

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

**April 14, 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 6:32 pm

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 - Absent
Kim Barkoff – Present
Barbara Boyle - Present

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

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

Also Present:

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

III. 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.

IV. APPROVAL OF MINUTES

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

Recommend that the Board of Education approve the regular minutes of the March 10, 2022 and March 24, 2022 BOE Meetings.

ALL IN FAVOR: YES 7 NO ABSTAIN 0 ABSENT 2

Mr. Anderson arrived 6:35PM

V. 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.

Somerdale Park School saw a spike in case within the last two weeks. Our student positives increased by 5 and close contacts increased by 62

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 April's [Curriculum Updates](#)
- NJSLA (testing) Dates
 - 4/28
 - 5/5
 - 5/12
 - 5/16
 - 5/23

School Activities

We recognized Women's History Month by viewing a live performance for all students from Bright Star Theatre. The play was entitled Great Women in History.

The Teacher Coffee Break on April 1st was a hit. Administration teamed up with Student Council and the Climate Team to give our teachers a coffee break. Admin put on their teaching hats and conducted some great lessons. Teachers were very appreciative of the break.

Burlington Camden Alumni Chapter of Kappa Alpha Psi made another visit to the Park to read to our Pk-2nd grade students. Thank you to the all the Kappas that stopped by to read to our students.

Save the date June 14, 2022 Somerdale Park School will celebrate Juneteenth. Juneteenth is a federal holiday in the United States commemorating the emancipation of enslaved Black people. It is also often observed for celebrating Black culture.

Pre school conducted their annual Easter Egg Hunt yesterday, April 13, 2022

School Operations

Due to an uptick in COVID cases in Somerdale Park School I will be delaying our return to the Cafeteria for Lunch.

Hopefully, before the end of the school year we will be able to provide an opportunity for students to learn the routines and procedures.

School Safety

Fire drills and safety drills have been conducted each month. We continue to work closely with the Somerdale Police Department in regard "Handle With Care" reports.

Personnel

Interviews have begun with the vacant IT position. We have a few excellent candidates that we will be offering second interviews to.

There has also been a change in our Cafeteria Department. Ms. Richele Boyce is now our Nutri Serve Supervisor.

B. Business Administrator's Report

- This week, I participated in the Parking Lot status meeting with Mike Landberg from Landberg Construction, Mark Wagener from Spiegle Architectural Firm, Mr. Pease, Tom Leone and Peg Hughes. Mike stated that the gravel foundation and cement phase will begin during spring break. This should be completed by the end of this month and asphalt work should commence during the first week of May. Additionally, we discussed the need to do patch/repair work to Grace Street. Mike will prepare and submit quotes for our consideration.
- I am resubmitting the budget for Board approval in the Board agenda. The County Office has requested that the section on travel expenses not only include information on the upcoming 2022-2023 school year, but also the 2021-2022 school year. The new submission reflects this change.
- Tonight, I am submitting the 2020-2021 Financial Audit Summary for approval. There was 1 audit finding which essentially state that we must reduce the fund balance currently being held in the cafeteria account. Additionally, I am submitting CAP (Correction Action Plan) which outlines how we intend to do this.
- This week, the administration team conducted several interviews to replace Tom Leone as the Director of Technology for Somerdale School District. Second round of interviews and candidate selection will take place next week. We will keep you update on the selection process.
- As a reminder, if you have not yet had the opportunity to complete the Annual Financial Disclosure request, please do so and let me know if you have any questions.

VI. 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 Ms. Schoettle 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 1-11:

1. Financial Reports:

To approve the Board Secretary and Treasurer's Reports for 2022 (attachment #1).

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 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 February 2022. The Treasurer's Report and Secretary's report are in agreement for the month of February 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. March 15, 2022 Payroll Bill List and corresponding Check Journal Totaling: \$209,958.33
- b. March 30, 2022 Payroll Bill List and corresponding Check Journal Totaling: \$208,771.63
- c. Vendor Bill List 1 and corresponding Check Journal totaling: \$53,604.46
- d. Vendor Bill List 2 and corresponding Check Journal totaling: \$153,951.30

e. Vendor Bill List 3 and corresponding Check Journal totaling: \$563,182.42

3. To accept the Audit Report and Approve the Correction Action Plan as presented by the Business Administrator of the Somerdale School District for the year ended June 30, 2021. There was 1 (one) finding for the 2020-2021 audit. The audit and corrective action plan is attached (attachment #3). A summary of the audit is available to the public on the website. The exit conference with the auditors was held on March 11, 2022.
4. To approve the 3-year lease of 500 Dell Laptops for the 2022-2023 school year. These student laptops have an annual payment of \$72,374.64 with the first payment being due on 7/1/2022.
5. To approve Technology for Education and Community Consulting as an additional vendor for AAC to conduct 2 evaluations at \$900.00 per evaluation for the current school year.
6. To approve Maria Montroni-Currais to attend NJPSA “Succeeding as a Female Leader” online workshop on May 11, 2022. Cost of workshop is \$100.00 to be paid from Title II Funds.
7. To approve Cindy Reid to attend “Catching Up Students Who Have Fallen Behind in Math (Grades 3-6) online workshop on June 28, 2022 and to approve 6 hours at \$40.00 per hour for training. Cost of workshop \$279.00 to be paid from Title II Funds, hourly rate totaling \$240.00 to be paid from Staff Training Funds.
8. To approve Brianne Siderio to attend “Catching Up Students Who Have Fallen Behind in Math (Grades 3-6) online workshop on July 21, 2022 and to approve 6 hours at \$40.00 per hour for training. Cost of workshop \$279.00 to be paid from Title II Funds, hourly rate totaling \$240.00 to be paid from Staff Training Funds.
9. To approve Susan Ratajski to attend “Bookworms K-5 Reading & Writing New Teacher Training online workshop on July 18, 19, 20, 21 and 22, 2022 and to approve 20 hours at \$40.00 per hour for training. Cost of workshop \$500.00 to be paid from Title II Funds, hourly rate totaling \$800.00 to be paid from Staff Training Funds.
10. To approve Kurt Still to attend “Bookworm K-5 Reading & Writing New Teacher Training online workshop on June 13, 14 and 15, 2022. Cost of workshop \$300.00 to be paid from Title II Funds.
11. To approve the proposed 2022-23 Budget in the amount of \$10,952,617 for submission to the Camden County Executive Superintendent, pending the review and approval of same. In conjunction with the submission of the proposed 2022-23 budget, to hold a Public Hearing of same on May 5, 2022 at 6:30 p.m., in conjunction with the regular Board Meeting, to be held following the Public Hearing.

BE IT RESOLVED to approve the Somerdale Borough Board of Education budget for the FY 2022-2023 School Year for submission to the county as follows:

	Budget	Local Tax Levy
Total General Fund Budget	\$9,906,479	\$4,912,254
Total Special Revenue Budget	\$820,894	
Total Debt Service Fund	<u>\$225,244</u>	<u>\$153,733</u>
Totals	\$10,952,617	\$5,065,987

WHEREAS, general fund budget includes utilization of fund balance in the amount of \$294,119;

WHEREAS, a maximum of \$2,500 in professional development travel expenses is set for 2022-2023 school year. Additionally, \$1,750 in professional development travel expenses was set for the 2021-2022 school year. The amount spent to date from the 2021-2022 school year is \$1,750.

WHEREAS, an amount not to exceed \$250 may be utilized for public relations expenses;

BE IT FURTHER RESOLVED, the Board has approved that there should be raised a total tax levy of \$5,065,987.

NOW IT THEREFORE BE IT RESOLVED, that there should be a General Fund tax levy of \$4,912,254 and a Debt Service Fund tax levy of \$153,733 for the ensuing FY 2022-23 School Year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

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

Report by Facilities Committee Chair

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

Recommend that the Board of Education on the recommendation of the business administrator approve the following items 1-3 for Use of Facilities as per Somerdale Board of Education Policy 7510:

1. To post-approve the Basketball Coaches to hold the Staff vs. Student Basketball Game on April 13, 2022 in the School Gym.
2. To approve the American Legion to use the Somerdale Park School's Staff Parking Lot for a memorial dedication on White Horse Pike, Somerdale on April 30, 2022. (attachment #1)
3. To approve the SJ Senior Softball League to use Ward Field on Sundays for 12 softball games during the period of April 24, 2022 – September 11, 2022 at a total cost of \$300.00 (12 x \$25.00) as per Use of Facilities Contract. (attachment #2)

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

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 Ms. Klenk 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 the Somerdale Pre-School Program Calendar for the 2022-2023 School Year. (attachment #1)
2. To approve the Five-Year Preschool Program Operational Plan for the 2022-2023 School Year. **TABLE**
3. The following field trips:
 - a. To approve the Renaissance Trip to Cinemark Movies, Somerdale, NJ, on April 29, 2022. No cost to student, trip paid through Student Activities Fund.
 - b. To approve the 8th Grade Swim Day at Stratford Swim Club on June 8, 2022 from 10:00 am 3:00 pm to celebrate their graduation.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

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 Ms. Klenk 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 1-5:

1. To approve the following staff members, Victoria Hurrey, Dominic Travarelli, Kelly Cesarski, Jennifer Miller, and Gina Horiates, to serve on the Curriculum Committee for the remainder of the 2021-2022 school year. Stipends to be paid from the Staff Professional Development Stipend Account.
2. To approve the attached Summer Days in Somerdale Program Staff. All costs to be paid out of ESSER II Grant (attachment #1)
3. To accept the resignation of Thomas Leone, Director of Technology, as of April 24, 2022.
4. To approve Mrs. Maria Montroni-Currais, Curriculum Supervisor, to carry over 1.5 vacation days from 2021-2022 to the 2022-2023 school year.
5. To approve Andrew Kane to be employed as a Summer IT Assistant, with a start date on or after July 5, 2022, at an hourly rate of \$17.50, not to exceed 240 hours.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

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. Klenk the following was approved:

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

1. For First Reading:
 - a. P 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
 - b. P 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries
 - c. P 2622 – Student Assessment
 - d. P 3233 – Political Activities
 - e. P 5541 – Anti-Hazing
 - f. P 8465 – Bias Crimes and Bias-Related Acts
 - g. P 9560 – Administration of School Surveys
 - h. R 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries
 - i. R 2460.30 – Additional/Compensatory Special Education and Related Services
 - j. R 2622 – Student Assessment
 - k. R 8465 – Bias Crimes and Bias-Related Acts
2. To approve the July 1, 2021 – June 30, 2024 Somerdale Park School Professional Development Plan. (attachment #1)

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

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 is to meet and develop a framework for moving a referendum forward and to address project and budgetary issues.

Report by Bond Committee Chair

VII. REPORTS:

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

The following item will be recommended for approval:

1. Acknowledge and accept the Harassment, Intimidation, and Bullying Report for incidents dated:
 - a. March 1, 2022 (attachment #1)
 - b. March 24, 2022 (attachment #2)

ALL IN FAVOR: YES 8 NO 0 ABSTAIN 0 ABSENT 1

James Anderson	Monique Howard	Marc Ritz
Kim Barkoff	Taylor Klenk	Mary Jo Schoettle
Barbara Boyle	Kevin Smith	Tara Voigt

VIII. OTHER REPORTS:

- a.) Student Attendance

Enrollment March 2022	
Preschool	27
Kindergarten	38
1st Grade	49
2nd Grade	35
3rd Grade	46
4th Grade	32
5th Grade	49
6th Grade	51
7th Grade	60
8th Grade	53
Out of District	3
Charter Students	1
Home Instruction	
Homeless -Tuition	
Total March 2022	444

- b.) Security/Fire Drill Reports

FIRE DRILL:

<u>DATE:</u>	3/7/22	Alarm Sounded:	8:40 am
		Building Cleared:	8:42 am
		Returned to Building:	8:45 am
		Alarm Station Used:	Main Hall By Cafe
		All Staff in attendance participated in drill	
		Number evacuated: Students present –	425
		Staff Present:	90
		Special conditions simulated:	none at this time
		Problems encountered:	None
		Weather:	68 degrees

EVACUATION NON-FIRE DRILL

<u>DATE:</u>	3/22/22	Alarm Sounded:	1:36 pm
		Building Cleared:	1:39 pm
		Returned to Building:	1:45 pm

Alarm Station Used: Announcement over loud speaker
All Staff in attendance participated in drill
Number evacuated: Students present -419
Staff Present: 88
Special conditions simulated: none at this time
Problems encountered: None
Weather: 60 degrees

c.) To approve the Somerdale Park School Bus Emergency Evacuation Drill Reports:

Date of Drill: March 14, 2022
Time of Drill: 8:13 am
Location of Drill: Somerdale Park - Bus Drop Off location in front
Route Number: RIMAR 0900Q
Drill Supervised by: Mr. Robert Ford, Vice-Principal

Date of Drill: March 15, 2022
Time of Drill: 8:10 am
Location of Drill: Somerdale Park - Bus Drop Off location in front
Route Number: Holcomb SDP2
Drill Supervised by: Mr. Robert Ford, Vice-Principal

IX. PUBLIC COMMENTS (on any item) SEA Rep had comments.

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.

X. EXECUTIVE SESSION (if necessary)

On a motion made by Mr. Smith and seconded by Dr. Howard the board entered into Executive Session at 7:02 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 **7:41 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.

XI. RETURN TO PUBLIC SESSION

On a motion made by Mr. Smith and seconded by Dr. Howard the board returned to public session at 7:41 pm

Voted on Collective Bargaining Agreement

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

XII. ADJOURNMENT

On a motion made by Dr. Howard and seconded by Mr. Anderson the meeting was adjourned at 7:42 pm

Respectfully Submitted,
David Rouse
Board Secretary

2022 Summer Days Program

(12) teachers and (1) Nurse for Summer Days Program to be paid by ESSER II Grant
 Maximum time: 4 weeks, 4 days per week, 4 hours per day

\$40.00 per hour - to be paid by ESSER II Grant

Lauren Baldyga	
Jana Barbara	
Cristin Butler	
William Fynes (Coach)	
Sharon Gorman	
Gina Horiates	
Nikki Marroletti	
Mary Rose Reeder	
Cindy Reid	
Lisa Rollick	
Kurtis Still	
Tiffany Wells	

\$40.00 per hour - to be paid by ESSER II Grant

Nurse

Mary Dow	

Starting date 7/1/2021 Ending date 2/28/2022 Fund: 10 GENERAL FUND

Assets and Resources

Assets:			
101	Cash in bank		\$2,766,867.67
102 - 106	Cash Equivalents		\$200.00
111	Investments		\$0.00
116	Capital Reserve Account		\$743,678.23
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	(\$30,009.13)	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	(\$7,459.26)	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	(\$37,468.39)
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	(\$5,598,347.12)	\$3,099,057.88
	Total assets and resources		<u>\$6,590,365.19</u>

Starting date 7/1/2021 Ending date 2/28/2022 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		\$50,385.09
	Total liabilities		\$50,385.39

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$2,776,819.97
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	(\$4,741,922.02)	
	Less: Encumbrances	(\$2,722,818.91)	(\$7,464,740.93)
	Total appropriated		\$6,664,545.80
	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		\$6,539,979.80
	Total liabilities and fund equity		<u>\$6,590,365.19</u>

Starting date 7/1/2021 Ending date 2/28/2022 Fund: 10 GENERAL FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$9,551,329.91	\$7,464,740.93	\$2,086,588.98
Revenues	(\$8,697,405.00)	(\$5,598,347.12)	(\$3,099,057.88)
Subtotal	<u>\$853,924.91</u>	<u>\$1,866,393.81</u>	<u>(\$1,012,468.90)</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$1,200.00	\$730,058.25	(\$728,858.25)
Less - Withdrawal from reserve	(\$320,218.00)	(\$320,218.00)	\$0.00
Subtotal	<u>\$534,906.91</u>	<u>\$2,276,234.06</u>	<u>(\$1,741,327.15)</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>\$534,906.91</u>	<u>\$2,276,234.06</u>	<u>(\$1,741,327.15)</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>\$534,906.91</u>	<u>\$2,276,234.06</u>	<u>(\$1,741,327.15)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$534,906.91</u>	<u>\$2,276,234.06</u>	<u>(\$1,741,327.15)</u>

Prepared and submitted by: David Horse
Board Secretary

3/31/22
Date

Starting date 7/1/2021 Ending date 2/28/2022 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	3,375,559	Under	1,549,895
00520	SUBTOTAL – Revenues from State Sources	3,751,036	0	3,751,036	2,221,871	Under	1,529,165
00670	SUBTOTAL – Revenues from Federal Sources	20,915	0	20,915	917	Under	19,998
Total		8,697,405	0	8,697,405	5,598,347		3,099,058
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	2,940,737	5,440	2,946,177	1,665,944	1,040,374	239,860
10300	Total Special Education - Instruction	791,511	0	791,511	421,775	191,676	178,060
11160	Total Basic Skills/Remedial – Instruct.	344,640	0	344,640	118,919	67,677	158,044
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	16,509	24,398	13,172
17600	Total School-Sponsored Athletics – Instr	45,520	0	45,520	4,938	18,491	22,092
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	26,466	110,635	139,408
29680	Total Undistributed Expenditures – Atten	15,192	0	15,192	12,004	2,188	1,000
30620	Total Undistributed Expenditures – Healt	98,040	0	98,040	53,538	35,915	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	35,439	23,293	4,950
42200	Total Undist. Expend. – Child Study Team	298,248	(1,029)	297,219	193,002	103,988	229
43200	Total Undist. Expend. – Improvement of I	154,724	(5,440)	149,284	97,320	45,728	6,236
43620	Total Undist. Expend. – Edu. Media Serv.	107,881	0	107,881	64,093	42,190	1,599
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	215,984	85,931	27,670
46160	Support Serv. - School Admin	109,619	0	109,619	71,839	35,724	2,057
47200	Total Undist. Expend. – Central Services	175,047	0	175,047	102,279	50,120	22,648
47620	Total Undist. Expend. – Admin. Info. Tec	89,270	14,400	103,670	96,777	1,344	5,549
51120	Total Undist. Expend. – Oper. & Maint. O	783,052	1,036	784,098	486,757	195,927	101,414
52480	Total Undist. Expend. – Student Transpor	347,579	(224)	347,355	0	8,230	339,125
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	1,601,591	0	1,601,591	955,092	467,460	179,039
75880	TOTAL EQUIPMENT	187,342	(14,400)	172,942	5,343	2,487	165,112
76260	Total Facilities Acquisition and Constru	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	4,741,922	2,722,819	2,086,589

Starting date 7/1/2021 Ending date 2/28/2022 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	3,338,891	Under	1,573,363
00160	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	36,668		(35,468)
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	1,936,963	Under	1,105,098
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
Total			8,697,405	0	8,697,405	5,598,347		3,099,058
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	147,028	97,957	0
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers	1,194,231	0	1,194,231	705,592	488,639	0
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers	991,616	0	991,616	592,867	398,749	0
02500	11-150-100-101	Salaries of Teachers	1,600	1,000	2,600	5,320	(2,720)	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	116,029	14,764	14,198
03080	11-190-1__-610	General Supplies	190,013	3,716	193,729	79,688	41,413	72,629
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	244,249	162,655	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	100,798	67,198	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	479	33
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	9,914	22,216	0
17020	11-401-100-[3-5]	Purchased Services (300-500 series)	15,839	0	15,839	4,591	2,182	9,066
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	1,938	3,501	22,092
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 2/28/2022 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	12,862	79,478	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	4,376	2,188	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	51,784	34,522	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	34,939	23,293	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	162,032	83,559	0
42020	11-000-219-105 Salaries of Secretarial and Clerical Ass	37,198	0	37,198	24,799	12,399	0
42060	11-000-219-320 Purchased Professional - Educational Ser	10,124	384	10,508	4,185	6,579	(256)
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	(1,413)	2,837	1,142	1,451	245
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	57,615	28,808	0
43040	11-000-221-105 Salaries of Secretarial & Clerical Assis	50,745	0	50,745	33,825	16,920	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	53,239	35,493	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	9,866	6,674	90
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	139,299	66,896	0
45040	11-000-230-331 Legal Services	14,400	0	14,400	7,056	7,344	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 2/28/2022 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	12,298	8,973	9,395
45160	11-000-230-585	BOE Other Purchased Services	740	0	740	78	0	662
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	2,897	0	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	68,511	34,255	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	1,143	1,957
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	92,655	50,020	11,623
47020	11-000-251-330	Purchased Professional Services	4,600	0	4,600	1,575	0	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	160	100	3,700
47500	11-000-252-1__	Salaries	71,375	0	71,375	71,476	(101)	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	26,035	20,047	36,313
48540	11-000-261-610	General Supplies	9,485	0	9,485	2,225	1,065	6,195
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	9,714	3,086	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	3,151	24,885
49200	11-000-262-621	Energy (Natural Gas)	48,180	0	48,180	21,061	27,119	0
49220	11-000-262-622	Energy (Electricity)	78,492	0	78,492	57,891	20,601	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	3,061	621	2,767
50080	11-000-263-8__	Other Objects	8,255	0	8,255	0	2,240	6,015
51020	11-000-266-3__	Purchased Professional and Technical Ser	3,477	0	3,477	885	2,484	109
51080	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 2/28/2022 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	4,230	14,420
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. (Spl. 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	31,296	15,168	1,273
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	405	1,595	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	760,183	359,295	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	5,343	2,487	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
Total			9,550,294	1,036	9,551,330	4,741,922	2,722,819	2,086,589

Starting date 7/1/2021 Ending date 2/28/2022 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

Assets:			
101	Cash in bank		(\$390,841.29)
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	\$214,109.71	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$214,109.71
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	\$415,120.00	
302	Less revenues	(\$47,094.00)	\$368,026.00
Total assets and resources			<u>\$191,294.42</u>

Starting date 7/1/2021 Ending date 2/28/2022 Fund: 20 SPECIAL REVENUE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,758,444.33	\$815,986.66	\$942,457.67
Revenues	(\$415,120.00)	(\$47,094.00)	(\$368,026.00)
Subtotal	<u>\$1,343,324.33</u>	<u>\$768,892.66</u>	<u>\$574,431.67</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>\$768,892.66</u>	<u>\$574,431.67</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>\$768,892.66</u>	<u>\$574,431.67</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>\$768,892.66</u>	<u>\$574,431.67</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,343,324.33</u>	<u>\$768,892.66</u>	<u>\$574,431.67</u>

Prepared and submitted by :

David House

Board Secretary

3/31/22

Date

Starting date 7/1/2021 Ending date 2/28/2022 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	6,304	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
	Total	415,120	0	415,120	47,094		368,026

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	517,008	109,016	626,024	162,764	251,446	211,815
85120	Total Instruction	131,946	0	131,946	79,048	52,798	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	163,371	100,276	708,828
	Total	1,642,078	116,366	1,758,444	411,467	404,519	942,458

Starting date 7/1/2021 Ending date 2/28/2022 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
Total	415,120	0	415,120	47,094		368,026

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	517,008	109,016	626,024	162,764	251,446	211,815
85000 20-218-100-101 Salaries of Teachers	131,746	0	131,746	79,048	52,698	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	12,749	1,103	2,753
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	14,900	84,235
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	68,071	84,273	508,972
Total	1,642,078	116,366	1,758,444	411,467	404,519	942,458

Starting date 7/1/2021 Ending date 2/28/2022 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			<u>\$567,189.73</u>

Starting date 7/1/2021 Ending date 2/28/2022 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
	Total liabilities		\$0.00

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		\$567,189.73
	Total liabilities and fund equity		<u>\$567,189.73</u>

Starting date 7/1/2021 Ending date 2/28/2022 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:



Board Secretary

3/31/22

Date

Starting date 7/1/2021 Ending date 2/28/2022 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
Total	0	931,424	931,424	364,235	0	567,190

Starting date 7/1/2021 Ending date 2/28/2022 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 2/28/2022 Fund: 40 DEBT SERVICE FUNDS

Assets and Resources

Assets:			
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
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	\$225,023.00	
302	Less revenues	(\$94,213.24)	\$130,809.76
Total assets and resources			<u>\$48,957.17</u>

Starting date 7/1/2021 Ending date 2/28/2022 Fund: 40 DEBT SERVICE FUNDS

Liabilities and Fund Equity

Liabilities:				
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
	Total liabilities			\$0.00
Fund Balance:				
Appropriated:				
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)	\$0.00
	Total appropriated			\$48,956.88
Unappropriated:				
770	Fund balance, July 1		\$0.29	
771	Designated fund balance		\$0.00	
303	Budgeted fund balance		\$0.00	
	Total fund balance			\$48,957.17
	Total liabilities and fund equity			<u>\$48,957.17</u>

Starting date 7/1/2021 Ending date 2/28/2022 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 Novak

Board Secretary

3/31/22

Date

Starting date 7/1/2021 Ending date 2/28/2022 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
Total		225,023	0	225,023	94,213		130,810

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

Starting date 7/1/2021 Ending date 2/28/2022 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 2/28/2022 Fund: 60 ENTERPRISE FUND

Assets and Resources

Assets:			
101	Cash in bank		\$143,553.93
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
Accounts Receivable:			
132	Interfund	\$0.00	
141	Intergovernmental - State	(\$3,151.60)	
142	Intergovernmental - Federal	(\$24,446.24)	
143	Intergovernmental - Other	\$216,475.01	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$188,877.17
Loans Receivable:			
131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
Other Current Assets			\$22,842.58
Resources:			
301	Estimated revenues	\$0.00	
302	Less revenues	(\$76,901.07)	(\$76,901.07)
Total assets and resources			<u>\$319,189.63</u>

Starting date 7/1/2021 Ending date 2/28/2022 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
	Total liabilities		\$52,965.92

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$337,840.05
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	(\$69,298.85)	
	Less: Encumbrances	(\$181,822.16)	(\$251,121.01)
	Total appropriated		\$86,719.04
	Unappropriated:		
770	Fund balance, July 1		\$179,504.67
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$266,223.71
	Total liabilities and fund equity		<u>\$319,189.63</u>

Starting date 7/1/2021 Ending date 2/28/2022 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	(\$76,901.07)	\$76,901.07
Subtotal	<u>\$0.00</u>	<u>\$174,219.94</u>	<u>(\$174,219.94)</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>\$174,219.94</u>	<u>(\$174,219.94)</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>\$174,219.94</u>	<u>(\$174,219.94)</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>\$174,219.94</u>	<u>(\$174,219.94)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$174,219.94</u>	<u>(\$174,219.94)</u>

Prepared and submitted by:

David House

Board Secretary

3/31/22

Date

Starting date 7/1/2021 Ending date 2/28/2022 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	76,901		(76,901)
Total		0	0	0	76,901		(76,901)

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	0	0	69,299	181,822	(251,121)
Total		0	0	0	69,299	181,822	(251,121)

Starting date 7/1/2021 Ending date 2/28/2022 Fund: 60 ENTERPRISE FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
		0	0	0	76,901		(76,901)
Total		0	0	0	76,901		(76,901)

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
		0	0	0	69,299	181,822	(251,121)
Total		0	0	0	69,299	181,822	(251,121)

REPORT OF THE TREASURER
TO THE SOMERDALE BOARD OF EDUCATION
As of February 28, 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	2,489,649.02	874,902.24	597,683.59	2,766,867.67
	Capital Reserve - Fund 10	743,621.19	57.04	0.00	743,678.23
2	Special Revenue Fund - Fund 20	(295,770.02)	0.00	95,071.27	(390,841.29)
3	Capital Projects Fund - Fund 30	567,189.73	0.00	0.00	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)	3,422,837.33	874,959.28	692,754.86	3,605,041.75
6	Cafeteria- Fund 60	90,290.67	53,275.26	12.00	143,553.93
7	TRUST AND AGENCY FUNDS (Fund 6X) Payroll	514.34	247,116.71	247,112.61	518.44
8	Payroll Agency	109,541.99	327,535.46	210,936.40	226,141.05
9	Medical Reimbursement	2,091.75	0.16	226.60	1,865.31
10	Student Activities	23,222.77	1,278.89	3,141.25	21,360.41
11	Unemployment	93,943.60	7.21	0.00	93,950.81
12	Park Technology Services	61,173.37	50,798.07	46,175.00	65,796.44
13	After School Care	29,361.66	9,431.12	3,925.73	34,867.05
14	Total Trust & Agency Funds (Lines 7 thru 12)	328,265.61	636,167.62	511,517.59	444,499.51
15	Total All Funds (Lines 5, 6, and 13)	3,841,393.61	1,564,402.16	1,204,284.45	4,193,095.19

Prepared By:

Nancy Strassle

Acting Treasurer, Nancy Strassle

03/24/22

Date

Attachment #1 - Finance Item #1

**SOMERDALE PUBLIC SCHOOLS
GENERAL ACCT RECONCILIATION
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance	\$ 2,430,343.84
Subtract: DT Agency, February	(10,776.72)
Subtract: DT Agency, February	(1,503.87)
SS FICA 2-15-22	(14,190.43)
SS FICA 2-28-22	(13,963.38)
Interest transfer	43.79
Less: Outstanding Checks (see attached listing)	95,779.44
Adjusted Bank Balance	<u><u>\$ 2,294,173.79</u></u>

Balance per Books:

Beginning Balance	\$ 2,112,026.41
Add: Receipts	874,902.24
Less: Disbursements	692,754.86
Ending Book Balance	<u><u>\$ 2,294,173.79</u></u>
Variance	\$ -

SOMERDALE PUBLIC SCHOOLS
GENERAL ACCT
Outstanding Checks
As of February 28, 2022

23519	\$	132.70
24043	\$	250.00
24563	\$	78,566.05
24572	\$	175.00
24587	\$	128.00
24594	\$	1,852.00
24595	\$	1,025.00
24600	\$	61.00
24601	\$	3,250.00
24602	\$	61.00
24603	\$	311.70
24605	\$	61.00
24606	\$	1,685.76
24607	\$	4,227.11
24608	\$	1,389.98
24609	\$	73.00
24610	\$	579.76
24611	\$	61.00
24612	\$	78.38
24613	\$	61.00
24614	\$	1,750.00

Total \$ 95,779.44

\$ 95,779.44

**SOMERDALE PUBLIC SCHOOLS
CAPITAL RESERVE ACCT RECONCILIATION
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance	\$ 743,678.23
Add: Deposits in Transit	-
Less: Outstanding Checks	-

Adjusted Bank Balance \$ 743,678.23

Balance per Books:

Beginning Book Balance	\$ 743,621.19
Add: Receipts	57.04
Less: Disbursements	-

Ending Book Balance \$ 743,678.23

Variance \$ -

**SOMERDALE PUBLIC SCHOOLS
BOND ACCOUNT
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance	\$ 570,838.32
Add: Deposits in Transit	-
Less: Outstanding Checks	\$ 3,604.80
Bond interest transfer	43.79

Adjusted Bank Balance \$ 567,189.73

Balance per Books:

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

Variance \$ -

1046	\$	<u>3,604.80</u>
	\$	3,604.80

**SOMERDALE PUBLIC SCHOOLS
LUNCH ACCOUNT
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance		\$ 143,599.78
Add: Deposits in Transit		-
Less: Outstanding Checks	see attached listing	45.85

Adjusted Bank Balance		<u>\$ 143,553.93</u>
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Balance per Books:

Beginning Book Balance		\$ 90,290.67
Add: Receipts		\$ 53,275.26
Less: Disbursements		\$ 12.00

Ending Book Balance		<u>\$ 143,553.93</u>
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Variance		\$ -
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1590	\$	6.00
1591	\$	3.25
1592	\$	5.35
1600	\$	8.15
1601	\$	19.75
1605	\$	3.35
	<u>\$</u>	<u>45.85</u>

**SOMERDALE PUBLIC SCHOOLS
PAYROLL ACCT RECONCILIATION
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance	\$	518.44
Add: Deposits in Transit		-
Less: Outstanding Checks		-

Adjusted Bank Balance \$ 518.44

Balance per Books:

Beginning Book Balance	\$	514.34
Add: Receipts		247,116.71
Less: Disbursements		247,112.61

Ending Book Balance \$ 518.44

Variance \$ 0.00

**SOMERDALE PUBLIC SCHOOLS
AGENCY ACCT RECONCILIATION
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance	\$	112,039.70
Add: Deposits in Transit		130,372.07
Deposit Date 1/14/2022		24,967.15
Deposit Date 1/28/2022		15,467.25
Less: Outstanding Checks	see attached listing	56,705.12

Adjusted Bank Balance \$ 226,141.05

Balance per Books:

Beginning Book Balance	\$	109,541.99
Add: Receipts		327,535.46
Less: Disbursements		210,936.40

Ending Book Balance \$ 226,141.05

Variance \$ -

	Check #	Amount
	1607	\$ 260.06
	1608	\$ 624.07
	1609	\$ 1,169.63
	1610	\$ 7,458.68
	1611	\$ 812.64
	1612	\$ 5,161.17
EFT	ommonwealt	\$ 208.76
	TPAF	\$39,049.50
	DCRP	\$ 190.97
	PERS	\$ 1,769.64
	City/Phila	\$ -
		<u>\$56,705.12</u>

SOMERDALE PUBLIC SCHOOLS
FSA MEDICAL ACCOUNT
As of February 28, 2022

Balance per Bank:

Ending Bank Balance	\$ 1,865.31
Add: Deposits in Transit	-
Less: Credits in Transit (interest)	-

Adjusted Bank Balance \$ 1,865.31

Balance per Books:

Beginning Book Balance	\$ 2,091.75
Add: Receipts	0.16
Less: Disbursements	226.60

Ending Book Balance \$ 1,865.31

Variance \$ -

**SOMERDALE PUBLIC SCHOOLS
STUDENT ACTIVITIES
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance		\$ 22,496.91
Add: Deposits in Transit		-
Less: Outstanding Checks	see attached list	1,136.50

Adjusted Bank Balance \$ 21,360.41

Balance per Books:

Beginning Book Balance		\$ 23,222.77
Add: Receipts		1,278.89
Less: Disbursements		3,141.25

Ending Book Balance \$ 21,360.41

Variance \$ -

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
3341	\$	406.25
3342	\$	85.00
3343	\$	200.00
		<u>\$1,136.50</u>

**SOMERDALE PUBLIC SCHOOLS
UNEMPLOYMENT ACCOUNT
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance	\$ 93,950.81
Add: Deposits in Transit	-
Less: Outstanding Checks	-
Adjusted Bank Balance	<u>\$ 93,950.81</u>

Balance per Books:

Beginning Book Balance	\$ 93,943.60
Add: Receipts	7.21
Less: Disbursements	-
Ending Book Balance	<u>\$ 93,950.81</u>
Variance	\$ -

**SOMERDALE PUBLIC SCHOOLS
PARK TECHNOLOGY SERVICES ACCOUNT
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance	\$ 65,796.44
Add: Deposits in Transit	-
Less: Outstanding Checks	-

Adjusted Bank Balance	<u>\$ 65,796.44</u>
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Balance per Books:

Beginning Balance	\$ 61,173.37
Add: Receipts	50,798.07
Less: Disbursements	46,175.00

Ending Book Balance	<u>\$ 65,796.44</u>
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\$ -

**SOMERDALE PUBLIC SCHOOLS
AFTER SCHOOL CARE
As of February 28, 2022**

Balance per Bank:

Ending Bank Balance \$ 34,867.05

Add: Deposits in Transit -

Less: Outstanding Checks -

Adjusted Bank Balance \$ 34,867.05

Balance per Books:

Beginning Balance \$ 29,361.66

Add: Receipts 9,431.12

Less: Disbursements 3,925.73

Ending Book Balance \$ 34,867.05

\$ -

Budget Fund 11

11-000-211-105-00-0-0	ATTENDANCE/SOCIALWORK CLERICAL	\$273.51
CK# A08338	03/15/22	\$273.51 PAY SOMERDALE BOE PAYROLL
200000	\$273.51	07/01/21 Payroll 2021 - 2022
11-000-213-104-00-0-0	SALARY SCHOOL NURSES	\$4,315.30
CK# A08338	03/15/22	\$4,315.30 PAY SOMERDALE BOE PAYROLL
200000	\$4,315.30	07/01/21 Payroll 2021 - 2022
11-000-217-110-00-0-0	EXTRAORDIANRY SERVICE STIPENDS	\$688.75
CK# A08338	03/15/22	\$688.75 PAY SOMERDALE BOE PAYROLL
200000	\$688.75	07/01/21 Payroll 2021 - 2022
11-000-218-104-00-0-0	GUIDANCE SUPPORT STAFF	\$2,911.60
CK# A08338	03/15/22	\$2,911.60 PAY SOMERDALE BOE PAYROLL
200000	\$2,911.60	07/01/21 Payroll 2021 - 2022
11-000-219-104-00-0-0	CST SALARIES	\$12,156.43
CK# A08338	03/15/22	\$12,156.43 PAY SOMERDALE BOE PAYROLL
200000	\$12,156.43	07/01/21 Payroll 2021 - 2022
11-000-219-105-00-0-0	CST SUPPORT STAFF	\$1,549.91
CK# A08338	03/15/22	\$1,549.91 PAY SOMERDALE BOE PAYROLL
200000	\$1,549.91	07/01/21 Payroll 2021 - 2022
11-000-221-102-00-0-0	CURRICULUM-SUPERVISOR	\$3,600.96
CK# A08338	03/15/22	\$3,600.96 PAY SOMERDALE BOE PAYROLL
200000	\$3,600.96	07/01/21 Payroll 2021 - 2022
11-000-221-105-00-0-0	CURRICULUM SECRETARY SALARY	\$2,114.04
CK# A08338	03/15/22	\$2,114.04 PAY SOMERDALE BOE PAYROLL
200000	\$2,114.04	07/01/21 Payroll 2021 - 2022
11-000-222-104-00-0-0	LIBRARIAN/MEDIA CENTER SALARY	\$4,436.60
CK# A08338	03/15/22	\$4,436.60 PAY SOMERDALE BOE PAYROLL
200000	\$4,436.60	07/01/21 Payroll 2021 - 2022
11-000-230-100-00-0-0	ADMIN-SUPERINTENDENT	\$6,050.82
CK# A08338	03/15/22	\$6,050.82 PAY SOMERDALE BOE PAYROLL
200000	\$6,050.82	07/01/21 Payroll 2021 - 2022
11-000-230-105-00-0-0	ADMIN-SUPPORT STAFF	\$2,655.38
CK# A08338	03/15/22	\$2,655.38 PAY SOMERDALE BOE PAYROLL
200000	\$2,655.38	07/01/21 Payroll 2021 - 2022
11-000-230-530-00-0-0	COMMUNICATIONS/TELEPHONE	\$60.00
CK# A08338	03/15/22	\$60.00 PAY SOMERDALE BOE PAYROLL
200002	\$60.00	07/01/21 Phone
11-000-240-103-00-0-0	SALARIES OF PRINCIPALS & VP	\$4,281.91
CK# A08338	03/15/22	\$4,281.91 PAY SOMERDALE BOE PAYROLL
200000	\$4,281.91	07/01/21 Payroll 2021 - 2022

Budget Fund 11

11-000-251-104-00-0-0	CENTRAL SERVICES-SBA	\$3,967.50
CK# A08338	03/15/22 \$3,967.50 PAY SOMERDALE BOE PAYROLL	
200000	\$3,967.50 07/01/21 Payroll 2021 - 2022	
11-000-251-105-00-0-0	CENTRAL SERVICES SUPPORT STAFF	\$4,004.32
CK# A08338	03/15/22 \$4,004.32 PAY SOMERDALE BOE PAYROLL	
200000	\$4,004.32 07/01/21 Payroll 2021 - 2022	
11-000-252-104-00-0-0	INFORMATION TECHNOLOGY SALARY	\$4,467.25
CK# A08338	03/15/22 \$4,467.25 PAY SOMERDALE BOE PAYROLL	
200000	\$4,467.25 07/01/21 Payroll 2021 - 2022	
11-110-100-101-00-0-0	KINDERGARTEN TEACHER SALARIES	\$12,249.25
CK# A08338	03/15/22 \$12,249.25 PAY SOMERDALE BOE PAYROLL	
200000	\$12,249.25 07/01/21 Payroll 2021 - 2022	
11-120-100-101-00-0-0	1-5 GRADE TEACHER SALARIES	\$12,111.00
CK# A08338	03/15/22 \$12,111.00 PAY SOMERDALE BOE PAYROLL	
200000	\$12,111.00 07/01/21 Payroll 2021 - 2022	
11-120-100-101-01-0-0	1ST GRADE TEACHER SALARIES	\$11,063.50
CK# A08338	03/15/22 \$11,063.50 PAY SOMERDALE BOE PAYROLL	
200000	\$11,063.50 07/01/21 Payroll 2021 - 2022	
11-120-100-101-02-0-0	2ND GRADE TEACHER SALARIES	\$3,355.70
CK# A08338	03/15/22 \$3,355.70 PAY SOMERDALE BOE PAYROLL	
200000	\$3,355.70 07/01/21 Payroll 2021 - 2022	
11-120-100-101-03-0-0	3RD GRADE TEACHER SALARIES	\$11,159.85
CK# A08338	03/15/22 \$11,159.85 PAY SOMERDALE BOE PAYROLL	
200000	\$11,159.85 07/01/21 Payroll 2021 - 2022	
11-120-100-101-04-0-0	4TH GRADE TEACHER SALARIES	\$8,044.80
CK# A08338	03/15/22 \$8,044.80 PAY SOMERDALE BOE PAYROLL	
200000	\$8,044.80 07/01/21 Payroll 2021 - 2022	
11-120-100-101-05-0-0	5TH GRADE TEACHER SALARIES	\$9,383.50
CK# A08338	03/15/22 \$9,383.50 PAY SOMERDALE BOE PAYROLL	
200000	\$9,383.50 07/01/21 Payroll 2021 - 2022	
11-130-100-101-00-0-0	6-8 GRADE TEACHER SALARIES	\$12,444.40
CK# A08338	03/15/22 \$12,444.40 PAY SOMERDALE BOE PAYROLL	
200000	\$12,444.40 07/01/21 Payroll 2021 - 2022	
11-130-100-101-10-0-0	MATH TEACHERS SALARIES	\$10,879.65
CK# A08338	03/15/22 \$10,879.65 PAY SOMERDALE BOE PAYROLL	
200000	\$10,879.65 07/01/21 Payroll 2021 - 2022	
11-130-100-101-15-0-0	LANG ARTS TEACHERS SALARIES	\$11,609.75
CK# A08338	03/15/22 \$11,609.75 PAY SOMERDALE BOE PAYROLL	
200000	\$11,609.75 07/01/21 Payroll 2021 - 2022	

Start date 3/15/2022 End date 3/15/2022

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Budget Fund 11

11-130-100-101-20-0-0	SCIENCE TEACHERS SALARIES	\$7,254.80
CK# A08338	03/15/22 \$7,254.80 PAY SOMERDALE BOE PAYROLL	
200000	\$7,254.80 07/01/21 Payroll 2021 - 2022	
11-130-100-101-25-0-0	SOC STUDIES TEACHERS SALARIES	\$5,840.55
CK# A08338	03/15/22 \$5,840.55 PAY SOMERDALE BOE PAYROLL	
200000	\$5,840.55 07/01/21 Payroll 2021 - 2022	
11-213-100-101-00-0-0	SPEC ED-RESOURCE ROOM	\$20,345.20
CK# A08338	03/15/22 \$20,345.20 PAY SOMERDALE BOE PAYROLL	
200000	\$20,345.20 07/01/21 Payroll 2021 - 2022	
11-230-100-101-00-0-0	BASIC SKILLS TEACHERS SALARIES	\$8,399.80
CK# A08338	03/15/22 \$8,399.80 PAY SOMERDALE BOE PAYROLL	
200000	\$8,399.80 07/01/21 Payroll 2021 - 2022	
11-401-100-100-00-0-0	CO-CURRICULAR ACTIVITES SALARY	\$1,387.00
CK# A08338	03/15/22 \$1,387.00 PAY SOMERDALE BOE PAYROLL	
200000	\$1,387.00 07/01/21 Payroll 2021 - 2022	
	Total for this fund	\$203,063.03

Start date 3/15/2022 End date 3/15/2022

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Budget Fund 20

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

CK# A08338 03/15/22 \$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. \$308.00

CK# A08338 03/15/22 \$308.00 PAY SOMERDALE BOE PAYROLL
200000 \$308.00 07/01/21 Payroll 2021 - 2022

Total for this fund \$6,895.30

Total for Report \$209,958.33

Start date 3/31/2022 End date 3/31/2022

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Budget Fund 11

11-000-211-105-00-0-0	ATTENDANCE/SOCIALWORK CLERICAL	\$273.51
CK# A08339	03/31/22	\$273.51 PAY SOMERDALE BOE PAYROLL
200000	\$273.51	07/01/21 Payroll 2021 - 2022
11-000-213-104-00-0-0	SALARY SCHOOL NURSES	\$4,315.30
CK# A08339	03/31/22	\$4,315.30 PAY SOMERDALE BOE PAYROLL
200000	\$4,315.30	07/01/21 Payroll 2021 - 2022
11-000-218-104-00-0-0	GUIDANCE SUPPORT STAFF	\$2,911.60
CK# A08339	03/31/22	\$2,911.60 PAY SOMERDALE BOE PAYROLL
200000	\$2,911.60	07/01/21 Payroll 2021 - 2022
11-000-219-104-00-0-0	CST SALARIES	\$12,156.43
CK# A08339	03/31/22	\$12,156.43 PAY SOMERDALE BOE PAYROLL
200000	\$12,156.43	07/01/21 Payroll 2021 - 2022
11-000-219-105-00-0-0	CST SUPPORT STAFF	\$1,549.91
CK# A08339	03/31/22	\$1,549.91 PAY SOMERDALE BOE PAYROLL
200000	\$1,549.91	07/01/21 Payroll 2021 - 2022
11-000-221-102-00-0-0	CURRICULUM-SUPERVISOR	\$3,600.96
CK# A08339	03/31/22	\$3,600.96 PAY SOMERDALE BOE PAYROLL
200000	\$3,600.96	07/01/21 Payroll 2021 - 2022
11-000-221-105-00-0-0	CURRICULUM SECRETARY SALARY	\$2,114.04
CK# A08339	03/31/22	\$2,114.04 PAY SOMERDALE BOE PAYROLL
200000	\$2,114.04	07/01/21 Payroll 2021 - 2022
11-000-222-104-00-0-0	LIBRARIAN/MEDIA CENTER SALARY	\$4,436.60
CK# A08339	03/31/22	\$4,436.60 PAY SOMERDALE BOE PAYROLL
200000	\$4,436.60	07/01/21 Payroll 2021 - 2022
11-000-230-100-00-0-0	ADMIN-SUPERINTENDENT	\$6,050.82
CK# A08339	03/31/22	\$6,050.82 PAY SOMERDALE BOE PAYROLL
200000	\$6,050.82	07/01/21 Payroll 2021 - 2022
11-000-230-105-00-0-0	ADMIN-SUPPORT STAFF	\$2,655.38
CK# A08339	03/31/22	\$2,655.38 PAY SOMERDALE BOE PAYROLL
200000	\$2,655.38	07/01/21 Payroll 2021 - 2022
11-000-230-530-00-0-0	COMMUNICATIONS/TELEPHONE	\$60.00
CK# A08339	03/31/22	\$60.00 PAY SOMERDALE BOE PAYROLL
200002	\$60.00	07/01/21 Phone
11-000-240-103-00-0-0	SALARIES OF PRINCIPALS & VP	\$4,281.91
CK# A08339	03/31/22	\$4,281.91 PAY SOMERDALE BOE PAYROLL
200000	\$4,281.91	07/01/21 Payroll 2021 - 2022
11-000-251-104-00-0-0	CENTRAL SERVICES-SBA	\$3,967.50
CK# A08339	03/31/22	\$3,967.50 PAY SOMERDALE BOE PAYROLL
200000	\$3,967.50	07/01/21 Payroll 2021 - 2022

Start date 3/31/2022 End date 3/31/2022

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Budget Fund 11

11-000-251-105-00-0-0	CENTRAL SERVICES SUPPORT STAFF	\$4,459.87
CK# A08339	03/31/22 \$4,459.87 PAY SOMERDALE BOE PAYROLL	
200000	\$4,459.87 07/01/21 Payroll 2021 - 2022	
11-000-252-104-00-0-0	INFORMATION TECHNOLOGY SALARY	\$4,467.25
CK# A08339	03/31/22 \$4,467.25 PAY SOMERDALE BOE PAYROLL	
200000	\$4,467.25 07/01/21 Payroll 2021 - 2022	
11-110-100-101-00-0-0	KINDERGARTEN TEACHER SALARIES	\$12,249.25
CK# A08339	03/31/22 \$12,249.25 PAY SOMERDALE BOE PAYROLL	
200000	\$12,249.25 07/01/21 Payroll 2021 - 2022	
11-120-100-101-00-0-0	1-5 GRADE TEACHER SALARIES	\$12,111.00
CK# A08339	03/31/22 \$12,111.00 PAY SOMERDALE BOE PAYROLL	
200000	\$12,111.00 07/01/21 Payroll 2021 - 2022	
11-120-100-101-01-0-0	1ST GRADE TEACHER SALARIES	\$11,063.50
CK# A08339	03/31/22 \$11,063.50 PAY SOMERDALE BOE PAYROLL	
200000	\$11,063.50 07/01/21 Payroll 2021 - 2022	
11-120-100-101-02-0-0	2ND GRADE TEACHER SALARIES	\$3,355.70
CK# A08339	03/31/22 \$3,355.70 PAY SOMERDALE BOE PAYROLL	
200000	\$3,355.70 07/01/21 Payroll 2021 - 2022	
11-120-100-101-03-0-0	3RD GRADE TEACHER SALARIES	\$11,159.85
CK# A08339	03/31/22 \$11,159.85 PAY SOMERDALE BOE PAYROLL	
200000	\$11,159.85 07/01/21 Payroll 2021 - 2022	
11-120-100-101-04-0-0	4TH GRADE TEACHER SALARIES	\$8,044.80
CK# A08339	03/31/22 \$8,044.80 PAY SOMERDALE BOE PAYROLL	
200000	\$8,044.80 07/01/21 Payroll 2021 - 2022	
11-120-100-101-05-0-0	5TH GRADE TEACHER SALARIES	\$9,383.50
CK# A08339	03/31/22 \$9,383.50 PAY SOMERDALE BOE PAYROLL	
200000	\$9,383.50 07/01/21 Payroll 2021 - 2022	
11-130-100-101-00-0-0	6-8 GRADE TEACHER SALARIES	\$12,444.40
CK# A08339	03/31/22 \$12,444.40 PAY SOMERDALE BOE PAYROLL	
200000	\$12,444.40 07/01/21 Payroll 2021 - 2022	
11-130-100-101-10-0-0	MATH TEACHERS SALARIES	\$10,879.65
CK# A08339	03/31/22 \$10,879.65 PAY SOMERDALE BOE PAYROLL	
200000	\$10,879.65 07/01/21 Payroll 2021 - 2022	
11-130-100-101-15-0-0	LANG ARTS TEACHERS SALARIES	\$11,609.75
CK# A08339	03/31/22 \$11,609.75 PAY SOMERDALE BOE PAYROLL	
200000	\$11,609.75 07/01/21 Payroll 2021 - 2022	
11-130-100-101-20-0-0	SCIENCE TEACHERS SALARIES	\$7,254.80
CK# A08339	03/31/22 \$7,254.80 PAY SOMERDALE BOE PAYROLL	
200000	\$7,254.80 07/01/21 Payroll 2021 - 2022	

Start date 3/31/2022 End date 3/31/2022

03/31/22 08:39

Budget Fund 11

11-130-100-101-25-0-0	SOC STUDIES TEACHERS SALARIES	\$5,840.55
CK# A08339	03/31/22 \$5,840.55 PAY SOMERDALE BOE PAYROLL	
200000	\$5,840.55 07/01/21 Payroll 2021 - 2022	
11-150-100-101-00-0-0	REG ED HOME INSTR SALARIES	\$200.00
CK# A08339	03/31/22 \$200.00 PAY SOMERDALE BOE PAYROLL	
200000	\$200.00 07/01/21 Payroll 2021 - 2022	
11-213-100-101-00-0-0	SPEC ED-RESOURCE ROOM	\$20,345.20
CK# A08339	03/31/22 \$20,345.20 PAY SOMERDALE BOE PAYROLL	
200000	\$20,345.20 07/01/21 Payroll 2021 - 2022	
11-230-100-101-00-0-0	BASIC SKILLS TEACHERS SALARIES	\$8,399.80
CK# A08339	03/31/22 \$8,399.80 PAY SOMERDALE BOE PAYROLL	
200000	\$8,399.80 07/01/21 Payroll 2021 - 2022	
11-401-100-100-00-0-0	CO-CURRICULAR ACTIVITES SALARY	\$351.50
CK# A08339	03/31/22 \$351.50 PAY SOMERDALE BOE PAYROLL	
200000	\$351.50 07/01/21 Payroll 2021 - 2022	
	Total for this fund	\$201,994.33

Start date 3/31/2022 End date 3/31/2022

03/31/22 08:39

Budget Fund 20

20-218-100-101-00-0-0	PRESCHOOL SALARIES					\$6,587.30
CK# A08339	03/31/22	\$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.					\$190.00
CK# A08339	03/31/22	\$190.00	PAY	SOMERDALE BOE PAYROLL		
200000		\$190.00	07/01/21	Payroll 2021 - 2022		
				Total for this fund		\$6,777.30
				Total for Report		\$208,771.63

3/11/2022

Starting date 3/11/2022

Ending date 3/11/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024635	03/11/22		1304	B SAFE, INC		326.50
024636	03/11/22 ✓		1587	BARTON SUPPLY		202.25
024637	03/11/22		E154	Bilingual Child Study Team;The		6,600.00
024638	03/11/22		1037	BLAST TO THE PAST INC		425.00
024639	03/11/22		1048	BUREAU OF EDUCATION RESEARCH		558.00
024640	03/11/22		1460	BURTON, MICHELE		22.34
024641	03/11/22		1058	CAROLINA BIOLOGICAL SUPPLY CO		1,045.66
024642	03/11/22		B366	ExploreLearning, LLC		3,461.67
024643	03/11/22		2158	FOUNDATION FOR EDUCATIONAL ADMINISTRATI		75.00
024644	03/11/22		1140	GCSSSD		17,360.00
024645	03/11/22		L298	General Healthcare Resources, LLC		2,318.00
024646	03/11/22		E031	Global Industrial		2,486.80
024647	03/11/22		1982	MACGILL DISCOUNT SCHOOL NURSE SUPPLY		583.17
024648	03/11/22		0070	Municipal Capital		2,938.00
024649	03/11/22		B177	Pease;Mark		289.56
024650	03/11/22		O821	Penn Jersey Paper Co		527.90
024651	03/11/22		2263	PRESENTATION SYSTEMS		1,958.99
024652	03/11/22		1307	REALLY GOOD STUFF		99.12
024653	03/11/22		0176	Root 24 Inc.		458.85
024654	03/11/22		1332	SCHOLASTIC		52.36
024655	03/11/22		1333	SCHOLASTIC MAGAZINES		208.78
024656	03/11/22		1336	School Specialty, LLC		99.60
024657	03/11/22		1123	W.B. MASON		4,364.96
024658	03/11/22		V623	WILLIAM FYNES		2,500.00
024659	03/11/22		1414	WILSON LANGUAGE TRAINING		4,641.95

Starting date 3/18/2022

Ending date 3/18/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024660	03/18/22		1560	Albanese;George		61.00
024661	03/18/22		1619	CDW		149,857.60
024662	03/18/22		1088	COOK HARRY		134.00
024663	03/18/22		V836	Foundation for Educational Administratio		125.00
024664	03/18/22		J117	Mackin Educational Resources		1,473.70
024665	03/18/22		1745	REAGLE; PAUL		73.00
024666	03/18/22		1307	REALLY GOOD STUFF		563.26
024667	03/18/22		0176	Root 24 Inc.		458.85
024668	03/18/22		P604	Social Studies School Service		213.62
024669	03/18/22		1405	VHR RENTAL & SUPPLY		325.75
024670	03/18/22		2276	Xtel Communications		665.52

Starting date 3/18/2022

Ending date 3/18/2022

Fund Totals

11	GENERAL CURRENT EXPENSE	\$4,186.54
20	SPECIAL REVENUE FUNDS	\$149,764.76
	Total for all checks listed	\$153,951.30

Prepared and submitted by: _____

CC

Board Secretary

3/18/2022

Date

Starting date 4/6/2022 Ending date 4/6/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024671	04/06/22		2127	AED SUPERSTORE		658.61
024672	04/06/22		H010	Amazing Transformations, LLC		5,985.00
024673	04/06/22		1017	AMERIHEALTH INSURANCE CO OF NJ		159,339.52
024674	04/06/22		1439	APPLE COMPUTER, INC.		10,575.55
024675	04/06/22		1304	B SAFE, INC		364.00
024676	04/06/22		1462	BLACK HORSE MUSIC		1,431.50
024677	04/06/22		1355	BOROUGH OF SOMERDALE		107,008.33
024678	04/06/22		1048	BUREAU OF EDUCATION RESEARCH		279.00
024679	04/06/22		N557	Burns;Stephen		337.50
024680	✓ 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024681 Stub	
024681	04/06/22		1066	CCECSC (CC EDUC SERV COMMIS)		98,905.87
024682	04/06/22		1103	DELTA DENTAL		3,604.08
024683	✓ 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024685 Stub	
024684	✓ 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024685 Stub	
024685	04/06/22		G055	ESS Northeast, LLC		117,493.13
024686	04/06/22		0108	Fibertech Networks, LLC		4,558.00
024687	✓ 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024688 Stub	
024688	04/06/22		L298	General Healthcare Resources, LLC		27,265.00
024689	04/06/22		0156	Gopher Sport		1,022.48
024690	04/06/22		2254	KDI, INC,		66.36
024691	04/06/22		1433	LAKESHORE		533.38
024692	04/06/22		0070	Municipal Capital		1,469.00
024693	04/06/22		E899	National Educational Music Co., Ltd		265.00
024694	04/06/22		2259	NCS Pearson, Inc.		90.00
024695	04/06/22		1944	NJ SCHOOL JOBS.COM		150.00
024696	04/06/22		1259	NJASBO (NJ ASSOC.SCH. BUS.OFF)		925.00
024697	04/06/22		1786	PERMA-BOUND BOOKS		1,375.53
024698	04/06/22		V526	Pine Hill Board of Education		2,150.00
024699	04/06/22		J812	RAMM Envrionmental Services, INC		500.00
024700	04/06/22		1964	RESENL; MICHAEL		122.00
024701	04/06/22		P231	Rise Vision Inc.		108.90
024702	✓ 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024704 Stub	
024703	✓ 04/06/22	04/06/22		00.0 \$ Multi Stub Void	#024704 Stub	
024704	04/06/22		1336	School Specialty, LLC		7,529.07
024705	04/06/22		1359	SOUTH JERSEY GAS CO.		6,523.70
024706	04/06/22		1378	TAB SHREDDING INC.		90.00
024707	04/06/22		L558	Teacher Synergy, LLC		367.81
024708	04/06/22		1405	VHR RENTAL & SUPPLY		390.32
024709	04/06/22		1123	W.B. MASON		39.50

Starting date 4/6/2022

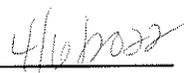
Ending date 4/6/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
024710	04/06/22		1495	WADE, LONG, WOOD, & LONG LLC		1,582.00
024711	04/06/22		1414	WILSON LANGUAGE TRAINING		77.28

Fund Totals

11	GENERAL CURRENT EXPENSE	\$550,812.29
20	SPECIAL REVENUE FUNDS	\$12,235.24
60	ENTERPRISE FUND	\$134.89
	Total for all checks listed	\$563,182.42

Prepared and submitted by: 
Board Secretary


Date

BOARD OF EDUCATION OF THE
BOROUGH OF SOMERDALE SCHOOL DISTRICT
SUMMARY OF AUDIT REPORT

The following is a summary of the audit for the fiscal year July 1, 2020 to June 30, 2021, as required by N.J.S.A. 18A:23-4 and 5.

BOROUGH OF SOMERDALE SCHOOL DISTRICT
Governmental Funds
Balance Sheet
June 30, 2021

	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Total Governmental Funds
ASSETS:					
Cash and Cash Equivalents	\$ 2,343,315.02	\$ 17,437.36	\$ 931,424.23	\$ 0.29	\$ 3,292,176.90
Receivables, net:					
Interfund Receivable:					
Special Revenue Fund	29,402.00				29,402.00
Proprietary Fund	9,500.00				9,500.00
Receivables from Other Governments	23,395.17	614,686.00			638,081.17
Prepaid Expenses	13,619.98				13,619.98
Total Assets	\$ 2,419,232.17	\$ 632,123.36	\$ 931,424.23	\$ 0.29	\$ 3,982,780.05
LIABILITIES AND FUND BALANCES:					
Liabilities:					
Interfund Payable		\$ 29,402.00			\$ 29,402.00
Accounts Payable	\$ 7,387.65	7,498.55			14,886.20
Payable to Federal Government		9,273.99			9,273.99
Payroll Deductions and Withholdings Payable	60,861.95				60,861.95
Unemployment Compensation Claims Payable	40,024.31				40,024.31
Unearned Revenue		540,356.37			540,356.37
Total Liabilities	108,273.91	586,530.91	\$ -	\$ -	694,804.82
Fund Balances:					
Nonspendable:					
Prepaid Expenses	13,619.98				13,619.98
Restricted:					
Capital Reserve	1,424,018.31				1,424,018.31
Capital Projects			931,424.23		931,424.23
Debt Service				0.29	0.29
Student Activities		17,437.36			17,437.36
Preschool Education Aid		28,155.09			28,155.09
Reserve for Excess Surplus (2019-20) - Designated for Subsequent Year's Expenditures	517,910.77				517,910.77
Unemployment Compensation	51,035.75				51,035.75
Assigned:					
Encumbrances	1,293.51				1,293.51
Designated for Subsequent Year's Expenditures	14,960.23				14,960.23
Unassigned	288,119.71				288,119.71
Total Fund Balances	2,310,958.26	45,592.45	931,424.23	0.29	3,287,975.23
Total Liabilities and Fund Balances	\$ 2,419,232.17	\$ 632,123.36	\$ 931,424.23	\$ 0.29	

Amounts reported for *governmental activities* in the Statement of Net Position (A-1) are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. The cost of the assets is \$11,399,779.40 and the accumulated depreciation is \$4,293,515.77.	7,106,263.63
Accrued interest payable is not due and payable in the current period and therefore is not reported as liabilities in the funds.	(38,449.88)
Net Pension Liability	(640,549.00)
Accounts payable related to the April 1, 2022 required PERS pension contribution that is not to be liquidated with current financial resources	(46,784.00)
Deferred Outflows of Resources - Related to Pensions	203,196.00
Deferred Inflows of Resources - Related to Pensions	(339,265.00)
Long-term liabilities, including bonds and leases payable and compensated absences, are not due and payable in the current period and therefore are not reported as liabilities in the funds.	(3,310,953.38)
Net position of governmental activities.	<u>\$ 6,221,433.60</u>

BOROUGH OF SOMERDALE SCHOOL DISTRICT

Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Fiscal Year Ended June 30, 2021

	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Total Governmental Funds
REVENUES:					
Local Sources	\$ 4,815,935.00			\$ 153,141.00	\$ 4,969,076.00
Tuition Charges	45,633.12				45,633.12
Other Restricted Miscellaneous Revenues	133.10	\$ 16,178.10			16,311.20
Unrestricted Miscellaneous Revenues	23,330.26				23,330.26
State Sources	5,085,366.10	102,094.40		71,016.00	5,258,476.50
Federal Sources		532,233.13			532,233.13
Total Revenues	9,970,397.58	650,505.63	\$ -	224,157.00	10,845,060.21
EXPENDITURES:					
Current:					
Regular Instruction	2,642,969.35	512,688.14			3,155,657.49
Special Education Instruction	677,296.32				677,296.32
Other Special Instruction	289,807.52				289,807.52
Undistributed Expenditures:					
Tuition	166,401.39				166,401.39
Student and Instruction Related Services	778,660.79				778,660.79
School Administrative Services	719,911.90	133,243.21			853,155.11
Plant Operations and Maintenance	702,107.24	2,880.00			704,987.24
Pupil Transportation	43,854.35	19,728.91			63,583.26
Unallocated Benefits	1,364,141.75				1,364,141.75
Reimbursed TPAF and Social Security	1,646,770.50				1,646,770.50
Debt Service:					
Interest				104,157.52	104,157.52
Redemption of Principal				120,000.00	120,000.00
Assessment for Debt Service on SDA Funding	6,081.00				6,081.00
Capital Outlay	707,025.92		665,084.26		1,372,110.18
Transfer to Charter School	1,496.30				1,496.30
Total Expenditures	9,746,524.33	668,540.26	665,084.26	224,157.52	11,304,306.37
Excess (Deficiency) of Revenues over Expenditures	223,873.25	(18,034.63)	(665,084.26)	(0.52)	(459,246.16)

(Continued)

BOROUGH OF SOMERDALE SCHOOL DISTRICT

Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Fiscal Year Ended June 30, 2021

	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Total Governmental Funds
OTHER FINANCING SOURCES (USES):					
Transfer from General Fund	\$ (51,297.00)	\$ 51,297.00			
Total Other Financing Sources and Uses	(51,297.00)	51,297.00	-	-	\$ -
Net Change in Fund Balances	172,576.25	33,262.37	(665,084.26)	(0.52)	(459,246.16)
Fund Balance -- July 1	2,087,479.36	(8,206.40)	1,596,508.49	0.81	3,675,782.26
Prior Period Adjustments	50,902.65	20,536.48	-	-	71,439.13
Fund Balance, July 1, Restated	2,138,382.01	12,330.08	1,596,508.49	0.81	3,747,221.39
Fund Balance, June 30	\$ 2,310,958.26	\$ 45,592.45	\$ 931,424.23	\$ 0.29	\$ 3,287,975.23

BOROUGH OF SOMERDALE SCHOOL DISTRICT

AUDIT RECOMMENDATIONS SUMMARY
For the Fiscal Year Ended June 30, 2021

Recommendations:

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

None

3. School Purchasing Programs

None

4. School Food Service

That the School District develop a plan to reduce the food service fund's net cash resources below its three month average expenditures as required by CFR Section 210.14 Resource Management (b) Net Cash Resources.

5. Student Body Activities

None

6. Application for State School Aid

None

7. Pupil Transportation

None

8. Facilities and Capital Assets

None

9. Miscellaneous

None

10. Status of Prior Year Audit Findings/Recommendations

There were no audit findings for the prior fiscal year.

The above summary was prepared from the Annual Comprehensive Financial Report of the Board of Education of the Borough of Somerdale School District for the fiscal year July 1, 2020 to June 30, 2021. This Report of Audit, submitted by Kirk N. Applegate, Public School Accountant of Bowman & Company LLP, is on file at the Board Secretary's office and may be inspected by any interested person. This information included herein is not intended to represent complete financial information as presented in the Annual Comprehensive Financial Report.

A Corrective Action Plan, which outlines the remedial actions the Board of Education of the Borough of Somerdale School District will take in response to the recommendations contained in the *Schedule of Findings and Questioned Costs* included in the Report of Audit, will be prepared in accordance with state guidelines. A copy of the Corrective Action Plan will be placed on file and be made available for public inspection.



David Rouse
Business Administrator/Board Secretary

Corrective Action Plan (CAP)

District Name	School Name	Date
Somerdale School District	Somerdale Park School	04/06/22
Staff Member Name	Supervisor Name	Plan Begin/End Dates
David Rouse	Mark Pease	05/01/22 – 06/30/23

I. Areas Identified for Improvement

No.	Areas Identified for Improvement	Sources of Information/Evidence	Corresponding Component of Evaluation Practice Instrument (if applicable)
1	That the School District develop a plan to reduce the food service fund's net cash resources below its three-month average expenditures as required by CFR Section 210.14 Resource Management (b) Net Cash Resources.	Somerdale BOE 2021 Annual Comprehensive Financial Report (ACFR), the Auditors' Management Report (AMR) on Administrative Findings, Financial, Compliance and Performance. All work performed by the accounting firm Bowman & Company, LLP.	N/A

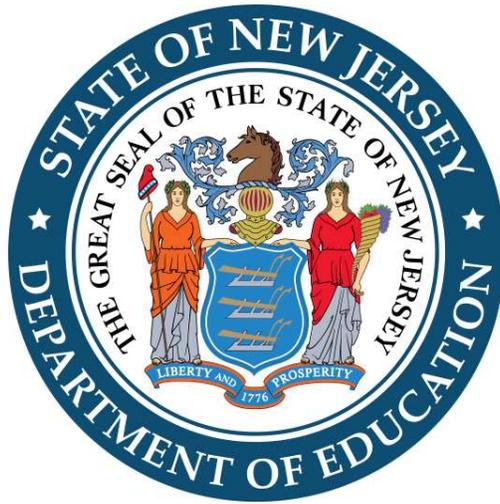
II. Goals and Professional Responsibilities

Area No.	Demonstrable Goals	Staff Member Responsibilities	Supervisor Responsibilities	Completion Date	Estimated Hours
1	Develop a process to review food service expenditures to identify areas of where food service funds may be utilized in an effort to reduce the three-month net cash balance.	<ul style="list-style-type: none"> • Run monthly expenditure reports for the food service accounts. • Perform quarterly Net Cash Resource Calculations in an effort to examine net cash position. 	Meet with Mr. Rouse to ensure that all work is performed.	Quarterly through 6/30/23	4
2	Review findings with the supervisor with recommendations for improvements as required.	<ul style="list-style-type: none"> • Schedule quarterly meetings with the supervisor to discuss findings. • Present recommendations based on findings. • Implement changes to improve or maintain the net cash fund balance. 	Provide direction as a result of the findings.	Quarterly through 6/30/23	4

3	Report findings to Business Affairs Committee and the Somerdale Board at large.	<ul style="list-style-type: none"> Prepare information to be shared with the Business Affairs Committee and Somerdale Board. 	Ensure that this information is made available to the Business Affairs Committee and the Somerdale Board at large.	Quarterly through 6/30/23	4
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My signature below indicates that I have received a copy of this Corrective Action Plan and that I understand and contributed to its contents.

Staff Member's Signature: David Boase Title: Business Administrator Date: 4/6/22



Division of Early Childhood Education

Five-Year Preschool Program Operational Plan

Early Childhood Program Aid (ECPA)

&

Early Launch to Learning Initiative (ELLI) Districts

Due: December 10, 2021

**Angelica Allen-McMillan, Ed.D.
Acting Commissioner
New Jersey Department of Education**

**Contact:
Tonya D. Coston
Deputy Assistant Commissioner
Division of Early Childhood Education**

Contact Number: (609) 376-9077

doeearlychild@doe.nj.gov

I. Introduction

1.1 Purpose

The purpose of the Five-Year Preschool Program Plan is to provide a comprehensive description of how the school district will implement each component of a high-quality preschool program for three- and four-year-old children as detailed in the [New Jersey Administrative Code \(N.J.A.C.\) 6A:13A](#) and in the [Preschool Program Implementation Guidelines](#).

The Department of Education requires the district to submit a Five-Year Preschool Operational Plan Annual Update, describing any changes to the originally submitted Five-Year Preschool Operational Plan that the district projects for the 2022-2023 school year. A school district's Annual Update should be based on the results of data derived from program assessments, including the Early Childhood Environmental Rating Scale-revised (ECERS-3), curriculum-specific program assessment tools, the Self-Assessment and Validation System (SAVS) and any other source of information specific to the school district's preschool program. In addition to the Annual Update, districts are required to submit an annual district budget planning workbook and provider budget workbooks (if applicable) along with the board resolution approving the budget submission due on March 10, 2022.

Helpful Hint: If you have formatting difficulties with the gray text areas, type your responses in separate Word document first and then copy and paste the response into the text area using right-click copy + right-click paste on your mouse. Make sure to paste "Keep Text Only".

1.2 Submission Instructions

The district should provide detailed answers to the questions listed. The 5-year Preschool Program Plan is to be uploaded into Homeroom by December 10, 2021.

1.2a Title Page

Early Childhood Program Aid and Early Launch to Learning Initiative

Part I: PEA Proposal Title Page

County/Code: 20

District /Code

4790

Address

301 Grace St Somerdale NJ 08083

City

State

Zip

Early Childhood Contact : Maria Montroni-Currais

Telephone Number: (856) 7836261 Fax#: () _____

Email mmontroni@somerdale-park.org

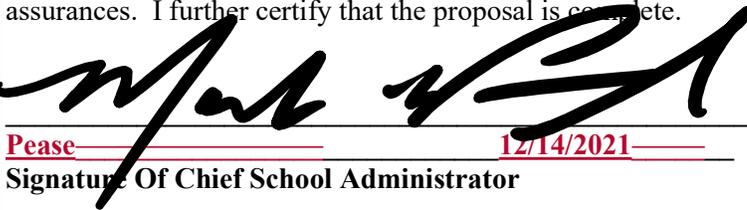
Business Administrator: David Rouse Phone#: (856) 783-6261

Email drouse@somerdale-park.org

Date Of Board Resolution: Feb 10,
2022

Attach the Board-Certified Resolution or provide the date of expected board resolution.

Proposal Certification: To the best of my knowledge and belief, the information contained in the proposal is true and correct. The governing body of this agency has duly authorized this document and we will comply with the attached assurances. I further certify that the proposal is complete.


Pease 12/14/2021

Signature Of Chief School Administrator

Mark L.
Print Name

Date

II. District-Wide Planning

Refer to [NJAC 6A:13A](#), including the sections on Enrollment, Universe and Program Planning as well as the Preschool Program Implementation Guidelines when completing the following questions

Provide an overview of district-wide preschool program planning. Listed below are questions the district must address:

2.1 Recruitment and Outreach

1. What efforts has the district undertaken to increase enrollment, outreach, and/or awareness of the program and educating the population on the values of the preschool program? **On the table below, select all that apply by adding an "X" in column on the right.**

1. Invite community leaders to the get the message out.	
2. Develop displays, exhibits, visuals, handouts, bookmarks, bumper stickers and fliers.	
3. Write a weekly column for a local newspaper.	
4. Convene a community recruitment and retention task force.	
5. Design billboards and transit advertising.	
6. Select an overall theme and logo.	
7. Publish articles in newsletters.	
8. Select segments of the community to target.	
9. Engage local service club (e.g., Rotary, Elks Club) to promote your program.	
10. Establish time frames.	
11. Participate in special community events.	X
12. Select a kick-off event.	
13. More staff time devoted to the project.	
14. Produce media announcements.	
15. Quicker response to telephone inquiries.	X
16. Write feature news stories.	
17. Additional information and training sessions for staff.	
18. Develop media contacts.	
19. Resources from the community (e.g., marketing consultation).	
20. Schedule speaking engagements.	
21. Businesses or nonprofits in your community willing to help you?	
22. Produce public services announcements.	
23. Available resources for advertising your needs and developing an outreach plan?	

2.2 Monitoring and Tracking

1. Provide a list of supports the district plans to offer (budget development, expenditure guidance, etc.) to private providers and Head Start to ensure contract compliance and fiscal accountability. ***(Districts that do not contract should skip this question)***

--

III. Community Collaboration and Planning

3.1 Early Childhood Advisory Council

Refer to [NJAC 6A:13A](#), including the sections on Family and Community Involvement as well as the Preschool Program Implementation Guidelines when completing the following questions.

NOTE:

- The establishment of an Early Childhood Advisory Council is a requirement of ECPA/ELLI funded districts.

1. How will family engagement staff support the work of the Early Childhood Advisory Council?

Staff is part of quarterly meetings.

N.J.A.C 6A:13A-4.6 (1), The membership of the council shall consist of stakeholders in the community, as well as parents, contracting private providers and the local Head Start agency, if applicable, with new representation added as needed; and 2. Elected co-chairs shall preside at mandated quarterly council meetings.

2. What are the primary responsibilities of the Early Childhood Advisory Council (ECAC)?

Currently, the ECAC is working on a needs assessment for parents in the community.

3. Does the ECAC plan to collaborate with the local County Council for Young Children and/or any other community stakeholder group? (i.e. Human Services Advisory Council, Central Intake Advisory Council) **Yes or No**

yes

4. How often does the district plan to assess and evaluate their role and efficacy of the ECAC?

yearly

5. Describe how the ECAC plans to ensure parents are informed and engaged in the work of the council, needs assessments and other things related to the program.

The ECAC will have a page on our website where families can go for information.

IV. Family Involvement

Refer to [NJAC 6A:13A](#), including the sections on Family and Community as well as the Preschool Program Implementation Guidelines when completing the following questions.

4.1 Family Engagement

1. List the proposed activities, meetings and trainings offered to preschool families.

[Preschool orientation, preschool family fun day, communication between home and school](#)

2. What is the process for families to request support and/or referral to local and state-wide social services agencies?

[Families can contact the teacher or administration who will help them reach out.](#)

3. For districts who plan to partner with providers. How does the district plan to collaborate with the Family Workers in contracted child care and Head Start programs? Please include trainings and other supports offered to these individuals.

4. Please list the health-related family education programs (e.g. nutrition, lead screening, and asthma) and the proposed over the next 5 years.

[Lead screening, dental screenings, vision screenings, hearing screenings, mental health screenings.](#)

5. What is the district plans to support families of English Language Learner (ELL) preschool children?

[Collaboration between preschool staff and ELL teacher.](#)

6. How will family engagement staff support and encourage preschool families to engage with the program?

[Social media](#)

V. Curriculum Development and Implementation

Refer to [NJAC 6A:13A](#), including the sections on Curriculum and Assessment as well as the Preschool Program Implementation Guidelines when completing the following questions.

5.1 Curriculum

1. What curriculum does the district plan to implement in the preschool program? (*Creative Curriculum, Connect4Learning, High Scope, or Tools of the Mind*)

Creative Curriculum

2. Does the district plan to implement any supplements? If so, please list below and include the date of the district's approval. [Please see memo regarding supplements](#)

No

3. How is your district meeting the requirement of Erin's Law (NJSA18A:35-4.5) to provide sexual assault prevention education?

Vector Solutions Trainings

5.2 Assessment

1. How does the district plan to support classroom teachers in the use of child assessment data to plan for instruction?

Ongoing review of GOLD program

2. How does the district plan to share individual child assessment data with families?

1:1 correspondence through email, phone, or meetings

5.3 Master Teachers/Coaches

****ECPA/ELLI's are not required to employ Master Teachers/Coaches. If the district does not have Master Teachers on staff, please skip this section***

Refer to NJAC 6A:13A, including the sections on Master Teachers, Curriculum and Assessment as well as the Preschool Program Implementation Guidelines when completing the following questions.

NOTE:

- Master Teacher shall be provided to preschool classrooms at a ratio of 1:20.
- Master Teachers do not have any classroom teaching, supervisory or evaluator responsibilities.
- Master Teachers should not be used regularly as a substitute as it interferes with their primary responsibilities as a coach.

1. Does the district plan to have master teachers obtain reliability on the ECERS-3 or other quality assessment tools within the next 5 years? Please explain.

2. What coaching tools and methods will the master teachers utilize on a regular basis with classroom teachers and staff?

3. If the district contracts with Head Start, what three concerted efforts are in place with the Head Start Education Coordinator?

5.4 Preschool Intervention and Referral Team (PIRT)

****ECPA/ELLI's are not required to employ PIRT. If the district does not have a PIRT on staff, please skip this section.***

Refer to [NJAC 6A:13A](#), including the sections on Intervention and Support Services as well as the *Preschool Program Implementation Guidelines* when completing the following questions.

NOTE:

- The Preschool Intervention and Referral Team is required.
- It is recommended that the district designates a Preschool Intervention and Referral Specialist (PIRS) as a member of the PIRT to preschool classrooms at a ratio of 1:20.
- The PIRS should dedicate most of their time to coaching preschool teachers on the implementation of the *Pyramid Model for Supporting Social Emotional Competence in Infants and Young Children (The Pyramid Model)*, providing professional development and conducting classroom observations using the Teaching Pyramid Observation Tool (TPOT) at least once per classroom per year.
- The PIRT can include preschool teachers, special education teachers, behavior specialists, psychologists, learning disabilities teacher-consultants, school social workers, speech and language pathologists, or other specialists supervised by the school district preschool administrator.

1. How does the district plan to use the data collected from TPOT observations?

2. How does the district plan to provide information on the Pyramid Model to district staff who will not directly receive training?

3. How does the district plan for PIRT and the I&RS team to transition children to kindergarten and beyond?

5.5 Developmental Screening

The district board of education shall conduct developmentally based Early childhood screening assessment for each child upon enrollment in preschool to:

- Identify children with broad indicators of potential problems who may require further assessment; and
- Determine if a child needs a comprehensive diagnostic assessment.

1. What screening tool does the district plan to use?

ESI-3

2. Who will be administering the screening tool?

Preschool teachers

3. What is the district's plan to administer the screening tool (including an estimated date of completion)?

Done at pre-school screening days (August)

5.6 Supporting ELL

Refer to the section on Supporting English Language Learners in the Preschool Program Implementation Guidelines.

Note:

- The optimal classroom model for enhancing the learning and development of English Language Learners is through the support of both the child's home language and English.
- The purpose of the Home Language Survey is to identify needed supports. Language proficiency screening tools are not appropriate for making placement decisions about 3- and 4-year-olds.

1. Are all preschool families given the Home Language Survey at registration? [Home Language Survey](#)

Yes

2. If no, please explain.

3. If the percentage of bilingual preschool staff does not align with the percentage of bilingual students, is there a plan to increase bilingual staff? Please explain.

NA

4. What operational plans are in place to support potential incoming English Language Learner's should they be identified and enrolled in the preschool program?

Collaboration with ESL teacher

VI. Inclusion of Children with Disabilities in General Edu. Classrooms

Refer to [NJAC 6A:13A](#), including the sections on Program Planning and Intervention and Support as well as the Preschool Program Implementation Guidelines when completing the following questions.

6.1 Inclusion

1. What supports, and services does your district utilize to assist the inclusion of children with disabilities in general education classrooms? **On the table below, select all that apply by adding an "X" in column on the right**

1. Consultative Special Education Teacher	<u>X</u>
2. Push-in Special Education Teacher	<u>X</u>
3. ICR/Co-Teaching	<u>X</u>
4. Integrated therapies in the classroom	<u>X</u>
5. Support from the MT and PIRS	
6. One-on-one aide	<u>X</u>
7. Additional classroom paraprofessional funded through Special Education	<u>X</u>

Use the space below to list any additional supports, and services your district utilize to assist the inclusion of children with disabilities in general education classrooms

2. How does the design of your program incorporate the principle of natural proportions in general education preschool classroom? (2-3 children with disabilities in each classroom)

3-4 children with disabilities in each classroom

3. What, if any, barriers to including children with disabilities in the general education does the district anticipate?

The inability to predict needs from year to year

VII. Professional Development and Training

Refer to [NJAC 6A:13A](#), including the section on Program Planning as well as the Preschool Program Implementation Guidelines when completing the following questions.

7.1 Professional Development

1. What are the data sources the district plans to use to inform the PD plan, (e.g., assessment data, ECERS-3, curriculum outcomes, etc.)?

Assessment data, curriculum outcomes, pedagogical needs

2. Will all staff be surveyed to assess their PD needs?

Yes

3. What training will be provided to all staff to be aware of the various language, culture and ethnic backgrounds of the families served?

Ongoing professional development and needs assessments

4. Describe the professional development plan to support the program's curriculum needs, inclusive of how the needs of at promise (at-risk) and special populations such as bilingual students, students with IEP's and 504 plans are incorporated.

Teachers and administration work together to identify curricular needs on an as-needed basis

7.2 Professional Development Plan

Please complete the tables below to provide an overall description of the district’s proposed 5-year PD plan. Each section is designed to show how the district will ensure a comprehensive and cohesive professional development plan for all staff. Districts can include topics that are part of the overall district plan, i.e., curriculum, assessment, Pyramid, TPOT, ECERS-3, ESI-R or ES13, child development, how to use Google classroom, HIB training, mindfulness training, etc.

Teaching Staff

Topic	Target Audience	Year	Trainer(s)	Anticipated Cost
<u>Standards Based Grading</u>	<u>K-8 teachers</u>	<u>2020-2024</u>	<u>Dave Schmittou</u>	<u>\$20,000</u>
<u>Creating common assessments</u>	<u>K-8 teachers</u>	<u>2021-2025</u>	<u>In-house</u>	<u>none</u>
<u>Leadership mind-set</u>	<u>All staff</u>	<u>2022</u>	<u>Michael McBride</u>	<u>\$2,000</u>
<u>I&RS Process</u>	<u>All staff</u>	<u>2020-2025</u>	<u>Newman and Stecher, Inc</u>	<u>\$7,000</u>
<u>The Science of Reading</u>	<u>PreK-3</u>	<u>2022-2026</u>	<u>Various</u>	<u>\$50,000</u>
<u>Bookworms Reading</u>	<u>K-8 ELA teachers</u>	<u>2021-2024</u>	<u>University of Delaware</u>	<u>\$200,000</u>
<u>Mathematics Pedagogy</u>	<u>K-8 math teachers</u>	<u>2023-2026</u>	<u>TBD</u>	<u>\$100,000</u>
<u>NGSS</u>	<u>K-8 science teachers</u>	<u>2024-2026</u>	<u>TBD</u>	<u>\$100,000</u>
<u>2020 Standard updates, standard mandates</u>	<u>All teaching staff</u>	<u>2020-2026</u>	<u>In-house</u>	<u>none</u>

Instructional Coaches and PIRT Staff (if applicable)

Topic	Target Audience	Year	Trainer(s)	Anticipated Cost

Support Staff

(Bus drivers/cafeteria workers, secretaries, administrative assistants, security guards, etc.)

Topic	Target Audience	Year	Trainer(s)	Why is this important to preschool?
<u>Vector Solutions PD</u>	<u>All staff</u>	<u>All years</u>	<u>Various</u>	<u>Contributions to a safe and healthy school building and school experience</u>

VIII. Additional Questions

Refer to [NJAC 6A:13A](#) as well as the Preschool Program Implementation Guidelines when completing the following questions.

8.1 Transition

Refer to the section on Transition in New Jersey Administrative Code 6A:13A, and in the Preschool Program Implementation Guidelines.

Note: All school districts should have a transition team.

1. Who will make up the district team and what are their positions/roles?

Maria Montroni-Currais, Greg Cesare. Supervisor of C&I, Supervisor of CST.

2. How will the district ensure collaboration among preschool administrators and other areas (i.e. special education, bilingual, K-Third grade teachers, nurses, family workers, social workers, Head Start and contracted providers)?

Constant and ongoing communication.

3. What strategies will be in place for preschool and kindergarten alignment of curriculum, standards, assessment, and professional development?

Vertical articulation and, needs assessments.

4. If the district has coaches K-2, how will they collaborate with preschool Master Teachers and PIRT members for transitions? (If applicable)

List in the chart below Projected Transition Activities for teaching staff, children and families for each of the categories.

Category	Teaching Staff	Children	Families
From early intervention to preschool	<u>Data tracking, CST meetings</u>	<u>School tour, meeting a trusted adult</u>	<u>-Preschool orientation</u>
From self-contained to preschool inclusion class	<u>CST meetings, intervention plan creation</u>	<u>-Classroom tour, gradual release model, use of visiting a trusted adult</u>	<u>-Frequent updates from teacher and CST</u>
From home to preschool	<u>Communication with parents-</u>	<u>-School tour, meeting a trusted adult</u>	<u>-Preschool orientation</u>
From a nursery school/day-care program to your program	<u>Fact finding about student backgrounds</u>	<u>-School tour, meeting a trusted adult</u>	<u>-Preschool orientation</u>
From preschool (district operated, child care and Head Start) to kindergarten	<u>-Vertical articulation</u>	<u>-Classroom tour</u>	<u>-Kindergarten orientation</u>

8.2 Health and Safety

Refer to the section on Health and Nutrition in New Jersey Administrative Code 6A:13A, and in the Preschool Program Implementation Guidelines.

Note: As per code (N.J.A.C. 6A:13A) the following services should be provided to preschool children and their families: Health screenings (vision, hearing, dental, height and weight screenings) of each eligible child upon enrollment in preschool.

DECE recommends that screenings occur within the first 6 weeks of the school year. Families should be notified of the screenings at the beginning of school.

Note: Nurses must be provided at a ratio of 1:300 children

1. The district shall apply to National School Breakfast Program and the National School Lunch Program. If no, please explain.

Yes

2. Do all Contracted providers and Head Start programs participate in the Child and Adult Care Food Program (CACFP)? **Note:** Not applicable if the district does not contract with providers or Head Start. If no, please explain.

NA

8.3 Free and Reduced Lunch

1. Does your district include preschool in your Title I need assessment? **Yes or No**
If no, please explain.

Yes

2. Does the district plan to use your Title 1 needs assessment to identify professional development topics for preschool? If the district does not receive Title 1 funds, please note N/A. If the district receives Title 1 funds and does not use for preschool, please explain.

Yes

3. Does the district plan to use the Title 1 funds for transition activities from preschool to kindergarten and kindergarten first grade?

Yes

Resources

[NJAC 6A:13A, Elements of High-Quality Preschool Programs Preschool Code \(PDF\)](#)

[Preschool Teaching and Learning Guidelines \(PDF\)](#)

[Grow NJ Kids Website](#)

[National Center Pyramid Model Innovations](#)

Statement of Assurances

As the duly authorized chief school administrator/school business administrator of the applicant agency, I am aware that submitting the accompanying document to the New Jersey Department of Education (NJDOE) constitute the creation of a public document, and I certify that the applicant agency:

- Has the legal authority to apply for the funds made available under the requirements of the announcement, and has the institutional, managerial and financial capacity to ensure proper planning, management and completion of the project described in this application.
- Will give the NJDOE, or its authorized representatives, access to, and the right to examine, all records, books, papers, or documents related to the award and will establish a proper accounting system in accordance with generally accepted accounting principles (GAAP).
- Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or presents the appearance of, personal or organizational conflict of interest, or personal gain.
- Will comply with provisions of the Public School Contracts Law: *N.J.S.A. 18A:18A-1, et seq.*, and other relevant state laws and regulations as well as its principals and subgrantees, for all grant awards in excess of \$25,000.00, is not presently debarred, proposed for debarment, declared ineligible, suspended, or voluntarily excluded by any federal agency from receiving federal funds in accordance with Executive Orders 12549 and 12689.
- Will comply with Section 6002 of the Resource Conservation and Recovery Act (RCRA), P.L. 94-580, codified at 42 U.S.C. 6962 if the applicant is an entity of state and/or local government and will give preference to the purchase of recycled materials identified in U.S. EPA guidelines (40 CFR Part 247-254).
- Will comply with all federal and state statutes and regulations relating to nondiscrimination. These include, but are not limited to:
 - (A) Title VI of the Civil Rights Act of 1964 (P.L. 88-352; 34 CFR Part 100) which prohibits discrimination on the basis of race, color or national origin;
 - (B) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686; 34 CFR Part 106), which prohibits discrimination on the basis of sex;
 - (C) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794; 34 CFR Part 104), which prohibits discrimination on the basis of handicaps;
 - (D) Section 503 of the Rehabilitation Act of 1973, as amended (41 CFR Parts 60-741.5(a)), as applicable, which requires affirmative action in employment;
 - (E) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 *et seq.*; 45 CFR Part 90), which prohibits discrimination on the basis of age, and
 - (F) the Americans With Disabilities Act of 1990, as amended (P.L. 101-336), which guarantees equal opportunity for individuals with disabilities.
- Will comply with Executive Order 11246, "Equal Employment Opportunity," dated September 24, 1965, as amended by Executive Order 11375, dated October 13, 1967, and as supplemented by the regulations at 41 CFR Part 60.
- Will comply with the provisions of the Drug-Free Workplace Act of 1988, as implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610.
- Will comply with the provisions of the Drug Free Schools and Communities Act Amendments of 1989, as implemented at 34 CFR Part 86, Subparts A-E (institutions of higher education only).

- Will comply with the provisions set forth in the facilities efficiency standards wherein preschool classrooms shall have 950 square feet in total with a minimum of 750 square footage of usable space and shall be no higher than the second floor of a building as defined in [N.J.A.C. 6A:26](#) and shall not be located in the basement.

Will comply with the provisions of full day general education and full day self-contained classrooms.

Applicant Agency: [Somerdale Board of Education](#)

Signature of Chief School Administrator:



Applicant Agency: [Somerdale Board of Education](#):

Signature of School Business Administrator:



Date: [12/14/2021](#)

Somerdale Preschool Program

2022-2023 Calendar

Morning Session: 8:15-10:50

Afternoon Session: 12:25-3:00

SCHEDULE OF EVENTS

September 2022

S	M	T	W	T	F	S
						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
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022

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20	21	22	23	24	25	26
27	28	29	30			

December 2022

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 9/1-9/2: School Closed- Teacher In-Service
 9/5: School Closed- Labor Day
 9/6: Orientation Parents/Students Welcome
 9/7: Orientation Parents/Students Welcome
 9/8: First Day of Preschool
 9/30: AM Preschoolers ONLY 8:15-10:50
 10/21: PM Preschoolers ONLY 8:15-10:50
 11/9-11/11: School Closed: Teachers' Convention
 11/21: AM Preschoolers ONLY 8:15-10:50
 Parent Conference Day
 11/22: PM Preschoolers ONLY 8:15-10:50
 11/23, 11/24 & 11/25: School Closed: Thanksgiving
 12/16: AM Preschoolers ONLY 8:15-10:50
 12/23-1/2: School Closed- Winter Recess

January 2023

S	M	T	W	T	Fr	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2023

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 1/3: School Reopens
 1/13: PM Preschooler ONLY 8:15-10:50
 1/16: School Closed-Martin Luther King Day
 2/17: Teacher In-Service-No Preschool
 2/20: School Closed- Presidents' Day
 3/3: AM Preschoolers ONLY 8:15-10:50
 3/17: PM Preschoolers ONLY 8:15-10:50
 4/6-4/14: School Closed: Spring Recess
 4/21: AM Preschoolers ONLY 8:15-10:50
 5/19: PM Preschoolers ONLY 8:15-10:50
 5/26: AM Preschoolers ONLY 8:15-10:50
 5/29: School Closed: Memorial Day
 6/9: PM Preschool ONLY 8:15-10:50
 6/13: *Last Day of Preschool Program- Promotion Ceremonies

May 2023

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023

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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- LEGEND**
 ○ = Orientation
 △ = 1st & Last Day
 ⊗ = No School
 ○ (red) = AM Students
 ○ (green) = PM Students

Please Note:
 This calendar varies from the Somerdale Park School Calendar; it applies *only* to the Preschool Program.

*Last Day of Preschool subject to change

David Rousu
556-753-6261

NANCY STRAFFLE

Use of Facilities Contract

MSTRAFFLE@SOMERDALE-PARK.ORG

This agreement entered into between the Board of Education of Somerdale, in the County of Camden, New Jersey, (hereinafter called the Board), and Organization: AMERICAN LEGION, Person in charge: HOWARD MORGAN,
Address: 430 N. WARDWICK ROAD Telephone: 856 784 4353 (hereinafter called the User) for
the use of PARKING LOT MAGNOLIA for the purpose of PARKING CARS

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 of 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:

NONE

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 NONE

All Somerdale Residents? _____ (yes or no)

Inter-district Residents? _____ (yes or no)

*Parking Lot Usage? ONLY (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 _____ to _____

Length of agreement: _____ (Month, day, year) to _____ (Month, day, year)

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

Time: From 9 AM to 1 PM

Length of agreement: 4-30-22 (Month, day, year) to 4-30-22 (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

301 FAUCE ST.
Somerdale, NJ 08083
856-783-2931

Amended: October 2020



EDWIIJO-01

JRDRIQUEZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/7/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Agencies, Inc. 1601 New Road Suite 100 PO Box 225 Northfield, NJ 08225	CONTACT NAME: Jessica Rodriquez PHONE (A/C, No, Ext): (609) 646-1000 615 FAX (A/C, No): (609) 646-0696 E-MAIL ADDRESS: jrodriquez@insuranceagenciesinc.com													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Mt. Vernon Insurance Co.</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Mt. Vernon Insurance Co.		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :
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INSURER E :														
INSURER F :														
INSURED Edwin I Johnson Post 370 T/A American Legion Post 370 430 N. Warwick Road Magnolia, NJ 08049														

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		NPP2580703	1/18/2022	1/18/2023	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 1,000,000
								\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	DED							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 American Legion/Fraternal Club.

RE: Ceremony for civil war person.
 Somerdale Board of Education is included as additional insured with respect to ongoing operations under the general liability policy subject to the terms and conditions of the policy and policy period.

CERTIFICATE HOLDER**CANCELLATION**

Somerdale Board of Education 301 Grace St. Somerdale, NJ 08083	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>John Siracusa</i>
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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: SOUTH JERSEY SENIOR CENTER, Person in charge: BRUCE HARRISON, Address: _____, Telephone: 609-304-7297 (hereinafter called the User) for the use of BASEBALL FIELD for the purpose of SOFTBALL.

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:

N/A

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 N/A.

All Somerdale Residents? No (yes or no)

Inter-district Residents? YES (yes or no)

*Parking Lot Usage? No (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 _____ to _____

Length of agreement: _____ (Month, day, year) to _____ (Month, day, year)

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

Time: From 0800 AM to 0130 PM

Length of agreement: 4/10/22 (Month, day, year) to _____ (Month, day, year)

9/11/22

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 SENIOR SOFTBALL USA (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

Game dates:
4/24
5/1, 8, 15, 22, 29
6/5, 19, 26
7/3, 10, 24

Amended: October 2020



Somerdale Park School Professional Development Plan (PDP)

District Name	School Name	Principal Name	Plan Begin/End Dates
Somerdale School District – Please note Somerdale is a one school / one district campus.	Somerdale Park School	Mark Pease	July 1, 2021– June 30, 2024

1: Professional Learning Goals

No.	Goal	Identified Group	Rationale/Sources of Evidence
1	Build capacity of all teachers to strengthen tier one instruction using research-aligned practices. Increase staff use of and ability to access and analyze data to make informed decisions about future instruction.	Teachers and principals/supervisors	<ul style="list-style-type: none"> Continued efforts to align assessments to the expectations and rigor of current standards are a priority High levels of students needing tier two and three supports require a strengthening of tier one instruction.
2	Continue to build to capacity to implement Achieve NJ, specifically the development and implementation of meaningful SGO's.	Teachers and principals/supervisors	<ul style="list-style-type: none"> Staff and Principal review of 2020-2022 SGOs indicate that teachers need additional support and encouragement to create manageable, challenging SGOs, measuring progress towards those goals throughout the year, and using data-informed practices to meet them.
3	Continue to build capacity of all teachers to create classroom environments that are rooted in trauma-informed and culturally responsive practices. Continue to build capacity of all teachers to develop activities that make connections to curricular mandates of Amistad, Holocaust, LGBTQ+, DEI, Disabled, and Asian American & Pacific Islanders.	Teachers and principals/supervisors	<ul style="list-style-type: none"> Staff and Principal review of 2021-2022 curricular mandates indicates that teachers need additional support and encouragement to make cross-curricular lesson connections. Data from School Counselor and Climate Team indicate the need to enhance SEL competencies for staff and students.
4	Continue to build capacity of all staff to engage in continuous growth that is meaningful to their specific role by offering multiple avenues for learning, including job-embedded, collaborative Professional Learning practices, online options, and traditional opportunities.	Teachers and principals/supervisors	<ul style="list-style-type: none"> Professional Development provides teachers opportunities to strengthen their practice throughout the year. It encourages teacher teams to focus on the needs of their students

2: Professional Learning Activities



PL Act. No.	Initial Activities	Follow-up Activities (as appropriate)
1	<ul style="list-style-type: none"> • Provide professional development opportunities to access and analyze student assessment data. • Provide professional development opportunities in current best practices in particular content areas, especially foundational math skills, and the Science of Reading. 	<ul style="list-style-type: none"> • Master schedule will allow for time and support so that school-based collaborative teams can access and analyze assessment data. • Leadership will continue to encourage, support and promote the use of data analytics to inform instructional practices.
2	<ul style="list-style-type: none"> • Teachers will receive training, including refresher training as needed in the teacher evaluation instrument and development of SGOs • Administrators will participate in training on supporting teachers in developing meaningful SGOs • Administrators and supervisors will engage in calibration exercises and reflect on the accuracy of observation ratings/feedback. 	<ul style="list-style-type: none"> • Administrators, supervisors, and teachers will view, reflect and discuss videos, trainings sessions and samples of exemplary teaching practice. • Administrators and supervisors will explore effective evaluation implementation strategies by engaging in face-to-face and virtual discussions with colleagues through various networks at the state and local levels.
3	<ul style="list-style-type: none"> • Internal and external professional development opportunities will be available in the areas of social emotional learning, trauma-informed practices, and culturally responsive pedagogy. • Continued training and discussion will ensue to explore mandated areas and increase staff awareness and understanding. 	<ul style="list-style-type: none"> • Ongoing professional development will be available in the areas of SEL, effective classroom management, expanding one's worldview, and becoming aware and accepting of other's cultural practices. • Continued support and coordination of ideas and programming to enhance cross-curricular connections.
4	<ul style="list-style-type: none"> • Administrators and supervisors will support teachers and specialist/support staff with support as outlined. 	<ul style="list-style-type: none"> • Teachers and specialist will seek out external professional development opportunities tied to their personal professional and district goals and will turnkey the information to interested colleagues who would benefit from the information.

3: Essential Resources

Resources



To meet the professional learning needs of the district per this plan, the district will use its Title II funding allocation to support professional learning. This amount covers costs for external providers/consultants, pedagogical literature and materials, technology resources, travel expenses, subscriptions to online resources. The plan controls expenses by relying largely on in-district expertise to provide the specified activities. Professional learning activities involving work by collaborative teams will be implemented through structures and procedures in place at Somerdale Park School, including common planning time and Professional Learning Communities built into the Master Schedule.

4: PD Required by Statute or Regulation

State-mandated PD Activities
Per state regulations, all staff must complete annual professional development activities in the areas including but not limited to: Dyslexia, Epilepsy, Gifted Students, HIB, Affirmative Action and Equity, AADA/504, Identifying & Reporting Potentially Missing/Abused Children, Pupil Suicide Prevention, School Safety & Security, Bloodborne Pathogens, FERPA NJAC, Right to Know, I&RS Sexual Harassment, Substance Abuse Identification and Support, Gang Awareness, Asbestos Awareness, Asthma and Diabetes Awareness, Fire Extinguisher Safety and Pest Management. Professional development on these topics will occur synchronously and/or asynchronously throughout the year.

Signature: _____
Principal Signature

Date **7/1/2021**

P 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)

Policy Guide 2415.05 addresses the issue of a school district administering a survey, analysis, evaluation, examination, testing, or treatment **funded in whole or in part by a program of the United States Department of Education**. Policy Guide 2415.05 has been re-written to provide additional detail regarding the requirements outlined in the Federal Code (20 USC §1232h) and Regulations (34 CFR Part 98).

School districts must receive prior written consent from the parent if they plan to have a student participate in a psychiatric or psychological examination, testing, or treatment with the purpose of revealing information as outlined in Section C. and D.1. of Policy Guide 2415.05. School districts have to provide parents notice of the information being sought and offer an opportunity for the parent to opt their student out of participating if the school district plans to conduct a student survey, analysis, or evaluation that requests any of the information as outlined in Section D.2. of Policy Guide 2415.05.

A student survey, analysis, or evaluation that is addressed in Section D. of Policy Guide 2415.05 requires districts to also review Section A. of Policy Guide 9560 - Administration of School Surveys (also included in Policy Alert 226) in order to ensure compliance with N.J.S.A. 18A:36-34. This Policy Guide shall replace a school district's existing Policy 2415.05. Policy Guide 2415.05 is mandated.

Policy Guide 2415.05 is MANDATED

STUDENT SURVEYS, ANALYSIS, EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT (M)

2415.05

M

The Protection of Pupil Rights Amendment (PPRA) (20 USC §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education (USDOE). The PPRA requires written consent from parents or the emancipated student the opportunity to opt out of participation in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education that concerns one or more of the areas outlined in this Policy.

A. Definitions

“Instructional material” means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments. 20 USC §1232h(c)(6)(A).

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision,

insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. 20 USC §1232h(c)(6)(B).

“Prior consent” means prior consent of the student, if the student is an adult or emancipated minor or prior written consent of the parent, if the student is an unemancipated minor. 34 CFR §98.4(b).

“Psychiatric or psychological examination or test” means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs, or feelings. 34 CFR §98.4(c)(1).

“Psychiatric or psychological treatment” means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group. 34 CFR §98.4(c)(2).

“Research or experimentation program or project” means any program or project in any program that is funded in whole or in part by the Federal Government and is designed to explore or develop new or unproven teaching methods or techniques. 34 CFR §98.3(b).

B. Parents’ or Emancipated Students’ Right to Inspection of Materials - 34 CFR §98.3 and 20 USC §1232(c)

1. All instructional material, including teachers’ manuals, films, tapes, or other supplementary instructional material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program or any research or experimentation program or project shall be available for inspection by the parents of the children engaged in such program or project in accordance with 20 USC §1232h(a) and 34 CFR §98.3(a).

a. The district shall provide reasonable access to instructional material within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(C)(ii).

2. The parent shall have the right, upon request, to inspect a survey created by a third party before the survey is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(A)(i).

a. The district shall provide reasonable access to such survey within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(A)(ii).

3. The parent shall have the right, upon request, to inspect any instrument used in the collection of personal information from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for

that purpose), before the instrument is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(F)(i).

- a. The district shall provide reasonable access to such instrument within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(F)(ii).

C. Protection of Students' Privacy in Examination, Testing, or Treatment with Prior Consent - 34 CFR §98.4

1. In accordance with 34 CFR §98.4(a) no student shall be required, as part of any program funded in whole or in part by a program of the USDOE, to submit without prior consent to psychiatric examination, testing, or treatment, or psychological examination, testing, or treatment, in which the primary purpose is to reveal information concerning one or more of the following:

- a. Political affiliations;
- b. Mental and psychological problems potentially embarrassing to the student or the student's family;
- c. Sex behavior and attitudes;
- d. Illegal, anti-social, self-incriminating, and demeaning behavior;
- e. Critical appraisals of other individuals with whom the student has close family relationships;
- f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; or
- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program.

D. Protections of Students' Rights for Surveys, Analysis, or Evaluation - 20 USC §1232h

1. In accordance with 20 USC §1232h(b) no student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation, without prior consent, that reveals information concerning:

- a. Political affiliations or beliefs of the student or the student's parent;
- b. Mental and psychological problems of the student or the student's family;
- c. Sex behavior or attitudes;

- d. Illegal, anti-social, self-incriminating, or demeaning behavior;
 - e. Critical appraisals of other individuals with whom the student has close family relationships;
 - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
 - g. Religious practices, affiliations, or beliefs of the student or student's parent; or
 - h. Income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).
2. Parents' or Emancipated Students' Right to Opt Out - 20 USC §1232h(c)(2)
- a. The district shall provide notice and offer an opportunity for parents to opt their student out or for emancipated students to opt out of participation in the following activities:
 - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
 - (2) The administration of any survey containing one or more of the items listed in D.1. above.
 - (3) Any nonemergency, invasive physical examination or screening that is:
 - (a) Required as a condition of attendance;
 - (b) Administered by the school and scheduled by the school in advance; and
 - (c) Not necessary to protect the immediate health and safety of the student, or of other students.
 - b. The district shall directly notify parents at least annually at the beginning of the school year of the specific or approximate dates during the school year when activities described in D.2.a. above are scheduled or expected to be scheduled in accordance with 20 USC §1232h(c)(2)(B).

3. Exceptions – 20 USC §1232h(c)(4)

a. The provisions of 20 USC §1232h do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

- (1) College or other postsecondary education recruitment, or military recruitment in accordance with Policy 9713;
- (2) Book clubs, magazines, and programs providing access to low-cost literary products;
- (3) Curriculum and instructional materials used by schools in the district;
- (4) Tests and assessments used by schools in the district to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- (5) The sale by students of products or services to raise funds for school-related or education-related activities; and
- (6) Student recognition programs.

b. The provisions of this Policy:

- (1) Shall not be construed to preempt applicable provisions of New Jersey law that require parental notification; and
- (2) Do not apply to any physical examination or screening that is permitted or required by an applicable New Jersey law, including physical examinations or screenings permitted without parental notification.

4. Policy Adoption or Revision – 20 USC §1232h(c)(2)(A)(i)

The district shall provide this Policy to parents and students at least annually at the beginning of the school year, and provide notice within a reasonable period of time after any substantive change is made to this Policy.

E. Student Privacy – 20 USC §1232h and 34 CFR §98

The district shall ensure a student's privacy is protected regarding any information collected in accordance with this Policy.

F. Violations of the PPRA – 20 USC §1232h and 34 CFR §98

Parents or students who believe their rights under PPRA may have been violated may file a complaint with the USDOE.

In addition to the provisions of 20 USC §1232h, 34 CFR §98, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of N.J.S.A. 18A:36-34 and Policy 9560 – Administration of School Surveys before students are required to participate in any academic or nonacademic survey, assessment, analysis, or evaluation.

The Protection of Pupil Rights Amendment (PPRA)

20 USC §1232h

34 CFR Part 98

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

N.J.S.A 18A:36-34

Adopted:

P 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

Policy and Regulation Guides 2431.4 have been re-written to address the revisions in N.J.S.A. 18A:40-41.2 and N.J.S.A. 18A:40-41.4 which expanded the scope of the law to include “intramural sports” along with “interscholastic sports” and “cheerleading programs”. Strauss Esmay addressed these revisions by modifying the definition of “athletic competition” used in Policy Guide 2431 to include “interscholastic sports”, “intramural sports”, and “cheerleading activities”.

In addition, P.L. 2021, c.222 was recently signed into law revising N.J.S.A. 18A:40-41.4. The new law requires school districts implement the graduated, six-step return-to-competition process developed by the Centers for Disease Control and Prevention (CDC) “Return to Play Progression” recommendations. Strauss Esmay has revised Policy and Regulation Guides 2431.4 to reflect the revisions to the law and to outline the six steps as they are outlined in the CDC’s “Return to Play Progression” recommendations. Section B.3. in Regulation Guide 2431.4 references the NJDOE Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form. This document can be found on the NJDOE’s website. Regulation Guide 2431.4 Section F. aligns directly with the CDC’s “Return to Play Progression” recommendations. Policy and Regulation Guides 2431.4 should replace a school district’s existing Policy and Regulation Guides 2431.4. Policy and Regulation Guides 2431.4 are applicable to programs of athletic competition in all school districts with any grades Kindergarten through twelve. Policy and Regulation Guides 2431.4 are mandated and must be adopted by the Board.

Policy Guide 2431.4 is **MANDATED**

PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

2431.4 M

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

For the purpose of this Policy and Regulation 2431.4, programs of athletic competition shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

The school district shall adopt an athletic head injury safety training program. The program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse. The training program shall be in accordance with guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

The school district shall annually distribute the NJDOE-developed educational fact sheet regarding sports-related concussions and other head injuries to all parents of students participating in any athletic competition or practice and shall obtain a signed acknowledgement of the receipt of the fact sheet by the student and their parent in accordance with N.J.S.A. 18A:40-41.2(c).

A student who participates in an athletic competition or practice and who sustains or is suspected of sustaining a concussion or other head injury shall be immediately removed from athletic competition or practice. A student removed from athletic competition or practice shall not participate in further athletic competition or practice until they are evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to athletic competition or practice; and the student returns to regular school activities and is no longer experiencing symptoms of the injury when conducting those activities in accordance with N.J.S.A. 18A:40-41.4.

The return of a student to athletic competition or practice shall also be in accordance with the graduated, six-step “Return to Play Progression” recommendations and any subsequent changes or other updates to these recommendations as developed by the Centers for Disease Control and Prevention (CDC). The Board shall revise this Policy and Regulation 2431.4 whenever the CDC changes or otherwise updates the “Return to Play Progression” recommendations.

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

Pursuant to N.J.S.A. 18A:40-41.5 and for the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

This Policy and Regulation 2431.4 shall be reviewed and approved by the school physician annually and updated as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and other head injuries in accordance with N.J.S.A. 18A:40-41.3.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3;
18A:40-41.4; 18A:40-41.5

Adopted:

P 2622 – Student Assessment (M) (Revised)

The New Jersey State Board of Education recently adopted revisions to N.J.A.C. 6A:8 – Standards and Assessment. Policy Guide 2622 has been re-written to reflect the recent revisions to N.J.A.C. 6A:8-4.1; 6A:8-4.3; and 6A:8-4.5. Strauss Esmay also developed a new Regulation Guide 2622 which aligns to the revisions in the administrative code. The New Jersey State Board of Education will now implement an approved English language proficiency assessment for English language learners with an Individualized Education Program to measure a student’s progress in English language proficiency. The Superintendent is now required to report only the final results of the annual assessments to the Board of Education and to the members of the public. The revised Policy Guide shall replace a school district’s existing Policy 2622. Policy and Regulation Guides 2622 are mandated and must be adopted by the Board.

Policy Guide 2622 is MANDATED

STUDENT ASSESSMENT (M)

2622 M

State assessments provide parents with important information about their child’s progress; detailed diagnostic information about each individual student’s performance that educators, parents, and students can utilize to enhance foundational knowledge and student achievement; and include item analysis which will clarify a student’s level of knowledge and understanding of a particular subject or area of a subject. The data derived from State assessments are utilized by teachers and administrators to pinpoint areas of difficulty and customize instruction accordingly. Such data can be accessed and utilized as a student progresses to successive school levels.

The Commissioner of Education, in accordance with N.J.S.A. 18A:7C-1 et seq. and 18A:7E-2 and 3, may implement assessments of student achievement in any grade(s) and by such assessments as the Commissioner deems appropriate. The system and related schedule of Statewide assessments shall be approved by the New Jersey State Board of Education. The school district shall, according to a schedule prescribed by the Commissioner, administer the applicable Statewide assessments pursuant to N.J.A.C. 6A:8-4.1(c) and (d).

Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled. The school district will provide accommodations or modifications to the Statewide assessment system in accordance with the provisions of N.J.A.C. 6A:8-4.1(d).

Students with disabilities as defined in N.J.A.C. 6A:14-1.3 shall participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10. The school district shall administer the alternative State assessment for students with disabilities in accordance with the provisions of N.J.A.C. 6A:8-4.1(d)3.

The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.

The school district shall maintain an accurate record of each student's performance on Statewide assessments and maintain for every student a ninth grade through graduation transcript in accordance with the provisions of N.J.A.C. 6A:8-4.2(d). The Superintendent shall report assessment results to the public and provide educators, parents, and students with assessment results in accordance with the provisions of N.J.A.C. 6A:8-4.3.

N.J.S.A. 18A:7C-1 et seq.; 18A:7E-2; 18A:7E-3
N.J.A.C. 6A:8-4.1 et seq.; 6A:8-5.1; 6A:14-1.1 et seq.;
6A:14-3.7; 6A:14-4.10

Adopted:

P 3233 – Political Activities (Revised)

N.J.S.A. 40:41A-1. revised the term “board of chosen freeholders” to “board of county commissioners” and “freeholder” and “chosen freeholder” shall be “county commissioner”. Only two Strauss Esmay Policy Guides, 3233 and 7540, include the term “chosen freeholders”. Policy Guide 3233 has been revised to replace “chosen freeholders” with “county commissioners.” In addition, the two statutes referring to time off, one with pay and the other without pay, for certain elected officials are now listed in the beginning of the applicable paragraph. Policy and Regulation Guides 3233 provide guidelines to teaching staff members regarding political activities on school premises. Policy Guide 3233 does not address every possible scenario. However, Policy Guide 3233 has never been invalidated by any legal challenge. There was no need to revise Regulation Guide 3233 for Alert 226. Policy Guide 3233 is recommended.

Policy Guide 3233 is RECOMMENDED

POLITICAL ACTIVITIES 3233

The Board of Education recognizes and encourages the right of all citizens, including teaching staff members, to engage in political activity. However, the Board prohibits the use of school grounds and school time for partisan political purposes.

The Board establishes the following guidelines to govern teaching staff members in their political activities:

1. A teaching staff member shall not engage in political activity on school grounds unless permitted in accordance with Board Policy No. 7510 - Use of School Facilities and/or applicable Federal and State laws;
2. A teaching staff member shall not post political circulars or petitions on school grounds nor distribute such circulars or petitions to students nor solicit campaign funds or campaign workers on school grounds;
3. A teaching staff member shall not display any material that would tend to promote any candidate for office on an election day on school grounds that are used as a polling place;
4. A teaching staff member shall not engage in any activity in the presence of students while on school grounds, which is intended and/or designed to promote, further or assert a position(s) on labor relations issues.

In accordance with N.J.S.A. 18A:6-8.1., a teaching staff member employed by this district who is a member of the Senate or General Assembly of the State of New Jersey shall be entitled to time off from school district duties, without loss of pay, during the periods of the teaching staff member’s attendance at regular or special sessions of the legislature and hearings or meetings of any legislative committee or commission.

In accordance with N.J.S.A. 18A:6-8.2., a teaching staff member employed by this district who is a member of the Board of County Commissioners of any county of New Jersey shall be entitled to time off from the teaching staff member's duties, without pay, during the periods of the teaching staff member's attendance at regular or special meetings of the Board of County Commissioners and of any committee thereof and at such other times as the teaching staff member shall be engaged in performing the necessary functions and duties of the teaching staff member's office as a member of the Board of County Commissioners.

No other teaching staff member who holds elective or appointive office is entitled to time off, except as such time off may be provided for by Board policy or negotiated agreement.

The provisions of this Policy do not apply to the discussion and study of politics and political issues appropriate to the curriculum, the conduct of student elections, or the conduct of employee representative elections.

Nothing in this Policy shall be interpreted to impose a burden on the constitutionally protected speech or conduct of a teaching staff member or a student.

N.J.S.A. 18A:6-8.1.; 18A:6-8.2.; 18A:6-8.4.; 18A:42-4

N.J.S.A. 19:34-42

Green Township v. Rowe, Superior Court of New Jersey - Appellate Division

A-2528-98T5

Adopted:

P 5541 – Anti-Hazing (M) (New)

P.L. 2021, c.208 designated as “Timothy J. Piazza’s Law” was passed and approved on August 24, 2021 and goes into effect on March 1, 2022. The new law requires public and nonpublic high schools and middle schools to adopt a anti-hazing Policy. The law created the following statute sections, N.J.S.A. 18A:37-32.2 and N.J.S.A. 18A:37-32.3. The revised criminal law provides an updated definition of hazing. The new statutes N.J.S.A. 18A:37-32.2 and N.J.S.A. 18A:37-32.3 outline the appropriate penalties for a violation of the district’s anti-hazing Policy; requires the district’s anti-hazing Policy be applied to conduct on or off school grounds; and requires notification of the district’s anti-hazing Policy to the school community. Hazing allegations may very often implicate Policy Guide 5512 - Harassment, Intimidation, and Bullying. Therefore, there may be a need for a separate investigation to address the requirements outlined in Policy 5512 and the Anti-Bullying Bill of Rights Act. Without the New Jersey Department of Education (NJDOE) providing more detail regarding a procedure to investigate claims of hazing, Strauss Esmay recommends hazing claims be investigated using the same procedures used for student code of conduct violations and Policy Guide 5600. If the NJDOE releases additional guidance regarding this new law, Strauss Esmay will update Policy Guide 5541 accordingly.

Policy Guide 5541 is optional for school districts that have only an elementary school. Policy Guide 5541 is mandated for school districts that have a high school and/or a middle school and should be adopted by the Board prior to the March 1, 2022 deadline set by the statute.

Policy Guide 5541 is MANDATED

ANTI-HAZING (M)

5541

[MANDATED FOR SCHOOL DISTRICTS WITH A MIDDLE SCHOOL AND/OR HIGH SCHOOL AND OPTIONAL FOR SCHOOL DISTRICTS WITH ONLY AN ELEMENTARY SCHOOL(S)]

M

A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student’s ability to learn and a school’s ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to middle school and/or elementary school in the school district.

“Hazing” in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student’s acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student.

N.J.S.A. 2C:40-3.a. indicates hazing may also include, but is not limited to, the conduct outlined below:

1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;

2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;
3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;
4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or
6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

Board of Education members, school employees, and contracted service providers are required to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding such an incident. Students, parents, volunteers, or visitors are encouraged to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident.

Any report of an alleged incident of hazing shall be immediately investigated by the Principal or designee in accordance with procedures used to investigate alleged violations of the Student Discipline/Code of Conduct and Policy and Regulation 5600. A Principal or designee who receives a report of an alleged incident of hazing and fails to initiate or conduct an investigation and fails to minimize or eliminate the hazing may be subject to disciplinary action.

The Principal or designee may identify behavior when investigating an alleged incident of hazing indicating harassment, intimidation, or bullying (HIB) pursuant to N.J.S.A. 18A:37-14 et seq. – the New Jersey Anti-Bullying Bill of Rights Act (ABR). If the Principal or designee identifies behavior indicating HIB, the Principal or designee shall ensure a separate investigation is conducted in accordance with the ABR and Policy 5512.

The Superintendent or designee shall report to local law enforcement any hazing incident that rises to the level of mandatory reporting under the “Uniform Memorandum of Agreement Between Education Officials and Law Enforcement Officials” or any other agreement between local law enforcement and the school district pursuant to N.J.A.C. 6A:16-5.1(b).

Hazing that involves the participation of a coach, teacher, or other adult may constitute child abuse and shall be addressed in accordance with N.J.S.A. 18A:36-25 and Policy and Regulation 8462.

The Board shall enforce any penalty for violation of this Policy in accordance with the student code of conduct and Policy and Regulation 5600, or any other applicable Board Policy or Regulation. In accordance with N.J.S.A. 18A:37-32.3 appropriate penalties for a violation of this Policy may include, but are not limited to:

1. Withholding of diplomas or transcripts pending compliance with the rules;
2. Rescission of permission for the organization or group whose student member(s) are being penalized under this Policy, to operate on school property or to otherwise operate under the sanction or recognition of the school district; and
3. The imposition of probation, suspension, dismissal, or expulsion of a student member(s).

Any discipline instituted in response to a violation of this Policy may be in addition to discipline for a violation of Policy 5512, Policy and Regulation 5600, and any other applicable Board Policy and Regulation.

The school district shall ensure that students are informed of this Policy, including the rules, penalties, and program of enforcement under this Policy. This Policy shall be posted on the school district's publicly accessible Internet website.

N.J.S.A. 18A:36-25; 18A:37-13.2; 18A:37-14 et seq.;
18A:37-32.2; 18A:37-32.3
N.J.A.C. 6A:16-5.1

Adopted:

P 8465 – Bias Crimes and Bias-Related Acts (M) (Revised)

Policy and Regulation Guides 8465 have been updated to align with N.J.A.C. 6A:16-6.3(e) and the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) addendum titled “Responding to Hate Acts and Bias-Related Acts”. “Gender identity or expression” and “national origin” has been added to the protected class of individuals pursuant to N.J.S.A. 2C:16-1 – Bias Intimidation. Additionally, “school property” has been revised to “school grounds”. The reporting provisions have been expanded to indicate when a report to local law enforcement by school officials shall be “prompt” as compared to the circumstances when a report to local law enforcement by school officials shall be “immediate”.

N.J.A.C. 6A:16-6.3 requires **all** bias-related incidents be reported to local law enforcement and the county prosecutor, but the MOA is not consistent with N.J.A.C. 6A:16-6.3 as the MOA states **not all** bias-related incidents must be reported to local law enforcement and the county prosecutor. Strauss Esmay drafted Policy and Regulation Guides 8465 to align with N.J.A.C. 6A:16-6.3 and not the MOA regarding reports of bias-related incidents to local law enforcement and the county prosecutor for bias-related incidents. Strauss Esmay made a determination to align Policy and Regulation Guides 8465 with N.J.A.C. 6A:16-6.3 because N.J.A.C. 6A:16-6.3 was revised more recently (revised in 2021) than the MOA (revised in 2019) and the N.J.A.C. 6A:16-6.3 revisions did not impact the language in N.J.A.C. 6A:16-6.3(e), which still requires **all** bias-related incidents to be reported to local law enforcement and the county prosecutor. These reporting requirements are required by code making Policy and Regulation Guides 8465 mandated.

Policy Guide 8465 is MANDATED

BIAS CRIMES AND BIAS-RELATED ACTS (M)

8465 M

The Board of Education is committed to providing a safe and healthy environment for all children in the school district. Bias crimes and bias-related acts involving students can lead to further violence and retaliation. Bias crimes and bias-related acts, by their nature are confrontational, inflame tensions, and promote social hostility and will not be tolerated by the school district. School district employees will work closely with local law enforcement and the county prosecutor’s office to report or eliminate the commission of bias crimes and bias-related acts.

Definitions

A “bias crime” means any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race; color; religion; gender; disability; sexual orientation; gender identity or expression; national origin; or ethnicity.

A “bias-related act” means an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; sexual orientation; gender identity or expression; national origin; or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.

All bias crimes are also bias-related acts, but not all bias-related acts will constitute a bias crime.

Required Actions

School employees shall immediately notify the Principal and the Superintendent or designee when in the course of their employment they develop reason to believe a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e).

The Superintendent or designee shall promptly notify the local police department and the bias investigation officer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e)1.

The Superintendent or designee shall immediately notify the local police department and the bias investigation officer for the county prosecutor's office where there is reason to believe that a bias crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe that a life has been or will be threatened in accordance with N.J.A.C. 6A:16-6.3(e)2.

It is understood a referral to the local police department or county prosecutor's office pursuant to the Memorandum of Agreement between Education and Law Enforcement Officials is only a transmittal of information that might be pertinent to a law enforcement investigation and is not an accusation or formal charge.

Unless the local police department or the county prosecutor's office request otherwise, the school district may continue to investigate a suspected bias crime or bias-related act occurring on school grounds and may take such actions as necessary and appropriate to redress and remediate any such acts.

School officials will secure and preserve any such graffiti or other evidence of a suspected bias crime or bias-related act pending the arrival of the local police department or the county prosecutor's office. The school officials, where feasible, will cover or conceal such evidence until the arrival of the local police department or county prosecutor's office.

N.J.S.A. 2C:16-1

N.J.A.C. 6A:16-6.1; 6A:16-6.2; 6A:16-6.3

State Memorandum of Agreement approved by the Department of Law & Public Safety and the Department of Education

Adopted:

P 9560 – Administration of School Surveys (M) (Revised)

Policy Guide 9560 has been re-written to reflect the enactment of P.L. 2021 c.156 codified at N.J.S.A. 18A:36-34.1. The new statute allows school districts to administer an anonymous, voluntary survey; assessment; analysis; or evaluation concerning student health only if prior written notification has been provided to parents. The new law and revisions to Policy Guide 9560 include a process for notification of parents and an outline of the topics that may be asked. N.J.S.A 18A:36-34.1 is distinguished from the existing statute, N.J.S.A. 18A:36-34, because it addresses anonymous and voluntary provisions regarding surveys.

Policy Guide 9560 outlines the existing statute which addresses any academic or nonacademic survey, assessment, analysis, or evaluation revealing information outlined in Section A.1. of Policy Guide 9560. Any survey, analysis, or evaluation discussed in Section A. of Policy Guide 9560 may also implicate the provisions of Section D. of Policy Guide 2415.05 if the survey, analysis, or evaluation is funded in whole or in part by a program of the United States Department of Education.

Policy Guide 9560 no longer contains any of the provisions of the Federal Code or Federal Regulations as these provisions have been relocated to Policy Guide 2415.05 exclusively. Strauss Esmay believes it will be less confusing if Policy Guide 2415.05 addresses the Federal rules and Policy Guide 9560 addresses the State rules. Policy Guide 9560 is mandated.

Policy Guide 9560 is MANDATED

ADMINISTRATION OF SCHOOL SURVEYS (M)

9560 M

The Board of Education believes the administration of school surveys may be necessary and valuable to the educational program in the school district. The Board recognizes certain student information is personal and some students or parents may not want this information shared with the school district. Therefore, the Board shall ensure school surveys are administered in accordance with N.J.S.A. 18A:36-34 and 18A:36-34.1 and this Policy.

A. School Surveys, Certain, Parental Consent Required Before Administration – N.J.S.A. 18A:36-34

1. Unless the school district receives prior written informed consent from a student's parent and provides for a copy of the document to be available for viewing at convenient locations and time periods, the school district shall not administer to a student any academic or nonacademic survey, assessment, analysis, or evaluation which reveals information concerning:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
 - c. Sexual behavior and attitudes;

- d. Illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. Critical appraisals of other individuals with whom a respondent has a close family relationship;
 - f. Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers;
 - g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program; or
 - h. Social security number.
 2. The school district shall request prior written informed consent at least two weeks prior to the administration of the survey, assessment, analysis, or evaluation.
 3. A student shall not participate in any survey, assessment, analysis, or evaluation that concerns the issues listed in A.1. above and N.J.S.A. 18A:36-34.a. unless the school district has obtained prior written informed consent from the student's parent.
- B. Voluntary Survey for Students with Prior Parental Written Notification – N.J.S.A. 18A:36-34.1
 1. In accordance with N.J.S.A. 18A:36-34.1 and notwithstanding, N.J.S.A. 18A:36-34 and A. above, or any other law, rule, or regulation to the contrary, if the school district sends prior written notification to the parent of the student, the school district may administer an anonymous, voluntary survey, assessment, analysis, or evaluation to the student which reveals information concerning any of the following issues:
 - a. Use of alcohol, tobacco, drugs, and vaping;
 - b. Sexual behavior and attitudes;
 - c. Behaviors that may contribute to intentional or unintentional injuries or violence; or
 - d. Physical activity and nutrition-related behaviors.
 2. Written notification provided by the school district to the parent of the student shall be delivered to the parent by regular mail, electronic mail, or a written acknowledgement form to be delivered by the student at least two

weeks prior to administration of the survey, assessment, analysis, or evaluation. Written notification shall contain, at minimum, the following information:

- a. A description of the survey, assessment, analysis, or evaluation;
 - b. The purpose for which the survey, assessment, analysis, or evaluation is needed;
 - c. The entities and persons that will have access to the information generated by the survey, assessment, analysis, or evaluation;
 - d. Specific instruction as to when and where the survey, assessment, analysis, or evaluation will be available for parental review prior to its administration;
 - e. The method by which the parent can deny permission to administer the survey, assessment, analysis, or evaluation to the student; a form specifically providing for such denial shall be included with this notice;
 - f. The names and contact information of persons to whom questions can be directed; and
 - g. A statement advising that failure to respond indicates approval of participation in the survey, assessment, analysis, or evaluation.
3. Information obtained through a survey, assessment, analysis, or evaluation administered to a student in accordance with N.J.S.A. 18A:36-34.1 and B. above, shall be submitted to the New Jersey Department of Education and the New Jersey Department of Health. Information may be used to develop public health initiatives and prevention programs. Information shall not be used for marketing or other commercial purposes that are not related to student health.

C. Violations – N.J.S.A. 18A:36-34.d.

A violation by the school district of N.J.S.A. 18A:36-34; 18A:36-34.1, and this Policy shall be subject to such monetary penalties as determined by the New Jersey Commissioner of Education.

D. Compliance with Federal Law

In addition to compliance with the provisions of N.J.S.A. 18A:36-34, 18A:36-34.1, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of Policy 2415.05 – Student Surveys, Analysis, Evaluations,

Examinations, Testing, or Treatment before students are required to participate in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or part by a program of the United States Department of Education that concerns one or more of the areas outlined in Policy 2415.05.

N.J.S.A. 18A:36-34; 18A:36-34.1

Adopted:

R 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

Policy and Regulation Guides 2431.4 have been re-written to address the revisions in N.J.S.A. 18A:40-41.2 and N.J.S.A. 18A:40-41.4 which expanded the scope of the law to include “intramural sports” along with “interscholastic sports” and “cheerleading programs”. Strauss Esmay addressed these revisions by modifying the definition of “athletic competition” used in Policy Guide 2431 to include “interscholastic sports”, “intramural sports”, and “cheerleading activities”.

In addition, P.L. 2021, c.222 was recently signed into law revising N.J.S.A. 18A:40-41.4. The new law requires school districts implement the graduated, six-step return-to-competition process developed by the Centers for Disease Control and Prevention (CDC) “Return to Play Progression” recommendations. Strauss Esmay has revised Policy and Regulation Guides 2431.4 to reflect the revisions to the law and to outline the six steps as they are outlined in the CDC’s “Return to Play Progression” recommendations. Section B.3. in Regulation Guide 2431.4 references the NJDOE Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form. This document can be found on the NJDOE’s website. Regulation Guide 2431.4 Section F. aligns directly with the CDC’s “Return to Play Progression” recommendations. Policy and Regulation Guides 2431.4 should replace a school district’s existing Policy and Regulation Guides 2431.4. Policy and Regulation Guides 2431.4 are applicable to programs of athletic competition in all school districts with any grades Kindergarten through twelve. Policy and Regulation Guides 2431.4 are mandated and must be adopted by the Board.

Regulation Guide 2431.4 is MANDATED

PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M)

R 2431.4

M

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. Allowing a student to return to athletic competition or practice before recovering from a concussion increases the chance of a more serious brain injury. The following procedures shall be followed to implement N.J.S.A. 18A:40-41.1 et seq. and Policy 2431.4.

A. Athletic Head Injury Safety Training Program

1. The school district will adopt an athletic head injury safety training program.
2. The training program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse.
3. This training program shall be in accordance with the guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

B. Prevention

1. The school district may require pre-season baseline testing of students before the student begins participation in athletic competition or practice. The baseline testing program shall be reviewed and approved by the school physician trained in the evaluation and management of sports-related concussions and other head injuries.
2. The Principal or designee will review educational information for students participating in athletic competition or practice on the prevention of concussions.
3. All school staff members, students participating in athletic competition or practice, and parents of students participating in athletic competition or practice shall be annually informed through the distribution of the NJDOE Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form and other communications from the Principal and coaches on the importance of early identification and treatment of concussions to improve recovery.

C. Signs or Symptoms of Concussion or Other Head Injury

1. Possible signs of concussions may be observed by coaches, athletic trainer, school or team physician, school nurse, or other school staff members. Possible signs of a concussion may be, but are not limited to:
 - a. Appearing dazed, stunned, or disoriented;
 - b. Forgetting plays or demonstrating short-term memory difficulty;
 - c. Exhibiting difficulties with balance or coordination;
 - d. Answering questions slowly or inaccurately; and/or
 - e. Losing consciousness.
2. Possible symptoms of concussion shall be reported by the student participating in athletic competition or practice to coaches, athletic trainer, school or team physician, school nurse, and/or parent. Possible symptoms of a concussion may be, but are not limited to:
 - a. Headache;
 - b. Nausea/vomiting;
 - c. Balance problems or dizziness;
 - d. Double vision or changes in vision;

- e. Sensitivity to light or sound/noise;
- f. Feeling sluggish or foggy;
- g. Difficulty with concentration and short-term memory;
- h. Sleep disturbance; or
- i. Irritability.

D. Medical Attention for a Student Suspected of a Concussion or Other Head Injury

1. A student who participates in athletic competition or practice and who sustains or is suspected of having sustained a concussion or other head injury while engaged in an athletic competition or practice shall be immediately removed from athletic competition or practice.
 - a. A staff member supervising the student during the athletic competition or practice shall immediately contact the school physician, athletic trainer, or school nurse to examine the student.
 - (1) The school physician, athletic trainer, or school nurse shall determine if the student has sustained or may have sustained a concussion or other head injury. The school physician, athletic trainer, or school nurse shall determine if emergency medical responders shall be called to athletic competition or practice.
 - (2) In the event the school physician, athletic trainer, or school nurse determine the student did not sustain a concussion or other head injury, the student shall not be permitted to participate in any further athletic competition or practice until written medical clearance is provided in accordance with E. below.
2. The staff member supervising a student who has been removed from athletic competition or practice in accordance with D.1. above or another staff member shall contact the student's parent and the Principal or designee as soon as possible after the student has been removed from the athletic competition or practice.
 - a. A parent shall monitor their student for symptoms of a concussion or other head injury upon receiving such notification.

E. Medical Examination and Written Medical Clearance

1. A student who was removed from athletic competition or practice in accordance with D.1. shall not participate in further athletic competition or practice until:

- a. The student is examined by a physician or other licensed healthcare provider trained in the evaluation and management of concussions;
 - b. The student receives written medical clearance from a physician trained in the evaluation and management of concussions to return to competition or practice; and
 - c. The student returns to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
2. The student's written medical clearance from a physician must indicate a medical examination has determined:
 - a. The student's injury was not a concussion or other head injury, the student is asymptomatic at rest, and the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities; or
 - b. The student's injury was a concussion or other head injury and the student's physician will monitor the student to determine when the student is asymptomatic at rest and when the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 3. The student's written medical clearance must be reviewed and approved by the school physician.
 4. The student may not begin the graduated return to athletic competition and practice protocol in F. below until the student receives a medical examination and provides the required written medical clearance.
 5. A written medical clearance not in compliance with the provisions of E. will not be accepted.

F. Graduated Return to Athletic Competition and Practice Protocol

1. The return of a student to athletic competition and practice shall be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or updates to those recommendations as developed by the Centers for Disease Control and Prevention.
 - a. Back to Regular Activities (Such as School)

The student is back to their regular activities (such as school) and has the green-light from the student's physician approved by the school physician

to begin the return to play process. A student's return to regular activities involves a stepwise process. It starts with a few days of rest (two-three days) and is followed by light activity (such as short walks) and moderate activity (such as riding a stationary bike) that do not worsen symptoms.

b. Light Aerobic Activity

Begin with light aerobic exercise only to increase the student's heart rate. This means about five to ten minutes on an exercise bike, walking, or light jogging. No weight lifting at this point.

c. Moderate Activity

Continue with activities to increase the student's heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, and/or moderate-intensity weightlifting (less time and/or less weight from their typical routine).

d. Heavy, Non-Contact Activity

Add heavy non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, and/or non-contact sport-specific drills (in three planes of movement).

e. Practice and Full Contact

The student may return to practice and full contact (if appropriate for the athletic competition) in controlled practice.

f. Athletic Competition

The student may return to athletic competition or practice.

2. It is important for a student's parent(s) and coach(es) to watch for concussion symptoms after each day's "Return to Play Progression" activity. A student should only move to the next step if they do not have any new symptoms at the current step.
3. If a student's symptoms return or if they develop new symptoms, this is a sign that a student is pushing too hard. The student should stop these activities and the student's health care provider should be contacted. After more rest and no concussion symptoms, a student can start at the previous step if approved by the student's healthcare provider and provides written medical clearance to the school physician.

G. Temporary Accommodations for Student's Participating in Athletic Competition with Sports-Related Head Injuries

1. The concussed brain is affected in many functional aspects as a result of the injury. Memory, attention span, concentration, and speed of processing significantly impact learning. Further, exposing the concussed student to the stimulating school environment may delay the resolution of symptoms needed for recovery. Accordingly, consideration of the cognitive effects in returning to the classroom is also an important part of the treatment of sports-related concussions and head injuries.
2. To recover, cognitive rest is just as important as physical rest. Reading, studying, computer usage, testing, texting, and watching movies if a student is sensitive to light/sound can slow a student's recovery. The Principal or designee may look to address the student's cognitive needs as described below. Students who return to school after a concussion may need to:
 - a. Take rest breaks as needed;
 - b. Spend fewer hours at school;
 - c. Be given more time to take tests or complete assignments (all courses should be considered);
 - d. Receive help with schoolwork;
 - e. Reduce time spent on the computer, reading, and writing; and/or
 - f. Be granted early dismissal from class to avoid crowded hallways.

Adopted:

R 2460.30 – Additional/Compensatory Special Education and Related Services (M) (New)

Regulation Guide 2460.30 was developed to address the provisions of the recently passed State law, P.L. 2021, c.109, which has been codified at N.J.S.A. 18A:46-6.3. This statute was enacted in response to the COVID-19 pandemic. This new statute applies to students with disabilities who exceed, or will exceed, the current age of eligibility for special education and related services (twenty-one years old) in the 2020-2021, 2021-2022, or the 2022-2023 school years. N.J.S.A. 18A:46-6.3 requires Boards of Education to offer up to one year of additional or compensatory special education and related services, including transition services to students with disabilities, if a determination is made by the student’s Individualized Education Program (IEP) team and the student’s parent that the student requires additional or compensatory special education services. This new statute does not guarantee all students exceeding the age of eligibility will receive additional or compensatory services, rather the statute makes it clear that it is the role of the student’s IEP team to determine if the student requires such services. Regulation Guide 2460.30 is mandated and must be adopted by the Board.

Regulation Guide 2460.30 is **MANDATED**

ADDITIONAL/COMPENSATORY SPECIAL EDUCATION AND RELATED SERVICES (M)

R 2460.30

M

The Board of Education shall provide additional or compensatory special education and related services to students with disabilities beyond the age of twenty-one pursuant to N.J.S.A. 18A:46-6.3.

As used in N.J.A.C. 18A:46-6.3(h) and this Regulation, “parent” means the natural or adoptive parent, the legal guardian, resource family parent when willing to so serve, a surrogate parent, or a person acting in the place of a parent, such as a grandparent or stepparent with whom the student lives, or a person legally responsible for the student’s welfare. “Parent” shall also include an adult student who has attained the age of eighteen, who is not under legal guardianship, and who is entitled to receive special education and related services.

A. Additional Special Education and Related Services

1. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:
 - a. In the 2021-2022 school year, provide special education and related services contained in an Individualized Education Program (IEP) to a student with disabilities who attains the age of twenty-one during the 2020-2021 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2021-2022 school year.
 - (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.a. and A.1. shall not be eligible to receive such education and services beyond June 30, 2022, unless otherwise

provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

2. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:
 - a. In the 2022-2023 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2021-2022 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2022-2023 school year.
 - (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.b. and A.2. shall not be eligible to receive such education and services beyond June 30, 2023, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.
3. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:
 - a. In the 2023-2024 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2022-2023 school year, provided that the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2023-2024 school year.
 - (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.c. and A.3. shall not be eligible to receive such education and services beyond June 30, 2024, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

B. Rights, Privileges, and Remedies

1. A student receiving special education and related services, including transition services, pursuant to N.J.S.A. 18A:46-6.3 and this Regulation shall be afforded the same rights, privileges, and remedies provided to students with disabilities pursuant to State law, New Jersey State Board of Education regulations concerning special education, and the Federal "Individuals with Disabilities Education Act," (IDEA) 20 USC §1400 et seq.

2. Any disputes that arise with respect to the provision or nature of services provided to a student with disabilities in the additional year as provided in accordance with N.J.S.A. 18A:46-6.3.a., b. and c., and A. above may be addressed as determined by the parent of the student with disabilities, by either:
 - a. Mediation;
 - b. A written request for a complaint investigation submitted to the Director of the Office of Special Education Policy and Dispute Resolution in the New Jersey Department of Education; or
 - c. A special education due process hearing pursuant to IDEA, N.J.S.A. 18A:46, or administrative code.

C. Funding

1. The special education and related services, including transition services, provided to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, to the extent permitted by Federal law, be paid for from the monies received by the State or a school district under the Federal “Coronavirus Aid, Relief, and Economic Security (CARES) Act,” Pub.L.116-136, the Federal “Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021,” Pub.L.116-260, the Federal “American Rescue Plan (ARP) Act,” Pub.L.117-2, or any other Federal funding provided to address the impact of the coronavirus pandemic on elementary and secondary schools as it becomes available.
2. To the extent the Federal funds described in N.J.S.A. 18A:46-6.3.e.(1) and C.1. above do not cover the costs borne by the school district to provide the special education and related services, including transition services, to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, the State of New Jersey shall appropriate funds as necessary from the Property Tax Relief Fund to reimburse the school district for these costs.
3. The special education and related services funded pursuant to the provisions of N.J.S.A. 18A:46-6.3.e. may include, but are not limited to, the additional staff, programs, and facilities deemed necessary by the school district to provide the special education and related services, including transition services, required under N.J.S.A. 18A:46-6.

Adopted:

R 2622 – Student Assessment (M) (New)

The New Jersey State Board of Education recently adopted revisions to N.J.A.C. 6A:8 – Standards and Assessment. Policy Guide 2622 has been re-written to reflect the recent revisions to N.J.A.C. 6A:8-4.1; 6A:8-4.3; and 6A:8-4.5. Strauss Esmay also developed a new Regulation Guide 2622 which aligns to the revisions in the administrative code. The New Jersey State Board of Education will now implement an approved English language proficiency assessment for English language learners with an Individualized Education Program to measure a student’s progress in English language proficiency. The Superintendent is now required to report only the final results of the annual assessments to the Board of Education and to the members of the public. The revised Policy Guide shall replace a school district’s existing Policy 2622. Policy and Regulation Guides 2622 are mandated and must be adopted by the Board.

Regulation Guide 2622 is **MANDATED**

STUDENT ASSESSMENT (M)

R 2622

M

A. Statewide Assessment System – N.J.A.C. 6A:8-4.1

1. The school district shall, according to a schedule prescribed by the Commissioner of Education, administer the applicable Statewide assessments, including the following major components: the elementary assessment component for grades three through five; the middle school assessment component for grades six through eight; the high school assessment component; and the alternative State assessment for students with disabilities; and provide notification to each student entering grades three through twelve of the Statewide assessment schedule.
2. Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner of Education pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled.
 - a. The school district shall provide all appropriate accommodations or modifications to the Statewide assessment system as specified by the New Jersey Department of Education (NJDOE) for English language learners (ELLs) and students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act as specified in a student’s Individualized Education Program (IEP) or 504 plan in accordance with N.J.A.C. 6A:8-4.1(d)1.
 - (1) The school district may administer the Statewide assessments in mathematics to ELLs in their native language, when available, and/or English.
 - (2) The school district shall have the option for a first-year ELL of substituting a NJDOE-approved language proficiency test only for

the English language arts component of the Statewide assessment, when the student has entered the United States after June 1 of the calendar year prior to the test administration.

- b. The school district shall ensure students with disabilities as defined in N.J.A.C. 6A:14-1.3 participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10.
- c. At specific times prescribed by the Commissioner of Education, the school district shall administer the alternative State assessment for students with disabilities to students with severe disabilities who cannot participate in other assessments due to the severity of their disabilities in accordance with N.J.A.C. 6A:8-4.1(d)3.
- d. The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.

3. Test Administration Procedures and Security Measures

- a. The school district shall be responsible for ensuring the security of all components of the Statewide assessment system that are administered within the school district.
- b. All Statewide assessments shall be administered in accordance with the NJDOE's required test administration procedures and security measures.
- c. Any breach of such procedures or measures shall be immediately reported to the Superintendent or designee.

B. Documentation of Student Achievement – N.J.A.C. 6A:8-4.2

- 1. After each test administration, the NJDOE shall provide the Superintendent the following:
 - a. Rosters of student performance in each content area;
 - b. Individual student reports; and
 - c. School and school district summary data, including school and school district means, numbers tested, and percent achieving at each performance level.
 - (1) The school district summary data shall be aggregated and disaggregated, and school summary data shall be disaggregated, for

students with disabilities as defined in N.J.A.C. 6A:14-1.3 and for ELLs.

2. The school district shall transmit within ten business days any official records, including transcripts, of students who transfer to other school districts or institutions.
3. The school district shall maintain an accurate record of each student's performance on Statewide assessments.
4. The school district shall maintain for every student a ninth grade through graduation transcript that contains the following, as available:
 - a. Results of all applicable State assessments, including assessments that satisfy graduation requirements set forth at N.J.A.C. 6A:8-5.1(a)6;
 - b. Results of any English language proficiency assessments according to N.J.A.C. 6A:8-5.1(h);
 - c. Evidence of instructional experience and performance in the New Jersey Student Learning Standards (NJSLS);
 - d. Evidence of technological literacy;
 - e. Evidence of career education instructional experiences and career development activities;
 - f. Evidence of State-issued occupational licenses and credentials, industry-recognized occupational credentials, and/or technical skill assessments for students enrolled in NJDOE-approved career and technical education programs pursuant to N.J.A.C. 6A:19-3.2; and
 - g. Any other information deemed appropriate by the school district.

C. Accountability – N.J.A.C. 6A:8-4.3

1. The Superintendent shall report final results of annual assessments to the Board and members of the public at a public meeting within sixty days of receipt of the information from the NJDOE.
2. The Superintendent shall provide educators, parents, and students with results of annual assessments as required under N.J.A.C. 6A:8-4.2(a) and B.1. above, within thirty days of receipt of information from the NJDOE.

3. The school district shall provide appropriate instruction to improve skills and knowledge for students performing below the established levels of student proficiency in any content area either on the Statewide or local assessments.
4. All students shall be expected to demonstrate the knowledge and skills of the NJSLS as measured by the Statewide assessment system.

D. Annual Review and Evaluation of School Districts – N.J.A.C. 6A:8-4.4

1. The NJDOE shall review the performance of schools and school districts by using a percent of students performing at the proficient level as one measure of annual measurable objective (AMO) and incorporating a progress criterion indicative of systemic reform.
 - a. The review shall include the performance of all students, including students with disabilities as defined by N.J.A.C. 6A:14-1.3, students from major racial and ethnic groups, economically disadvantaged students, and ELLs.
 - b. The review shall take place at each grade level in which Statewide assessments are administered, using the AMO targets.

E. Public Reporting – N.J.A.C. 6A:8-4.5

1. In accordance with the requirements of N.J.A.C. 6A:8-4.5, the NJDOE shall report annually to the New Jersey State Board of Education and the public on the progress of all students and student subgroups in meeting the NJSLS as measured by the Statewide assessment system by publishing and distributing the NJDOE's annual New Jersey School Report Card in accordance with N.J.S.A. 18A:7E-2 through 5.
2. After each test administration, the NJDOE shall report to the Board on the performance of all students and of student subgroups.

F. Parental Notification

Parents shall be informed of the school district assessment system and of any special tests that are to be administered to their children.

Adopted:

R 8465 – Bias Crimes and Bias-Related Acts (M) (Revised)

Policy and Regulation Guides 8465 have been updated to align with N.J.A.C. 6A:16-6.3(e) and the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) addendum titled “Responding to Hate Acts and Bias-Related Acts”. “Gender identity or expression” and “national origin” has been added to the protected class of individuals pursuant to N.J.S.A. 2C:16-1 – Bias Intimidation. Additionally, “school property” has been revised to “school grounds”. The reporting provisions have been expanded to indicate when a report to local law enforcement by school officials shall be “prompt” as compared to the circumstances when a report to local law enforcement by school officials shall be “immediate”.

N.J.A.C. 6A:16-6.3 requires **all** bias-related incidents be reported to local law enforcement and the county prosecutor, but the MOA is not consistent with N.J.A.C. 6A:16-6.3 as the MOA states **not all** bias-related incidents must be reported to local law enforcement and the county prosecutor. Strauss Esmay drafted Policy and Regulation Guides 8465 to align with N.J.A.C. 6A:16-6.3 and not the MOA regarding reports of bias-related incidents to local law enforcement and the county prosecutor for bias-related incidents. Strauss Esmay made a determination to align Policy and Regulation Guides 8465 with N.J.A.C. 6A:16-6.3 because N.J.A.C. 6A:16-6.3 was revised more recently (revised in 2021) than the MOA (revised in 2019) and the N.J.A.C. 6A:16-6.3 revisions did not impact the language in N.J.A.C. 6A:16-6.3(e), which still requires **all** bias-related incidents to be reported to local law enforcement and the county prosecutor. These reporting requirements are required by code making Policy and Regulation Guides 8465 mandated.

Regulation Guide 8465 is **MANDATED**

BIAS CRIMES AND BIAS-RELATED ACTS (M)

R 8465

M

A. Definitions

1. A bias crime means any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race; color; religion; gender; disability; sexual orientation; gender identity or expression; national origin; or ethnicity.
2. A bias-related act means an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; sexual orientation; gender identity or expression; national origin; or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.
3. All bias crimes are also bias-related acts, but not all bias-related acts will constitute a bias crime.

B. Procedure For Reporting Bias Crimes and Bias-Related Acts

1. A school employee shall immediately notify the Principal and the Superintendent or designee when in the course of their employment, they develop reason to believe that:
 - a. A bias crime or a bias-related act has been committed or is about to be committed on school grounds;
 - b. A bias crime or a bias-related act has been or is about to be committed by student on or off school grounds, and whether such offense was or is to be committed during operating school hours; or
 - c. A student enrolled in the school has been or is about to become the victim of a bias crime or bias-related act on or off school grounds, or during operating school hours.
2. The Superintendent or designee shall promptly notify the local police department and the bias investigation officer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed on school grounds, or has been or is about to be committed by a student on or off school grounds, and whether such offense was or is to be committed during operating school hours, or a student enrolled in the school has been or is about to become the victim of a bias crime or bias-related act on or off school grounds, or during operating school hours.
3. The Superintendent or designee shall immediately notify the local police department and the bias investigation officer for the county prosecutor's office where there is reason to believe a bias crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe a life has been or will be threatened.

C. Nature of Referral

1. The mandatory referral for suspected or committed bias crimes and bias-related acts as described in N.J.A.C. 6A:16-6.3(e) and this Regulation is only a request to the law enforcement agencies to conduct an investigation and is nothing more than the transmittal of information which may be pertinent to any such law enforcement investigation.

D. Concurrent Jurisdiction

1. Unless the local police department or the county prosecutor's office request otherwise, school officials may continue to investigate a suspected bias crime or bias-related act occurring on school grounds and may take such actions as necessary and appropriate to redress and remediate any such acts.

2. School officials will immediately discontinue any ongoing school investigation if the local police department or the county prosecutor's office believe the school investigation could jeopardize an on-going law enforcement investigation or otherwise endanger the public safety.
 - a. Upon notice provided in D.2. above, school officials will take no further action without providing notice to and receiving the assent of the local police department or the county prosecutor's office.
- E. Preservation of Evidence
1. School officials will secure and preserve any such graffiti or other evidence of a suspected bias crime or bias-related act pending the arrival of the local police department or the county prosecutor's office.
 2. The school officials, when feasible, will cover or conceal such evidence until the arrival of the local police department or county prosecutor's office in a manner designed to minimize the harm and continued exposure to students by such evidence.

Issued: