needed, they will be added at the end of the school year. For example: 6/19, 6/20, 6/21

 School Closed		First Day of School - Early Dismissal (Students Only)
 Early Dismissal - 12:33 pm		Last Day of School - Early Dismissal (Students Only)
 Early Dismissal - Teacher In-Service		
 School Closed - Full Day Teacher In-Service		

**HIBster Report**  
**All Incidents**  
**Somerdale Park School**  
**Date Created: 2/24/2022**

**227288\_SPS\_01262022**

<b>Tracking #:</b>	227288_SPS_01262022	<b>Date Entered:</b>	1/26/2022
<b>Incident Date:</b>	1/25/2022	<b>School:</b>	Somerdale Park School
<b>Incident Time:</b>	7:45 AM	<b>Investigation Type:</b>	HIB

**Type:**

The student knowingly engaged in behavior with the specific objective of hurting, intimidating, or harassing another student

**Classification:**

Demeaning, Name Calling

**Location:**

Classroom, Building Exterior

**Evidence:**

None

**Motivation:**

Appearance, Sexual Orientation

**Conclusion:**

Founded For Some Alleged Offenders

Effects of HIB:

Substantially disrupted or interfered with orderly operation of school or rights of other students

Offender knew action would physically or emotionally cause harm to the victim or damage to the victim's property

Victim was in fear of physical or emotional harm or damage to personal property

Insulted or demeaned a student or a group of students

Interfered with victim's education

Created a hostile educational environment by severely or pervasively causing physical or emotional harm to student

Submitted to BOE? Yes, 3/10/2022

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Starting date 7/1/2021 Ending date 1/31/2022 Fund: 10 GENERAL FUND

Assets and Resources

Assets:

101	Cash in bank		\$2,489,649.02
102 - 106	Cash Equivalents		\$200.00
111	Investments		\$0.00
116	Capital Reserve Account		\$743,621.19
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$25,976.86	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	(\$7,459.26)	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$18,517.60

Loans Receivable:

131	Interfund	\$4,409.82	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$4,409.82

Other Current Assets

\$13,619.98

Resources:

301	Estimated revenues	\$8,697,405.00	
302	Less revenues	(\$4,804,034.13)	\$3,893,370.87

**Total assets and resources**

**\$7,163,388.48**

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 10 GENERAL FUND

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.30
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$82,325.30
	<b>Total liabilities</b>		<b>\$82,325.60</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$3,306,909.44
761	Capital reserve account - July	\$13,619.98	
604	Add: Increase in capital reserve	\$1,200.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	(\$320,218.00)	(\$305,398.02)
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$412,365.72
750-752,76x	Other reserves		\$1,694,169.15
601	Appropriations	\$9,551,329.91	
602	Less: Expenditures	(\$4,200,838.94)	
	Less: Encumbrances	(\$3,252,908.38)	(\$7,453,747.32)
	Total appropriated		\$7,205,628.88
	Unappropriated:		
770	Fund balance, July 1		\$410,340.91
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$534,906.91)
	Total fund balance		\$7,081,062.88
	<b>Total liabilities and fund equity</b>		<b>\$7,163,388.48</b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 10 GENERAL FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$9,551,329.91	\$7,453,747.32	\$2,097,582.59
Revenues	(\$8,697,405.00)	(\$4,804,034.13)	(\$3,893,370.87)
Subtotal	<u>\$853,924.91</u>	<u>\$2,649,713.19</u>	<u>(\$1,795,788.28)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$1,200.00	\$730,001.21	(\$728,801.21)
Less - Withdrawal from reserve	(\$320,218.00)	(\$320,218.00)	\$0.00
Subtotal	<u>\$534,906.91</u>	<u>\$3,059,496.40</u>	<u>(\$2,524,589.49)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$534,906.91</u>	<u>\$3,059,496.40</u>	<u>(\$2,524,589.49)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$534,906.91</u>	<u>\$3,059,496.40</u>	<u>(\$2,524,589.49)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$534,906.91</u>	<u>\$3,059,496.40</u>	<u>(\$2,524,589.49)</u>

Prepared and submitted by :

David Rose

Board Secretary

3/7/22

Date

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 10 GENERAL FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	4,925,454	0	4,925,454	2,952,441	Under	1,973,013
00520	SUBTOTAL – Revenues from State Sources	3,751,036	0	3,751,036	1,850,676	Under	1,900,360
00570	SUBTOTAL – Revenues from Federal Sources	20,915	0	20,915	917	Under	19,998
Total		8,697,405	0	8,697,405	4,804,034		3,893,371

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	2,940,737	5,440	2,946,177	1,426,141	1,277,068	242,968
10300	Total Special Education - Instruction	791,511	0	791,511	380,978	232,473	178,060
11160	Total Basic Skills/Remedial – Instruct.	344,640	0	344,640	102,119	84,472	158,049
12160	Total Bilingual Education – Instruction	67,427	0	67,427	99	28,613	38,715
17100	Total School-Sponsored Co/Extra Curricul	54,079	0	54,079	13,409	24,106	16,564
17600	Total School-Sponsored Athletics – Instr	45,520	0	45,520	4,107	18,883	22,531
20620	Total Summer School	51,760	224	51,984	37,986	4,469	9,529
29180	Total Undistributed Expenditures - Instr	276,509	0	276,509	24,681	112,420	139,408
29680	Total Undistributed Expenditures – Atten	15,192	0	15,192	11,457	2,735	1,000
30620	Total Undistributed Expenditures – Healt	98,040	0	98,040	44,908	44,546	8,586
40580	Total Undistributed Expend – Speech, OT,	132,929	1,029	133,958	40,469	92,643	846
41080	Total Undist. Expend. – Other Supp. Serv	41,700	0	41,700	7,629	34,071	0
41660	Total Undist. Expend. – Guidance	63,682	0	63,682	29,616	29,116	4,950
42200	Total Undist. Expend. – Child Study Team	298,248	(1,029)	297,219	164,089	132,261	869
43200	Total Undist. Expend. – Improvement of I	154,724	(5,440)	149,284	85,890	57,158	6,236
43620	Total Undist. Expend. – Edu. Media Serv.	107,881	0	107,881	50,679	54,894	2,308
44180	Total Undist. Expend. – Instructional St	18,781	0	18,781	11,721	1,704	5,356
45300	Support Serv. - General Admin	329,585	0	329,585	195,233	106,603	27,749
46160	Support Serv. - School Admin	109,619	0	109,619	63,275	43,144	3,200
47200	Total Undist. Expend. – Central Services	175,047	0	175,047	97,088	58,819	19,140
47620	Total Undist. Expend. – Admin. Info. Tec	89,270	14,400	103,670	87,843	10,278	5,549
51120	Total Undist. Expend. – Oper. & Maint. O	783,062	1,036	784,098	455,128	223,439	105,531
52480	Total Undist. Expend. – Student Transpor	347,579	(224)	347,355	0	7,090	340,265
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	1,601,591	0	1,601,591	863,151	559,670	178,770
75880	TOTAL EQUIPMENT	187,342	(14,400)	172,942	3,143	4,687	165,112
76260	Total Facilities Acquisition and Constr	406,081	0	406,081	0	7,546	398,535
84000	Transfer of Funds to Charter Schools	17,758	0	17,758	0	0	17,758
Total		9,550,294	1,036	9,551,330	4,200,839	3,252,908	2,097,583

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 10 GENERAL FUND

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy	4,912,254	0	4,912,254	2,916,726	Under	1,995,528
00150	10-1320	Tuition from LEAs Within State	12,000	0	12,000	0	Under	12,000
00300	10-1__	Unrestricted Miscellaneous Revenues	1,200	0	1,200	35,716		(34,516)
00410	10-3116	School Choice Aid	237,789	0	237,789	237,789		0
00420	10-3121	Categorical Transportation Aid	31,147	0	31,147	3,115	Under	28,032
00440	10-3132	Categorical Special Education Aid	355,717	0	355,717	35,572	Under	320,145
00460	10-3176	Equalization Aid	3,042,061	0	3,042,061	1,565,768	Under	1,476,293
00470	10-3177	Categorical Security Aid	84,322	0	84,322	8,432	Under	75,890
00540	10-4200	Medicaid Reimbursement	20,915	0	20,915	917	Under	19,998
<b>Total</b>			<b>8,697,405</b>	<b>0</b>	<b>8,697,405</b>	<b>4,804,034</b>		<b>3,893,371</b>

**Expenditures:**

			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02040	11-105-100-935	Local Contribution – Transfer to Special	42,870	0	42,870	0	0	42,870
02080	11-110-__-101	Kindergarten – Salaries of Teachers	244,985	0	244,985	122,493	122,493	0
02100	11-120-__-101	Grades 1-5 – Salaries of Teachers	1,194,231	0	1,194,231	594,354	599,877	0
02120	11-130-__-101	Grades 6-8 – Salaries of Teachers	991,616	0	991,616	495,808	495,809	0
02500	11-150-100-101	Salaries of Teachers	1,600	1,000	2,600	5,000	(2,400)	0
03020	11-190-1__-320	Purchased Professional – Educational Ser	128,323	(1,000)	127,323	17,596	0	109,727
03060	11-190-1__-[4-5]	Other Purchased Services (400-500 series	143,990	0	143,990	113,341	16,451	14,198
03080	11-190-1__-610	General Supplies	190,013	3,716	193,729	74,726	43,267	75,737
03100	11-190-1__-640	Textbooks	2,799	1,724	4,523	2,824	1,573	127
03120	11-190-1__-8__	Other Objects	310	0	310	0	0	310
07000	11-213-100-101	Salaries of Teachers	406,904	0	406,904	203,452	203,452	0
07040	11-213-100-320	Purchased Professional-Educational Servi	377,496	(192)	377,304	174,842	24,808	177,654
07100	11-213-100-610	General Supplies	1,917	0	1,917	567	1,033	317
07120	11-213-100-640	Textbooks	394	0	394	305	0	89
09260	11-219-100-101	Salaries of Teachers	4,800	0	4,800	1,620	3,180	0
09300	11-219-100-320	Purchased Professional-Educational Servi	0	192	192	192	0	0
11000	11-230-100-101	Salaries of Teachers	167,996	0	167,996	83,998	83,998	0
11040	11-230-100-320	Purchased Professional-Education Service	171,638	0	171,638	13,626	0	158,012
11100	11-230-100-610	General Supplies	5,006	0	5,006	4,495	474	37
12040	11-240-100-320	Purchased Professional-Education Service	67,327	0	67,327	0	28,613	38,714
12100	11-240-100-610	General Supplies	100	0	100	99	0	1
17000	11-401-100-1__	Salaries	32,130	0	32,130	9,525	22,606	0
17020	11-401-100-[3-5]	Purchased Services (300-500 series)	15,839	0	15,839	1,880	1,501	12,458
17040	11-401-100-6__	Supplies and Materials	6,110	0	6,110	2,004	0	4,106
17500	11-402-100-1__	Salaries	17,990	0	17,990	3,000	14,990	0
17520	11-402-100-[3-5]	Purchased Services (300-500 series)	27,530	0	27,530	1,107	3,893	22,531
20000	11-422-100-101	Salaries of Teachers	13,440	(7,558)	5,882	0	0	5,882
20080	11-422-100-3__	Purchased Professional & Technical Servi	6,120	3,776	9,896	9,896	0	0
20100	11-422-100-[4-5]	Other Purchased Services (400-500 series	11,490	0	11,490	8,273	0	3,217
20500	11-422-200-1__	Salaries	9,520	0	9,520	5,052	4,469	0



Starting date 7/1/2021 Ending date 1/31/2022 Fund: 10 GENERAL FUND

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
20520	11-422-200-3__	Purchased Professional and Technical Ser	5,390	3,849	9,239	8,809	0	431
20540	11-422-200-[4-5]	Purchased Services (400-500 series)	5,800	157	5,957	5,957	0	0
29000	11-000-100-561	Tuition to Other LEAs within the State -	34,497	0	34,497	0	0	34,497
29020	11-000-100-562	Tuition to Other LEAs within the State -	68,492	0	68,492	13,604	31,157	23,731
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	110,520	0	110,520	11,077	81,263	18,180
29100	11-000-100-566	Tuition to Priv. School for the Disabled	63,000	0	63,000	0	0	63,000
29500	11-000-211-1__	Salaries	6,564	0	6,564	3,829	2,735	0
29600	11-000-211-3__	Purchased Professional and Technical Ser	8,628	0	8,628	7,628	0	1,000
30500	11-000-213-1__	Salaries	86,306	0	86,306	43,153	43,153	0
30540	11-000-213-3__	Purchased Professional and Technical Ser	5,135	0	5,135	250	345	4,540
30580	11-000-213-6__	Supplies and Materials	6,294	0	6,294	1,504	870	3,919
30600	11-000-213-8__	Other Objects	305	0	305	0	178	127
40520	11-000-216-320	Purchased Professional – Educational Ser	132,216	(47)	132,169	38,704	92,643	822
40540	11-000-216-6__	Supplies and Materials	713	1,076	1,789	1,765	0	24
41000	11-000-217-1__	Salaries	4,000	0	4,000	2,000	2,000	0
41020	11-000-217-320	Purchased Professional – Educational Ser	37,700	0	37,700	5,629	32,071	0
41500	11-000-218-104	Salaries of Other Professional Staff	58,232	0	58,232	29,116	29,116	0
41620	11-000-218-6__	Supplies and Materials	5,450	0	5,450	500	0	4,950
42000	11-000-219-104	Salaries of Other Professional Staff	245,591	0	245,591	136,859	108,732	0
42020	11-000-219-105	Salaries of Secretarial and Clerical Ass	37,198	0	37,198	21,699	15,499	0
42060	11-000-219-320	Purchased Professional – Educational Ser	10,124	0	10,124	3,545	6,579	0
42140	11-000-219-592	Misc. Purch. Svc. (400-500 series O/than	175	0	175	0	0	175
42160	11-000-219-6__	Supplies and Materials	4,250	(1,029)	3,221	1,142	1,451	629
42180	11-000-219-8__	Other Objects	910	0	910	845	0	65
43000	11-000-221-102	Salaries of Supervisor of Instruction	86,423	0	86,423	50,413	36,010	0
43040	11-000-221-105	Salaries of Secretarial & Clerical Assis	50,745	0	50,745	29,597	21,148	0
43060	11-000-221-110	Other Salaries	5,440	(5,440)	0	0	0	0
43140	11-000-221-[4-5]	Other Purch. Services (400-500 series)	11,081	0	11,081	5,021	0	6,060
43160	11-000-221-6__	Supplies and Materials	125	0	125	14	0	111
43180	11-000-221-8__	Other Objects	910	0	910	845	0	65
43500	11-000-222-1__	Salaries	88,732	0	88,732	44,366	44,366	0
43540	11-000-222-3__	Purchased Professional and Technical Ser	2,440	13	2,453	922	22	1,509
43560	11-000-222-[4-5]	Other Purchased Services (400-500 series)	125	(60)	65	65	0	0
43580	11-000-222-6__	Supplies and Materials	16,584	47	16,631	5,326	10,506	799
44060	11-000-223-110	Other Salaries	2,400	0	2,400	0	0	2,400
44120	11-000-223-[4-5]	Other Purch. Services (400-500 series)	15,881	0	15,881	11,721	1,704	2,456
44140	11-000-223-6__	Supplies and Materials	500	0	500	0	0	500
45000	11-000-230-1__	Salaries	206,195	0	206,195	121,887	84,308	0
45040	11-000-230-331	Legal Services	14,400	0	14,400	5,768	8,632	0
45060	11-000-230-332	Audit Fees	30,275	0	30,275	19,500	2,550	8,225
45100	11-000-230-339	Other Purchased Professional Services	4,715	0	4,715	4,685	0	30

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 10 GENERAL FUND

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
45120	11-000-230-340	Purchased Technical Services	6,220	0	6,220	3,710	0	2,510
45140	11-000-230-530	Communications/Telephone	30,665	0	30,665	12,178	9,093	9,395
45160	11-000-230-585	BOE Other Purchased Services	740	0	740	0	0	740
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T	26,465	0	26,465	20,768	0	5,697
45200	11-000-230-610	General Supplies	2,210	0	2,210	1,172	169	869
45260	11-000-230-890	Miscellaneous Expenditures	3,175	0	3,175	1,045	1,852	278
45280	11-000-230-895	BOE Membership Dues and Fees	4,525	0	4,525	4,520	0	5
46000	11-000-240-103	Salaries of Principals/Assistant Princip	102,766	0	102,766	59,947	42,819	0
46080	11-000-240-3__	Purchased Professional and Technical Ser	1,938	0	1,938	1,938	0	0
46100	11-000-240-[4-5]	Other Purchased Services (400-500 series	3,100	0	3,100	0	0	3,100
46120	11-000-240-6__	Supplies and Materials	350	0	350	350	0	0
46140	11-000-240-8__	Other Objects	1,465	0	1,465	1,040	325	100
47000	11-000-251-1__	Salaries	154,298	0	154,298	88,039	58,144	8,115
47020	11-000-251-330	Purchased Professional Services	4,600	0	4,600	1,000	575	3,025
47040	11-000-251-340	Purchased Technical Services	4,680	0	4,680	4,564	0	116
47060	11-000-251-592	Misc. Purch. Services (400-500 Series, O	5,425	0	5,425	3,079	0	2,346
47100	11-000-251-6__	Supplies and Materials	2,094	0	2,094	256	0	1,838
47180	11-000-251-890	Other Objects	3,950	0	3,950	150	100	3,700
47500	11-000-252-1__	Salaries	71,375	0	71,375	62,542	8,834	0
47520	11-000-252-330	Purchased Professional Services	1,500	0	1,500	0	0	1,500
47540	11-000-252-340	Purchased Technical Services	15,000	14,400	29,400	25,231	1,445	2,724
47580	11-000-252-6__	Supplies and Materials	1,395	0	1,395	70	0	1,325
48520	11-000-261-420	Cleaning, Repair, and Maintenance Servic	82,395	0	82,395	24,645	20,953	36,796
48540	11-000-261-610	General Supplies	9,485	0	9,485	2,225	222	7,038
49000	11-000-262-1__	Salaries	11,700	0	11,700	4,916	6,784	0
49040	11-000-262-3__	Purchased Professional and Technical Ser	428,033	0	428,033	321,025	107,008	0
49060	11-000-262-420	Cleaning, Repair, and Maintenance Svc.	6,755	(0)	6,755	2,790	1,102	2,863
49120	11-000-262-490	Other Purchased Property Services	13,040	0	13,040	7,662	5,138	240
49140	11-000-262-520	Insurance	37,770	0	37,770	33,494	0	4,276
49180	11-000-262-610	General Supplies	30,850	444	31,294	3,257	2,912	25,124
49200	11-000-262-621	Energy (Natural Gas)	48,180	0	48,180	10,221	37,959	0
49220	11-000-262-622	Energy (Electricity)	78,492	0	78,492	41,232	37,260	0
50040	11-000-263-420	Cleaning, Repair, and Maintenance Svc.	17,220	0	17,220	2,000	618	14,602
50060	11-000-263-610	General Supplies	6,450	0	6,450	2,372	999	3,079
50080	11-000-263-8__	Other Objects	8,255	0	8,255	0	0	8,255
51020	11-000-266-3__	Purchased Professional and Technical Ser	3,477	0	3,477	885	2,484	109
51060	11-000-266-610	General Supplies	960	592	1,552	(1,596)	0	3,148
52100	11-000-270-350	Management Fee – ESC & CTSA Trans. Prog	14,508	(31)	14,477	0	0	14,477
52220	11-000-270-504	Contract Serv–Aid in Lieu Pymts–Charter	0	1,000	1,000	0	1,000	0
52240	11-000-270-505	Contract Serv–Aid in Lieu Pymts–Choice S	2,000	1,000	3,000	0	3,000	0
52260	11-000-270-511	Contract Services (Bet. Home & Sch) -Ven	22,275	(2,000)	20,275	0	0	20,275

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 10 GENERAL FUND

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	18,650	0	18,650	0	3,090	15,560
52360	11-000-270-517	Contract Serv. (Reg. Students) – ESCs &	63,209	0	63,209	0	0	63,209
52380	11-000-270-518	Contract Serv. (Spi. Ed. Students) – ESC	226,937	(194)	226,744	0	0	226,744
71020	11-000-291-220	Social Security Contributions	47,736	0	47,736	21,856	24,877	1,003
71060	11-000-291-241	Other Retirement Contributions - PERS	42,451	0	42,451	0	0	42,451
71120	11-000-291-249	Other Retirement Contributions - Regular	0	2,000	2,000	324	1,676	0
71140	11-000-291-250	Unemployment Compensation	275	0	275	98	0	178
71160	11-000-291-260	Workmen's Compensation	65,623	0	65,623	51,056	0	14,567
71180	11-000-291-270	Health Benefits	1,183,888	(2,000)	1,181,888	677,763	441,715	62,410
71200	11-000-291-280	Tuition Reimbursement	17,700	0	17,700	0	0	17,700
71220	11-000-291-290	Other Employee Benefits	243,918	0	243,918	112,055	91,402	40,461
75600	12-000-220-73_	Undist. Expend. – Support Serv. – Inst.	42,890	0	42,890	0	0	42,890
75700	12-000-261-73_	Undist. Expend. –Required Maint. For Sch	144,452	(14,400)	130,052	3,143	4,687	122,222
76180	12-000-400-780	Infrastructure	400,000	0	400,000	0	1,465	398,535
76210	12-000-400-896	Assessment for Debt Service on SDA Fundi	6,081	0	6,081	0	6,081	0
84000	10-000-100-56_	Transfer of Funds to Charter Schools	17,758	0	17,758	0	0	17,758
<b>Total</b>			<b>9,550,294</b>	<b>1,036</b>	<b>9,551,330</b>	<b>4,200,839</b>	<b>3,252,908</b>	<b>2,097,583</b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

<b>Assets:</b>			
101	Cash in bank		(\$295,770.02)
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00
<b>Accounts Receivable:</b>			
132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$214,109.71	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$214,109.71
<b>Loans Receivable:</b>			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
<b>Other Current Assets</b>			\$0.00
<b>Resources:</b>			
301	Estimated revenues	\$415,120.00	
302	Less revenues	(\$47,094.00)	\$368,026.00
<b>Total assets and resources</b>			<u>\$286,365.69</u>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Liabilities and Fund Equity

Liabilities:

101	Cash in bank			(\$295,770.02)
411	Intergovernmental accounts payable - state			\$0.00
421	Accounts payable			\$0.00
431	Contracts payable			\$0.00
451	Loans payable			\$0.00
481	Deferred revenues			\$170,578.88
	Other current liabilities			\$0.00
	<b>Total liabilities</b>			<b>\$170,578.88</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$504,261.22
761	Capital reserve account - July	\$0.00		
604	Add: Increase in capital reserve	\$0.00		
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00		
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00	
764	Maintenance reserve account - July	\$0.00		
606	Add: Increase in maintenance reserve	\$0.00		
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00	
766	Reserve for Cur. Exp. Emergencies - July	\$0.00		
607	Add: Increase in cur. exp. emer. reserve	\$0.00		
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00	
762	Adult education programs			\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations	\$1,758,444.33		
602	Less: Expenditures	(\$316,395.91)		
	Less: Encumbrances	(\$493,494.82)	(\$809,890.73)	\$948,553.60
	Total appropriated			\$1,452,814.82
	Unappropriated:			
770	Fund balance, July 1			\$6,296.32
771	Designated fund balance			\$0.00
303	Budgeted fund balance			(\$1,343,324.33)
	Total fund balance			<b>\$115,786.81</b>
	<b>Total liabilities and fund equity</b>			<b><u>\$286,365.69</u></b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,758,444.33	\$809,890.73	\$948,553.60
Revenues	(\$415,120.00)	(\$47,094.00)	(\$368,026.00)
Subtotal	<u>\$1,343,324.33</u>	<u>\$762,796.73</u>	<u>\$580,527.60</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,343,324.33</u>	<u>\$762,796.73</u>	<u>\$580,527.60</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,343,324.33</u>	<u>\$762,796.73</u>	<u>\$580,527.60</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,343,324.33</u>	<u>\$762,796.73</u>	<u>\$580,527.60</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,343,324.33</u>	<u>\$762,796.73</u>	<u>\$580,527.60</u>

Prepared and submitted by :

David Nese  
Board Secretary

3/7/22  
Date

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	(Total of Accounts W/O a Grid# Assigned)	0	0	0	16,416		(16,416)
00770	Total Revenues from State Sources	117,075	0	117,075	5,304	Under	111,771
00830	Total Revenues from Federal Sources	255,175	0	255,175	25,374	Under	229,801
0083A	Other	42,870	0	42,870	0	Under	42,870
	<b>Total</b>	<b>415,120</b>	<b>0</b>	<b>415,120</b>	<b>47,094</b>		<b>368,026</b>

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	517,008	109,016	626,024	122,142	291,599	212,284
85120	Total Instruction	131,946	0	131,946	65,873	65,973	100
86380	Total Support Services	27,999	0	27,999	6,284	0	21,715
88740	Total Federal Projects	965,125	7,350	972,475	122,096	135,924	714,455
	<b>Total</b>	<b>1,642,078</b>	<b>116,366</b>	<b>1,758,444</b>	<b>316,396</b>	<b>493,495</b>	<b>948,554</b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	0	0	0	16,416		(16,416)
00760 20-3218 Preschool Education Aid	117,075	0	117,075	5,304	Under	111,771
00775 20-441[1-6] Title I	117,626	0	117,626	15,014	Under	102,612
00780 20-445[1-5] Title II	15,028	0	15,028	9,820	Under	5,208
00790 20-447[1-4] Title IV	10,941	0	10,941	540	Under	10,401
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	111,580	0	111,580	0	Under	111,580
00835 20-5200 Transfers from Operating Budget – Presch	42,870	0	42,870	0	Under	42,870
<b>Total</b>	<b>415,120</b>	<b>0</b>	<b>415,120</b>	<b>47,094</b>		<b>368,026</b>

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	517,008	109,016	626,024	122,142	291,599	212,284
85000 20-218-100-101 Salaries of Teachers	131,746	0	131,746	65,873	65,873	0
85080 20-218-100-6__ General Supplies	200	0	200	0	100	100
86220 20-218-200-330 Other Purchased Professional Services	27,999	0	27,999	6,284	0	21,715
88500 20-___-___-___ Title I	130,998	666	131,664	30,746	0	100,918
88520 20-___-___-___ Title II	16,605	0	16,605	5,424	3,028	8,153
88560 20-___-___-___ Title IV	10,000	0	10,000	0	0	10,000
88620 20-___-___-___ I.D.E.A. Part B (Handicapped)	134,981	4,290	139,271	40,137	14,673	84,462
88642 20-224-___-___ ARP-IDEA Preschool Grant Program	1,951	0	1,951	0	0	1,951
88700 20-___-___-___ Other	0	2,394	2,394	2,394	0	0
88706 20-479-___-___ CRF Grant Program	9,274	0	9,274	9,274	0	0
88713 20-487-___-___ ARP-ESSER Grant Program	661,316	0	661,316	34,122	118,223	508,972
<b>Total</b>	<b>1,642,078</b>	<b>116,366</b>	<b>1,758,444</b>	<b>316,396</b>	<b>493,495</b>	<b>948,554</b>



Starting date 7/1/2021 Ending date 1/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Assets and Resources

Assets:

101	Cash in bank		\$567,189.73
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	\$0.00	\$0.00

Total assets and resources

\$567,189.73

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$0.00</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$0.00
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$931,424.23	
602	Less: Expenditures	(\$364,234.50)	
	Less: Encumbrances	\$0.00	(\$364,234.50)
	Total appropriated		\$567,189.73
	Unappropriated:		
770	Fund balance, July 1		\$931,424.23
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$931,424.23)
	Total fund balance		<b>\$567,189.73</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$567,189.73</u></b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$931,424.23	\$364,234.50	\$567,189.73
Revenues	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$931,424.23</u>	<u>\$364,234.50</u>	<u>\$567,189.73</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$931,424.23</u>	<u>\$364,234.50</u>	<u>\$567,189.73</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$931,424.23</u>	<u>\$364,234.50</u>	<u>\$567,189.73</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$931,424.23</u>	<u>\$364,234.50</u>	<u>\$567,189.73</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$931,424.23</u>	<u>\$364,234.50</u>	<u>\$567,189.73</u>

Prepared and submitted by :

David Noz

Board Secretary

3/7/22

Date

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)	0	931,424	931,424	364,235	0	567,190
<b>Total</b>	<b>0</b>	<b>931,424</b>	<b>931,424</b>	<b>364,235</b>	<b>0</b>	<b>567,190</b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 30 CAPITAL PROJECTS FUNDS

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	0	931,424	931,424	364,235	0	567,190
Total	0	931,424	931,424	364,235	0	567,190

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 40 DEBT SERVICE FUNDS

Assets and Resources

<b>Assets:</b>			
101	Cash in bank		(\$81,852.59)
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00
<b>Accounts Receivable:</b>			
132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00
<b>Loans Receivable:</b>			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
Other Current Assets			\$0.00
<b>Resources:</b>			
301	Estimated revenues	\$225,023.00	
302	Less revenues	(\$94,213.24)	\$130,809.76
<b>Total assets and resources</b>			<b><u>\$48,957.17</u></b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 40 DEBT SERVICE FUNDS

Liabilities and Fund Equity

<b>Liabilities:</b>			
101	Cash in bank		(\$81,852.59)
411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$0.00</b>
<b>Fund Balance:</b>			
<b>Appropriated:</b>			
753,754	Reserve for encumbrances		\$48,956.88
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$225,023.00	
602	Less: Expenditures	(\$176,066.12)	
	Less: Encumbrances	(\$48,956.88)	(\$225,023.00)
	<b>Total appropriated</b>		<b>\$48,956.88</b>
<b>Unappropriated:</b>			
770	Fund balance, July 1		\$0.29
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	<b>Total fund balance</b>		<b>\$48,957.17</b>
	<b>Total liabilities and fund equity</b>		<b>\$48,957.17</b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 40 DEBT SERVICE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$225,023.00	\$225,023.00	\$0.00
Revenues	(\$225,023.00)	(\$94,213.24)	(\$130,809.76)
Subtotal	<u>\$0.00</u>	<u>\$130,809.76</u>	<u>(\$130,809.76)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$130,809.76</u>	<u>(\$130,809.76)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$130,809.76</u>	<u>(\$130,809.76)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$130,809.76</u>	<u>(\$130,809.76)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$130,809.76</u>	<u>(\$130,809.76)</u>

Prepared and submitted by:

David More

Board Secretary

3/7/22

Date



Starting date 7/1/2021 Ending date 1/31/2022 Fund: 40 DEBT SERVICE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00885	Total Revenues from Local Sources	153,733	0	153,733	38,433	Under	115,300
0093A	Other	71,290	0	71,290	55,780	Under	15,510
	<b>Total</b>	<b>225,023</b>	<b>0</b>	<b>225,023</b>	<b>94,213</b>		<b>130,810</b>

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service	225,023	0	225,023	176,066	48,957	0
	<b>Total</b>	<b>225,023</b>	<b>0</b>	<b>225,023</b>	<b>176,066</b>	<b>48,957</b>	<b>0</b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 40 DEBT SERVICE FUNDS

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00860	40-1210	Local Tax Levy	153,733	0	153,733	38,433	Under	115,300
00890	40-3160	Debt Service Aid Type II	71,290	0	71,290	55,780	Under	15,510
Total			225,023	0	225,023	94,213		130,810

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600	40-701-510-834	Interest on Bonds	100,023	0	100,023	51,066	48,957	0
89620	40-701-510-910	Redemption of Principal	125,000	0	125,000	125,000	0	0
Total			225,023	0	225,023	176,066	48,957	0

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 60 ENTERPRISE FUND

Assets and Resources

<b>Assets:</b>			
101	Cash in bank		\$90,290.67
102 - 106	Cash Equivalents		\$40,817.02
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00
<b>Accounts Receivable:</b>			
132	Interfund	\$0.00	
141	Intergovernmental - State	(\$2,944.55)	
142	Intergovernmental - Federal	(\$24,446.24)	
143	Intergovernmental - Other	\$216,475.01	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$189,084.22
<b>Loans Receivable:</b>			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
<b>Other Current Assets</b>			\$22,842.58
<b>Resources:</b>			
301	Estimated revenues	\$0.00	
302	Less revenues	(\$23,832.86)	(\$23,832.86)
<b>Total assets and resources</b>			<b><u>\$319,201.63</u></b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 60 ENTERPRISE FUND

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$44,669.80
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$8,296.12
	<b>Total liabilities</b>		<b>\$52,965.92</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$337,852.05
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	\$0.00	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$0.00	
602	Less: Expenditures	(\$69,286.85)	
	Less: Encumbrances	(\$181,834.16)	(\$251,121.01)
	<b>Total appropriated</b>		<b>\$86,731.04</b>

Unappropriated:

770	Fund balance, July 1		\$179,504.67
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	<b>Total fund balance</b>		<b>\$266,235.71</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$319,201.63</u></b>

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 60 ENTERPRISE FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$251,121.01	(\$251,121.01)
Revenues	\$0.00	(\$23,832.86)	\$23,832.86
Subtotal	<u>\$0.00</u>	<u>\$227,288.15</u>	<u>(\$227,288.15)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$227,288.15</u>	<u>(\$227,288.15)</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$227,288.15</u>	<u>(\$227,288.15)</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$227,288.15</u>	<u>(\$227,288.15)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$227,288.15</u>	<u>(\$227,288.15)</u>

Prepared and submitted by :

David Rose

Board Secretary

3/7/22

Date

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 60 ENTERPRISE FUND

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)	0	0	0	23,833		(23,833)
Total	0	0	0	23,833		(23,833)

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)	0	0	0	69,287	181,834	(251,121)
Total	0	0	0	69,287	181,834	(251,121)

Starting date 7/1/2021 Ending date 1/31/2022 Fund: 60 ENTERPRISE FUND

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	0	0	0	23,833		(23,833)
Total	0	0	0	23,833		(23,833)

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	0	0	0	69,287	181,834	(251,121)
Total	0	0	0	69,287	181,834	(251,121)

REPORT OF THE TREASURER  
TO THE SOMERDALE BOARD OF EDUCATION  
As of January 31, 2022

CASH REPORT					
FUNDS		(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balances (1) + (2) - (3)
1	General Fund - Fund 10	2,373,436.52	853,273.71	737,061.21	2,489,649.02
	Capital Reserve - Fund 10	743,558.04	63.15	0.00	743,621.19
2	Special Revenue Fund - Fund 20	(272,797.56)	0.00	22,972.46	(295,770.02)
3	Capital Projects Fund - Fund 30	821,814.73	0.00	254,625.00	567,189.73
4	Debt Service Fund - Fund 40	(81,852.59)	0.00	0.00	(81,852.59)
5	Total Governmental Funds (Lines 1 thru 4)	3,584,159.14	853,336.86	1,014,658.67	3,422,837.33
6	Cafeteria- Fund 60	90,197.45	165.17	71.95	90,290.67
TRUST AND AGENCY FUNDS (Fund 6X)					
7	Payroll	513.22	256,172.77	256,171.65	514.34
8	Payroll Agency	188,427.44	204,781.32	275,250.64	117,958.12
9	Medical Reimbursement	2,425.38	705.20	1,038.83	2,091.75
10	Student Activities	21,364.63	1,858.14	0.00	23,222.77
11	Unemployment	93,935.62	7.98	0.00	93,943.60
12	Park Technology Services	61,168.17	5.20	0.00	61,173.37
13	After School Care	26,262.28	5,234.54	2,135.16	29,361.66
14	Total Trust & Agency Funds (Lines 7 thru 12)	139,198.54	468,765.15	534,596.28	328,265.61
15	Total All Funds (Lines 5, 6, and 13)	3,813,555.13	1,322,267.18	1,549,326.90	3,841,393.61

Prepared By:

*Nancy Strassle*

Acting Treasurer, Nancy Strassle

03/07/22

Date

Attachment #1 - Finance Item #1



**SOMERDALE PUBLIC SCHOOLS  
GENERAL ACCT RECONCILIATION  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 2,316,556.75
Add: Deposits in Transit (12-15-21)	3,509.03
Subtract: DT Agency, December	(5,498.83)
Subtract: DT Agency, December	(14,190.43)
Subtract: DT Agency, January	(10,776.72)
Subtract: DT Agency, January	(1,503.87)
SS FICA 1-14-22	(14,190.43)
SS FICA 1-28-22	(13,963.38)
Voided Check, 24523	(5,000.00)
Voided Checks, 24524	(6,890.00)
Interest transfer	-
Less: Outstanding Checks (see attached listing)	136,025.71
<b>Adjusted Bank Balance</b>	<b><u><u>\$ 2,112,026.41</u></u></b>

Balance per Books:

Beginning Balance	\$ 2,018,786.37
Add: Receipts	853,273.71
Less: Disbursements	760,033.67
<b>Ending Book Balance</b>	<b><u><u>\$ 2,112,026.41</u></u></b>
Variance	\$ -

SOMERDALE PUBLIC SCHOOLS  
GENERAL ACCT  
Outstanding Checks  
As of January 31, 2022

23519	\$	132.70
24043	\$	250.00
24444	\$	1,035.00
24448	\$	3,736.34
24460	\$	1,283.19
24461	\$	160.00
24465	\$	744.15
24467	\$	1,437.75
24521	\$	742.50
24522	\$	325.00
24525	\$	1,500.00
24528	\$	112,375.86
24529	\$	895.95
24530	\$	3,097.00
24531	\$	1,821.15
24532	\$	152.00
24533	\$	61.00
24534	\$	4,700.00
25535	\$	250.46
24536	\$	541.00
24537	\$	504.66
24538	\$	65.00
24539	\$	65.00
24540	\$	150.00
<b>Total</b>	\$	<b>136,025.71</b>

**\$ 136,025.71**

**SOMERDALE PUBLIC SCHOOLS  
CAPITAL RESERVE ACCT RECONCILIATION  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 743,621.19
Add: Deposits in Transit	-
Less: Outstanding Checks	-

<b>Adjusted Bank Balance</b>	<b><u><u>\$ 743,621.19</u></u></b>
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Balance per Books:

Beginning Book Balance	\$ 743,558.04
Add: Receipts	63.15
Less: Disbursements	-

<b>Ending Book Balance</b>	<b><u><u>\$ 743,621.19</u></u></b>
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Variance	\$ -
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**SOMERDALE PUBLIC SCHOOLS  
BOND ACCOUNT  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 570,859.06
Add: Deposits in Transit	-
Less: Outstanding Checks	\$ 3,604.80
Bond interest transfer	64.53

**Adjusted Bank Balance** \$ 567,189.73

Balance per Books:

Beginning Book Balance	\$ 821,814.73
Add: Receipts	-
Less: Disbursements	254,625.00
(Transfer to General Acct.)	-
<b>Ending Book Balance</b>	<u><u>\$ 567,189.73</u></u>

Variance \$ -



**SOMERDALE PUBLIC SCHOOLS  
LUNCH ACCOUNT  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$	90,336.52
Add: Deposits in Transit		-
Less: Outstanding Checks	see attached listing	45.85

<b>Adjusted Bank Balance</b>	<b>\$</b>	<b><u>90,290.67</u></b>
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Balance per Books:

Beginning Book Balance	\$	90,197.45
Add: Receipts	\$	165.17
Less: Disbursements	\$	71.95
<b>Ending Book Balance</b>	<b>\$</b>	<b><u>90,290.67</u></b>
Variance	\$	-



**SOMERDALE PUBLIC SCHOOLS  
PAYROLL ACCT RECONCILIATION  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$	514.34
Add: Deposits in Transit		-
Less: Outstanding Checks		-

**Adjusted Bank Balance** \$ 514.34

Balance per Books:

Beginning Book Balance	\$	513.22
Add: Receipts		256,172.77
Less: Disbursements		256,171.65
<b>Ending Book Balance</b>	<u><u>\$</u></u>	<u><u>514.34</u></u>
Variance	\$	0.00



**SOMERDALE PUBLIC SCHOOLS  
AGENCY ACCT RECONCILIATION  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$	135,843.19
Add: Deposits in Transit		40,434.40
Less: Outstanding Checks see attached listing		58,319.47

**Adjusted Bank Balance** \$ 117,958.12

Balance per Books:

Beginning Book Balance	\$	188,427.44
Add: Receipts		204,781.32
Less: Disbursements		275,250.64

**Ending Book Balance** \$ 117,958.12

Variance \$ -

	<b>Check #</b>	<b>Amount</b>
	1598	\$ 4,855.62
	1599	\$ 1,196.60
	1600	\$ 657.22
	1601	\$ 260.06
	1602	\$ 2,442.32
	1604	\$ 7,688.78
EFT	ommonweatl	\$ 208.76
	TPAF	\$39,049.50
	DCRP	\$ 190.97
	PERS	\$ 1,769.64
	City/Phila	\$ -
		<u>\$58,319.47</u>

**SOMERDALE PUBLIC SCHOOLS  
FSA MEDICAL ACCOUNT  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 2,091.75
Add: Deposits in Transit	-
Less: Credits in Transit	-
<b>Adjusted Bank Balance</b>	<b><u><u>\$ 2,091.75</u></u></b>

Balance per Books:

Beginning Book Balance	\$ 2,425.38
Add: Receipts	705.20
Less: Disbursements	1,038.83
<b>Ending Book Balance</b>	<b><u><u>\$ 2,091.75</u></u></b>
Variance	\$ -

**SOMERDALE PUBLIC SCHOOLS  
STUDENT ACTIVITIES  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance		\$23,668.02
Add: Deposits in Transit		-
Less: Outstanding Checks	see attached list	445.25

<b>Adjusted Bank Balance</b>		<b><u><u>\$23,222.77</u></u></b>
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Balance per Books:

Beginning Book Balance		\$21,364.63
Add: Receipts		1,858.14
Less: Disbursements		-

<b>Ending Book Balance</b>		<b><u><u>\$23,222.77</u></u></b>
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Variance		\$ -
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3234	\$	53.75
3239	\$	21.25
3244	\$	42.50
3247	\$	21.25
3253	\$	42.50
3255	\$	37.50
3259	\$	37.50
3270	\$	5.00
3274	\$	35.00
3275	\$	19.00
3296	\$	30.00
3309	\$	50.00
3310	\$	50.00

\$ 445.25

**SOMERDALE PUBLIC SCHOOLS  
UNEMPLOYMENT ACCOUNT  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 93,935.62
Add: Deposits in Transit	-
Less: Outstanding Checks	-
<b>Adjusted Bank Balance</b>	<b><u>\$ 93,935.62</u></b>

Balance per Books:

Beginning Book Balance	\$ 93,927.64
Add: Receipts	7.98
Less: Disbursements	-
<b>Ending Book Balance</b>	<b><u>\$ 93,935.62</u></b>
Variance	\$ -

**SOMERDALE PUBLIC SCHOOLS  
PARK TECHNOLOGY SERVICES ACCOUNT  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance	\$ 61,173.37
Add: Deposits in Transit	-
Less: Outstanding Checks	-
<b>Adjusted Bank Balance</b>	<b><u>\$ 61,173.37</u></b>

Balance per Books:

Beginning Balance	\$ 61,168.17
Add: Receipts	5.20
Less: Disbursements	-
<b>Ending Book Balance</b>	<b><u>\$ 61,173.37</u></b>
	\$ -

**SOMERDALE PUBLIC SCHOOLS  
AFTER SCHOOL CARE  
As of January 31, 2022**

Balance per Bank:

Ending Bank Balance \$ 29,361.66

Add: Deposits in Transit -

Less: Outstanding Checks -

**Adjusted Bank Balance** \$ 29,361.66

Balance per Books:

Beginning Balance \$ 26,262.28

Add: Receipts 5,234.54

Less: Disbursements 2,135.16

**Ending Book Balance** \$ 29,361.66

\$ -



## Use of Facilities Contract

This agreement entered into between the Board of Education of Somerdale, in the County of Camden, New Jersey, (hereinafter called the Board), and Organization: SOMERDALE POLICE, Person in charge: KEVIN SMITH, Address: 105 KENNEDY BLVD. SOMERDALE Telephone: 856-428-6324 (hereinafter called the User) for the use of SCHOOL BUILDING (LIBRARY, CLASSROOMS) for the purpose of ACTIVE SHOOTER TRAINING.

The Terms and conditions under which permission to use the facilities of the Board is granted, are as follows:

1. This agreement will not be approved if submitted more than 90 days prior to start date and usage cannot exceed 90 days.
2. The User will pay fees as set forth in the School Board Policy. The charges for use of the field/building are based on the fee schedule listed below:

### **GROUPS 2-5 (organizations indirectly related to the school, municipal governments, and other non-profit organizations):**

#### **Field Use:**

Without Staffing:  
**Daily** \$25.00 (1-4 days)  
**Weekly** \$75.00 (5-14 days)  
**Monthly** \$175.00 (15-30 days)  
If Somerdale Staff is needed \$25 per employee, per hour

#### **Building Use:**

**Weekdays:** \$15/hour; half hour increments only  
**Weekends:** \$50/hour; half hour increments only  
**Holidays:** Disallowed  
If Somerdale Staff is needed \$30 per employee, per hour

### **GROUP 6 (for profit organizations and private functions):**

#### **Field Use:**

Without Staffing:  
**Daily** \$50.00 (1-4 days)  
**Weekly** \$175.00 (5-14 days)  
**Monthly** \$425.00 (15-30 days)  
If Somerdale Staff is needed \$45 per employee, per hour

#### **Building Use:**

**Weekdays:** \$25/hour; half hour increments only  
**Weekends:** \$75/hour; half hour increments only  
**Holidays:** Disallowed  
If Somerdale Staff is needed \$55 per employee, per hour

3. Sports organizations must submit a practice and preliminary game schedule with this request for use. The schedule shall include dates and times of the event, including any equipment utilized. A team roster must be submitted with the request. The roster shall include a minimum of name, address, and email or phone number of each coach and all participants.
4. The premises shall be restored after the event to the same condition, as it was when the User took possession. The Board is not liable for any damage or loss of any property to the User, nor of those attending the function, nor for the injury to any person or persons; either in the User's organization or the persons attending the function, and the User's organization agrees to save harmless the Board of Education from any liability.
5. No organization shall make any improvements or provide any maintenance or upkeep to the building or fields without the written approval of the Business Administrator. Organizations will not receive reimbursement or credit for expenses incurred unless otherwise granted, in writing, by the Business Administrator.
6. No alcoholic beverages, controlled, and/or dangerous substances shall be brought into the building nor on the premises. Smoking is also prohibited on school property. All facility usage shall comply with state and local fire, health, safety and police regulations.
7. Will your organization have food or beverages at this function? Yes or No (circle one)
8. It is the User's responsibility to ensure any applicable permits are obtained prior to using the facilities. Any fines or penalties arising from improper permits shall be paid by the User.
9. All organizations using Somerdale School District's facilities must be in compliance with Janet's Law during after school hours. Sports organizations using Ward Field shall carry an automated external defibrillator (AED) on site and it shall be readily available in case of an emergency.

10. If the use of any equipment is granted by the Board of Education to the User, the User shall be responsible to return the same in as good condition as when received, and shall be responsible for any damage. All equipment shall be operated or supervised by a person of the organization designated by the Administrator.

Please specify the equipment you are requesting for your organization:

\_\_\_\_\_

11. The User shall keep order in its own organization and those attending the function during the time the premises are being used by the User. The buildings shall be vacated by 9:30 pm, unless special permission is given by the Board.

12. The User understands that the Somerdale School District retains priority of use for school sanctioned events.

13. Number of individuals to utilize the building 30.

All Somerdale Residents? NO (yes or no)

Inter-district Residents? YES (yes or no)

\*Parking Lot Usage? YES (yes or no)

*\*If school district parking lots are going to be used, please understand the district is not responsible or liable for damages that could be incurred.*

14. Request for Usage (no more than 3 weekdays and 1 weekend day permitted within each 90 day period):

Weekdays to be utilized (please circle: limit 3): Monday, Tuesday, Wednesday, Thursday, Friday

Time: From 8 AM to 2 PM

Length of agreement: 4/19/22 (Month, day, year) to 4/19/22 (Month, day, year)

Weekend to be utilized (circle one): Saturday, Sunday

Time: From \_\_\_\_\_ to \_\_\_\_\_

Length of agreement: \_\_\_\_\_ (Month, day, year) to \_\_\_\_\_ (Month, day, year)

15. Required Insurance for use of facilities is itemized below:

- a. \$1,000,000.00 per person,
- b. \$1,000,000.00 per accident or event, and
- c. \$250,000.00 property damage.

Insured by \_\_\_\_\_ (Copy of current Certificate of Insurance naming Somerdale BOE as additionally insured must be attached)

  
Signature of Organization's Representative

In witness whereof, the parties hereto have hereunto set their hands and seals, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Board of Education of the Borough of Somerdale  
In the County of Camden, NJ

By: \_\_\_\_\_  
Board Secretary

Amended: October 2020

**HIBster Report**  
**All Incidents**  
**Somerdale Park School**  
**Date Created: 2/24/2022**

**228563\_SPS\_02182022**

<b>Tracking #:</b>	228563_SPS_02182022	<b>Date Entered:</b>	2/18/2022
<b>Incident Date:</b>	2/16/2022	<b>School:</b>	Somerdale Park School
<b>Incident Time:</b>	3:45 PM	<b>Investigation Type:</b>	HIB

**Type:**

The student knowingly engaged in bullying behavior but was not aware of the potential negative impact on the victim

**Classification:**

Hitting, Kicking

**Location:**

Playground

**Evidence:**

None

**Motivation:**

No identifiable nature (HIB alleged only)

**Conclusion:**

Unfounded For Alleged Offenders

Effects of HIB:

Substantially disrupted or interfered with orderly operation of school or rights of other students

Victim was in fear of physical or emotional harm or damage to personal property

Created a hostile educational environment by severely or pervasively causing physical or emotional harm to student

Submitted to BOE? Yes, 3/10/2022

.....

Start date 2/15/2022 End date 2/15/2022

03/07/22 12:50

Budget Fund 11

<b>11-000-211-105-00-0-0</b>	<b>ATTENDANCE/SOCIALWORK CLERICAL</b>				<b>\$273.51</b>
CK# A08188	02/15/22	\$273.51	PAY	SOMERDALE BOE PAYROLL	
200000		\$273.51	07/01/21	Payroll 2021 - 2022	
<b>11-000-213-104-00-0-0</b>	<b>SALARY SCHOOL NURSES</b>				<b>\$4,315.30</b>
CK# A08188	02/15/22	\$4,315.30	PAY	SOMERDALE BOE PAYROLL	
200000		\$4,315.30	07/01/21	Payroll 2021 - 2022	
<b>11-000-218-104-00-0-0</b>	<b>GUIDANCE SUPPORT STAFF</b>				<b>\$2,911.60</b>
CK# A08188	02/15/22	\$2,911.60	PAY	SOMERDALE BOE PAYROLL	
200000		\$2,911.60	07/01/21	Payroll 2021 - 2022	
<b>11-000-219-104-00-0-0</b>	<b>CST SALARIES</b>				<b>\$12,586.45</b>
CK# A08188	02/15/22	\$12,586.45	PAY	SOMERDALE BOE PAYROLL	
200000		\$12,586.45	07/01/21	Payroll 2021 - 2022	
<b>11-000-219-105-00-0-0</b>	<b>CST SUPPORT STAFF</b>				<b>\$1,549.91</b>
CK# A08188	02/15/22	\$1,549.91	PAY	SOMERDALE BOE PAYROLL	
200000		\$1,549.91	07/01/21	Payroll 2021 - 2022	
<b>11-000-221-102-00-0-0</b>	<b>CURRICULUM-SUPERVISOR</b>				<b>\$3,600.96</b>
CK# A08188	02/15/22	\$3,600.96	PAY	SOMERDALE BOE PAYROLL	
200000		\$3,600.96	07/01/21	Payroll 2021 - 2022	
<b>11-000-221-105-00-0-0</b>	<b>CURRICULUM SECRETARY SALARY</b>				<b>\$2,114.04</b>
CK# A08188	02/15/22	\$2,114.04	PAY	SOMERDALE BOE PAYROLL	
200000		\$2,114.04	07/01/21	Payroll 2021 - 2022	
<b>11-000-222-104-00-0-0</b>	<b>LIBRARIAN/MEDIA CENTER SALARY</b>				<b>\$4,436.60</b>
CK# A08188	02/15/22	\$4,436.60	PAY	SOMERDALE BOE PAYROLL	
200000		\$4,436.60	07/01/21	Payroll 2021 - 2022	
<b>11-000-230-100-00-0-0</b>	<b>ADMIN-SUPERINTENDENT</b>				<b>\$6,050.82</b>
CK# A08188	02/15/22	\$6,050.82	PAY	SOMERDALE BOE PAYROLL	
200000		\$6,050.82	07/01/21	Payroll 2021 - 2022	
<b>11-000-230-105-00-0-0</b>	<b>ADMIN-SUPPORT STAFF</b>				<b>\$2,655.38</b>
CK# A08188	02/15/22	\$2,655.38	PAY	SOMERDALE BOE PAYROLL	
200000		\$2,655.38	07/01/21	Payroll 2021 - 2022	
<b>11-000-230-530-00-0-0</b>	<b>COMMUNICATIONS/TELEPHONE</b>				<b>\$60.00</b>
CK# A08188	02/15/22	\$60.00	PAY	SOMERDALE BOE PAYROLL	
200002		\$60.00	07/01/21	Phone	
<b>11-000-240-103-00-0-0</b>	<b>SALARIES OF PRINCIPALS &amp; VP</b>				<b>\$4,281.91</b>
CK# A08188	02/15/22	\$4,281.91	PAY	SOMERDALE BOE PAYROLL	
200000		\$4,281.91	07/01/21	Payroll 2021 - 2022	
<b>11-000-251-104-00-0-0</b>	<b>CENTRAL SERVICES-SBA</b>				<b>\$3,967.50</b>
CK# A08188	02/15/22	\$3,967.50	PAY	SOMERDALE BOE PAYROLL	
200000		\$3,967.50	07/01/21	Payroll 2021 - 2022	

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Budget Fund 11

<b>11-000-251-105-00-0-0</b>	<b>CENTRAL SERVICES SUPPORT STAFF</b>	<b>\$1,222.60</b>
CK# A08188	02/15/22	\$1,222.60 PAY SOMERDALE BOE PAYROLL
200000	\$1,222.60	07/01/21 Payroll 2021 - 2022
<b>11-000-252-104-00-0-0</b>	<b>INFORMATION TECHNOLOGY SALARY</b>	<b>\$4,467.25</b>
CK# A08188	02/15/22	\$4,467.25 PAY SOMERDALE BOE PAYROLL
200000	\$4,467.25	07/01/21 Payroll 2021 - 2022
<b>11-110-100-101-00-0-0</b>	<b>KINDERGARTEN TEACHER SALARIES</b>	<b>\$12,286.66</b>
CK# A08188	02/15/22	\$12,286.66 PAY SOMERDALE BOE PAYROLL
200000	\$12,286.66	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-00-0-0</b>	<b>1-5 GRADE TEACHER SALARIES</b>	<b>\$13,112.05</b>
CK# A08188	02/15/22	\$13,112.05 PAY SOMERDALE BOE PAYROLL
200000	\$13,112.05	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-01-0-0</b>	<b>1ST GRADE TEACHER SALARIES</b>	<b>\$11,063.80</b>
CK# A08188	02/15/22	\$11,063.80 PAY SOMERDALE BOE PAYROLL
200000	\$11,063.80	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-02-0-0</b>	<b>2ND GRADE TEACHER SALARIES</b>	<b>\$3,355.70</b>
CK# A08188	02/15/22	\$3,355.70 PAY SOMERDALE BOE PAYROLL
200000	\$3,355.70	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-03-0-0</b>	<b>3RD GRADE TEACHER SALARIES</b>	<b>\$11,159.86</b>
CK# A08188	02/15/22	\$11,159.86 PAY SOMERDALE BOE PAYROLL
200000	\$11,159.86	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-04-0-0</b>	<b>4TH GRADE TEACHER SALARIES</b>	<b>\$8,044.86</b>
CK# A08188	02/15/22	\$8,044.86 PAY SOMERDALE BOE PAYROLL
200000	\$8,044.86	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-05-0-0</b>	<b>5TH GRADE TEACHER SALARIES</b>	<b>\$9,383.50</b>
CK# A08188	02/15/22	\$9,383.50 PAY SOMERDALE BOE PAYROLL
200000	\$9,383.50	07/01/21 Payroll 2021 - 2022
<b>11-130-100-101-00-0-0</b>	<b>6-8 GRADE TEACHER SALARIES</b>	<b>\$13,445.44</b>
CK# A08188	02/15/22	\$13,445.44 PAY SOMERDALE BOE PAYROLL
200000	\$13,445.44	07/01/21 Payroll 2021 - 2022
<b>11-130-100-101-10-0-0</b>	<b>MATH TEACHERS SALARIES</b>	<b>\$10,879.77</b>
CK# A08188	02/15/22	\$10,879.77 PAY SOMERDALE BOE PAYROLL
200000	\$10,879.77	07/01/21 Payroll 2021 - 2022
<b>11-130-100-101-15-0-0</b>	<b>LANG ARTS TEACHERS SALARIES</b>	<b>\$11,609.75</b>
CK# A08188	02/15/22	\$11,609.75 PAY SOMERDALE BOE PAYROLL
200000	\$11,609.75	07/01/21 Payroll 2021 - 2022
<b>11-130-100-101-20-0-0</b>	<b>SCIENCE TEACHERS SALARIES</b>	<b>\$7,254.80</b>
CK# A08188	02/15/22	\$7,254.80 PAY SOMERDALE BOE PAYROLL
200000	\$7,254.80	07/01/21 Payroll 2021 - 2022

Start date 2/15/2022 End date 2/15/2022

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Budget Fund 11

<b>11-130-100-101-25-0-0</b>	<b>SOC STUDIES TEACHERS SALARIES</b>	<b>\$5,840.55</b>
CK# A08188	02/15/22 \$5,840.55 PAY SOMERDALE BOE PAYROLL	
200000	\$5,840.55 07/01/21 Payroll 2021 - 2022	
<b>11-150-100-101-00-0-0</b>	<b>REG ED HOME INSTR SALARIES</b>	<b>\$120.00</b>
CK# A08188	02/15/22 \$120.00 PAY SOMERDALE BOE PAYROLL	
200000	\$120.00 07/01/21 Payroll 2021 - 2022	
<b>11-213-100-101-00-0-0</b>	<b>SPEC ED-RESOURCE ROOM</b>	<b>\$20,452.20</b>
CK# A08188	02/15/22 \$20,452.20 PAY SOMERDALE BOE PAYROLL	
200000	\$20,452.20 07/01/21 Payroll 2021 - 2022	
<b>11-230-100-101-00-0-0</b>	<b>BASIC SKILLS TEACHERS SALARIES</b>	<b>\$8,399.80</b>
CK# A08188	02/15/22 \$8,399.80 PAY SOMERDALE BOE PAYROLL	
200000	\$8,399.80 07/01/21 Payroll 2021 - 2022	
<b>11-401-100-100-00-0-0</b>	<b>CO-CURRICULAR ACTIVITES SALARY</b>	<b>\$228.00</b>
CK# A08188	02/15/22 \$228.00 PAY SOMERDALE BOE PAYROLL	
200000	\$228.00 07/01/21 Payroll 2021 - 2022	
	<b>Total for this fund</b>	<b>\$201,130.57</b>

Start date 2/15/2022 End date 2/15/2022

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Budget Fund 20

20-218-100-101-00-0-0 PRESCHOOL SALARIES \$6,587.30

CK# A08188 02/15/22 \$6,587.30 PAY SOMERDALE BOE PAYROLL  
200000 \$6,587.30 07/01/21 Payroll 2021 - 2022

20-484-100-100-00-0-0 LEARNING ACC. Instruct. Sal. \$156.00

CK# A08188 02/15/22 \$156.00 PAY SOMERDALE BOE PAYROLL  
200000 \$156.00 07/01/21 Payroll 2021 - 2022

Total for this fund \$6,743.30

Total for Report \$207,873.87

Start date 2/28/2022 End date 2/28/2022

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Budget Fund 11

<b>11-000-211-105-00-0-0</b>	<b>ATTENDANCE/SOCIALWORK CLERICAL</b>				<b>\$273.51</b>
CK# A08234	02/28/22	\$273.51	PAY	SOMERDALE BOE PAYROLL	
200000		\$273.51	07/01/21	Payroll 2021 - 2022	
<b>11-000-213-104-00-0-0</b>	<b>SALARY SCHOOL NURSES</b>				<b>\$4,315.30</b>
CK# A08234	02/28/22	\$4,315.30	PAY	SOMERDALE BOE PAYROLL	
200000		\$4,315.30	07/01/21	Payroll 2021 - 2022	
<b>11-000-218-104-00-0-0</b>	<b>GUIDANCE SUPPORT STAFF</b>				<b>\$2,911.60</b>
CK# A08234	02/28/22	\$2,911.60	PAY	SOMERDALE BOE PAYROLL	
200000		\$2,911.60	07/01/21	Payroll 2021 - 2022	
<b>11-000-219-104-00-0-0</b>	<b>CST SALARIES</b>				<b>\$12,586.45</b>
CK# A08234	02/28/22	\$12,586.45	PAY	SOMERDALE BOE PAYROLL	
200000		\$12,586.45	07/01/21	Payroll 2021 - 2022	
<b>11-000-219-105-00-0-0</b>	<b>CST SUPPORT STAFF</b>				<b>\$1,549.91</b>
CK# A08234	02/28/22	\$1,549.91	PAY	SOMERDALE BOE PAYROLL	
200000		\$1,549.91	07/01/21	Payroll 2021 - 2022	
<b>11-000-221-102-00-0-0</b>	<b>CURRICULUM-SUPERVISOR</b>				<b>\$3,600.96</b>
CK# A08234	02/28/22	\$3,600.96	PAY	SOMERDALE BOE PAYROLL	
200000		\$3,600.96	07/01/21	Payroll 2021 - 2022	
<b>11-000-221-105-00-0-0</b>	<b>CURRICULUM SECRETARY SALARY</b>				<b>\$2,114.04</b>
CK# A08234	02/28/22	\$2,114.04	PAY	SOMERDALE BOE PAYROLL	
200000		\$2,114.04	07/01/21	Payroll 2021 - 2022	
<b>11-000-222-104-00-0-0</b>	<b>LIBRARIAN/MEDIA CENTER SALARY</b>				<b>\$4,436.60</b>
CK# A08234	02/28/22	\$4,436.60	PAY	SOMERDALE BOE PAYROLL	
200000		\$4,436.60	07/01/21	Payroll 2021 - 2022	
<b>11-000-230-100-00-0-0</b>	<b>ADMIN-SUPERINTENDENT</b>				<b>\$6,050.82</b>
CK# A08234	02/28/22	\$6,050.82	PAY	SOMERDALE BOE PAYROLL	
200000		\$6,050.82	07/01/21	Payroll 2021 - 2022	
<b>11-000-230-105-00-0-0</b>	<b>ADMIN-SUPPORT STAFF</b>				<b>\$2,655.38</b>
CK# A08234	02/28/22	\$2,655.38	PAY	SOMERDALE BOE PAYROLL	
200000		\$2,655.38	07/01/21	Payroll 2021 - 2022	
<b>11-000-230-530-00-0-0</b>	<b>COMMUNICATIONS/TELEPHONE</b>				<b>\$60.00</b>
CK# A08234	02/28/22	\$60.00	PAY	SOMERDALE BOE PAYROLL	
200002		\$60.00	07/01/21	Phone	
<b>11-000-240-103-00-0-0</b>	<b>SALARIES OF PRINCIPALS &amp; VP</b>				<b>\$4,281.91</b>
CK# A08234	02/28/22	\$4,281.91	PAY	SOMERDALE BOE PAYROLL	
200000		\$4,281.91	07/01/21	Payroll 2021 - 2022	
<b>11-000-251-104-00-0-0</b>	<b>CENTRAL SERVICES-SBA</b>				<b>\$3,967.50</b>
CK# A08234	02/28/22	\$3,967.50	PAY	SOMERDALE BOE PAYROLL	
200000		\$3,967.50	07/01/21	Payroll 2021 - 2022	



Budget Fund 11

<b>11-000-251-105-00-0-0</b>	<b>CENTRAL SERVICES SUPPORT STAFF</b>	<b>\$2,286.75</b>
CK# A08234	02/28/22	\$2,286.75 PAY SOMERDALE BOE PAYROLL
200000	\$2,286.75	07/01/21 Payroll 2021 - 2022
<b>11-000-252-104-00-0-0</b>	<b>INFORMATION TECHNOLOGY SALARY</b>	<b>\$4,467.25</b>
CK# A08234	02/28/22	\$4,467.25 PAY SOMERDALE BOE PAYROLL
200000	\$4,467.25	07/01/21 Payroll 2021 - 2022
<b>11-110-100-101-00-0-0</b>	<b>KINDERGARTEN TEACHER SALARIES</b>	<b>\$12,249.25</b>
CK# A08234	02/28/22	\$12,249.25 PAY SOMERDALE BOE PAYROLL
200000	\$12,249.25	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-00-0-0</b>	<b>1-5 GRADE TEACHER SALARIES</b>	<b>\$12,111.00</b>
CK# A08234	02/28/22	\$12,111.00 PAY SOMERDALE BOE PAYROLL
200000	\$12,111.00	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-01-0-0</b>	<b>1ST GRADE TEACHER SALARIES</b>	<b>\$11,063.50</b>
CK# A08234	02/28/22	\$11,063.50 PAY SOMERDALE BOE PAYROLL
200000	\$11,063.50	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-02-0-0</b>	<b>2ND GRADE TEACHER SALARIES</b>	<b>\$3,355.70</b>
CK# A08234	02/28/22	\$3,355.70 PAY SOMERDALE BOE PAYROLL
200000	\$3,355.70	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-03-0-0</b>	<b>3RD GRADE TEACHER SALARIES</b>	<b>\$11,159.85</b>
CK# A08234	02/28/22	\$11,159.85 PAY SOMERDALE BOE PAYROLL
200000	\$11,159.85	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-04-0-0</b>	<b>4TH GRADE TEACHER SALARIES</b>	<b>\$8,044.80</b>
CK# A08234	02/28/22	\$8,044.80 PAY SOMERDALE BOE PAYROLL
200000	\$8,044.80	07/01/21 Payroll 2021 - 2022
<b>11-120-100-101-05-0-0</b>	<b>5TH GRADE TEACHER SALARIES</b>	<b>\$9,383.50</b>
CK# A08234	02/28/22	\$9,383.50 PAY SOMERDALE BOE PAYROLL
200000	\$9,383.50	07/01/21 Payroll 2021 - 2022
<b>11-130-100-101-00-0-0</b>	<b>6-8 GRADE TEACHER SALARIES</b>	<b>\$12,444.40</b>
CK# A08234	02/28/22	\$12,444.40 PAY SOMERDALE BOE PAYROLL
200000	\$12,444.40	07/01/21 Payroll 2021 - 2022
<b>11-130-100-101-10-0-0</b>	<b>MATH TEACHERS SALARIES</b>	<b>\$10,879.65</b>
CK# A08234	02/28/22	\$10,879.65 PAY SOMERDALE BOE PAYROLL
200000	\$10,879.65	07/01/21 Payroll 2021 - 2022
<b>11-130-100-101-15-0-0</b>	<b>LANG ARTS TEACHERS SALARIES</b>	<b>\$11,609.75</b>
CK# A08234	02/28/22	\$11,609.75 PAY SOMERDALE BOE PAYROLL
200000	\$11,609.75	07/01/21 Payroll 2021 - 2022
<b>11-130-100-101-20-0-0</b>	<b>SCIENCE TEACHERS SALARIES</b>	<b>\$7,254.80</b>
CK# A08234	02/28/22	\$7,254.80 PAY SOMERDALE BOE PAYROLL
200000	\$7,254.80	07/01/21 Payroll 2021 - 2022

Budget Fund 11

<b>11-130-100-101-25-0-0</b>	<b>SOC STUDIES TEACHERS SALARIES</b>	<b>\$5,840.55</b>
CK# A08234	02/28/22	\$5,840.55 PAY SOMERDALE BOE PAYROLL
200000	\$5,840.55	07/01/21 Payroll 2021 - 2022
<b>11-150-100-101-00-0-0</b>	<b>REG ED HOME INSTR SALARIES</b>	<b>\$200.00</b>
CK# A08234	02/28/22	\$200.00 PAY SOMERDALE BOE PAYROLL
200000	\$200.00	07/01/21 Payroll 2021 - 2022
<b>11-213-100-101-00-0-0</b>	<b>SPEC ED-RESOURCE ROOM</b>	<b>\$20,345.20</b>
CK# A08234	02/28/22	\$20,345.20 PAY SOMERDALE BOE PAYROLL
200000	\$20,345.20	07/01/21 Payroll 2021 - 2022
<b>11-230-100-101-00-0-0</b>	<b>BASIC SKILLS TEACHERS SALARIES</b>	<b>\$8,399.80</b>
CK# A08234	02/28/22	\$8,399.80 PAY SOMERDALE BOE PAYROLL
200000	\$8,399.80	07/01/21 Payroll 2021 - 2022
<b>11-401-100-100-00-0-0</b>	<b>CO-CURRICULAR ACTIVITES SALARY</b>	<b>\$161.50</b>
CK# A08234	02/28/22	\$161.50 PAY SOMERDALE BOE PAYROLL
200000	\$161.50	07/01/21 Payroll 2021 - 2022
	<b>Total for this fund</b>	<b>\$200,061.23</b>

Budget Fund 20

<b>20-218-100-101-00-0-0</b>	<b>PRESCHOOL SALARIES</b>					<b>\$6,587.30</b>
CK# A08234	02/28/22	\$6,587.30	PAY	SOMERDALE BOE PAYROLL		
200000	\$6,587.30	07/01/21	Payroll 2021 - 2022			
<b>20-484-100-100-00-0-0</b>	<b>LEARNING ACC. Instruct. Sal.</b>					<b>\$266.00</b>
CK# A08234	02/28/22	\$266.00	PAY	SOMERDALE BOE PAYROLL		
200000	\$266.00	07/01/21	Payroll 2021 - 2022			
				<b>Total for this fund</b>		<b>\$6,853.30</b>
				<b>Total for Report</b>		<b>\$206,914.53</b>

Starting date 2/11/2022 Ending date 2/11/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024563	02/11/22		1017	AMERIHEALTH INSURANCE CO OF NJ		78,566.05
024564	02/11/22		H746	Bommer Plumbing & Drain Cleaning		40,200.00
024565	02/11/22		N557	Burns;Stephen		1,680.00
024566	02/11/22		Y840	Camden County Basketball League		336.00
024567	02/11/22		1063	CC MUNICIPAL UTILITES AUTHORIT		1,760.00
024568	02/11/22		1619	CDW		6,180.00
024569	02/11/22		R737	Coastal Communications		2,200.00
024570	02/11/22		1103	DELTA DENTAL		3,853.70
024571	02/11/22		M728	Epic Environmental Services, LLC		575.00
024572	02/11/22		2158	FOUNDATION FOR EDUCATIONAL ADMINISTRATI		175.00
024573	02/11/22		0038	Franklin Trailers, Inc.		377.30
024574	02/11/22		1140	GCSSTD		595.00
024575	02/11/22		2254	KDI, INC,		1,687.50
024576	02/11/22		1251	NJ AMERICAN WATER CO INC		291.82
024577	02/11/22		1297	PSE&G		10,936.88
024578	02/11/22		1359	SOUTH JERSEY GAS CO.		10,839.91
024579	02/11/22		1495	WADE, LONG, WOOD, & LONG LLC		1,288.00

Starting date 2/11/2022

Ending date 2/11/2022

<b>Fund Totals</b>
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11	GENERAL CURRENT EXPENSE	\$112,787.16
12	CAPITAL OUTLAY	\$2,200.00
20	SPECIAL REVENUE FUNDS	\$46,555.00
	Total for all checks listed	\$161,542.16

Prepared and submitted by: \_\_\_\_\_

Board Secretary

\_\_\_\_\_

Date

Starting date 2/18/2022

Ending date 2/18/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024587	02/18/22		N529	Andrea Mammoccio		128.00
024588	02/18/22		2054	DEMCO		313.35
024589	02/18/22		Z438	Gabriel Alessi		128.00
024590	02/18/22		1140	GCSSSD		1,190.00
024591	02/18/22		H617	leva;Kara P.		5,400.00
024592	02/18/22		A974	Jake Cominsky		128.00
024593	02/18/22		Z702	Murray Kalich		128.00
024594	02/18/22		1257	NJASA (NJ ASSOC OF SCH ADMIN)		1,852.00
024595	02/18/22		2179	PETROSH'S BIG TOP		1,025.00
024596	02/18/22		1297	PSE&G		5,722.04
024597	02/18/22		K772	Rebeca Crawford		128.00
024598	02/18/22		1964	RESENL; MICHAEL		117.00
024599	02/18/22		1333	SCHOLASTIC MAGAZINES		1,132.06

Starting date 2/18/2022

Ending date 2/18/2022

<b>Fund Totals</b>
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11	GENERAL CURRENT EXPENSE	\$11,991.45
20	SPECIAL REVENUE FUNDS	\$5,400.00
	Total for all checks listed	\$17,391.45

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

Starting date 2/23/2022 Ending date 2/23/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024600	02/23/22		1560	Albanese;George		61.00
024601	02/23/22		0147	BrainPop		3,250.00
024602	02/23/22		Z247	Cogan, Joseph		61.00
024603	02/23/22		1085	Conroy's Corner		311.70
024604	02/23/22		0063	Dell Marketing, LP		34,659.67
024605	02/23/22		N422	Filinuk, Geoffrey		61.00
024606	02/23/22		0143	Lifetouch NSS		1,685.76
024607	02/23/22		J117	Mackin Educational Resources		4,227.11
024608	02/23/22		0130	Multi-Temp Mechanical Inc.		1,389.98
024609	02/23/22		1964	RESENL; MICHAEL		73.00
024610	02/23/22		1332	SCHOLASTIC		579.76
024611	02/23/22		0153	Segich;Timothy		61.00
024612	02/23/22		E165	Voigt;Tara		78.38
024613	02/23/22		Z728	Welsh, Ian		61.00
024614	02/23/22		C033	WINGS Project LLC;The		1,750.00



Starting date 2/23/2022

Ending date 2/23/2022

<b>Fund Totals</b>
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11	GENERAL CURRENT EXPENSE	\$11,900.69
20	SPECIAL REVENUE FUNDS	\$36,409.67
	Total for all checks listed	\$48,310.36

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

Starting date 3/3/2022

Ending date 3/3/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024618	03/03/22		N873	Bateries Plus Store		289.90
024619	03/03/22		M939	Brian McCloskey		56.00
024620	03/03/22		1912	CM3 BUILDING SOLUTIONS, INC		1,920.00
024621	03/03/22		G055	ESS Northeast, LLC		10,643.63
024622	03/03/22		B126	Gangi Graphics		191.40
024623	03/03/22		1140	GCSSTD		560.00
024624	03/03/22		1800	HADDON LOCKSMITH		400.00
024625	03/03/22		0070	Municipal Capital		4,407.00
024626	03/03/22		O821	Penn Jersey Paper Co		2,016.08
024627	03/03/22		V526	Pine Hill Board of Education		4,300.00
024628	03/03/22		1333	SCHOLASTIC MAGAZINES		294.53
024629	03/03/22		1336	School Specialty, LLC		581.79
024630	03/03/22		D164	Studies Weekly		1,670.75
024631	03/03/22		J242	TFH (USA) LTD		990.00
024632	03/03/22		J504	Utley;Catrisha		500.00
024633	03/03/22		1123	W.B. MASON		79.00
024634	03/03/22		1649	World Book Inc.		360.00

Starting date 3/3/2022

Ending date 3/3/2022

<b>Fund Totals</b>
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11	GENERAL CURRENT EXPENSE	\$28,877.42
20	SPECIAL REVENUE FUNDS	\$382.66
	Total for all checks listed	\$29,260.08

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

Starting date 3/2/2022 Ending date 3/2/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
001653	✓ 03/02/22	03/02/22		00.0 \$ Multi Stub Void	#001658 Stub	
001654	✓ 03/02/22	03/02/22		00.0 \$ Multi Stub Void	#001658 Stub	
001655	✓ 03/02/22	03/02/22		00.0 \$ Multi Stub Void	#001658 Stub	
001656	✓ 03/02/22	03/02/22		00.0 \$ Multi Stub Void	#001658 Stub	
001657	✓ 03/02/22	03/02/22		00.0 \$ Multi Stub Void	#001658 Stub	
001658	03/02/22		1267	NUTRI SERVE		75,673.19

**Fund Totals**

60	ENTERPRISE FUND	\$75,673.19
	Total for all checks listed	\$75,673.19

Prepared and submitted by: \_\_\_\_\_ Date \_\_\_\_\_  
Board Secretary

**SYSTEM 2 DESIGN (RECOMMENDED)**

- In design 2 (3) three poles will be provided and installed by the school districts electrical contractor. CM3 Building Solutions recommended 20ft or 25ft. Strong Poles, but the final selection of poles is between the school district and electrical contractor who is responsible for providing and installing the poles. By installing these poles at three strategic locations in the parking lot it will reduce the cost of conduit, electrical work, and fiber optic infrastructure required. Due to these locations, we are also able to reduce the number of cameras required as the locations provide better viewing positions. We will install (4) 5MP x 4CH IR PTRZ Multi-directional cameras for parking lot coverage and (1) 4K dome camera focused on the entrance. Camera selection is based on the proposed pole locations to achieve the best views and coverage for the parking lot.

QTY.	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
<b>POLE 1 LOCATION</b>				
2	PNM-9085RQZ	5MP x 4CH IR PTRZ Multi-directional Camera	\$3,420.00	\$6,840.00
2	SBP-317HMW	Pendant Cap / Hanging Mount	\$67.50	\$135.00
2	SBP-390WMW2	Wall Mount	\$193.50	\$387.00
2	SBP-300PMW1	Pole Mount Adapter (White)	\$71.10	\$142.20
1	XX-NBB181608-100	18x16x8 Inch 120VAC Black Weatherproof Enclosure	\$588.98	\$588.98
1	XX-HGX-PMT28	Enclosure Pole Mounting Kit - Pole Diameters 4 to 7 inches	\$119.91	\$119.91
1	XX-NBA-0001	Black H/D-Cut Hole Plug (10 Pack)	\$31.28	\$31.28
2	XX-PADLOCK	Padlock for Securing Enclosure	\$28.00	\$56.00
1	D10	35mm Steel DIN-Rail Track - 10 Inches Long	\$6.57	\$6.57
0.05	RWC-CAT6-DB	Cat6 Cable - Outdoor Rated -1000ft	\$327.00	\$16.35
1	Vi30208	4+2+2 Port, 1G, L2 Hardened Industrial Ring PoE Switch, 90W 802.3bt	\$683.10	\$683.10
1	Vi10240	56VDC, 240W Din-Rail, Hardened Power Supply 56VDC	\$157.50	\$157.50
1	Vi01310SM-H	Vi1310SM SFP Single-Mode Hardened SFP	\$96.30	\$96.30
1	810-LL7-003	1m LC-LC 9/125 OS2 Duplex Single-Mode PVC Fiber Optic Cable - Yellow	\$12.00	\$12.00
<b>POLE 2 LOCATION</b>				
2	PNM-9085RQZ	5MP x 4CH IR PTRZ Multi-directional Camera	\$3,420.00	\$6,840.00
2	SBP-317HMW	Pendant Cap / Hanging Mount	\$67.50	\$135.00
2	SBP-390WMW2	Wall Mount	\$193.50	\$387.00
2	SBP-300PMW1	Pole Mount Adapter (White)	\$71.10	\$142.20
1	XX-NBB181608-100	18x16x8 Inch 120VAC Black Weatherproof Enclosure	\$588.98	\$588.98
1	XX-HGX-PMT28	Enclosure Pole Mounting Kit - Pole Diameters 4 to 7 inches	\$119.91	\$119.91
1	XX-NBA-0001	Black H/D-Cut Hole Plug (10 Pack)	\$31.28	\$31.28
2	XX-PADLOCK	Padlock for Securing Enclosure	\$28.00	\$56.00

1	D10	35mm Steel DIN-Rail Track - 10 Inches Long	\$6.57	\$6.57
0.05	RWC-CAT6-DB	Cat6 Cable - Outdoor Rated -1000ft	\$327.00	\$16.35
1	Vi30208	4+2+2 Port, 1G, L2 Hardened Industrial Ring PoE Switch, 90W 802.3bt	\$683.10	\$683.10
1	Vi10240	56VDC, 240W Din-Rail, Hardened Power Supply 56VDC	\$157.50	\$157.50
1	Vi01310SM-H	Vi1310SM SFP Single-Mode Hardened SFP	\$96.30	\$96.30
1	810-LL7-003	1m LC-LC 9/125 OS2 Duplex Single-Mode PVC Fiber Optic Cable - Yellow	\$12.00	\$12.00
<b>POLE 3 LOCATION</b>				
1	PNV-A9081R	4K IR Outdoor Vandal Dome AI Camera	\$1,935.00	\$1,935.00
1	SBP-187HMW	Pendant Cap / Hanging Mount	\$45.00	\$45.00
1	SBP-390WMW2	Wall Mount	\$193.50	\$193.50
1	SBP-300PMW1	Pole Mount Adapter (White)	\$71.10	\$71.10
1	XX-NBB181608-100	18x16x8 Inch 120VAC Black Weatherproof Enclosure	\$588.98	\$588.98
1	XX-HGX-PMT28	Enclosure Pole Mounting Kit - Pole Diameters 4 to 7 inches	\$119.91	\$119.91
1	XX-NBA-0001	Black H/D-Cut Hole Plug (10 Pack)	\$31.28	\$31.28
2	XX-PADLOCK	Padlock for Securing Enclosure	\$28.00	\$56.00
0.05	RWC-CAT6-DB	Cat6 Cable - Outdoor Rated -1000ft	\$327.00	\$16.35
1	D10	35mm Steel DIN-Rail Track - 10 Inches Long	\$6.57	\$6.57
1	Vi30208	4+2+2 Port, 1G, L2 Hardened Industrial Ring PoE Switch, 90W 802.3bt	\$683.10	\$683.10
1	Vi10240	56VDC, 240W Din-Rail, Hardened Power Supply 56VDC	\$157.50	\$157.50
1	Vi01310SM-H	Vi1310SM SFP Single-Mode Hardened SFP	\$96.30	\$96.30
1	810-LL7-003	1m LC-LC 9/125 OS2 Duplex Single-Mode PVC Fiber Optic Cable - Yellow	\$12.00	\$12.00
<b>HEAD END</b>				
1	Vi50004	4-Port MaxiiFiber 1000 (1G) Ethernet Media Converter, Requires 12VDC @ 3A PS, suggested Vi0014	\$597.60	\$597.60
1	Vi5000R	Rack-Mount Kit for Vi50004 & Vi51004	\$9.90	\$9.90
3	Vi5000B	Blank Panel for Vi5000R Rack-Mount Kit	\$11.70	\$35.10
1	Vi0014	Wall Mount Power Supply, 12 VDC @ 3 A, 90-240 VAC Input	\$19.80	\$19.80
3	Vi01310SM-H	Vi1310SM SFP Single-Mode Hardened SFP	\$96.30	\$288.90
3	810-LL7-009	3m LC-LC 9/125 OS2 Duplex Single-Mode PVC Fiber Optic Cable - Yellow	\$14.40	\$43.20
3	ICPCST03GN	Cat6 3ft. Patch Cord - Green	\$3.50	\$10.50
1	XX-B-ENT5-96T-WS19R6	Enexis Enterprise Server 96TB Raw Storage / 74TB Usable Storage RAID 6	\$16,346.00	\$16,346.00
1	XX-B-WA-P400-HDMI	NVIDIA Quadro P400 & Single HDMI Adapter	\$285.00	\$285.00
1	SRT1500RMXLA	SMART-UPS SRT D/CON 1500VA, (6)5-15R, 120V, R/M, 5-15P - 6FT	\$1,804.50	\$1,804.50
2	ICPCST07GN	Cat6 7ft. Patch Cord - Green	\$5.50	\$11.00

1	WAVE-PRO-08	8 x IP WAVE professional license, enables eight (8) IP stream recording, includes life-time Software upgrade. Notes: *No Annual and Maintenance Cost Required*	\$1,466.67	\$1,466.67
56	LABOR	1st Shift Prevailing Wage Installation, & Programming	\$175.00	\$9,800.00
16	LABOR	System Design, Engineering, & Project Management	\$150.00	\$2,400.00
1	LIFT	Lift Rental / Bucket Truck	\$2,000.00	\$2,000.00
Installation of Fiber Cabling to 3 pole locations (All conduit work, poles & electrical needs by EC and not included in pricing)				\$24,000.00
<b>GRAND TOTAL PRICE OF SYSTEM # 2</b>				<b>\$81,675.14</b>

**INCLUDED IN BOTH SYSTEM 1 & 2 DESIGNS**

- We will provide and install a new Enexis Enterprise Server with 96TB Raw Storage / 74TB Usable Storage (RAID 6) This server is optimized for video surveillance applications and includes a 5-year next business day support by Dell for hardware related issues in the event one was to occur. The server will allow for expansion in the future when the school district is ready to upgrade, the current video surveillance system. We have also included a 1500VA UPS to protect your new server from electrical surges, brownouts, and other common electrical issue. In addition, the UPS will or provide short term battery backup and allow the server to properly shutdown during longer electrical outages.
- The new Hanwha cameras will be setup on the Hanwha Wave VMS software which will be installed on the Enexis server. The Hanwha Wave software is a feature rich software package allows for the ability view the software via desktop software, mobile app or Wave sync which provides simple access via internet browser. We have included an 8-channel license in this proposal. The system can be expanded with the purchase of additional licenses. Hanwha Wave software is a one-time license and there is not annual software support agreement for the software to maintain the current version available.
- At each pole location CM3 Building Solutions will provide a 18x16x8 Inch 120VAC Black Weatherproof Enclosure. This enclosure will allow for the installation of the 6 strand fiberoptic termination box, (Provided by Coastal Comm.) and, and includes (2) 120V duplex outlets. Inside the enclosure CM3 Building Solutions will install the 4+2+2 Port, 1G, L2 Hardened Industrial Ring PoE Switch, and 56VDC, 240W Din-Rail, Hardened Power Supply which will be provided by CM3 Building Solutions.
- At the MDF / IDF location that the new fiber optic cable runs to CM3 Building Solution will install a 4-Port 1000 (1G) Ethernet Media Converter as required. In Design 1 (2) two converters are required due to 6 pole locations while only (1) one converter is required in design two since there are only 3 poles. For each pole location we will require a 1 gigabit switch port on the customers network to uplink the pole location to the school districts network.
- For the new Enexis Server we will require two gigabit network ports. One should be used for camera traffic while the other should be used for viewing traffic.
- CM3 Building Solutions is Hanwha Gold partner because status with Hanwha all Hanwha cameras will have a 5-year parts warranty vs. the traditional 3-year warranty period.

# LANDBERG CONSTRUCTION LLC

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February 23, 2022

Spiezle Group, Inc.  
1395 Yardville Hamilton Square Rd  
Hamilton Township, NJ 08691

Attn: Mr. Mark Wagener

Re: Somerdale Park School Parking Lot Improvements  
Somerdale, NJ  
Change Order Request No. 2 REVISED  
Furnish and Install Additional Conduits for Cameras and Supply Poles for Cameras

Dear Mr. Wagener,

Below, please find our proposal for additional work at the mentioned above project:

## PROPOSAL

Furnish and Install Additional Conduits for Cameras and Supply Poles for Cameras:

- Install 2" PVC conduit from school building (closest corner to parking lot) to proposed ground box
- Extend 2" PVC conduit from second ground box to new 3<sup>rd</sup> camera location
- Supply 3 concrete pole base for 3 new square steel back poles 16-20' in height
- Supply conduit and (1) 110v circuit with power at bottom of each camera pole (3 total)
- Asphalt Repairs and saw cutting

TOTAL: \$35,000.00

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Should you have any questions, please call.

Regards,



Mike Landberg  
Vice President



Department	Current Copiers	Recommended New Copiers	ID #s	BW Monthly	Color Monthly
Copy Room	Ricoh MP 7503	Ricoh IM 7000	54611	25,081	
Copy Room	Ricoh MP 9003	Ricoh IM C6500	54613	20,510	
Main Office	Ricoh MP 7503	Ricoh IM 7000	54612	5911	
Main Office	Ricoh MP C3004	Ricoh IM C2500	54723	340	700
<b>TOTAL COPIES</b>				<b>51,842</b>	<b>700</b>
<b>Proposed Monthly Images</b>				<b>55,000</b>	<b>1500</b>
<b>Overages billed annually</b>				<b>0.0045</b>	<b>0.063</b>

Current Agreement		
Lease		\$1,605.14
Service and Supplies		613.85
<b>TOTAL</b>		<b>\$2,218.99</b>

New Agreement		
60/ Month Lease		\$1,834.00
Monthly Maintenance		Included
Equitrac upgrade		Included
10 Professional IT hours		Included
<b>Savings</b>		<b>\$384.99</b>


Includes:

- 4 new Ricoh copiers, right sized to your volume, including an additional high speed color copier
- BW and color volume determined by usage, overages will be reconciled annually by KDI
- KDI will install Equitrac version 6 on new copiers with installation and 5 year maintenance and support
- 10 hours of Professional Hours

KDI will pick up existing copiers and return to leasing depot at no additional charge

Includes delivery, installation and on-going professional training

First payment June 25, 2022

Customer will have no further obligation on 2 existing equipment leases after June 1st.



## COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools

**Updated February 22, 2022**

This guidance is based on what is currently known about the transmission and severity of COVID-19 and is subject to change as additional information becomes available. The following recommendations should be used by local health departments (LHDs) to aid schools in developing a layered prevention strategy to help prevent the spread of COVID-19. Schools should implement as many layers as feasible, although the absence of one or more of the strategies outlined in this document does not preclude the opening or reopening of a school facility for full-day in-person operation with all enrolled students and staff present.

***This guidance document outlines NJDOH COVID-19 public health recommendations for school settings and is intended for use by LHDs. This guidance is based on what is currently known about the transmission and severity of COVID-19 and is subject to change as additional information is known. Please check the NJDOH, NJDOE and CDC websites frequently for updates.***

### **Communication**

School officials and LHDs should maintain close communication with each other to provide information and share resources on COVID-19 transmission, prevention, and control measures and to establish procedures for LHD notification and response to COVID-19 illness in school settings.

In accordance with [Executive Directive No. 21-011](#), schools must report weekly student and staff case counts as well as information on student/staff censuses, and the total numbers of students/staff fully vaccinated to NJDOH through the Surveillance for Influenza and COVID-19 (SIC) Module in [CDRSS](#).

In order to enroll for reporting in the SIC module, schools should follow one of the below two options:

1. For existing school users who report ILI/COVID-19 surveillance data into the Communicable Disease Reporting and Surveillance System (CDRSS), nothing additional needs to be done. (same login at <https://cdrs.doh.state.nj.us/cdrss/login/loginPage>)
2. For schools who aren't current CDRSS users, go to <https://cdrs.doh.state.nj.us/cdrss/login/loginPage> and under "System Announcements" go to "K-12 Module and Enrollment Training" and follow the instructions to enroll to report your school's data. Email [CDS.CO.V.RPT@doh.nj.gov](mailto:CDS.CO.V.RPT@doh.nj.gov) your completed user agreement.

Understanding that COVID-19 may impact certain areas of the state differently, NJDOH provides information on COVID-19 transmission at the regional level, characterizing community transmission as low (green), moderate (yellow), high (orange), and very high (red). The [COVID-19 Activity Level Index \(CALI\)](#) report is posted on Thursdays and sent out via New Jersey Local Information Network and Communications System (NJLINCS) to public health and healthcare partners.

## Vaccinations

Although COVID-19 vaccines are safe, effective, and accessible, most K-12 schools will have a mixed population of individuals who are vaccinated and individuals who are not vaccinated, thereby requiring preventative measures to protect all individuals.

For children 5 through 17 years of age, a primary series consists of 2 doses of the Pfizer-BioNTech COVID-19 vaccine. For persons 18 and older, a primary series consists of:

- A 2-dose series of an mRNA COVID-19 vaccine (Pfizer-BioNTech or Moderna), or
- A single-dose COVID-19 vaccine (Johnson & Johnson's Janssen vaccine)

CDC recommends that people remain [up to date](#) with their vaccines, which includes [additional doses](#) for individuals who are immunocompromised and [booster doses](#) at regular time points.

For the purpose of this document, “up to date” with vaccination means being fully vaccinated against SARS-CoV-2 AND having received all recommended additional doses, including booster doses when eligible. “Fully vaccinated” means being at least two weeks past completion of a primary vaccination series.

If schools are unable to determine the vaccination status of individual students or staff, those individuals should be considered not up to date.

## Masks

While masking continues to be an important part of the layered prevention strategies central to the prevention of SARS-CoV-2 transmission; and CDC continues to recommend universal indoor masking by all students (ages 2 years and older), staff, teachers, and visitors to K-12 schools; circumstances in New Jersey have improved to the point where relaxation of universal masking rules in K-12 schools can generally occur. School administrators should be prepared for the emergence of new variants or substantial waning immunity that could once again lead to greater morbidity, mortality, and disruption, and require returning to additional mitigation measures.

As of March 7, 2022, the state mandate requiring in school universal masking will be expired, and individual school districts and school boards will be able to make the determination as to whether universal masking is appropriate for their schools. In making this decision, consultation with the LHD and school district medical personnel is recommended. Many factors may go into this decision, including, but not limited to schools' ability to maintain physical distancing, ability to regularly screen students (including screening testing), vaccination rates of students and staff, ability to perform effective contact tracing of cases, ability to ensure appropriate exclusion of students and staff with COVID-19 or who have been exposed, and ability to maintain adequate ventilation.

In addition to school district policies, individuals (including parents/guardians) need to make masking decisions based on their specific situation (e.g., if they or their family members are immunocompromised or at high risk of severe illness from COVID-19).

For schools that choose not to institute a universal masking policy, NJDOH recommends that schools should require mask wearing in the following circumstances:

- **During periods of elevated community transmission** – when [COVID-19 Activity Level Index \(CALI\)](#) is elevated, NJDOH recommends universal masking in regions with:
  - CALI score of high (orange) – schools should strongly consider universal masking for all students and staff, especially if there is difficulty incorporating other layered prevention strategies (e.g., adequate ventilation, adequate spacing of students)
  - CALI score of very high (Red) – schools should require universal masking for all students and staff.
- **During an active outbreak** – during an outbreak or a general increase in cases, schools should consult with their LHD as to whether short-term universal masking or masking in affected classrooms should be required to control the outbreak/increase in cases.
- **After returning from isolation or quarantine** – students and staff who return to school during days 6-10 of isolation or quarantine should be required to mask. See [COVID-Contact Exclusion19 exclusion criteria for close contacts \(quarantine\) guidance](#) below.
- **When illness occurs in school** – students or staff who become ill with symptoms consistent with COVID-19 while in school should wear a mask until they leave the premises.
- **During Test to Stay** - students participating in Test to Stay should be required to mask.

**Masks must be worn by all passengers on buses, including school buses**, regardless of vaccination status per [CDC's](#) Federal Order and the associated FAQ. Until lifted, the only exception is for children under the age of two, and those who cannot safely wear a mask.

Additional circumstances where mask wearing may be considered:

- **Students or staff who are immunocompromised or live with persons at high risk for severe COVID-19 illness** – these individuals should consider masking.
- **Individuals who are concerned about disease transmission** – students or staff who, for whatever reason, are concerned about disease transmission should be encouraged to mask.
- **Activities or settings with an increased risk of transmission** – during moderate (yellow) or higher CALI levels schools may consider implementing masking policies for activities or settings where there is increased risk of transmission. See [Sports and Other Activities](#).

In general, students or staff do not need to wear masks outdoors, including during outdoor physical education classes or school sports **except** during days 6-10 after completing a 5-day isolation or quarantine when mask wearing is imperative. However, schools may consider the use of masks during outdoor activities that involve sustained close contact with other individuals or during periods of [high and very high community transmission](#) particularly if:

- An individual or someone they live with has a [weakened immune system](#) or is at [increased risk for severe disease](#).
- An individual is not up to date on COVID-19 vaccines or lives with someone who is not up to date on COVID-19 vaccines.

Detailed information from CDC on mask use can be found at [here](#).

### Clear masks:

Clear masks that cover the nose and wrap securely around the face may be considered in certain circumstances if they do not cause breathing difficulties or overheating for the wearer. Clear masks are not face shields. CDC does **not** recommend use of face shields for normal everyday activities or as a substitute for masks because of a lack of evidence of their effectiveness for source control.

Teachers and staff who may consider using clear masks include:

- Those who interact with students or staff who are deaf or hard of hearing.
- Teachers of young students learning to read.
- Teachers of students in English as a Second Language classes.
- Teachers of students with disabilities.

### ***Physical Distancing and Cohorting***

Schools should establish policies and implement structural interventions to promote physical distance and small group cohorting. Schools should implement physical distancing recommendations to the maximum degree that allows them to offer full in-person learning. When it is not possible to maintain a physical distance of at least 3 feet in the classroom, it is especially important to layer multiple other prevention strategies (i.e., indoor masking, screening testing, cohorting, etc.).

- **Within classrooms**, maintain 3 feet of physical distancing to the greatest extent practicable. Combine this with masking for all individuals in high and very high COVID-19 transmission (CALI).
- **Outside of classrooms** including in hallways, locker rooms, indoor and outdoor physical education settings, and school-sponsored transportation, maintain physical distancing to the greatest extent practicable.
- The CDC recommends a distance of at least 6 feet between students and teachers/staff and between teachers/staff who are not up to date with vaccinations in all settings.
- As feasible, maintain cohorts or groups of students with dedicated staff who remain together throughout the day, including at recess, lunch times, and while participating in extracurricular activities.
  - Cohorting people who are not up to date with vaccinations and people who are up to date with vaccinations into separate cohorts is not recommended. Schools should ensure that cohorting is done in an equitable manner.

For meals offered in cafeterias or other group dining areas, where masks may not be worn, schools should utilize as many layered prevention strategies as feasible to help mitigate the spread of COVID-19. These include:

- Maximizing physical distance as much as possible when moving through the food service line and while eating (especially indoors). Using additional spaces outside of the cafeteria for mealtime seating such as the gymnasium or outdoor seating can help facilitate distancing.
- Stagger eating times to allow for physical distancing.
- Maintain students in cohorts and limit mixing between groups if possible.
- Discouraging students from sharing meals.

- Encouraging routine cleaning between groups.
- Cleaning frequently touched surfaces. Surfaces that come in contact with food should be washed, rinsed, and sanitized before and after meals. Given the data regarding COVID-19 transmission, the use of single-use items, such as disposable utensils, is not necessary during meals.

**Identifying opportunities to maximize physical distancing should be prioritized for the following higher-risk scenarios, especially during periods of [high community transmission \(CALI\)](#):**

- In common areas, such as school lobbies and auditoriums.
- When eating, especially when indoors. During indoor activities when increased exhalation occurs, such as singing, shouting, band practice, sports, or exercise.

### *Sports and Other Activities*

Due to increased exhalation that occurs during physical activity, some sports can put players, coaches, trainers, and others who are not up to date with vaccinations at [increased risk](#) for getting and spreading COVID-19. Close contact sports and indoor sports are particularly risky. Similar risks might exist for other extracurricular activities, such as band, choir, theater, and school clubs that meet indoors.

Students should refrain from these activities when they have symptoms consistent with COVID-19 and awaiting testing. Schools are strongly encouraged to use screening testing for student athletes and adults (e.g., coaches, teachers, advisors) who are not up to date with vaccinations and participate in and support these activities to facilitate safe participation and reduce risk of transmission. If resources are limited, prioritize screening testing for those not fully vaccinated.

In general, the risk of COVID-19 transmission is lower when playing outdoors than in indoor settings. Coaches and school sports administrators should also consider [specific sport-related risks](#) when developing prevention strategies.

**When the COVID-19 risk level of community transmission is moderate (yellow) schools may consider implementing masking policies for activities or settings where there is increased risk of transmission such as activities in which increased exhalation occurs.**

When the COVID-19 risk level of community transmission is high (orange) schools should carefully consider which activities they determine can continue, based on the individual activity's risks, strategies to reduce those risks, and the ability to ensure compliance with COVID-19 prevention recommendations.

When the COVID-19 risk level of community transmission is very high (red), it is recommended that schools:

- Limit participation in extracurricular activities to those students and staff who are [up to date](#) with COVID-19 vaccination.
- Conduct COVID-19 screening testing of students and staff, regardless of vaccination status, twice weekly for participation in all extracurricular activities.

When a school is pursuing fully remote learning due to a current outbreak, NJDOH recommends postponing extracurricular activities involving mixing of cohorts (e.g., school sport practices and competitions, clubs, assemblies). If a school has an active outbreak of COVID-19 but remains open for in-person instruction, in consultation with the LHD and based on the public health investigation, some or all school extracurricular activities may need to be postponed until the outbreak is concluded.

### ***Transportation:***

School buses should be considered school property for the purpose of determining the need for mitigation strategies.

- [Masks must be worn by all passengers on buses](#), regardless of vaccination status per [CDC's](#) Federal Order.
- If occupancy allows, maximize physical distance between students. To maximize space when distancing, schools may consider seating students from the same household together.
- Open windows in buses and other transportation to improve air circulation, if doing so does not pose a safety risk.

Regularly clean high touch surfaces on school buses at least daily or between uses as much as possible. For more information about cleaning and disinfecting school buses or other transport vehicles, read CDC's [guidance for bus transit operators \(May 7, 2021\)](#).

### ***Hand Hygiene and Respiratory Etiquette***

- Schools should teach and reinforce [handwashing](#) with soap and water for at least 20 seconds and increase monitoring of students and staff.
  - If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer).
- Encourage students and staff to cover coughs and sneezes with a tissue if not wearing a mask.
  - Used tissues should be thrown in the trash and hand hygiene as outlined above should be performed immediately.
- Have adequate supplies including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, and no-touch trash cans.  
Assist/observe young children to ensure proper handwashing.

### ***Cleaning, Disinfection and Airflow***

Limit use of shared supplies and equipment:

- Ensure adequate supplies (i.e., classroom supplies, equipment) to minimize sharing of high-touch materials or limit use of supplies and equipment by one group of students at a time and clean and disinfect between use.
- Encourage hand hygiene practices between use of shared items.
- Discourage use of shared items that cannot be cleaned and disinfected.

Schools should follow standard procedures for routine [cleaning and disinfecting](#) with an [EPA-registered product for use against SARS-CoV-2](#). This means **at least daily** disinfecting surfaces and objects that are touched often, such as desks, countertops, doorknobs, computer keyboards, hands-on learning items, faucet handles, phones and toys.

- If there has been a person with COVID-19 compatible symptoms or someone who tested positive for COVID-19 in the facility within the last 24 hours, spaces they occupied should be cleaned and disinfected.
- Close off areas used by the person who is sick or positive and do not use those areas until after cleaning and disinfecting.
- Wait as long as possible (at least several hours) before cleaning and disinfection.
- Open doors and windows and use fans or HVAC settings to increase air circulation in the area.
- Use products from [EPA List](#) according to the instructions on the product label.
- Staff cleaning the space should wear a mask and gloves while cleaning and disinfecting.
- Once area has been appropriately disinfected, it can be opened for use.

The effectiveness of alternative surface disinfection methods, such as ultrasonic waves, high intensity UV radiation, and LED blue light against the virus that causes COVID-19 has not been fully established. The use of such methods to clean and disinfect is discouraged at this time.

CDC does not recommend the use of sanitizing tunnels. Currently, there is no evidence that sanitizing tunnels are effective in reducing the spread of COVID-19. Chemicals used in sanitizing tunnels could cause skin, eye, or respiratory irritation or injury.

In most cases, fogging, fumigation, and wide-area or electrostatic spraying is not recommended as a primary method of surface disinfection and has [several safety risks to consider](#).

*Airflow:*

Improve [airflow](#) to the extent possible to increase circulation of outdoor air, increase the delivery of clean air, and dilute potential contaminants. This can be achieved through several actions:

- Bring in as much outdoor air as possible.
- If safe to do so, open windows and doors. Even just cracking open a window or door helps increase outdoor airflow, which helps reduce the potential concentration of virus particles in the air. If it gets too cold or hot, adjust the thermostat.
- Do not open windows or doors if doing so poses a safety or health risk (such as falling, exposure to extreme temperatures, or triggering asthma symptoms), or if doing so would otherwise pose a security risk.
- Use child-safe fans to increase the effectiveness of open windows.
  - Safely secure fans in a window to blow potentially contaminated air out and pull new air in through other open windows and doors.
  - Use fans to increase the effectiveness of open windows. Position fans securely and carefully in/near windows so as not to induce potentially contaminated airflow directly from one person over another (strategic window fan placement in exhaust mode can help draw fresh air into the room via other open windows and doors without generating strong room air currents).
- Use exhaust fans in restrooms and kitchens.



- Consider having activities, classes, or lunches outdoors when circumstances allow.
- Open windows in buses and other transportation, if doing so does not pose a safety risk. Even just cracking windows open a few inches improves air circulation.

School districts are encouraged to review NJDOH's [Guidance on Air Cleaning Devices for New Jersey Schools](#). See the [NJDOH Environmental Health](#) webpage for [Tips to Improve Indoor Ventilation](#) and [Maintaining Healthy Indoor Air Quality in Public School Buildings](#).

### ***Stay Home When Sick or if Exposed to COVID-19***

Educate staff, students, and their families about when they should stay home and when they should return to school. Students and staff should stay home if they:

- Have tested positive (viral test) for COVID-19.
- Are sick.
- While there is no statewide travel advisory or mandate in place at this time, schools are encouraged to have a policy for exclusion for students and staff that travel that is consistent with [CDC COVID-19 travel recommendations](#). For those traveling to/from New Jersey, domestic travel is defined as lasting 24 hours or longer to states or US territories other than those connected to New Jersey, such as Pennsylvania, New York, and Delaware.
  - [NJ travel recommendations](#)
  - [CDC international travel recommendations](#)
  - [CDC domestic travel recommendations](#)

Siblings (who are not up to date with vaccinations) of a student who meets [COVID-19 Exclusion](#) criteria should be excluded from school until the symptomatic individual receives a negative test result. If the symptomatic individual tests positive, the sibling will need to quarantine.

### ***Parental Symptom Screening***

Parents/caregivers should be strongly encouraged to monitor their children for signs of illness every day as they are the front line for assessing illness in their children. Students who are sick should **not** attend school in-person. Schools should strictly enforce exclusion criteria for both students and staff.

Schools should consider providing parent education about the importance of monitoring symptoms and staying home while ill through school or district messaging. Using existing outreach systems to provide reminders to staff and families to check for symptoms before leaving for school.

Schools should provide clear and accessible directions to parents/caregivers and students for reporting symptoms and reasons for absences.

### ***Response to Symptomatic Students and Staff***

Schools should ensure that procedures are in place to identify and respond to a student or staff member who becomes ill with COVID-19 symptoms.

- Closely monitor daily reports of staff and student attendance/absence and identify when persons are out with COVID-19 symptoms.
- Designate an area or room away from others to isolate individuals who become ill with COVID-19 symptoms while at school.
  - Consider an area separate from the nurse's office so the nurse's office can be used for routine visits such as medication administration, injuries, and non-COVID-19 related visits.
  - Ensure there is enough space for multiple people placed at least 6 feet apart.
  - Ensure that hygiene supplies are available, including additional masks, facial tissues, and alcohol-based hand sanitizer.
  - School nurses should use [Standard and Transmission-Based Precautions](#) based on the [care and tasks](#) required.
  - Staff assigned to supervise students waiting to be picked up do not need to be healthcare personnel but should follow physical distancing guidelines.
  - Follow guidance in [Cleaning, Disinfection and Airflow](#) section.

#### [When illness occurs in the school setting](#)

Children and staff with COVID-19 symptoms regardless of vaccination status should be separated away from others until they can be sent home.

- If a mask cannot be worn by the ill individual, other staff should be sure to wear a mask and follow maximum physical distancing guidelines (6 feet away).
- Ask ill student (or parent) and staff whether they have had potential exposure to COVID-19 meeting the definition of a [close contact](#).
- Individuals should be sent home and referred to a healthcare provider. Persons with [COVID-19-compatible symptoms](#) should undergo COVID-19 testing regardless of vaccination status.
  - If [community transmission is low](#) ill individuals **without potential exposure to COVID-19** should use the [NJDOH School Exclusion List](#) to determine when they may return to school. No public health notification is needed UNLESS there is an unusual increase in the number of persons who are ill (over normal levels), which might indicate an outbreak.
  - If ill students have potential COVID-19 exposure OR if [community transmission is moderate or high](#), they should continue to be excluded according to the [COVID-19 Exclusion Criteria](#).
- Schools should notify LHDs:
  - When there is an increase in the number of students or staff with COVID-19 compatible symptoms and when there is a suspected or confirmed outbreak.
  - When students or staff test positive for COVID-19 (when in-school testing is performed).
- Schools should be prepared to provide the following information when consulting with the LHD:
  - Contact information for the ill persons.
  - The date the ill person(s) developed symptoms, tested positive for COVID-19 (if known), and was last in the building.

- Types of interactions (close contacts, length of contact) the person(s) may have had with other persons in the building or in other locations.
- Vaccination status of the ill persons and the close contacts.
- Names, addresses, and telephone numbers for ill person's close contacts in the school;
- Any other information to assist with the determination of next steps.

**Regardless of vaccination status**, if a student or staff experiences [COVID-compatible symptoms](#), they should [isolate themselves from others](#), be clinically evaluated for COVID-19, and tested for SARS-CoV-2.

### **Exclusion**

Parents should not send students to school when sick. For school settings, NJDOH recommends that students with the following symptoms be promptly isolated from others and excluded from school:

- At least **two** of the following symptoms: fever (measure or subjective), chills, rigors (shivers), myalgia (muscle aches), headache, sore throat, nausea or vomiting, diarrhea, fatigue, congestion or runny nose; **OR**
- At least **one** of the following symptoms: new or worsening cough, shortness of breath, difficulty breathing, new olfactory disorder, new taste disorder.

**For students with chronic illness, only new symptoms, or symptoms worse than baseline should be used to fulfill symptom-based exclusion criteria.**

On January 4, 2022, CDC updated [COVID-19 isolation and quarantine recommendations](#) with shorter isolation (for asymptomatic infected and mildly ill people) and quarantine periods of 5 days to focus on the period when a person is most infectious (followed by continued masking for an additional 5 days). Individuals who are unable to wear a mask should be excluded until after at least 10 days and continue to isolate/quarantine.

CDC has released [isolation](#) and [quarantine](#) guidance for K-12 schools. Additional updated information for K-12 schools can be found at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>

### **COVID-19 exclusion (isolation) criteria for persons who have COVID-19 compatible symptoms or who test positive for COVID-19:**

Individuals regardless of vaccination status, who test positive or individuals with COVID-19 symptoms or who have not been tested and do not have an alternative diagnosis from their healthcare provider should:

- Stay home for at least 5 full days after the onset of symptoms or if asymptomatic after the positive test (day of symptoms is day 0; if asymptomatic, day the test was performed is day 0).
- If they have no symptoms or symptoms are resolving after 5 days and are fever-free (without the use of fever-reducing medication) for 24 hours, they can leave their home and should;

- Wear a mask when around others at home and in public (indoors and outdoors) for an additional 5 days. For these additional 5 days, schools should have a plan to ensure adequate distance during those activities (i.e., eating) when mask wearing is not possible. Time without mask being worn should be kept to minimum possible.
- On days 6-10, limit participation in extracurricular activities to only those activities where masks can be worn consistently and correctly.

Masks should be worn in school on days 6-10. Those students who are unable or unwilling to mask should stay home for the full 10 days and not return to school until day 11.

**Exception:** During periods of low community transmission (green), ill individuals with COVID-19 compatible symptoms who are not tested **and do not have a known COVID-19 exposure** may follow [NJDOH School Exclusion List](#) to determine when they may return to school.

CDC recommends an isolation period of at least 10 and up to 20 days for people who were severely ill with COVID-19 and for [people with weakened immune systems](#). See [Overview of COVID-19 Isolation for K-12 Schools](#) for additional details.

*Individuals with an alternative diagnosis:*

Evaluation by a health care provider may be necessary to differentiate between COVID-19 and alternative diagnoses. Clinical evaluation and/or testing for COVID-19 may be considered for ANY of the symptoms listed above, depending on suspicion of illness from a health care provider. Testing is strongly recommended, especially when there are multiple unlinked cases in the school and during periods of moderate and high levels of community transmission.

Individuals with COVID-19 compatible symptoms **and no known exposure** to a COVID-19 case in the last 5 days, regardless of vaccination status, may follow the [NJDOH School Exclusion List](#) to determine when they may return to school **only if they have an alternative diagnosis (e.g., strep throat, influenza, worsening of chronic illness) supported by clinical evaluation.**

**Exception:** During periods of low community transmission (green), ill individuals with COVID-19 compatible symptoms who are not tested **and do not have a known COVID-19 exposure** may follow [NJDOH School Exclusion List](#) to determine when they may return to school.

The [COVID-19 Exclusion Table](#) below can be used to determine the need for and duration of school exclusion. In order to facilitate rapid diagnosis and limit unnecessary school exclusion, schools may consider implementing school-based [diagnostic testing](#) for students and staff.

**COVID-19 exclusion criteria for close contacts (quarantine) guidance:**

Exposed close contacts who have no COVID-19 compatible symptoms and who are not up to date with vaccinations should be excluded from school and;

- Stay home and away from other people for at least 5 days (day 0 through day 5) after the last close contact with a person who has COVID-19. The date of the exposure is considered day 0.

- If COVID-19 symptoms develop, get tested and follow isolation recommendations.
- If asymptomatic, get tested at least 5 days after the last close contact
  - If the test is positive, follow isolation recommendations.
  - If the test is negative, you can end quarantine after day 5.
  - If testing is not available, you can end quarantine after day 5 (as long as there were no COVID-19 symptoms throughout the 5-day period).

See [Contact Tracing and Notification](#) below for close contact definition and guidance.

**Exception – schools who are using a “[Test to Stay](#)” protocol may allow asymptomatic close contacts to return to in-person academic activities immediately so long as the contacts follow the protocol.**

During quarantine, students and staff should follow recommendations and additional precautions outlined in DOH [Recommended Isolation and Quarantine Timeframes for Non-Healthcare Settings](#) regarding staying home, travel, and testing.

Exposed close contacts who have no COVID-19 symptoms in the following groups do not need to be excluded from school:

- Up to date with vaccination.
- COVID-19 positive within the last 90 days ([viral test](#)).

Regardless of whether they meet criteria for school exclusion, all exposed close contacts should:

- Wear a [well-fitting mask](#) around others for 10 days from the date of their last close contact with someone with COVID-19 (the date of last close contact is considered day 0).
- Get tested at least 5 days after having close contact with someone with COVID-19 unless they had COVID-19 (positive viral test) in the last 90 days and subsequently recovered.
- Monitor for fever (100.4°F or greater), cough, shortness of breath, or other COVID-19 symptoms for 10 days after their last exposure.
- Through day 10, limit participation in extracurricular activities to only those activities where they can wear a mask consistently and correctly.

**Note:** If an exposed close contact is unable to wear a mask during days 6-10 following exposure, they:

- Should quarantine at home for the full 10 days OR
- May return to school on day 8 with a negative test result collected at day 5-7 if they remain asymptomatic.

**Note:** The inability to consistently and correctly wear a mask due to intellectual, developmental, or physical disability or medical contraindications alone should not be a basis for disallowing a return to school activities. Schools should assess, on an individualized basis, the appropriate accommodations for students with disabilities who are unable to wear a mask.

If any close contact experiences symptoms (regardless of vaccination status), they should isolate themselves from others, be clinically evaluated if indicated, and get tested for COVID-19.

### Exceptions for household contacts:

In all risk levels, students and staff who meet the [criteria for quarantine](#) and who are household members of a student/staff member with COVID-19 compatible symptoms that meets [COVID-19 Exclusion Criteria](#) should be excluded from school until the symptomatic individual receives a negative test result. If the ill person is not tested but an alternative diagnosis is established after clinical evaluation, household contacts can return to school.

Household contacts who can't isolate away from a household member with COVID-19 should start their quarantine period on the day after the household member would have completed their 10-day isolation period, UNLESS the household member is able to consistently wear a well-fitted mask in the household through day 10, in which case the quarantine period would start on the day after the household member completes their 5-day isolation period.

**In response to symptomatic students who have not undergone testing AND who have no known exposure to COVID-19, schools should not identify and exclude their close contacts from school. COVID-19 testing is strongly encouraged so this determination can be made.**

**Schools serving medically complex or other high-risk individuals should use a 10-day exclusion period for the exclusion of these individuals or those who work closely with them when identified as close contacts.**

**Exclusion criteria for persons with COVID-19, COVID-19 compatible symptoms and close contacts who meet criteria for quarantine<sup>1</sup>**

	Low Risk	Moderate Risk	High Risk	Very High Risk
<b>COVID-19 positive</b> (viral test), symptomatic or asymptomatic	Exclude according to <a href="#">COVID-19 exclusion criteria</a>  Identify and exclude unvaccinated school based close contacts			
<b>COVID-19 - compatible symptoms but not tested for COVID-19</b>	If no potential exposure to a COVID-19 case in the last 5 days, individual can follow <a href="#">NJDOH School Exclusion List</a>  If person has potential exposure to COVID-19 in the last 5 days, exclude according to <a href="#">COVID-19 exclusion criteria</a>	If no potential exposure to a COVID-19 case in the last 5 days AND has an alternative diagnosis from a healthcare provider, follow <a href="#">NJDOH School Exclusion List</a>  If no potential exposure to a COVID-19 case in the last 5 days but without an alternative diagnosis from a healthcare provider, exclude according to <a href="#">COVID-19 exclusion criteria</a>  If person has potential exposure to COVID-19 in the last 5 days, exclude according to <a href="#">COVID-19 exclusion criteria</a>		
<b>COVID-19 - compatible symptoms and negative COVID-19 test</b> (viral test)	Follow <a href="#">NJDOH School Exclusion List</a>  Symptomatic individuals with high likelihood of COVID-19 (i.e., who are close contacts of a confirmed case or who have had suspected exposure to a person with COVID-19 AND who meet the <a href="#">criteria for quarantine</a> AND have not had COVID-19 in the past 3 months) who test negative by rapid antigen test should undergo confirmatory testing with molecular test (i.e. RT-PCR).			
<b>Close contact</b> of staff or student with COVID-19 <sup>2,3</sup>	Close contacts who meet the <a href="#">criteria for quarantine</a> should be excluded for 5 days <sup>4</sup> from date of last contact.			

1. In all risk levels, students and staff who meet the [criteria for quarantine](#) and who are household members of a student/staff member with COVID-19 compatible symptoms that meets [COVID-19 Exclusion Criteria](#) should be excluded from school until the symptomatic individual receives a negative test result. If the symptomatic individual tests positive, the household member will need to quarantine.
2. Persons who do not meet the [criteria for quarantine](#) who have close contact with someone with COVID-19 do NOT need to be excluded from school if they are asymptomatic but should be referred for testing 5 days after last close contact.
3. Individuals who have tested positive for COVID-19 in the past 90 days who have close contact with someone with COVID-19 and are asymptomatic do NOT need to be excluded from school and do not need to be tested.
4. Continue to wear a well-fitting mask when around others at home and in public (indoors and outdoors) for the full 10 days after the last close contact, **remain at home for 10 days, or return on day 8 if they receive a negative test 5-7 days after exposure.**

## Outbreaks

Schools must report outbreaks or suspected outbreaks to their LHD. The LHD will work with schools to determine if there is an outbreak and provide guidance as to a response. An outbreak in a school setting is defined as three or more individuals with COVID-19 (positive by RT-PCR or antigen) COVID-19 cases among students or staff with onsets within a 14-day period, who are epidemiologically linked<sup>1</sup>, do not share a household, and were not identified as close contacts of each other in another setting during standard case investigation or contact tracing.

If an outbreak has been identified, schools and LHDs should promptly intervene to control spread while working to determine whether the outbreak originated in the school setting.

During an outbreak;

- Schools without a universal masking policy should consider a temporary transition to universal masking or masking in affected classrooms.
- Schools should consider implementing a testing program for students and staff at the classroom, grade, or school level depending on the extent of transmission and structure of the school.
  - Testing should be implemented as soon as possible, ideally within one week of detection of the suspected outbreak.
  - In consultation with the LHD, additional testing may be recommended for outbreak control.
  - Based on resources and local circumstances schools may choose to implement testing for all staff and students regardless of vaccination status.
- Schools may also consider a temporary transition of affected cohorts to remote learning if a high number of cases is preventing timely contact tracing and exclusion and a short-term transition to remote learning is needed to allow for such actions to occur.

Decisions to implement testing programs and/or transition cohorts to remote learning should be made by schools based on their individual circumstances in conjunction with LHDs.

## Contact Tracing and Notification

Contact tracing is a strategy used to determine the source of an infection and how it is spreading. Finding people who are close contacts to a person who has tested positive for COVID-19, and therefore at higher risk of becoming infected themselves, can help prevent further spread of the virus.

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<sup>1</sup> Health departments should verify to the best extent possible that cases were present in the same setting during the same time period (e.g., same classroom, school event, school-based extracurricular activity, school transportation) within 14 days prior to onset date (if symptomatic) or specimen collection date for the first specimen that tested positive (if asymptomatic or onset date is unknown) and that there is no other more likely source of exposure (e.g., household or close contact to a confirmed case outside of educational setting).



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*Close contact is defined as being within 6 feet of someone with suspected or known COVID-19 for 15 or more minutes during a 24-hour period. In certain situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed.*

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For determining a school-based close contact to a COVID-19 case:

- Individuals would be considered exposed during the period between 2 days prior to symptom onset (or positive test date if asymptomatic) and 5 days after.
- Individuals would NOT be considered exposed during the case's additional precaution period at day 6-10.

**Exception:** In the **K–12 indoor classroom** setting or a structured outdoor setting where mask use can be observed (i.e., holding class outdoors with educator supervision), the close contact definition **excludes students** who were within **3 to 6 feet of an infected student** (laboratory-confirmed or a [clinically compatible illness](#)) if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time. **However, without universal masking, the school must be able to readily identify whether both students were masked prior to applying the close contact exception. This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.**

School staff should identify school-based close contacts of positive COVID-19 cases in the school.

- As with any other communicable disease outbreak, schools will assist in identifying the close contacts within the school and communicating this information back to the LHD.
- With guidance from the LHD, schools will be responsible for notifying parents and staff of the close contact exposure and exclusion requirements while maintaining confidentiality.
- The LHD contact tracing team will notify and interview the close contacts identified by the school and reinforce the exclusion requirements.

Customizable contact tracing notification letters can be found at

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-contact-tracing/letters.html>

The NJDOH isolation and quarantine calculator can be found at

<https://covid19.nj.gov/pages/quarantine-calculator>.

## **Testing**

When schools implement testing combined with key mitigation strategies, they can detect new cases to prevent outbreaks, reduce the risk of further transmission, and protect students, teachers, and staff from COVID-19. This guidance can assist districts as they craft policies for compliance with staff testing as required by [EO 253](#).

In some schools, school-based healthcare professionals (e.g., school nurses) may perform SARS-CoV-2 antigen testing in school-based health centers if they are trained in specimen collection, conducting the

test per manufacturer’s instructions, and obtain a Clinical Laboratory Improvement Amendments (CLIA) certificate of waiver. Some school-based healthcare professionals may also be able to perform specimen collection to send to a lab for testing, if trained in specimen collection, without a CLIA certificate. It is important that school-based healthcare professionals have access to, and training on the proper use of [personal protective equipment \(PPE\)](#).

Any healthcare provider or laboratory performing COVID-19 testing, including K-12 schools, are required to report all COVID-19 laboratory test results, both positive and negative, electronically to NJDOH. Laboratories are required to report test results into the NJDOH Communicable Disease Reporting and Surveillance System (CDRSS). Access to CDRSS requires the completion of training available on the [CDRSS home page](#). Healthcare providers, including schools, can report into CDRSS or through [SimpleReport](#). Refer to [Guidance for Schools on COVID-19 Reporting Requirements, Reporting Point of Care \(POC\) COVID-19 Test Results, and Screening Testing Program](#).

#### *Diagnostic Testing:*

At all levels of [community transmission](#), NJDOH recommends that schools work with their LHDs to identify rapid viral testing options in their community for the testing of symptomatic individuals and asymptomatic individuals who were exposed to someone with COVID-19. Having access to [rapid COVID-19 testing for ill students and staff](#) can reduce unnecessary exclusion of ill persons and their contacts and minimize unnecessary disruptions of the educational process. Results of all testing, including point of care, must be reported to public health authorities by the entity conducting the testing.

#### *Screening testing:*

Schools should use screening testing as a strategy to identify cases and prevent secondary transmission. Screening testing involves using SARS-CoV-2 viral tests (diagnostic tests used for screening purposes) intended to identify occurrence at the individual level even if there is no reason to suspect infection—i.e., there is no known exposure. This includes, but is not limited to, screening testing of asymptomatic individuals without known exposure with the intent of making decisions based on the test results. Further information on screening testing is available in [NJDOH screening testing guidelines](#).

The US Department of Health and Human Services (HHS) and CDC have made available a [grant program](#) to assist schools with implementing screening testing. Participation in this program is voluntary but strongly encouraged. Schools interested in participating in this program can obtain additional information by emailing [COVID.schooltesting@doh.nj.gov](mailto:COVID.schooltesting@doh.nj.gov).

Developing and implementing a screening testing strategy is particularly important during periods of [high community transmission](#) when physical space limitations prevent the implementation of maximal social distancing practices. Testing strategies in K-12 schools should be developed in consultation with LHDs. Results of all testing – including point of care – must be reported to public health authorities by the entity conducting the testing. In addition to reporting individual test results to public health authorities, schools are encouraged to report aggregate screening testing results, including the number of tests performed, directly to NJDOH through the Surveillance for Influenza and COVID-19 (SIC) Module in [CDRSS](#). Note: Schools participating in the NJDOH grant funded screening testing program and those included as “covered settings” in [NJDOH Executive Directive 21-011](#) are required to report this information. Registration and training for reporting screening testing data can be found at <https://cdrs.doh.state.nj.us/cdrss/common/cdrssTrainingNotes>.

#### *Home-based testing:*

A variety of home-based COVID-19 tests are becoming more widely available. While all involve self-collection of specimens, some test kits require a prescription and others are over-the-counter (OTC). Some collections/testing are observed by a telehealth provider, some involve self-collection but are sent to a laboratory for processing, and others use self-collection and self-testing without any involvement of a healthcare provider. Some home-based tests have been authorized by FDA for screening purposes, others for diagnostic testing.

Information on home-based testing is available at

[https://www.state.nj.us/health/cd/documents/topics/NCOV/COVID\\_home\\_tests.pdf](https://www.state.nj.us/health/cd/documents/topics/NCOV/COVID_home_tests.pdf).

## ***Resources***

### ***CDC***

[Guidance for COVID-19 Prevention in K-12 Schools](#) Updated January 13, 2022

[What You Should Know About COVID-19 Testing in Schools](#) January 24, 2022

[Responding to COVID-19 Cases in K-12 Schools: Resources for School Administrators](#) January 14, 2022

[Overview of COVID-19 Quarantine for K-12 Schools](#) January 13, 2022

[Overview of COVID-19 Isolation for K-12 Schools](#) January 6, 2022

[Stay Up to Date with Your Vaccines](#) January 16, 2022

[School and Childcare Programs](#)

[Testing for COVID-19 in Schools Toolkit](#)

[Science Brief: Transmission of SARS-CoV-2 in K-12 Schools and Early Care and Education Programs](#)

[Parents and Caregivers – What Is Your School Doing to Protect Your Child from COVID-19?](#)

[CDC Cleaning and Disinfecting Your Facility](#)

[CDC Information on Cleaning School Buses](#) (archived updated May 7, 2021)

[Multisystem Inflammatory Syndrome \(MIS-C\)](#)

[School Decision-Making Tool for Parents, Caregivers, and Guardians](#)

### ***NJDOH***

[NJDOH COVID Information for Schools](#)

[Maintaining Healthy Indoor Air Quality in Public School Buildings](#)



[NJDOH Disinfectant Use in Schools Fact Sheet](#)

[NJDOH Isolation and Quarantine Calculator](#)

[NJDOH General Guidelines for the Prevention and Control of Outbreaks in School Settings](#)

[New Jersey COVID-19 Information Hub](#)

**OTHER RESOURCES**

[COVID-19 Planning Considerations: Guidance for School Re-entry AAP](#)

[Healthy Children.Org COVID-19](#)

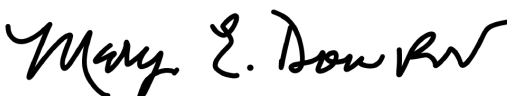
[ArtsEd NJ Scholastic Indoor Performance Guidance \(October 14, 2021\)](#)

[National Association for Music Education](#)

[Return to Music: Phase II Guidance and Resources](#)

FEBRUARY 2022- HEALTH OFFICE REPORT	TOTALS
<b>STUDENTS- SEEN</b>	467+
<b>FACULTY- SEEN</b>	4+
<b>STUDENTS SENT HOME:</b>	26
<b>STUDENTS EXCLUDED- Incomplete Immunizations ( ) Medical/Public Health Issues (33)</b>	33
<b>STUDENTS ILLNESSES -GENERAL</b>	21
<b>STUDENTS ILLNESSES -COVID SYMPTOM ASSESSMENTS</b>	17
<b>STUDENTS INJURIES-PhysEd (3), Recess/Playground (10), Classroom (7),Self-Inflicted (2),Hall (1)</b>	24
<b>STUDENTS INJURIES- Student Altercation (3), After-Sch Prog ( ), Sch Sports ( ), Unspecified (1)</b>	4
<b>STUDENTS -OLD INJURIES- School Related ( ), Non-School Related (1)</b>	1
<b>STUDENT MEDICATION ADMINISTRATION-Daily (91), Asthma INH (9), NEB TX (1) MED ISSUES(4)</b>	104
<b>Emergency: Epi-pen ( ), Benadryl ( ), BS Testing ( ), Insulin Administration ( ), PRN ( 6 )</b>	6
<b>STUDENT ADL ASSISTANCE:</b>	
<b>INCONTINENCE- Bladder (8+ ) Bowel ( ) Toileting Assistance (3 )</b>	11+
<b>Ambulation Assist &amp; Transfers with wheelchair , crutches etc.</b>	0
<b>STUDENT MISC ISSUES:</b>	
<b>UNIFORM ISSUES - R/T Incontinence- (8+), R/T Spills/Tears/MUD- (10), R/T Policy Infraction ( )</b>	18+
<b>Hygiene Issues/Menstruation/Fem Hygiene Supplies/Glasses Repairs &amp; other Misc.</b>	8+
<b>STUDENTS - BITES</b>	
<b>TYPE: Tick Removals ( ), Human ( ), Dog/Cat ( ), Bedbugs ( ), Fleas ( ), Mosq ( ), Spider ( )</b>	0
<b>STUDENTS - RASHES</b>	
<b>TYPE: Eczema ( ),Poison Ivy ( ), Tinea Capitis ( ), Tinea Corporis ( ), Contact Dermatitis (4)</b>	4
<b>STUDENTS - DENTAL ISSUES/DENTAL CARE</b>	
<b>Loose/Lost Tooth ( 11+ ), Toothache ( ), Decay ( ) Braces Discomfort ( ), New tooth eruption</b>	11+
<b>Mouth Ulcers ( ), Dental Referrals ( ), Broken Tooth ( ), Oral Hygiene Counseling/Teaching ( )</b>	0
<b>HEALTH CARE PLANS</b>	
<b>EMERGENCY HEALTH CARE PLANS DEVELOPED/REVIEWED</b>	1
<b>ASTHMA CARE PLANS &amp; "GO Boxes" CREATED FOR STUDENTS WITH ASTHMA</b>	0
<b>HEALTH RECORDS CREATED-REVIEWED FOR REGISTRATION/IMMUNIZATION COMPLIANCE</b>	
<b>PRE-K Students for Flu Vaccine Requirement</b>	0
<b>KINDERGARTEN Students for DTP/IPV &amp; MMR Requirements</b>	0
<b>6TH GRADE Students for Tdap &amp; Menactra Requirements</b>	0
<b>New Registration Health Records</b>	1
<b>New Student/Staff PPD STATUS and /or contact w HCP/Camden Cty Chest Clinic as needed</b>	0
<b>READ/Documented/Faxed Results for PPD placed by other Agencies</b>	0
<b>UTILIZATION OF NJIIS FOR IMMUNIZATION SURVEILLANCE</b>	1
<b>COVID SURVEILLANCE -STAFF</b>	
<b>STAFF QUARANTINES : POSITIVE COVID ( 3 ) CLOSE CONTACT EXPOSURE ( ) POST TRAVEL ( )</b>	3
<b>STAFF: POSITIVE TESTS ( 3 ), NEGATIVE TESTS ( ), SYMPTOMATIC ( )</b>	3
<b>COVID SURVEILLANCE-STUDENT</b>	
<b>STUDENT QUARANTINES: POSITIVE COVID (4 ) SCH CLOSE CONTACT EXP (30), POST TRAVEL ( 2 )</b>	36
<b>STUDENT: POSITIVE TESTS ( 4 ), NEGATIVE TESTS (19), PENDING RESULTS ( 6 ) SYMPTOMATIC (17 )</b>	46
<b>COVID SURVEILLANCE- STUDENT FAMILIES</b>	
<b>FIRST DEGREE OF SEPARATION CASES- STUDENT'S FAMILY MEMBERS POSTIVE</b>	6
<b>SECOND DEGREE OF SEPARATION CASES - STUDENT'S FAMILY</b>	2
<b>CCHD CONTACT: FOR GUIDANCE &amp; CONTACT REPORTING OF (25) CLOSE CONTACT STUDENTS</b>	1
<b>CCHD LINK : SCHOOL CONTACT TRACING ONLINE SURVEYS COMPLETED ( 9 )</b>	9

continued on page 2

<b>SCREENINGS</b>	
Pediculosis	1
Visual Acuity	5
Hearing	1
Height/Weight	38
Scoliosis	38
Blood Pressure- Students ( ), Staff (3+)	38
<b>REFERRAL SCREENING FORMS COMPLETED:</b> CST (1), I&RS (5), 504 PLANS ( ),FRONTLINE (1)	7
<b>COMMITTEE MEETINGS ATTENDED:</b> CST ( ), I&RS ( ), 504 PLAN ( ) SCHOOL SAFETY ( )	0
<b>ATHLETICS</b>	
ATHLETIC PHYSICALS RECEIVED/REVIEWED/SCANNED	12
TRIPS TO/FROM SCHOOL PHYSICALS FOR ATHLETIC PHYSICAL REVIEW/APPROVALS	2
Cooper Ped Physician on SPS Campus/Performed Athletic Phys w Parent Consent	0
<b>INCIDENT REPORTS:</b> Student ( ), Post Restraint Assess.( ), Employee ( ), Non-Employee ( )	0
<b>CORRESPONDANCE/COUNSELING/CONFERENCES:</b>	
HEALTH OFFICE: Power Announcements, ( ) PTA FB Uploads (2), Website Uploads ( )	2
PARENT CONTACT & CONFERENCE VIA PHONE/EMAIL/TEXT/NURSE'S OFFICE VISIT RPTS	85+
PARENT FORMS/LTRS-Vision Ref (3), Hearing Ref( ),Scoliosis Ref(3),COVID Guidelines/Testing Flyers(8+)	11+
STUDENT CONFERENCES/COUNSELING/TEACHING	2
CONTACT W OTHER SCHOOLS RE RECORDS/MEDICAL INFO	3
TRANSFER RECORDS SCANNED & MAILED TO OTHER SCHOOLS	3
CONTACT OUTSIDE AGENCIES: DCP ( ), CCHD (35), NJDOH (4), NJDHHS ( ), NJSSA Forms( )	39
REFERRALS TO: Supt/VPPrincipal ( ), Guidance (1), Sch Psychologist ( ) Soc Wkr (1), HCP (5)	7
<b>MEETINGS/INSERVICES/OTHER:</b>	
2/1/22: ATTENDED WEBEX CONFERENCE - NJDOH K-12 COVID-19 GUIDANCE UPDATES	
RESPECTFULLY SUBMITTED:	
	
MARY E. DOW, BSN RN CSN	DATE: 3/4/22

# 2021-2022 School Reopening and Remote Plan

Moving Forward as One

Mark Pease  
Superintendent

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## **Introduction**

Somerdale School District continues to be in collaboration with federal, state, and county officials to determine the best course of action in addressing the COVID 19 outbreak. As new information and recommendations are updated the Somerdale School District Leadership Team continue to adjust our plans and brainstorm different possibilities. Below is a guide highlighting the implementation of recommendations.

### **The Reopening Plan and Remote Learning – Conditions for Learning**

Adapted from the directives from the New Jersey Department of Education.

At a minimum, school districts must adopt a policy for screening students and employees for symptoms of COVID-19 and history of exposure and must strive for social distancing within the classroom and on school buses. If schools are not able to maintain this physical distance, additional modifications should be in place, including physical barriers between desks and turning desks to face the same direction. Each school district must also adopt cleaning and disinfecting procedures.

School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age. Students and staff must wear face coverings and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student's health. It is also necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.

On June 26, 2020, the New Jersey Department of Education released **The Road Back: Restart and Recovery Plan for Education**. The guidance provided "Anticipated Minimum Standards" as well as "Additional Considerations" to help districts meet the minimum standards. The Somerdale School District Restart and Recovery Plan went above and beyond any minimum standards and additional considerations and provided the safest possible learning environment for all of the students and staff. The rate of transmission (Rt) of COVID-19 in the district last school year was 0%.



On June 28, 2021, the **New Jersey Department of Education released The Road Forward: Health and Safety Guidance for the 2021-2022 School Year**. After thorough review of this guidance and the accompanying and applicable Executive Orders, **Moving Forward '21-22** was created for the 2021-2022 school year. We will continue to be cautious and monitor COVID rates of transmission and percent positivity throughout the summer and school year. It is also important to note that the latest guidance contains recommendations rather than mandatory standards.

In May of 2021, the Governor declared that all students must return to school for full-time, in-person instruction come the start of the 2021-2022 school year. Therefore, a broad scale opt-out into remote-only learning will not be an option for the '21-22 school year. It is understandable that the return to normalcy can cause stress for all stakeholders, the district seeks to provide support and interventions in all facets of the students' lives.

The district will implement all feasible layers of mitigation for a normal or typical day, month, and year of school for all stakeholders.

## **Executive Summary**

In accordance with the Health and Safety Guidance for the 2021-2022 School Year released by Governor Murphy on Monday, June 28, 2021, **Moving Forward '21-22**, the reopening plan for the Somerdale School District was developed. This guidance provided five (5) key areas of focus for reopening the district in September of 2021:

1. General Safety and Guidelines
2. Cleaning, Disinfection, and Airflow
3. Screening, Exclusion, and Response to Symptomatic Students and Staff
4. Contact Tracing
5. Testing

<p>Demographic Information</p>	<p>Number of enrolled students- <b>447</b>  Number of Charter Students-<b>1</b>  Number of Out of District students-<b>4</b>  Number of Special Education (includes speech-only) students- <b>86</b>  Number of Pre-school students- <b>27</b>  Number of ELLs- <b>8</b>  Number of Homeless- <b>6</b>  Number of Medically Fragile Students <b>0</b>  Percentage of students with devices and internet access at home <b>100%</b>  Percentage of students without devices and internet access at home <b>0%</b></p>
<p>Opening School Committee and Pandemic Response Team</p>	<p>Mark Pease, Superintendent  Rob Ford, Vice Principal  Greg Cesare, Director of CST  Maria Montroni, Curriculum and Instruction Supervisor  David Rouse, Business Administrator/Board Secretary  Lisa O'Brian, Nutri-Serv  Peg Hughes, Building and Grounds Supervisor  Tom Leone, Technology Supervisor  Mary Dow, School Nurse  Kevin Smith, Parent and BOE member  Kim Barkoff, Parent and BOE member  The Somerdale Board of Education and Solicitor, Chris Long  John O'Leary Somerdale OEM  Camden County Health Department  Camden County Department of Education</p>

# Conditions for Learning

## Health and Safety: Standards for Establishing Safe and Healthy Conditions for Learning

<i>Critical Area</i>	<i>District Actions and Person(s) Responsible</i>
<p><b>Appendix 1.0</b> General Safety and Guidelines</p>	<p>The district will rely on the COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools regarding increasing, decreasing, changing or adjusting mitigating measures during the ‘21-22 school year. These recommendations are updates directly from the New Jersey Department of Education. If there is any ambiguity or different options in the updates, the Superintendent will rely on the advisement of the Camden County Department of Health.</p> <p>When guidance or updates are published by the New Jersey Department of Health, the Superintendent will meet with the school nurses to determine the impact (if any) on the district. If there is a need, the Camden County Department of Health will be contacted for clarification. The district reserves a twenty-four (24) to forty-eight (48) hour timeframe to complete this process after receiving the information. After this process is completed, the district will implement the updated information, guidance, and updates. This information will be communicated as outlined in section 1.2 of this document.</p> <p>All programs, including sports, clubs, and CER programs will begin again at the start of the ‘21-22 school year.</p> <p>Furthermore, all district staff, regardless of position, are deemed essential employees by the Superintendent.</p> <p>All district staff must be cognizant and comply with student and confidentiality regarding HIPAA and privacy.</p>
<p>Establishing and maintaining communication with Dept. of Health; track local conditions</p>	<p>Establish communication system with Dr. Nwako, Camden County Department of Health. Somerdale School District CCDOH liaison is Gabrielle Sweeney</p>
<p>Develop “high risk” criteria and share with staff and families</p>	<ul style="list-style-type: none"> <li>• Identify Students and Staff who have proven underlying medical risk</li> <li>• Establish an accommodations plan</li> </ul>
<p>Promote behaviors that reduce spread</p>	<p>Create signs and messages notifying students when to stay home, the need for social distancing, hand washing and respiratory etiquette, importance of face coverings</p>
<p>Training <b>Appendix 14</b></p>	<p>Training on all these precautions will take place during the Opening Day PD sessions and PD Sessions throughout the year</p>

Classrooms, Testing and Therapy Rooms

1.1 Vaccinations

Appendices 2 and 13

See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022

Upon Board approval of this reopening plan:

- The district will survey all staff members, including vendors, to determine individual vaccination status. This information will be kept confidential.
- The district will survey the parents of all students that met the age-requirement to receive a vaccine. This information will be kept confidential.
- In accordance with Executive Order 253 issued on August 23, 2021 by the Governor of New Jersey, Mr. Philip Murphy, the following change has been made to this section of the reopening plan:
- All staff (including outside vendors) are required to either provide adequate proof to the district that they have been fully vaccinated or submit to COVID-19 testing at minimum one to two times weekly.
- This requirement shall take effect on October 18, 2021, at which time any staff (including outside vendors) that have not provided adequate proof that they are fully vaccinated must submit to a minimum of weekly or twice weekly testing on an ongoing basis until fully vaccinated.

The district mandates that staff members may not ask any students or families about their vaccination status. Any such discussion or questioning of a student or family is grounds for disciplinary action.

The only staff exempt from this mandate are the school nurses and administrators, in situations including but not limited to:

- Potential cases of COVID-19
- Contact tracing
- Potential close-contacts
- Potential quarantines
- Any other health related matter

<p>1.2 Communication</p> <p>See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022</p>	<p>The district will create and maintain a stand-alone web page dedicated to information regarding COVID-19. This information will include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Implementation of any changes via the process stated in section one (1) of this document</li> <li>• Information regarding COVID-19 vaccinations</li> <li>• COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools</li> <li>• The New Jersey COVID-19 Dashboard</li> <li>• Pertinent Executive Orders from the Governor</li> <li>• Information from the CDC</li> <li>• The number of confirmed positive cases of COVID-19 delineated by category (student or staff)</li> </ul> <p>Unless otherwise required, the district will send out public health notifications alerting the school community of any confirmed positive cases of COVID-19. Further, the district will continue to notify any close-contacts.</p> <p>Teaching and learning regarding any situations resulting from a confirmed positive case of COVID-19, including close contacts, will be addressed in section seven (7) of this document.</p> <p>In the event booster shots are recommended, the district will seek to have a vendor onsite for all eligible students and families or partner with another district.</p>
<p>1.3 Masks</p> <p>See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated February 22, 2022</p>	<p>While masking continues to be an important part of the layered prevention strategies central to the prevention of SARS-CoV-2 transmission; and CDC continues to recommend universal indoor masking by all students (ages 2 years and older), staff, teachers, and visitors to K-12 schools; circumstances in New Jersey have improved to the point where relaxation of universal masking rules in K-12 schools can generally occur. School administrators should be prepared for the emergence of new variants or substantial waning immunity that could once again lead to greater morbidity, mortality, and disruption, and require returning to additional mitigation measures.</p> <p>As of March 7, 2022, the state mandate requiring in school universal masking will be expired, and individual school districts and school boards will be able to make the determination as to whether universal masking is appropriate for their schools. In making this decision, consultation with the LHD and</p>

school district medical personnel is recommended. Many factors may go into this decision, including, but not limited to schools' ability to maintain physical distancing, ability to regularly screen students (including screening testing), vaccination rates of students and staff, ability to perform effective contact tracing of cases, ability to ensure appropriate exclusion of students and staff with COVID-19 or who have been exposed, and ability to maintain adequate ventilation.

In addition to school district policies, individuals (including parents/guardians) need to make masking decisions based on their specific situation (e.g., if they or their family members are immunocompromised or at high risk of severe illness from COVID-19).

For schools that choose not to institute a universal masking policy, NJDOH recommends that schools should require mask wearing in the following circumstances:

- **During periods of elevated community transmission** – when [COVID-19 Activity Level Index \(CALI\)](#) is elevated, NJDOH recommends universal masking in regions with:

- o CALI score of high (orange) – schools should strongly consider universal masking for all students and staff, especially if there is difficulty incorporating other layered prevention strategies (e.g., adequate ventilation, adequate spacing of students)

- o CALI score of very high (Red) – schools should require universal masking for all students and staff.

- **During an active outbreak** – during an outbreak or a general increase in cases, schools should consult with their LHD as to whether short-term universal masking or masking in affected classrooms should be required to control the outbreak/increase in cases.

- **After returning from isolation or quarantine** – students and staff who return to school during days 6-10 of isolation or quarantine should be required to mask. See [COVID-Contact Exclusion19 exclusion criteria for close contacts \(quarantine\) guidance](#) below.

- **When illness occurs in school** – students or staff who become ill with symptoms consistent with COVID-19 while in school should wear a mask until they leave the premises.

- **During Test to Stay** - students participating in Test to Stay should be required to mask.

**Masks must be worn by all passengers on buses, including school buses**, regardless of vaccination status per [CDC's Federal Order](#) and the associated FAQ. Until lifted, the only exception is for children under the age of two, and those who cannot safely wear a mask.

Additional circumstances where mask wearing may be considered:

- **Students or staff who are immunocompromised or live with persons at high risk for severe COVID-19 illness** – these individuals should consider masking.

- **Individuals who are concerned about disease transmission** – students or staff who, for whatever reason, are concerned about disease transmission should be encouraged to mask.

- **Activities or settings with an increased risk of transmission** – during moderate (yellow) or higher CALI levels schools may consider implementing masking policies for activities or settings

	<p>where there is increased risk of transmission. See <a href="#">Sports and Other Activities</a>.</p> <p>In general, students or staff do not need to wear masks outdoors, including during outdoor physical education classes or school sports <b>except</b> during days 6-10 after completing a 5-day isolation or quarantine when mask wearing is imperative. However, schools may consider the use of masks during outdoor activities that involve sustained close contact with other individuals or during periods of <a href="#">high and very high community transmission</a> particularly if:</p> <ul style="list-style-type: none"> <li>• An individual or someone they live with has a <a href="#">weakened immune system</a> or is at <a href="#">increased risk for severe disease</a>.</li> <li>• An individual is not up to date on COVID-19 vaccines or lives with someone who is not up to date on COVID-19 vaccines.</li> </ul> <p>Detailed information from CDC on mask use can be found at <a href="#">here</a>.</p> <p><i>Clear masks:</i></p> <p>Clear masks that cover the nose and wrap securely around the face may be considered in certain circumstances if they do not cause breathing difficulties or overheating for the wearer. Clear masks are not face shields. CDC does <b>not</b> recommend use of face shields for normal everyday activities or as a substitute for masks because of a lack of evidence of their effectiveness for source control.</p> <p>Teachers and staff who may consider using clear masks include:</p> <ul style="list-style-type: none"> <li>• Those who interact with students or staff who are deaf or hard of hearing.</li> <li>• Teachers of young students learning to read.</li> <li>• Teachers of students in English as a Second Language classes.</li> <li>• Teachers of students with disabilities.</li> </ul>
<p>1.4 Maintain Physical Distancing and use of Cohorts</p> <p><b>Appendix 7</b></p> <p>See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022</p>	<p>As communicated by the NJDOE and NJDOH, “physical distancing recommendations must not prevent a school from offering full-day, full-time, in person learning to all students for the 2021-2022 school year.</p> <p>Students in grades PreK-5 will continue to cohort dictated by the self-contained setting of the classroom configuration. Students in grades 6-8 will move from class to class as they would have done previous to the ‘20-21 school year. Local Learning Centers will not be available.</p> <p>Again, three feet of distance between students and staff will be reinforced through signage and verbal reminders.</p> <p>Three feet of distance, when possible, will serve as the standard for desk/seat placement, small group instruction, and during meals (for students and staff).</p>

	<p>For specialty classes, such as music/band, the district may create outdoor spaces with the necessary equipment to ensure the program can function at the highest level.</p> <p>Middle Schools will not change into uniforms for physical education class. On days when they have physical education they should come to school in the appropriate attire for physical education.</p> <p>Staff meetings and PLCs will return to in-person and held in a room, designated by the Principal and Supervisor of Facilities that, to the greatest extent possible.</p> <p>To the greatest extent possible, a distance of 6 feet between students and teachers/staff and between teachers/staff who are not fully vaccinated will be kept in all settings.</p> <p>Unvaccinated staff is responsible for maintaining their distance of 6 feet, to the greatest extent possible.</p>
Limit use of shared objects and supplies	Limit use of supplies to one child at a time; disinfect between uses; avoid sharing if possible.
Scheduling/ Movement	Keep students in cohorts, when possible; provide additional time to allow for hand washing; build in handwashing during transition times. <u>When feasible, teachers will change classrooms as much as possible rather than student cohorts.</u>
1.5 Hand Hygiene and Respiratory Etiquette	<p>The district will continue to reinforce hand washing with soap and water for at least 20 seconds. Hand sanitizer, wipes and gloves will continue to be provided.</p> <p>In order to reinforce hand hygiene and respiratory etiquette, signage will be posted reminding everyone to:</p> <ul style="list-style-type: none"> <li>• Cover coughs and sneezes with a tissue if not wearing a mask</li> <li>• Used tissues should be thrown in the trash and hand hygiene as outlined above should be performed immediately</li> </ul> <p>The following reminders will also be visible and through messages that hand hygiene should take place:</p> <ul style="list-style-type: none"> <li>• Upon arrival at school</li> <li>• Before and after meals and snacks</li> <li>• After going to the bathroom</li> <li>• Before leaving for the day</li> <li>• After blowing nose, sneezing, or coughing into tissue</li> <li>• When hands are visibly soiled</li> <li>• Assist/observe young children to ensure proper hand washing</li> </ul>
Hand Sanitizer	Hand sanitizer stations have been added to all classrooms and areas of use in the building. Additional cleaning/disinfecting; heightened monitoring and additional handwashing.



Barriers Appendix 8	Protective barriers will be provided to all students and staff. Permanent protective barriers are available for the cafeteria.
1.6 Meals	<p>Students will eat in classrooms until further notice.</p> <ul style="list-style-type: none"> <li>• As in all cases, three (3) feet of distance will be kept between students.</li> <li>• The feasibility to create alternative eating locations or groups and staggered eating times will be examined as well.</li> <li>• Students will be discouraged from sharing meals.</li> <li>• Meals will be provided to any student that is placed on mandatory quarantines or who is participating in Remote Instruction for the duration of the quarantine or Remote Instruction.</li> </ul>
1.7 Transportation	The District is a non-bussing district and does not own busses therefore, the District contracts with CCEC when busses are necessary. CCEC will be issuing the transportation plan on behalf of the Districts they service in which they will have the Districts sign; that plan will be a requirement in the bid specifications for the vendors to follow as they procure the busses for the Districts. Currently, CCEC's plan is to require everyone on the bus to wear a mask and have a maximum of one student per seat on the bus.
2. Cleaning, Disinfection, and Airflow Appendices 9 and 10 2.1 Limit Use of Shared Supplies and Equipment	<p>Upon staff request, the district will provide:</p> <ul style="list-style-type: none"> <li>• Adequate supplies (i.e. classroom supplies, equipment) to minimize sharing of high-touch materials or limit use of supplies and equipment by one group of students at a time and clean and disinfect routinely and preferably between uses. <p>In addition:</p> <ul style="list-style-type: none"> <li>• Staff will continue to encourage hand hygiene practices between use of shared items.</li> <li>• The district discourages the use of shared items that cannot be cleaned and disinfected.</li> </ul> </li></ul>

<p>2.3 Improving Airflow</p> <p>See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022</p>	<p>The district will continue to maintain the effective airflow in the building while delivering clean air, and dilution of dilute potential contaminants. The district will continue to mitigate in this area through consideration of the following strategies, based on current protocol effectiveness, feasibility, and safety:</p> <ul style="list-style-type: none"> <li>• Bring in as much outdoor air as possible.</li> <li>• Open windows and doors. Even just cracking open a window or door helps increase outdoor airflow, which helps reduce the potential concentration of virus particles in the air.</li> <li>• Do not open windows or doors if doing so poses a safety or health risk (such as falling, exposure to extreme temperatures, or triggering asthma symptoms), or if doing so would otherwise pose a security risk.</li> <li>• Use exhaust fans in restrooms and kitchens.</li> <li>• Consider having activities, classes, or lunches outdoors when circumstances allow.</li> <li>• Open windows in buses and other transportation, if doing so does not pose a safety risk. Even just cracking windows open a few inches improves air circulation.</li> <li>• Continue the use of MERV filters.</li> </ul>
<p>3. Screening, Exclusion, and Response to Symptomatic Students and Staff</p> <p>3.1 Parental Screening</p> <p>Appendix 4 and 11</p>	<ul style="list-style-type: none"> <li>• Parents/caregivers must monitor their children for signs of illness every day as they are the front line for assessing illness in their children.</li> <li>• Students who are sick should not attend school. The district will strictly enforce exclusion criteria for both students and staff, as detailed in section 3.3.</li> <li>• The district will communicate to the school community the importance of monitoring symptoms and keeping children home while ill.</li> <li>• Communications from the district will provide reminders to staff and families to check for symptoms before leaving for school.</li> <li>• The clear and accessible directions for parents/caregivers and students for reporting symptoms and reasons for absences will be prominently posted on the school website.</li> <li>• If necessary a screening questionnaire will be completed along with a temperature checks prior to students entering the building.</li> </ul>
<p>3.2 Response to Symptomatic Students and Staff</p> <p>See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022</p>	<p>The district will institute the following procedures to identify and respond to a student or staff member who becomes ill with COVID-19 symptoms:</p> <ul style="list-style-type: none"> <li>• There will continue to be an isolation room (that is not the nurse’s office), enough space for multiple people placed at least 6 feet apart.</li> <li>• The district will continue to ensure that hygiene supplies are available, including additional cloth masks, facial tissues, and alcohol-based hand sanitizer.</li> <li>• School nurses will use Standard and Transmission-Based Precautions based on the care and tasks required.</li> </ul>

**Appendix 5**

- Staff supervising students waiting to be picked up do not need to be healthcare personnel but should follow physical distancing guidelines.
- Continue to follow the guidelines in section 2.0, to the greatest extent possible.

3.3 Exclusion from School

3.3.1 Definition of COVID-19 Compatible Symptoms

See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022

Parents should not send students to school when sick. For school settings, NJDOH recommends that students with the following symptoms be promptly isolated from others and excluded from school:

<b>At least one (1) of the following symptoms</b>			
cough	shortness of breath	new olfactory disorder	new taste disorder

**OR**

<b>At least two (2) of the following symptoms</b>			
fever (measure or subjective)	chills	rigors (shivers)	myalgia (muscle aches)
headache	sore throat	nausea or vomiting	diarrhea
fatigue	congestion	runny nose	

<b>For students with chronic illness</b>
Only new symptoms or symptoms worse than baseline should be used to fulfill symptom-based exclusion criteria.

3.3.2 When Illness Occurs in the School Setting

See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022

Children and staff with COVID-19 symptoms should be separated away from others until they can be sent home. Students who are sick and not already wearing a mask should be provided one to wear unless the student has a contraindication to doing so. If a mask is not tolerated by the ill student or staff member, other staff should be masked and follow maximum physical distancing guidelines (at least 6 feet away).

Children and staff with COVID-19 symptoms should be separated away from others until they can be sent home. Students who are sick and not already wearing a mask should be provided one to wear unless the student has a contraindication to doing so. If a mask is not tolerated by the ill student or staff member, other staff should be masked and follow maximum physical distancing guidelines (at least 6 feet away). The school nurses will employ the following procedure:

1.	Ask the student (or parent/guardian) and staff whether they have had potential exposure to COVID-19 in the past 14 days meeting the definition of a close contact.	
	Close contact definition	Someone who was within 6 feet for a total of 15 minutes or more within 2 days prior to illness onset, regardless of whether the contact was wearing a mask.
2.	Individuals should be sent home and referred to a healthcare provider.	
3.	Persons with COVID-19-compatible symptoms should undergo COVID-19 testing.	
4.	Determine appropriate guidelines for returning to school.	

**Guidelines for Returning to School is Dependent on the current guidelines**

Category/Situation	Appropriate Guidelines
Green/Low	Ill individuals without potential exposure to COVID-19 should follow the <a href="#">NJDOH School Exclusion List</a>
	No public health notification is needed UNLESS there is an unusual increase in the number of persons who are ill (over normal levels), which might indicate an outbreak.

Unusual increase and normal levels will be determined by the Local Health Department

Category/Situation	Appropriate Guidelines
Yellow/Moderate Orange/High or If ill students have potential COVID-19 exposure	Ill persons should be excluded according to the COVID-19 Exclusion Criteria

**School Nurses & Administrators are the liaisons to the Camden County Health Department**

District Notifications to the Camden County Health Department When Staff & Students:

1. Are ill and have potential COVID-19 exposure
2. When they see an increase in the number of persons with COVID-19 compatible symptoms
3. *Test positive for COVID-19 (if in-school testing is performed)*

**When necessary, the School Nurses and Administrators will provide the Camden County Health Department with the following information:**

1. Contact information for the ill persons
2. The date the ill person developed symptoms, tested positive for COVID-19 (if known), and was last in the building
3. Types of interactions (close contacts, length of contact) the person may have had with other persons in the building or in other locations
4. Names, addresses, and telephone numbers for ill person's close contacts in the school

	<table border="1"> <tr> <td data-bbox="588 90 651 162">5.</td> <td data-bbox="651 90 2100 162">Vaccination status if known</td> </tr> <tr> <td data-bbox="588 162 651 227">6.</td> <td data-bbox="651 162 2100 227">Any other information to assist with the determination of next steps</td> </tr> </table>	5.	Vaccination status if known	6.	Any other information to assist with the determination of next steps				
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6.	Any other information to assist with the determination of next steps								
	<p>The district will report weekly student and staff case counts to NJDOH through the Surveillance for Influenza and COVID-19 (SIC) Module in CDRSS.</p> <table border="1"> <tr> <td colspan="2" data-bbox="588 373 2100 454"><b>Isolation</b></td> </tr> <tr> <td data-bbox="588 454 1218 633">See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022</td> <td data-bbox="1218 454 2100 633">If a student or staff experiences COVID-compatible symptoms, they should <a href="#">isolate themselves from others</a>, be clinically evaluated for COVID-19, and tested for SARS-CoV-2.</td> </tr> </table>	<b>Isolation</b>		See: COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools Updated January 12, 2022	If a student or staff experiences COVID-compatible symptoms, they should <a href="#">isolate themselves from others</a> , be clinically evaluated for COVID-19, and tested for SARS-CoV-2.				
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4. Contact Tracing	<p>Contact tracing is the strategy used to determine the source of an infection and how it is spreading. Finding students and staff who are close contacts of a person who have tested positive for COVID-19, and therefore are at higher risk of becoming infected themselves, can help prevent further spread of the virus.</p> <p>Per the CDC, close contact is defined as being within 6 feet of someone with suspected or known COVID-19 for 15 or more minutes during a 24-hour period. In certain situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed.</p> <table border="1"> <tr> <td colspan="2" data-bbox="588 1006 2100 1088"><b>School nurses &amp; Administrators will continue to contact trace using the ‘20-21 procedures.</b></td> </tr> <tr> <td data-bbox="588 1088 651 1185">1.</td> <td data-bbox="651 1088 2100 1185">As with any other communicable disease outbreak, the district will assist in identifying the close contacts within the school and communicating this information back to the Camden County Department of Health.</td> </tr> <tr> <td data-bbox="588 1185 651 1299">2.</td> <td data-bbox="651 1185 2100 1299">With guidance from the CCDOH, the district will be responsible for notifying parents and staff of the close contacts, exposure and exclusion requirements while maintaining confidentiality.</td> </tr> <tr> <td data-bbox="588 1299 651 1396">3.</td> <td data-bbox="651 1299 2100 1396">The CCDOH contact tracing team will notify and interview the close contacts identified by the school and reinforce the exclusion requirements.</td> </tr> </table>	<b>School nurses &amp; Administrators will continue to contact trace using the ‘20-21 procedures.</b>		1.	As with any other communicable disease outbreak, the district will assist in identifying the close contacts within the school and communicating this information back to the Camden County Department of Health.	2.	With guidance from the CCDOH, the district will be responsible for notifying parents and staff of the close contacts, exposure and exclusion requirements while maintaining confidentiality.	3.	The CCDOH contact tracing team will notify and interview the close contacts identified by the school and reinforce the exclusion requirements.
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	<p><b>Regarding Extra-Curricular Activities and CER Programs</b></p> <p>Coaches, advisors, and individual CER leads must keep attendance on each day the team or club meets</p> <p>Seating charts and bus seating assignments must be kept each day the activity occurs</p> <p>If a staff member, other than a school nurse or administrator, receives information that a student or someone in the student’s household is a close contact, they must report this information to the school nurse. This must be done with complete confidentiality.</p> <p>The staff member may not inquire or ask questions about the information, with the exception of the nurses and administrators. Any such action of this type is grounds for disciplinary action.</p>
Procedures for symptomatic students or staff	Isolation; notification of local health officials, staff, families (confidentially)
Policy for when person tests positive	Isolation space until pickup will be in the Music Room; Parents will report to the main office and will be directed to use exterior doors of the Music Room to pick up student. See below: Camden County Department of Health for protocols in <b>Table 1. Steps Take in Response to Confirmed or Suspected COVID-19 Cases and Close Contacts</b>
Parent Education	Educate parents on signs of illness and need to keep children home when sick
Visitors without masks	Mask can be provided or deny entry. No visitor will be permitted in the building without a face mask or covering.

Training

Establish routines, procedures and protocols

Testing

Any onsite testing program would be developed with the Camden County Department of Health and possible assistance from the Somerdale Office of Emergency Management. Free Testing has been provided by the State of NJ to place one per week. Testing continues to be important strategy to manage the spread of the virus for both students and teachers.

***If the District Develops Testing Program***

*Test ill students & staff*

*With written parental consent & consistent with any federal and state requirements*

*Ill individuals who test positive*

*should be reported to the LHD and contact tracing should begin.*

*Ill individuals that test negative*

*should be referred to a healthcare provider, who may consider additional COVID-19 testing.*



*The district will seek an outside vendor or health department representative to test (if testing does occur onsite)*

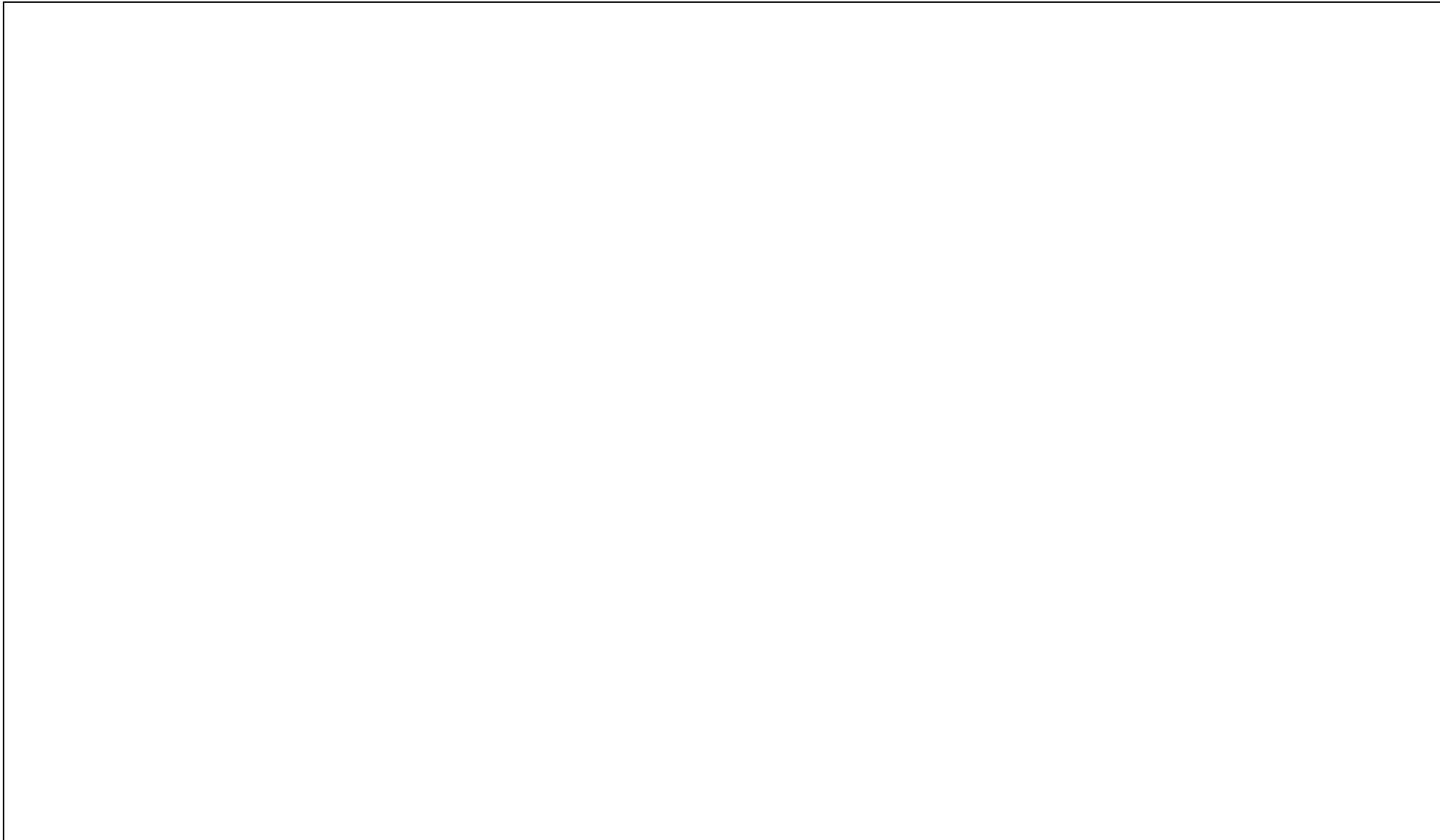
*If an onsite testing were developed, there is a possibility of:*

- Detection of new cases to prevent outbreaks,*
- Reduction of the risk of further transmission, and*
- Increased protection of students, teachers, and staff from COVID-19.*

5.

Diagnostic & Screening Testing

Appendix 4



180 Day Requirement	Statutory Requirements N.J.S.A. 18A:7F-9 <ul style="list-style-type: none"><li>• Schools must be in session for 180 days to receive state aid</li><li>• The statute requires that school facilities be provided for at least 180 days during the school year</li></ul>
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- A district is required to close the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive and/or recommendation by the appropriate health agency or officer to institute a public health-related closure, days of virtual or remote instruction commensurate with in-person instruction will count towards the district’s 180-day requirement
- In circumstances when the school facilities remain open and in-person instruction continues in those classrooms that are not required to quarantine, those days in session will also count towards the district’s 180-day requirement in accordance with N.J.S.A. 18A:7F-9.

In accordance with NJDOE regulations, remote learning is not permitted on inclement weather days (with the exception of the situations listed above). Therefore, if school is closed due to inclement weather, the days will be made up in accordance with the ‘21-22 School Calendar.

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7. Proactively Planning (Contingency Plans)

The district is proactively planning for teaching and learning in the event we are confronted with the incidence of COVID-19 positive cases amongst staff and/or students.

If the district is required to exclude a student, group of students, a class, or multiple classes as a result of the scenarios listed in section 3.3, the district is mandated to prepare and offer virtual or remote instruction to those students in a manner commensurate with in-person instruction to the extent possible.

**Options the district may implement to meet the mandate from the NJDOE & NJDOH listed in section seven (7)**

**The options are not necessarily in the order of implementation.**

**Options implemented may differ in different situations as determined by the Superintendent due to the age, number, and length of quarantine and exclusion.**

**Unless a staff member is in mandatory quarantine or isolation, teaching will be conducted from campus.**

1.	In-person after school Tutoring/Instruction after the student(s) return to school	Classwork, content, activities, and assignments will be sent home to the students in mandatory quarantine or isolation.
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	<p>2. Remote Teaching</p>	<p>Live-streamed teaching where there are a mix of students that are onsite and students in a remote setting (logged in via Zoom) due to mandatory quarantine or isolation.</p>
	<p>3. Virtual Instruction</p>	<p>Real time instruction provided to the class or group of students via Zoom during the normal hours of the school day or afterschool hours (in accordance with the Collective Bargaining Agreement). This instruction may be provided by a different teacher or teachers.</p>
<p><u>Technology Considerations</u></p>	<p><i>*The district reserves the right to implement other options developed at a later time. Any new options will be added as an addendum to this plan and communicated to the school community via the dedicated COVID-19 communication webpage.</i></p> <p>Student absences due to quarantine or isolation will be counted as excused absences.</p> <ul style="list-style-type: none"> <li>• District has a 1:1 student/tablet ratio where every student will have access to a device for distance learning. For students without internet access, the district will provide hotspot access using the CARES, ESSER, and ARP ESSER grant funding and will also provide paper packets when hotspots are unavailable.</li> </ul> <p>Official District Platforms: Zoom, Seesaw, OnCourse Classroom, One Note, Microsoft 365 TEAMS, BrainPop. Other platforms at teacher discretion.</p>	
	<ul style="list-style-type: none"> <li>•</li> </ul>	

## Appendix B: Full Remote Learning Models

Somerdale Park School Full Remote Guide for Parents and Staff

**Working Document: Once published, changes will be shared with the school community on a rolling basis.**

Glossary:

Term	Definition	Abbreviation
In-School	A time when students attend school taking socially distant precautions and wearing masks.	IS
Remote	A time when students are learning from home.	R
Synchronous	A time when the students in the color cohort meet with the teacher live on Zoom, our official video conferencing platform.	S
Asynchronous	A time when the students work independently on work the teacher has assigned via OneNote, Seesaw, Teams, etc.	AS
Office Hours	A time when the teacher is available through email and/or Zoom to meet with students. Meetings during office hours may be scheduled in advance.	-
Intervention	A time when a student or a small group of students will meet with the teacher. This may be in person or on Zoom.	-

Full Remote Learning, beginning September 2021

• **Student Expectations**

- Students will be responsible for completing asynchronous assignments and attending remote sessions, as well as any scheduled office hours.
  - All students PK-8 will have a remote synchronous session with their teachers 4 hours per day, 5 days per week.
    - The session will take place via Zoom at the same time every week.
    - The schedule rotates through periods 1-4 on Mon/Weds, 5-8 on Tues/Thurs for grades 6-8, and on Friday a rotating schedule per period.
    - The schedule rotates through content areas for grades K-5 and on Friday a rotating schedule per content area.
    - Students are expected to attend and participate during their assigned times.
  - All students K-8 will have remote asynchronous assignments; progress will be monitored by teachers.
    - K-2 will have one asynchronous assignment per day.
    - 3-5 will have two asynchronous assignments per day.
    - 6-8 will receive two asynchronous assignments per week from each content area.

- Asynchronous assignments include but are not limited to: independent practice, on-going projects, collaborative work, and research.

- Learning Programs**

- Students in Pre-K through 3rd grade will use Seesaw for asynchronous learning.
- Students in grades 4-5 will use either Seesaw or OneNote (at the teacher's discretion) for asynchronous learning.
- Students in grades 6-8 will use Microsoft OneNote for asynchronous learning.
- All grades will use Zoom for synchronous learning.
  - Teachers will create recurring links for their Zoom meetings.
  - Links will be shared with students in the class.
  - Links will be housed in a database accessible only to Somerdale Park Staff.
  - Should a link change, the link will be updated in the database and re-shared with the class.
- Teachers may choose to use other learning platforms in conjunction with those stated above.
- Student schedules and grades will be available through OnCourse.
- Student email is available through Microsoft 365.

- Teacher Expectations**

- All teachers will communicate with families through email.
- Teachers may choose to use messaging apps of the teacher's choice (Remind, Talking Points, Google Voice, Dojo, etc).
- K-8 teachers will hold synchronous class meetings on a rotating schedule. (see schedule below).
  - The format of a synchronous class meeting is an instructional decision that will vary by teacher, however, all synchronous classes include a live video component.
- Content area teachers
  - Content area teachers include K-5 homeroom teachers and special education teachers, and 6-8 ELA, Math, Science, Social Studies and special education teachers.
  - Will assign no more than 30 minutes (6-8) or 15 minutes (K-5) of asynchronous assignments for each day.
  - Content areas are: Math, Science, Social Studies, and English Language Arts
    - A 6-8 grade student will receive 60 minutes of asynchronous assignments each week from each content area, totaling 240 minutes/4 hours per week/2 hours per day of asynchronous assignments.
    - A K-5 grade student will receive 30 minutes of asynchronous assignments from each content area per week, totaling 120 minutes/2 hours per week/1 hour per day of asynchronous assignments.
- Special area teachers
  - Special area teachers include gym, library, music, art, computers, careers, character ed., Spanish, STEM, health, graphic design, TV production, etc.
- K-5 Special area teachers will assign **one** 15-minute assignment per week on Seesaw. This assignment may be completed synchronously or asynchronously.
  - K-5 Special area teachers will hold recurring meetings with the entire grade level from 10:20-10:45.

Grade	M	T	W	R
K	Art	Music	Spanish	Library
1	Library	Art	Music	Spanish

2	Spanish	Library	Art	Music
3	Spanish	Computers	Gym	STEM
4	STEM	Spanish	Computers	Gym
5	Gym	Spanish	STEM	Computers

- 6-8 Special area teachers will hold synchronous meetings with students according to schedule.
  - They will assign **one** 30-minute asynchronous assignment each week.
  - Students will follow the A-D day schedule. E day has been eliminated from the remote learning schedule.
- Special Education, Student Services, ESL, and STEPS
  - IEP's, and 504's will be followed according to federal and state laws to the greatest extent possible.
  - Teachers in these areas will assign asynchronous learning that best fits the needs of their students.
  - ESL, Wilson, STEPS, Speech, and other intervention offerings may take place between 1:15 and 3:15 on Monday-Friday and will be communicated by the teacher.
  - Teachers and parents will collaborate to schedule additional remote synchronous learning based on student needs.
- **Grading**
  - All grades and content areas will be assessing only the priority standards that were defined by the Curriculum Committee in July 2020.
  - Grading policies are still being determined.
    - Participation
    - Quality of work
    - Mastery of standard
- **Parent Expectations**
  - Parents will work together with the school staff to support children's academic needs.
  - Parents will be responsible for supporting their children in establishing positive remote learning routines, managing behavior, and monitoring synchronous and asynchronous learning engagement.
  - Parents will be responsible for checking OnCourse, email, and teacher-specific learning sites to keep up with synchronous and asynchronous assignments.
- **Student Supports**
  - Guidance support is available by appointment for students who need assistance managing stress or anxiety.
  - Student Services and the Child Study Team will monitor student achievement and conduct 1:1 or small group intervention as needed.
- **Administration**
  - Administrators will be available via email, phone, and text messaging apps to support students, staff, and parents.

**Frequently Asked Questions:**

1. How can we protect children when using Zoom?
  - All meetings held in Zoom that include course content or student information are protected by the [Family Educational Rights and Privacy Act](#) (FERPA).
  - Generally, student meetings and classes should **NOT** be recorded unless necessary.
  - If/When recording class sessions or meetings in Zoom follow the steps below to protect student privacy.
    - Don't share recordings that include personally identifiable student information with anyone that is not enrolled in your course.
    - Consider [recording an asynchronous lecture](#) to share with all class sections.

- If you plan to share a recording for educational use beyond your course, ensure student video is not visible on screen, students' mics are muted and the chat is hidden.
- Include language in your syllabus about the purpose of Zoom recordings and the protection of student information. Here is an example that can be used: "Our class sessions will all be recorded for use by enrolled students, including those who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are consenting to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are consenting to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live."
- Tell students that you will be recording. This notice is required by law. By default, Zoom [notifies meeting participants that a meeting is being recorded](#), but it is best to have an acknowledgment from you. Here is an example that can be used at the start of the session: "This class session is being recorded. By joining today's class session, you consent to being recorded."
- Allow students to [turn off their camera and microphone](#) using **Stop Video** and **Mute** in Zoom and participate via **Chat** if they prefer.
- Although you cannot stop students from using local or personal technology to record a meeting, you can [disable cloud recording settings](#).