

**BRADLEY BEACH BOARD OF EDUCATION**  
**515 Brinley Avenue**  
**Bradley Beach, NJ 07720**

**A G E N D A**

**Regular Meeting**  
**October 19, 2021**

I. Call To Order

II. Open Public Meetings Act

In accordance with the Open Public Meetings Act, notice of this meeting has been given to the designated newspapers, *The Asbury Park Press* and *the Coast Star*, and posted in the school in a place reserved for this kind of notice.

III. Flag Salute/Roll Call

IV. Discussion Items

- WIDA: ACCESS and iReady Score Reporting - Mrs. Sarah Seeley, Director of Curriculum and Instruction

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – September 21, 2021  
Special Meeting – October 4, 2021

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

VI. Superintendent's Report

Executive Session

A. Personnel

1. Resolved: That the Board accept the request for maternity leave by Middle School English/Special Education Teacher, Marissa Vitale, commencing on or about December 23, 2021, ending on or about May 24, 2022, with a return date of May 25, 2022. (Attachment VI-A.1)

2. Resolved: That the Board approve the appointment of the following substitute teachers for the 2021/2022 school year, at a rate of \$75.00 per day:

- Jessica Desmond
- Leila Johnson

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- William Randall-Goodwin
- Emily A. Osterman
- William Barrett Jr.
- Joanne Papaianni

3. Resolved: That the Board approve the attendance and the registration cost of the following staff members for engagement in the designated professional training: [G]

Staff Member	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Lisa D'Amore	10-27-21	Jen Serravallo Small Group Instruction Starting the Year with Intention and Power	Virtual 9:30-4:30	\$125.00
Katie Skribner	10-27-21	Jen Serravallo Small Group Instruction Starting the Year with Intention and Power	Virtual 9:30-4:30	\$125.00
Jen DiZefalo	10-29-21	Visual Arts Academy & Workshop	RBR HS	\$ 20.00
Emilee D'Angelo Kristin Goldsworthy Megan Jardine	11-02-21	Illustrative Math K-5 Math Fall Module Planning with a Focus and Pedagogy	Virtual 5-7 PM	\$200.00
Kirsty Sucato Marissa Vitale	10-29-21	Creative Writing Articulation -RBR School of Visual & Performing Arts	RBR HS	\$ 20.00
Kirsty Sucato Marissa Vitale	11-16-21	Kelly Gallagher Building Readers & Writers: Moving from Compliance to Engagement	Livingston Student Center Rutgers, New Brunswick	\$160.00
Jessica Stephan	1 x Month Dates TBA	Veteran PIRS Seminar	Virtual	\$225.00
Christina Boyle	9-15-21	Teaching & Assessing Multilingual Learners After a Difficult Year	Virtual	\$130.97

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

B. Policy

1. Resolved: That the Board approve the following Policies and Regulations for a first reading:  
 (Attachment VI-B.1)

Policy/Regulation Number	Policy/Regulation Title
P 1648	Restart and Recovery Plan (M) (Abolished)
P 1648.02	Remote Learning Options for Families (M) (Abolished)
P 1648.03	Restart and Recovery Plan – Full Time Remote Instruction (M) (Abolished)
P 1648.11	The Road Forward COVID-19 – Health and Safety (M) (New)
P 1648.13	School Employee Vaccination Requirements (M) (New)

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P 2422	Comprehensive Health and Physical Education (M) (Revised)
P 2425	Emergency Virtual or Remote Instructional Program (M) (New)
P 2467	Surrogate Parents and Resource Family Parents (M) (Revised)
P 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5114	Children Displaced by Domestic Violence (Abolished)
P 5116	Education of Homeless Children (Revised)
P 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
P 6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (New)
P 6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
P&R 7432	Eye Protection (M) (Revised)
P 8420	Emergency and Crisis Situations (M) (Revised)
R 8420.1	Fire and Fire Drills (M) (Revised)
P 8540	School Nutrition Programs (M) (Revised)
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Revised)
P 8600	Student Transportation (M) (Revised)
P 8810	Religious Holidays (Abolished)

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

2. Resolved: That the Board approve the 2021/2022 School Operations Plan for Restart and Recovery Planning: Remote Instruction Plan. (Attachment VI-B.2)

C. Students

1. Resolved: The BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying in the Month of September.
2. Resolved: That the Board approve the following tuition students for the 2021/2022 school year:
  - Student #2510 – Grade 5
  - Student #2344 – Grade 8
3. Resolved: That the Board approve the following 2021/2022 student field trips that provide community onsite learning aligning with the New Jersey Student Learning Standards: [B]

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Date	Grade	Location	Cost	Bus
11/12/21	PreK	Allaire Community Park 4265 Atlantic Ave Farmingdale, NJ 07727	\$450	\$150

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

VII. Business Administrator/Board Secretary's Report

A. Approval of Revised Three-Year Comprehensive Maintenance Plan

Resolved: That the Board approve the following resolution:

WHEREAS, the Department of Education requires New Jersey School Districts to have three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the school facilities of the Bradley Beach Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities safe for use or in their original condition and keep their system warranties valid, and

NOW, THEREFORE, BE IT RESOLVED that the Bradley Beach Board of Education hereby authorizes the Business Administrator/Board Secretary to submit the attached Three-Year Comprehensive Maintenance Plan for the Bradley Beach Board of Education in compliance with Department of Education requirements. Said plan is on file for public inspection in the Office of the Business Administrator/Board Secretary.  
 (Attachment VII-A)

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

B. Approval of Annual Required Maintenance Budget Amount – Form M-1

Resolved: That the Board approve Form M-1, Annual Maintenance Budget Amount Worksheet, required per N.J.A.C. 6:24. (Attachment VII-B)

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

C. Approval of the Acceptance FY 2021 Elementary and Secondary Education (ESEA) Formula Grant Carry-Over Funds

Resolved: That the Board approve the acceptance of the FY 2021 ESEA Carry-Over funds in the following amount:

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<b>Program Name</b>	<b>Carry-Over Amount</b>
Title IA	\$15,509.17
Title ISIA	179.84
Title IIA	1,560.10
Title IV	4,600.00

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

D. Approval of the Acceptance of FY 2021 Individuals with Disabilities Educational Act (IDEA) Carry-Over Funds

Resolved: That the Board approve the acceptance of the Individuals with Disabilities Education Act (IDEA) Carry-Over Funds for Fiscal Year 2021 in the following amount:

<b>Program Name</b>	<b>Carry-Over Amount</b>
IDEA Basic	\$586.15

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

E. Approval of FY 2021 Preschool Education Aid (PEA) Carry-Over Funds

Resolved: That the Board approve the acceptance of the FY 2021 Preschool Education Aid (PEA) Carry-Over Funds for Fiscal Year 2021 in the following amount:

<b>Program Name</b>	<b>Carry-Over Amount</b>
Preschool Education Aid	\$ .06

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

F. Approval of Extended Year Special Education Routes with the Monmouth-Ocean Educational Services Commission, Colts Neck, NJ

Resolved: That the Board approve the extended year special education school route with the Monmouth-Ocean Educational Services Commission, Colts Neck, NJ. [B]

<b>Route</b>	<b>Destination</b>	<b>Cost</b>
ESY217	New Road (Lakewood)	\$2,555.03
ESY224	New Road (Parlin)	4,301.22

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

G. Approval to Delete Stale Dated Check

Resolved: That the Board approve the deletion of the following stale dated check from the Bradley Beach School Account ending in 0186:

Check Date	Check Number	Check Amount
6/29/2020	5756	\$5.00
6/29/2020	5759	5.00

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

H. Approval to Delete Stale Dated Check

Resolved: That the Board approve the deletion of the following stale dated check from the Bradley Beach Student Council Account ending in 9026:

Check Date	Check Number	Check Amount
6/29/20	1593	\$40.00

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

I. Approval of the Generous Donation from Bradley Beach Resident, Peter Sharpe, for Various School Supplies

Resolved: That the Board accept the generous donation from Bradley Beach resident, Peter Sharpe, for the following supplies: dissecting kit, 10 binders with folders, 7 book covers, 4 pencil pouches, 4 expo dry erase markers, 1 laboratory quality microscope.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

J. Approval of Business Administrator/Board Secretary's Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending September 30, 2021 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-J)

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

K. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending September 30, 2021 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary. (Attachment VII-K)

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

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L. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of September 30, 2021, 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 account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b); that no line item appropriation is in violation of N.J.A.C. 6A:23-2.11 (1) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

M. Approval of Budget Transfers (2021/2022)

Resolved: That the Board approve the 2021/2022 budget transfers as listed on Attachment VII-M.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

N. Approval of September 2021 Payroll

Resolved: That the Board approve the September 2021 gross payroll in the amount of \$408,421.75.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

O. Approval of Bills Payment

Resolved: That the Board approve payment of the October 19, 2021 regular bills list and as certified and approved. (Attachment VII-O)

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

VIII. Old Business

IX. New Business

X. Committee Reports

XI. President's Report

XII. Public Comments (Agenda Items Only)

XIII. Public Comments (Other Items Only)

XIV. Executive Session (if required)

XV. Adjournment

Attachment VI-A.1

October 12, 2021

Dear Dr. Wisniewski and Mr. Tonzola,

I will be taking maternity leave this winter and plan on returning in the late spring. The approximate start date for my leave would be on or about Thursday, December 23, 2021 with a return date on or about Wednesday, May 25, 2022. My tentative due date is January 22, 2022; so these dates may vary. Please let me know if I can be of any assistance with my maternity leave replacement.

Thank you,  
Marissa Vitale



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The Road Forward COVID-19 – Health and Safety

Aug 21

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[See **POLICY ALERT No. 224**]

## 1648.11 THE ROAD FORWARD COVID-19 – HEALTH AND SAFETY

The Board of Education plans to provide full-day, full-time, in-person instruction and operations for the 2021-2022 school year. In June 2021, the New Jersey Department of Health (NJDOH) and the New Jersey Department of Education (NJDOE) worked collaboratively to develop guidance, The Road Forward – Health and Safety Guidance for the 2021-2022 School Year (The Road Forward).

The Road Forward replaces the mandatory anticipated minimum standards outlined in the NJDOE’s “The Road Back – Restart and Recovery Plan for Education” (June 2020) and provides a range of recommendations rather than mandatory standards. These recommendations are meant to assist school districts in implementing protocols to reduce risks to students and staff from COVID-19 while still allowing for full-time learning.

The Board considered many factors as they prepared for the 2021-2022 school year, including the level of COVID-19 transmission in the community at large and in the school community, as well as vaccination coverage rates in both the community at large and the school community.

For the purpose of this Policy, “Order” shall mean any Governor of New Jersey Executive Order, New Jersey State Agency mandate, Centers for Disease Control and Prevention (CDC) guidance, New Jersey statute, or administrative code requiring compliance by the school district.

The Board considered the recommendations outlined in The Road Forward to develop health and safety protocols. The Board will consider all recommended Orders and comply with all mandatory Orders when developing health and safety protocols and reviewing them periodically.

The Board considered the recommendations outlined in The Road Forward to develop the school district’s COVID-19 protocols in the following areas and included in corresponding Appendices:



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The Road Forward COVID-19 – Health and Safety

- A. General Health and Safety Concerns of Students, Staff Members, and Visitors
1. Vaccination – See Appendix A.;
  2. Communication with the Local Health Department – See Appendix B.;
  3. Mask Wearing Protocol – See Appendix C.;
  4. Physical Distancing and Cohorting Protocols – See Appendix D.;
  5. Hand Hygiene and Respiratory Etiquette Protocols – See Appendix E.;
  6. Provision of Meals – See Appendix F.; and
  7. Transportation Protocols – See Appendix G.
- B. Cleaning, Disinfection, and Airflow – See Appendix H.
- C. Screening, Exclusion, and Response to Symptomatic Students and Staff Members – See Appendix I.
- D. Contact Tracing – See Appendix J.
- E. Testing – See Appendix K.
- F. Student and Staff Member Travel – See Appendix L.

The absence of one or more of the recommendations outlined in The Road Forward and/or in the school district's health and safety protocols will not prevent the reopening of the school(s) in the district for full-day in-person operation with all enrolled students and staff members present.



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The Road Forward COVID-19 –Health and Safety

Pursuant to N.J.S.A. 18A:7F-9, schools must be in session for 180 days to receive State Aid. The statute requires that school facilities be provided for at least 180 days during the school year. N.J.S.A. 18A:7F-9(b) indicates when a school district is required to close the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive and/or recommendation by the appropriate health agency or officer to institute a public health-related closure, days of virtual or remote instruction commensurate with in-person instruction will count toward the school district's 180-day requirement.

The school district may be confronted with the incidence of COVID-19 positive cases among staff and/or students. If the school district is required to exclude a student, group of students, a class, or multiple classes as a result of possible exposure to COVID-19, while the school itself remains open for in-person instruction, the school district may offer virtual or remote instruction to those students in a manner commensurate with in-person instruction to the extent possible. In circumstances when the school facilities remain open and in-person instruction continues in those classrooms that are not required to quarantine, those days in session will also count toward the school district's 180-day requirement in accordance with N.J.S.A. 18A:7F-9.

The school district anticipates updates to The Road Forward and as such this Policy is subject to review by the Superintendent to ensure compliance with Orders that may arise after Board adoption of this Policy. All revisions to Orders affecting this Policy and corresponding Appendices shall be reviewed by the Superintendent with the Board Attorney, School Physician, and Board of Education, if appropriate. The Superintendent may revise the health and safety protocols included in any Appendix as necessary and appropriate. All students, parents, and staff members will be notified of any changes to school district-developed protocols implemented as a result of this Policy, as appropriate.

## Appendix

**Date:** 8/10/2021

**Date Revised:** 8/10/2021

### 1 - MAINTAINING HEALTH AND SAFETY

#### A. UNIVERSAL AND CORRECT WEARING OF MASKS



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The Road Forward COVID-19 –Health and Safety

- Face coverings will be required for students, and face coverings are always required for visitors and staff unless it will inhibit the individual's health.
- Students, staff and visitors will be provided face coverings in the event they do not have one on hand.
- Staff will continuously monitor and educate students on proper face covering usage. This includes covering their nose as well as replacing face coverings daily.

## **B. PHYSICAL DISTANCING (E.G., INCLUDING USE OF COHORTS/PODDING)**

- Student desks will be spaced 3 feet apart, if this is not possible:
  - Implement social distancing modifications to the greatest extent practicable, including turning desks to face the same direction or having students sit on only one side of the table, spaced apart
- All desks will be in rows and facing the same direction
- Avoid close group learning activities
- Keeping students in Cohort Model in Grades PreK-5
- Allow minimal mixing between cohorts
- Lunch will be served in both the gymnasium and the cafeteria to limit the number of students at each table. Look for 3 feet of spacing when eating.

## **C. HANDWASHING AND RESPIRATORY ETIQUETTE**

- Multiple hand sanitizing stations with alcohol-based hand sanitizers (at least 70% alcohol) will be available throughout all buildings for staff and students to utilize (classrooms, entrances/exits of buildings, near large common areas, near bathrooms, etc.). Children five or younger will be supervised when using hand sanitizer.
- Classrooms with existing hand washing stations will be outfitted with soap and paper towels.
- Students will be required to wash their hands at various times during the day, specifically before and after eating, after recess, after use of any shared equipment/materials, after using the bathroom, and after blowing their nose, coughing, and/or sneezing. If washing with soap
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and water is not possible, washing with an alcohol-based hand sanitizer will be required.

- All entrances and exits will have hand sanitizing stations with alcohol-based hand sanitizer with at least 70% alcohol

## **D. CLEANING AND MAINTAINING HEALTHY FACILITIES, INCLUDING IMPROVING VENTILATION**

- All custodial/maintenance staff will receive specific training on established cleaning practices.
- After arrivals, all entrance touchpoint surfaces will be sanitized using disinfectant spray. All touch points and surfaces will be wiped with disinfectant throughout the day. Surfaces will be cleaned prior to being disinfected. EPA approved disinfectants will be used with appropriate tools.
- Nightly cleaning procedures will include cleaning of all classroom surfaces and touch points with disinfectant spray bottles and electrostatic sprayers.
- Hand sanitizer stations will be readily accessible near all entrances, exits and common areas. Disinfecting spray and appropriate cleaning materials will be provided to all staff.
- All indoor facilities have adequate ventilation and all instructional spaces/offices have heating and air conditioning. Air filters will be cleaned regularly. Windows will be opened for ventilation.
- Bathrooms will be cleaned and disinfected every 30 minutes using protocols outlined by the Environmental Protection Agency (EPA).
- Drinking fountains will be cleaned and sanitized but the district will encourage staff and students to bring their own water to minimize use and touching of water fountains.

## **E. CONTACT TRACING IN COMBINATION WITH ISOLATION AND QUARANTINE, IN COLLABORATION WITH THE STATE, LOCAL, TERRITORIAL, OR TRIBAL HEALTH DEPARTMENTS**

- Designated district staff will be in direct contact with the local health department regarding confirmed cases, isolation and quarantine timelines.
- Parents/Guardians will serve as the primary daily screening mechanism for COVID-19 symptoms. Students or staff exhibiting



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symptoms should remain home. Students will be screened on arrival by staff for a fever of 100° F or greater with a district provided non-contact forehead thermometer

- Health checks will be conducted in accordance with any applicable privacy laws and regulations. Screening protocols will include accommodations needed for students/staff with medical conditions or disabilities.
- Staff and Students displaying COVID-19 symptoms will be sent home. The school will have a designated isolation space where those with COVID-19 symptoms will be safely and respectfully isolated.
- All symptomatic students and staff will be advised to seek medical care. Those reporting positive results for COVID-19 or having close contact with a confirmed case of COVID-19 will follow NJDOH and CDC isolation and quarantine guidelines as applicable.

## **F. DIAGNOSTIC AND SCREENING TESTING**

- Checking for symptoms each morning by caregivers is critical and will serve as the primary screening mechanism. Students are expected to stay home if they exhibit symptoms of COVID-19. We will provide a checklist of symptoms and other guides to families.
- Students will be screened on arrival by staff for a fever of 100° F or greater with a district provided non-contact forehead thermometer.
- Designated entrances and/or designated entrance times for students will be established based on grade level.

## **G. EFFORTS TO PROVIDE VACCINATIONS TO EDUCATORS, OTHER STAFF, AND STUDENTS, IF ELIGIBLE**

- Earlier this year, we collaborated with the Visiting Nurses Association of New Jersey. As part of our recruitment efforts, staff were emailed surveys and provided resources on the benefits of the vaccine.
- We will promote local vaccine clinics, including those at nearby school districts and other health providers, including but not limited to:
  - The Visiting Nurses of New Jersey
  - The Monmouth County Department of Health
  - The Monmouth County Department of Education



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- Robert Wood Johnson Community Hospital
- The Jersey Shore Medical Center
- Center State Medical Center
- Bradley Beach will also promote informed consent, which will encourage families to discuss with their health care provider about the risks, benefits, and alternatives of a given procedure or intervention.
- The following are required elements for informed consent:
  - The nature of the procedure
  - The risks and benefits and the procedure
  - Reasonable Alternatives
  - Risks and benefits of alternatives
  - Assessment of the patient’s understanding of the above

## **H. APPROPRIATE ACCOMMODATIONS FOR CHILDREN WITH DISABILITIES WITH RESPECT TO THE HEALTH AND SAFETY POLICIES**

- In our effort to ensure the general well-being, health and safety of all students, the following protocols will be implemented.
  - Maintain clear lines of communication between families and school staff, especially Nurses, Counselors and Leadership Team members. This will be done via phone, email, surveys and meetings (in person and virtual) as necessary.
  - Seek information from families regarding their child’s specific medical needs.
  - Encourage all families to keep their children home when appropriate; promote the practice of hand hygiene and respiratory etiquette; require the use of face coverings; post signs and messages in and around school buildings.
  - Reasonable accommodations will be provided based on a child’s IEP, 504 Plan or individual medical needs in order to maximize student learning in a safe manner.
  - Encourage frequent communication between building based medical professionals and high risk students.

## **2 - ENSURING CONTINUITY OF SERVICES**

Describe how the LEA will ensure continuity of services, including but not limited to services to address students’ academic needs and students’



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and staff's social, emotional, mental health, and other needs, which may include student health and food services:

- The Social and Emotional Learning of students and staff is essential to re-engaging students, supporting adults and rebuilding relationships. SEL will be embedded in our school day through Morning Meeting and our positive behavior initiative SOLE. We will continue to ensure families have an adequate food supply by providing breakfast and lunch on a daily basis. The District has established many community partnerships with mental health providers and school based collaborators.
- Academic Supports: All PreK-8 students will have access to a variety of before/after school and summer enrichment programming which is funded via CARES, ESSER I & II and ARP. Students will continue to receive academic support during the school day via small group instruction, Literacy Intervention, English as Second Language services, and Special Education services. Students will also have access to their own Chromebook without cost and be provided free WiFi, if needed. Students will be supported by Counselors, Related Services and outside providers as needs arise.
- Students who are asked to quarantine will be provided synchronous virtual instruction to replicate in-person instruction to the highest degree possible.

### 3 - PUBLIC COMMENT

Describe how the LEA sought public comment on its plan, and how it took those public comments into account in the development of its plan. Note, the ARP requires that LEAs seek public comment for each 6-month revision to the plan.

- The draft of our Safe Return plan was shared with the following stakeholders: All District Staff, the Personnel and Policy Committee, Parents/Guardians and Community Members. The draft was shared in both English and Spanish on our website and during a public Board of Education meeting.
- All comments received were synthesized and reviewed by our Leadership Team prior to any changes being made. As this is a fluid document, changes may occur as new guidance is received from the NJDOE and CDC.

Describe how the LEA ensured that the plan is in an understandable and uniform format; is to the extent practicable written in a language that parents can





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understand or, if not practicable to provide written translations to a parent with limited English proficiency, will be orally translated for such a parent; and upon request by a parent who is an individual with a disability as defined by the ADA, will be provided in an alternative format accessible to that parent:

- Our Safe Return Plan will be shared in both English and Spanish, on our website, and during a public Board of Education meeting.
- In the event a stakeholder has questions or is in need of assistance reading the document, such support will be provided.
- The district will also ensure that an alternative format will be provided to a parent who is an individual with a disability as defined by the ADA through the Information Technology Department of the district.

Adopted:



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School Employee Vaccination Requirements

Aug 21

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[See **POLICY ALERT No. 225**]

## 1648.13 SCHOOL EMPLOYEE VACCINATION REQUIREMENTS

In accordance with Executive Order No. 253 signed by the Governor of New Jersey on August 23, 2021, the Board shall adopt and maintain a policy that requires all covered workers to either provide adequate proof that they have been fully vaccinated or submit to COVID-19 testing at a minimum of one to two times each week.

This requirement shall take effect on October 18, 2021, at which time any covered workers that have not provided adequate proof to the school district that they are fully vaccinated must submit to COVID-19 testing at a minimum of one to two times each week on an ongoing basis until fully vaccinated.

For purposes of Executive Order 253 and this Policy, “covered workers” shall include all individuals employed by the Board of Education, both full and part-time, including, but not limited to, administrators; teachers; educational support professionals; individuals providing food, custodial, and administrative support services; substitute teachers, whether employed directly by the Board of Education or otherwise contracted; contractors; providers; and any other individuals performing work in the school district whose job duties require them to make regular visits to the school district, including volunteers. Covered workers do not include individuals who visit the school district only to provide one-time or limited duration repairs, services, or construction.

A covered worker shall be considered “fully vaccinated” for COVID-19 two weeks or more after they have received the second dose in a two-dose series or two weeks or more after they have received a single-dose vaccine. Individuals will only be considered fully vaccinated after they have received a COVID-19 vaccine that is currently authorized for Emergency Use Authorization (EUA) by the United States Food and Drug Administration (FDA) or the World Health Organization (WHO), or that are approved for use by the same.

Workers who are not fully vaccinated, or for whom vaccination status is unknown, or who have not provided sufficient proof of documentation, shall be considered unvaccinated in accordance with the provisions of Executive Order 253.



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School Employee Vaccination Requirements

Covered workers shall demonstrate proof of full vaccination status by presenting any of the following documents if they list COVID-19 vaccines currently authorized for EUA by the FDA or the WHO, or that are approved for use by the same, along with an administration date for each dose:

1. The Centers for Disease Control and Prevention (CDC) COVID-19 Vaccination Card issued to the vaccine recipient by the vaccination site, or an electronic or physical copy of the same;
2. Official record from the New Jersey Immunization Information System (NJIS) or other State immunization registry;
3. A record from a health care provider's portal/medical record system on official letterhead signed by a licensed physician, nurse practitioner, physician's assistant, registered nurse, or pharmacist;
4. A military immunization or health record from the United States Armed Forces; or
5. Docket mobile phone application record or any State specific application that produces a digital health record.

The Board of Education's collection of vaccination information from covered workers shall comport with all Federal and State laws, including, but not limited to, the Americans with Disabilities Act, that regulate the collection and storage of that information.

To satisfy the testing requirement of Executive Order 253 and this Policy, an unvaccinated covered worker must undergo screening testing at a minimum of one to two times each week, to be determined by the Superintendent of Schools.

An unvaccinated covered worker is required to submit proof of a COVID-19 test. The unvaccinated covered worker may choose either antigen or molecular tests that have EUA by the FDA or are operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.

Where a Board of Education provides the unvaccinated covered worker with on-site COVID-19 test(s), the school district may similarly elect to administer or provide access to either an antigen or molecular test.



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School Employee Vaccination Requirements

If the covered worker is not working on-site in the school district during a week when testing would otherwise be required, the Superintendent or designee may not require the worker to submit to testing for that week. This requirement shall not supplant any requirement imposed by the Board of Education regarding diagnostic testing of symptomatic workers or screening testing of vaccinated workers.

The Board of Education shall track test results required by Executive Order 253 and must report those results to the local public health department.

Nothing in Executive Order 253 and this Policy shall prevent a Board of Education from revising this Policy to include additional or stricter requirements, as long as such revisions comport with the minimum requirements of Executive Order 253.

Executive Order 253 authorizes the Commissioner of the Department of Health (DOH) to issue a directive supplementing the requirements outlined in Executive Order 253, which may include, but not be limited to, any requirements for reporting vaccination and testing data to the DOH. Actions taken by the Commissioner of the DOH pursuant to Executive Order 253 shall not be subject to the requirements of the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq.

This Policy shall be supplemented by Policy 1648.11 – Appendix A, which shall include the school district’s protocols implementing the provisions of this Policy.

The Superintendent is authorized to implement revisions to provisions in this Policy based on any subsequent Executive Orders or any additional mandates that affect any provisions of this Policy. Any such revisions in this Policy shall be submitted by the Superintendent to the Board of Education for ratification if the Board cannot approve such revisions before the effective date.

Executive Order 253 – August 23, 2021

Adopted:



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**Comprehensive Health and Physical Education**  
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[See POLICY ALERT Nos. 208, 217, 219, and 224]

## 2422 COMPREHENSIVE HEALTH AND PHYSICAL EDUCATION

The Board of Education requires all students to participate in a comprehensive, sequential, health and physical education program aligned with the New Jersey Student Learning Standards (NJSLS) that emphasizes the natural interdisciplinary connection between wellness and health and physical education. The primary focus of the NJSLS is the development of knowledge and skills that influence healthy behaviors within the context of self, family, school, and the local and global community.

**The curriculum requirements listed below address the need for students to gain knowledge and skill in caring for themselves, interacting effectively with others, and analyzing the impact of choices and consequences. The primary focus of the curriculum listed below is to help students develop concepts and skills that promote and influence healthy behaviors.**

The NJSLS incorporate New Jersey statutes related to health and well-being of students in New Jersey schools. The following statutes incorporated into the NJSLS include, but are not limited to, the following requirements:

1. Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.
2. Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven through twelve.
3. Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.
4. Cancer Awareness (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.



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5. Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven through twelve.
6. Domestic Violence Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child abuse.
7. Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school students.
8. Health, Safety, and Physical Education (N.J.S.A. 18A:35-5) requires that all students in grades one through twelve participate in at least two and one-half hours of health, safety, and physical education each school week.
9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the development of curriculum guidelines for each grade Kindergarten through twelve.
10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through 5.3) requires the development of Lyme Disease curriculum guidelines and training to all teaching staff members who instruct students with Lyme Disease.
11. Organ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine through twelve.
12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.
13. Stress Abstinence (N.J.S.A. 18A:35-4.19 through N.J.S.A. 18A:35-4.22), also known as the "AIDS Prevention Act of 1999," requires sex education programs to stress abstinence.



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## Comprehensive Health and Physical Education

14. Suicide Prevention (N.J.S.A. 18A:6-111 through 113) requires instruction in suicide prevention in public schools.
15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.
17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.
18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.
19. **Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.**
20. **Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.**



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Comprehensive Health and Physical Education

21. **Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.**
22. **Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.**
23. **Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine through twelve.**
24. **Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.**
2519. **Other Statutory or Administrative Codes. The Board will incorporate into its health and physical education curriculum any other requirements of the NJSLS in Comprehensive Health and Physical Education.**

In accordance with the provisions of N.J.S.A. 18A:35-4.7, any student whose parent presents to the Principal a signed statement that any part of the instruction in health, family life education, or sex education is in conflict with his/her conscience or sincerely held moral or religious beliefs shall be excused from that portion of the course where such instruction is being given and no penalties as to credit or graduation shall result.





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## Comprehensive Health and Physical Education

The Board of Education must provide two and one-half hours of health, safety, and physical education courses in each school week, or proportionately less when holidays fall within the week. Recess period(s) shall not be used to meet the requirements of N.J.S.A. 18A:35-5, 7, and 8.

In accordance with N.J.S.A. 18A:35-4.31, the Board of Education shall provide a daily recess period of at least twenty minutes for students in grades Kindergarten through five. A recess period is not required on a school day in which the day is substantially shortened due to a delayed opening or early dismissal. The recess period shall be outdoors, if feasible. A student shall not be denied recess for any reason, except as a consequence of a violation of the school district's Code of Student Conduct, including a harassment, intimidation, or bullying (HIB) investigation pursuant to N.J.S.A. 18A:37-13 et seq. Students may not be denied recess more than twice per week for a violation of the Code of Student Conduct or HIB investigation and these students shall be provided restorative justice activities during the recess period.

Restorative justice activities are defined as activities designed to improve the socioemotional and behavioral responses of students through the use of more appropriate and less punitive interventions thereby establishing a more supportive and inclusive school culture. The student's recess period should be scheduled in a manner that does not interfere with the implementation of a student's Individualized Education Program (IEP). School staff may deny recess for a student on the advice of a medical professional, school nurse, or the provisions of a student's IEP and/or 504 Plan.

A copy of the NJSLS for Comprehensive Health and Physical Education and all related curriculum/course guides and instructional material shall be available for public inspection in each school.

N.J.S.A. 18A:35-4.31

Adopted:



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[See POLICY ALERT No. 225]

## 2425 EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

The Board of Education is committed to providing a high quality educational program, virtually or remotely, in the event a school or the schools of the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. The district's virtual or remote program of instruction shall be in accordance with N.J.S.A. 18A:7F-9.

In the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Commissioner of Education shall allow the district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of virtual or remote instruction provided to students on the day or days the schools of the district were closed if the program of virtual or remote instruction meets such criteria as may be established by the Commissioner Education.

The Superintendent of Schools shall submit, with Board approval, the school district's program of virtual or remote instruction to the Commissioner of Education by no later than October 29, 2021 and annually thereafter.

A day of virtual or remote instruction, if instituted under the district's Commissioner of Education's approved program of virtual or remote instruction, shall be considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, the awarding of course credit, and other such matters as determined by the Commissioner of Education.

Any district program of virtual or remote instruction implemented for the general education students shall provide the same educational opportunities to students with disabilities. Special education and related services, including speech language services, counseling services, physical therapy, occupational therapy,



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and behavioral services, may be delivered to students with disabilities through the use of electronic communication or a virtual or online platform and as required by the student's Individualized Education Program (IEP), to the greatest extent practicable.

In the event the State or local health department determines it is advisable to close or mandates closure of the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Superintendent shall have the authority to implement the school district's program of virtual or remote instruction. The Superintendent shall consult with the Board prior to such decision, if practicable. The Superintendent shall ensure that students, parents, staff, and the Board are informed promptly of the Superintendent's decision.

Nothing in N.J.S.A. 18A:7F-9 and this Policy shall be construed to limit, supersede or preempt rights, privileges, compensation, remedies, and procedures afforded to public employees or a collective bargaining unit under Federal or State law or any provision of a collective bargaining agreement entered into by the school district.

In the event of the closure of a school or the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure for a period longer than three consecutive school days:

1. District employees shall be entitled to compensation, benefits, and emoluments pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(1) and (2).
2. The district shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(3).



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3. The district shall be obligated to make payments for benefits, compensation, and emoluments and all payments required pursuant to N.J.S.A. 18A:6-51 et seq., to an educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).
4. An educational services commission, county special services school district, and a jointure commission shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider or a shared services agreement in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).

The provisions of N.J.S.A. 18A:7F-9.e.(1) through (4) shall not apply to any employee whose weekly hours of work are reduced, and to whom unemployment benefits are provided, pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq. A contracted service provider, educational services commission, county special services school district, or jointure commission shall notify the district with which it has entered into a contract to provide services of its intent to reduce the hours of work of its employees pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq.

1. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(3), if a contracted service provider reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the contracted service provider shall be reduced by the same amount.



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2. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(4), if an educational services commission, county special services school district, or jointure commission reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the educational services commission, county special services school district, or jointure commission shall be reduced by the same amount.

This Policy may be revised as necessary by the Superintendent in accordance with N.J.S.A. 18A:7F-9. The school district's emergency virtual or remote instruction program shall be available on the school district's website.

N.J.S.A. 18A:7F-9

Adopted:



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Surrogate Parents and **Resource**

**Family Foster Parents**

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[See POLICY ALERT Nos. 185, 211, and 224]

## 2467 SURROGATE PARENTS AND RESOURCE FAMILY FOSTER PARENTS

Federal and State laws require the Board ensure the rights of a student are protected through the provision of an individual to act as surrogate for the parent and assume all parental rights under N.J.A.C. 6A:14-2.2 when:

1. The parent, ~~as defined according to N.J.A.C. 6A:14-1.3,~~ cannot be identified;
2. The parent cannot be located after reasonable efforts;
3. An agency of the State of New Jersey has guardianship of the student **or the student is determined a ward of the State and, if the student is placed with a resource family parent, the resource family parent declines to serve as the student's parent;** and that agency ~~has not taken steps to appoint a surrogate parent for the student; or~~
4. ~~The student is a ward of the State and no State agency has taken steps to appoint a surrogate parent for the student;~~
5. ~~No parent can be identified for the student in accordance with N.J.A.C. 6A:14-1.3 except a foster parent, the foster parent does not agree to serve as the student's parent, and no State agency has taken steps to appoint a surrogate parent for the student; and~~
46. The student is an unaccompanied ~~homeless~~ youth **as that term is defined in section 725(6) of the McKinney-Vento Homeless Assistance Act (42 USC §11434.(a)6) and N.J.A.C. 6A:17-1.2** and no State agency ~~has taken steps to appoint a surrogate parent for the student.~~



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Surrogate Parents and **Resource**  
**Family** Foster Parents

## Qualifications and Selection

The district ~~will~~ **shall** make reasonable efforts to appoint a surrogate parent within thirty days of ~~the~~ ~~it's~~ determination that a surrogate parent is ~~needed~~ **required** for a student. If the district fails to appoint a surrogate parent for a ward of the State, a judge may appoint a surrogate parent if the judge determines a surrogate parent is necessary for such student.

**The district shall establish a method for selecting and training surrogate parents.**

The person serving as a surrogate parent shall:

1. Have no interest that conflicts with ~~the interest~~ those of the student ~~they~~ he/she represents;
2. Possess knowledge and skills that ensure adequate representation of the student;
3. Not be replaced without cause;
4. Be at least eighteen years of age; **and**
5. **Complete** ~~Have~~ a criminal history review **pursuant to** ~~in~~ accordance with N.J.S.A. 18A:6-7.1 **if the person** ~~completed prior to his or her~~ serving as the surrogate parent, ~~if the school district is compensated.~~ **compensates the surrogate parent for such services;** ~~and~~
6. ~~Not be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.~~

**The person(s) serving as a surrogate parent may not** ~~Not~~ be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.

[**Optional** - A surrogate parent ~~will~~ **may** be paid solely to act in this capacity.]



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Surrogate Parents and **Resource**

**Family** ~~Foster~~ Parents

The Director of Special Services shall serve as Surrogate Parent Coordinator and will: determine whether there is a need for a surrogate parent for a student; contact any State agency that is involved with the student to determine whether the State has a surrogate parent appointed for the student; and make reasonable efforts to appoint a surrogate parent for the student within thirty days of determining that there is a need for a surrogate parent for the student.

When a student (who is or may be a student with a disability) is in the care of a **resource family** ~~foster~~ parent, and the **resource family** ~~foster~~ parent is not the parent of the student as ~~defined in N.J.A.C. 6A:14-1.3~~, the district where the **resource family** ~~foster~~ parent resides shall contact the student's case manager at the Division of Child Protection and Permanency (DCP&P) in the Department of Children and Families to determine whether the parent retains the right to make educational decisions and determine the whereabouts of the parent.

If the parent retains the right to make educational decisions and the parent's whereabouts are known to the school district, the **Superintendent or designee** ~~Surrogate Parent Coordinator~~ shall obtain all required consent from, and provide written notices to, the parent.

If the district cannot ascertain the whereabouts of the parent, the **resource family** ~~foster~~ parent, ~~unless that person is unwilling to do so~~, shall serve as the parent **unless that person is unwilling to do so** pursuant to N.J.A.C. 6A:14-1.3. If there is no **resource family** ~~foster~~ parent, or if the **resource family** ~~foster~~ parent is unwilling to serve as the student's parent, the Surrogate Parent Coordinator shall consult with the student's case manager at DCP&P to assist in identifying an individual to serve as a surrogate parent, and **appointing** a surrogate parent, and **obtaining** all required consent from, and **providing** written notices to, the surrogate parent.

## Training

N.J.A.C 6A:14-2.2(d) requires the district train surrogate parents so they have the knowledge and skills that ensure adequate representation of the student. The Surrogate Parent Coordinator shall coordinate the training for surrogate parents. The training **may** ~~will~~ include, but not be limited to:

1. Providing the surrogate parent a copy of:
  - a. Parental Rights in Special Education booklet;





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- b. N.J.A.C. 6A:14;
  - c. The Special Education Process;
  - d. **Administrative** Code Training Materials from the Department of Education website; and
  - e. Other relevant materials.
2. Providing the surrogate parent an opportunity to meet with the Surrogate Parent Coordinator to discuss the rights of the surrogate parent and the applicable statutes, administrative codes, and Federal laws. The Surrogate Parent Coordinator shall provide the surrogate parent the opportunity to review and to become familiar with the State and Federal requirements for assessment, individualized educational program development, and parental rights with respect to the referral and placement process, including their rights with respect to seeking a due process hearing if they disagree with the local procedure or decisions;
  3. Providing the surrogate parent adequate time to become familiar with the student and the nature of the student's disability through a review of the student's record;
  4. Providing the surrogate parent an opportunity to confer with the student's case manager to discuss the student; and
  5. Other information and resources to provide the surrogate parent the knowledge and skills to ensure adequate representation of the student.

## Rights of the Surrogate Parent

A surrogate parent appointed in accordance with N.J.A.C. 6A:14-2.2 shall assume all parental rights under N.J.A.C. 6A:14.

N.J.A.C. 6A:14-2.2

Adopted:



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

## 5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

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

### Eligibility to Attend School

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

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

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the



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student relative to school requirements; and provides a copy of his or her lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1.c., any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly persons offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.b. if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian returns from active military duty.

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

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

1. If the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;



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3. If the student previously resided in the school district and if the parent or guardian is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3.b. The school district shall not be obligated for transportation costs; and
4. If the student resides on Federal property within the State pursuant to N.J.S.A. 18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

**If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A:7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless shelter, or transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.**

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

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



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Eligibility of Resident/Nonresident Students

## Proof of Eligibility

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

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

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

## Registration Forms and Procedures for Initial Assessment

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



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Eligibility of Resident/Nonresident Students

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

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

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



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Eligibility of Resident/Nonresident Students

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

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

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

## Notice of Ineligibility

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



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Eligibility of Resident/Nonresident Students

## Removal of Currently Enrolled Students

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

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a

Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

## Appeal to the Commissioner

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





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Eligibility of Resident/Nonresident Students

## Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board of Education may assess tuition, for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

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

## Nonresident Students

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

## Optional

### [Children Who Anticipate Moving to or from the District

A nonresident student otherwise eligible for attendance whose parent or guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this school district may be enrolled \_\_\_\_\_ (with or without) payment of tuition for a period of time not greater than \_\_\_\_\_



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weeks prior to the anticipated date of residency. If any such student does not become a resident of the school district within \_\_\_\_\_ weeks after admission to school, tuition will be charged for attendance commencing the beginning of the \_\_\_\_\_ week and until such time as the student becomes a resident or withdraws from school. – **The Policy Committee did not include this when we approved this in Update 220 as we felt it would become very difficult to monitor.**

Students whose parent or guardian have moved away from the school district on or after \_\_\_\_ May 1st \_\_\_\_\_ (date) and twelfth grade students whose parent or guardian have moved away from the school district on or after \_\_\_\_ May 1st \_\_\_\_\_ (date) will be permitted to finish the school year in this school district \_\_\_\_\_ without \_\_\_\_\_ (with or without) payment of tuition.] We discussed with update 220

## Optional

[Children of District Employees

Children of Board of Education employees who do not reside in this school district may be admitted to school in this district without (with or without) payment of tuition, provided that the educational program of such children can be provided within school district facilities.] We discussed with update 220

## Optional

[Other Nonresident Students

Other nonresident students, otherwise eligible for attendance may be admitted to this school district \_\_\_\_\_ with \_\_\_\_\_ (with or without) payment of tuition and Board approval.] We discussed with update 220

F-1 Visa Students

## [Option – Select One Option

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

The school district is **not required to, but may will** permit the attendance of F-1 Visa students into the school district only with the payment of full tuition



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Eligibility of Resident/Nonresident Students

and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. An F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. **The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a F-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.]** - We discussed with update 220

## J-1 Visa Students

### [Option – Select One Option

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

The school district is not required to, but may permit the attendance of J-1 Visa students into the school district. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a J-1 Visa must be approved by the Board for attendance in the school district and shall not pay tuition. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.] – We discussed with update 220

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

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

Adopted:



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Education of Homeless Children  
Aug 21

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

## 5116 EDUCATION OF HOMELESS CHILDREN

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

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

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

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



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Education of Homeless Children

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

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

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 et seq.

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

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, who shall immediately make a determination, if possible, but no later than within forty-eight hours.

If the dispute regarding determination of district of residence does not involve the determination of homelessness and/or district enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and



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Education of Homeless Children

request a determination from the Division of Administration and Finance. If an appeal of a determination of district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

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

Financial responsibility, including the payment of tuition for the homeless child, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

**On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless.**

N.J.S.A. 18A:7B-12; 18A:7B-12.1; 18A:38-1

N.J.A.C. 6A:17-2.1 et seq.

Adopted:



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Federal Awards/Funds Internal Controls –

Allowability of Costs

Aug 21

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[See POLICY ALERT No. 224]

## 6115.01 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS

The Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in accordance with 2 CFR §200 – Cost Principals. Determining the allowability of costs shall be in accordance with the requirements outlined in 2 CFR §200.403 – Factors Affecting Allowability of Costs. The School Business Administrator/Board Secretary or designee shall be responsible for determining the allowability of costs are in accordance with the provisions of 2 CFR §200.403.

The following procedures shall be used to determine the allowability of costs in accordance with 2 CFR §200.403:

Except where otherwise authorized by statute, the School Business Administrator/Board Secretary or designee will ensure costs meet the following general criteria in order to be allowable under Federal awards:

1. Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.
2. Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
3. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the non-Federal entity.
4. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.



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5. Be determined in accordance with Generally Accepted Accounting Principles (GAAP), except for State and local governments, which includes school districts, as otherwise provided for in 2 CFR §200.403.
6. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federally-financed program in either the current or a prior period. (See also 2 CFR §200.306 – Cost Sharing or matching 2. above).
7. Be adequately documented. (See also 2 CFR §200.300 – Statutory and National Policy Requirements through 2 CFR §200.309 – Period of Performance).

In the event the School Business Administrator/Board Secretary or designee is not sure if a cost is allowable under 2 CFR Subpart E - §200.403, the School Business Administrator/Board Secretary or designee will contact the New Jersey Department of Education or the United States Department of Education for assistance.

2 CFR §200.302(b)(7)

2 CFR §200.403

Adopted:





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Federal Awards/Funds Internal Controls –  
Mandatory Disclosures

Aug 21

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[See POLICY ALERT No. 224]

## 6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 – Mandatory disclosures requires a non-Federal entity or applicant (a New Jersey Board of Education) for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or to the New Jersey Department of Education all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

If the Board of Education receives a Federal award including the terms and conditions outlined below as per 2 CFR §200 – Appendix XII – Award Term and Condition for Recipient Integrity and Performance Matters shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM). Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 - Remedies for noncompliance, including suspension or debarment. (See also 2 CFR §180, 31 USC 3321, and 41 USC 2313)

### A. General Reporting Requirement

1. If the total value of all Board of Education currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board of Education as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.
2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).



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3. As required by section 3010 of Public Law 111-212, all information posted in designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

## B. Proceedings About Which the Board of Education Must Report

1. The Superintendent or designee must disclose to the Federal awarding agency or to the New Jersey Department of Education information required about each proceeding that:
  - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
  - b. Reached its final disposition during the most recent five-year period; and
  - c. Is one of the following:
    - (1) A criminal proceeding that resulted in a conviction, as defined in E. below;
    - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
    - (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
    - (4) Any other criminal, civil, or administrative proceeding if:



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- (a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;
- (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and
- (c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

## C. Reporting Procedures

1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.
2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board of Education received if the Superintendent or designee already provided the information through the SAM because the Board of Education was required to do so under Federal procurement contracts the Board of Education was awarded.

## D. Reporting Frequency

1. During any period of time when the Board of Education is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board of Education has not reported previously or affirm that there is no new information to report.
2. If the Board of Education has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, the Board of Education must disclose semiannually any information about the criminal, civil, and administrative proceedings.



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Federal Awards/Funds Internal Controls –  
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## E. Definitions

### 1. For purposes of this Policy:

- a. “Administrative proceeding” for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- b. “Conviction” for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:
  - (1) Only the Federal share of the funding under any Federal award with a Board of Education cost share or match; and
  - (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR §200.113

Adopted:



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Federal Awards/Funds Internal Controls –

Conflict of Interest

Aug 21

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[See POLICY ALERT No. 224]

## 6115.03 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – CONFLICT OF INTEREST

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 – General Procurement Standards addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award.

The Board of Education must use its own documented procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to the applicable Federal law and the standards identified in 2 CFR §200.

The Board of Education must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The Board of Education must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts supported by a Federal award.

1. No employee, officer, or agent of the Board of Education may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
  - a. Such a conflict of interest would arise when a Board of Education employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.



# POLICY GUIDE

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Federal Awards/Funds Internal Controls –  
Conflict of Interest

2. The Board of Education officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.
3. However, a Board of Education may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.
4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

The Board of Education's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal government, the Board of Education is encouraged to enter into State and local intergovernmental agreements or inter-entity agreements where appropriate for procurement of use of common or shared goods and services.

The Board of Education is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

The Board of Education is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

The Board of Education must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. (See also 2 CFR §200.213 – Suspension and Debarment).



# POLICY GUIDE

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Federal Awards/Funds Internal Controls –  
Conflict of Interest

The Board of Education must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

The Board of Education may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a Board of Education is the sum of:

1. The actual cost of materials; and
2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since the time and material formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the Board of Education awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

The Board of Education alone must be responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the Board of Education of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgement for that of the Board of Education unless the matter is primarily a Federal concern. Violations of law will be referred to the local, State, or Federal authority having proper jurisdiction.

The Board of Education and its employees shall be required to comply with all New Jersey statutes and administrative codes regarding school ethics and internal controls.

2 CFR §200.318

Adopted:



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Contracts for Goods or Services Funded by  
Federal Grants

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[See POLICY ALERT Nos. 192, 221 and 224]

## 6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the **Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 – Suspension and Debarment** Federal Acquisition Regulations (FAR) Subpart 9.4 – Debarment, Suspension, and Ineligibility.

The School Business Administrator/Board Secretary shall be responsible to check the web-based **System for Award Management (SAM) Excluded Parties Lists System (EPLS)** maintained by **the United States government** - the General Services Administration (GSA). The purpose of the **SAM EPLS** is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall **access** review the **SAM EPLS** to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also **access** review the **SAM EPLS** list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the **SAM EPLS** list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in **2 CFR §200 FAR Subpart 9.405**.





# POLICY GUIDE

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Contracts for Goods or Services Funded by  
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Continuation of current contracts and restrictions on subcontracting with vendors who are on the **SAM EPLS** list or proposed for disbarment shall be in accordance with the limitations as outlined in **2 CFR §200 FAR Subparts 9.405.1 and 9.405.2.**

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.

~~Federal Acquisition Regulations (FAR) Subpart 9.4.2~~ **CFR §200**

Adopted:



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Eye Protection  
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[See POLICY ALERT Nos. 168 and 224]

## 7432 EYE PROTECTION

The Board of Education **requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in educational activities and programs as defined in N.J.A.C. 6A:7-1.3. Appropriate eye protective devices must be worn by anyone engaged in a process or activity where exposure to which might have a tendency to cause damage to the eyes pursuant to N.J.A.C. 6A:26-12.5(a) and N.J.S.A. 18A:40-12.1** ~~directs the rigorous implementation and enforcement of eye safety practices for students, staff members, and visitors exposed to conditions potentially hazardous to the eyes in the instructional program of this district.~~

The term “appropriate eye protective device” shall include plain or prescription lenses provided the lenses and other portions of the device meet or exceed the prescribed specifications for the device. Specifications for appropriate eye protection for various activities shall meet or exceed standards described in the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1989; American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986, and eye protective procedures recommended by the manufacturer of the laser device.

### **Optional**

~~{including the adult evening school program.}~~

The Superintendent **or designee** shall be responsible for the continual monitoring of the school program, including, but not limited to, all vocational education, industrial arts education, science education, technology education and arts education, for conditions under which students, staff members, or visitors are exposed to a process or activity that might have a tendency to cause damage to the eyes.



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Eye Protection

~~Each student, staff member, and visitor, exposed to a condition identified as hazardous to the eyes must wear an eye protective device appropriate to the activity and certified to meet the standards established by the State Board of Education, the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1979, and American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986 and the New Jersey Administrative Code. The appropriate eye protective device shall be supplied by the Board, except that the student, staff member, or visitor, **including individuals present for evening adult-school programs**, may wear personal eye wear that is appropriate to the activity and certified, in writing, by a licensed optician or other qualified licensed eye professional to meet or exceed those standards. District-owned **appropriate** eye protective devices shall be inspected regularly by the appropriate staff member, and defective or poorly fitting devices shall be returned to the Principal for repair or discard. Any shared **appropriate** eye protective devices shall be disinfected between uses by the method prescribed by the school medical inspector.~~

Each classroom, shop, laboratory, and other area of the school in which students or staff members are exposed to caustic materials that can cause damage to the eyes shall be equipped with an emergency eye wash fountain in accordance with standards established by the **New Jersey** Department of Education.

The Building Principal **or designee** shall ensure that each area in the school identified as housing an activity hazardous to the eyes shall be posted with conspicuous signs that warn participants that an appropriate eye protective device must be worn during the activity. Staff members of such activities are responsible for instructing students in appropriate eye safety practices and for serving as exemplary models in the implementation of such practices.

The Board authorizes each staff member responsible for an activity or process hazardous to the eyes to compile and maintain, for the duration of the course of study, a list of students in the course who wear contact lenses.

~~A student who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices shall be dismissed from the day's class by his/her teacher. Any such dismissal from class will be considered to be an absence, in accordance with Board policy on student attendance, and an accumulation of such absences may result in loss of course credit.~~



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Eye Protection

~~A staff member who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be disciplined for insubordination for failing to obey the rules established by this Board. The proper implementation of eye protection practices shall be a criterion in the evaluation of every staff member required to observe such practices.~~

~~A visitor to the schools who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be requested to leave the school premises.~~

The **school district** Superintendent shall promulgate regulations to implement this policy that conform to rules of the State Board of Education and shall provide **annual in-service training and appropriate supplies and equipment to all school personnel responsible for implementing the eye-safety policies and program. The training shall cover all aspects of eye protection in schools as described in N.J.A.C. 6A:26-12.5(a) through (f).** ~~staff members whose instructional duties include activities hazardous to the eyes. The Superintendent shall report annually to the Board on the implementation of the eye protection program and the eye injuries, if any, occurring in the course of the instructional program.~~

N.J.S.A. 18A:40-12.1; 18A:40-12.2  
N.J.A.C. 6A:7-1.3  
N.J.A.C. 6A:26-12.5  
N.J.A.C. 6:53-5.1 [~~vocational districts~~]

Adopted:



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[See POLICY ALERT Nos. 189, 191, 221, and 224]

## 8420 EMERGENCY AND CRISIS SITUATIONS

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

**“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.**

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

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

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



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effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.

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

**Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.**

**Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year.**



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The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. **A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1** ~~Although these outside agencies are not required to observe school security drills, the Principal is encouraged to invite representatives from local law enforcement and emergency responder agencies to attend and observe at least four different security drills annually.~~

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds **in accordance with N.J.A.C. 6A:16-5.1** ~~as provided by the New Jersey Office of Homeland Security and Preparedness.~~

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

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

N.J.S.A. 18A:41-1 et seq.; **18A:41-2; 18A:41-6; 18A:41-7**

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

Adopted:



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[See POLICY ALERT Nos. 206 and 224]

## 8540 SCHOOL NUTRITION PROGRAMS

The Board of Education recognizes the importance of a child receiving a nutritious, well-balanced meal to promote sound eating habits, to foster good health and academic achievement, and to reinforce the nutrition education taught in the classroom. Therefore, the Board of Education may participate in the school nutrition programs of the New Jersey Department of Agriculture in accordance with the eligibility criteria of the program. These programs may include the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program.

**If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year are eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a “Breakfast After the Bell” program for that school in accordance with N.J.S.A. 18A:33-11.1 et seq. The district may request a waiver of the requirements of the “Breakfast After the Bell” program pursuant to N.J.S.A. 18A:33-12.**

The Board of Education shall sign an Agreement with the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture for every school nutrition program operated within the school district. Any child nutrition program operated within the school district shall be operated in accordance with the provisions of the Agreement and all the requirements of the program.

Students may be eligible for free or reduced pricing in accordance with the requirements of the program operating in the school district. Prices charged to paying children shall be established by the Board of Education, but must be within the maximum prices established by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Prices charged to adults shall be in accordance with the requirements of the program.





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School Nutrition Programs

The Superintendent or designee shall annually notify parents of all children in the school district of the availability, eligibility requirements, and application procedures for free or reduced price meals or free milk in accordance with the notification requirements and procedures of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Superintendent will designate in the annual notification to parents, the person who will determine, in accordance with standards issued by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture, a student's eligibility for free or reduced price meals or free milk depending on the programs operated in the school district.

A parent may request a household application and instructions from the Principal of their child's school. A household application must be completed before eligibility is determined. Where necessary, the Principal or designee shall assist the applicant in the preparation of the household application.

Applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of the receipt of the completed application. Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of his/her eligibility and shall continue to receive such meals during the pendency of any inquiry regarding his/her eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year's eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

A denial of eligibility for free or reduced price meals or free milk shall be in writing and shall include the reasons for which eligibility was denied, notice of the parent's right to appeal the denial, the procedures for an appeal, and a statement reminding parents that they may reapply at any time during the school year. Appeal procedures shall include: a hearing, if requested by the parent, held with reasonable promptness and convenience of the parent before a hearing officer other than the school official who denied the application; the parent's opportunity to be represented by counsel; a decision rendered promptly and in writing; and an opportunity to appeal the decision of the hearing officer to the School Business Administrator/Board Secretary. The appeal hearing will be conducted in accordance with the provisions as outlined by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.



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School Nutrition Programs

There shall be no overt identification of any child(ren) who may be eligible to receive free or reduced price school meals or free milk. The identity of students who receive free or reduced price meals will be protected. Eligible students shall not be required to work in consideration for receiving such meals or milk. Eligible children shall not be required to use a separate dining area, go through a separate serving line, enter the dining area through a separate entrance, or consume their meals or milk at a different time. A student's eligibility status will not be disclosed at any point in the process of providing free or reduced price meals or free milk in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the, Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Board of Education will comply with all the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture Local Education Agency (LEA) Agreement and all requirements outlined in the School Nutrition Electronic Application Reimbursement System (SNEARS).

7 C.F.R. 210.1 et seq.  
N.J.S.A. 18A:33-5; **18A:33-11.1 et seq.**; 18A:58-7.2  
N.J.A.C. 2:36

Adopted:



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Unpaid Meal Charges/Outstanding

Food Service **Bill** Charges

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[See POLICY ALERT Nos. 206, 208, 212, and 224]

## 8550 UNPAID MEAL CHARGES/OUTSTANDING FOOD SERVICE **BILL** CHARGES

[ Select One Option Below

The Board of Education does not permit a student in the school district to charge for breakfast or lunch.

The Board of Education shall establish a meal charge program to permit students in the district to charge for breakfast or lunch. Collection of any payment for a meal charge program account that is in arrears shall be addressed in accordance with provisions of this Policy.]

The Board of Education recognizes a student may forget to bring breakfast or lunch (meal), as applicable, or money to purchase a meal to school on a school day. In this circumstance, the food service program will provide the student a meal and will inform the Principal or designee. The Principal or designee will contact the student's parent to provide notice of an outstanding meal bill and will provide the parent with a period of ten school days to pay the amount due. If the student's parent has not made full payment by the end of the ten school days, the Principal or designee shall again contact the parent with a second notice informing the parent of any action to be taken by the school district in response to a student's school breakfast or school lunch bill being in arrears. Such action may include denying the student school breakfast or lunch. A school district shall report at least biannually to the New Jersey Department of Agriculture the number of students who are denied school breakfast or school lunch in accordance with N.J.S.A. 18A:33-21a. and this Policy.

The school district shall not:

1. Publicly identify or stigmatize a student who cannot pay for a meal or whose school meal bill is in arrears. (For example, by requiring the student to sit at a separate table or wear a wristband, hand stamp, or identifying mark or by serving the student an alternative meal);



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Unpaid Meal Charges/Outstanding  
Food Service **Bill** Charges

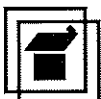
2. Require a student who cannot pay for a school meal or whose school meal bill is in arrears to do chores or other work to pay for the school meal; or
3. Require a student to discard a school meal after it has been served because of the student's inability to pay for a school meal or because money is owed for previously provided meals.

If a student owes money for the equivalent of five or more school meals at any time during the school year, the Principal or designee shall:

1. Determine if the student is eligible for a free or reduced-price school meal;
2. Make at least two attempts, not including the application or instructions provided to the parent each school year pursuant to N.J.S.A. 18A:33-21b.; to contact the student's parent and have the parent fill out an application for the school lunch program and school breakfast program; and
3. Contact the student's parent to offer assistance with the application for the school lunch and school breakfast program; determine if there are other issues within the household that have caused the child to have insufficient funds to purchase a school breakfast or school lunch; and offer any other appropriate assistance.

The school district shall direct communications about a student's school meal bill being in arrears to the parent and not the student. The school district's contact with the parent may be via email or telephone call. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

If the student's meal bill is in arrears, but the student has the money to purchase a meal on a subsequent school day, the student will be provided a meal with payment and the food service program will not use the student's payment to repay previously unpaid charges if the student intended to use the money to purchase that school day's meal.



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Unpaid Meal Charges/Outstanding  
Food Service **Bill** Charges

A parent who has received a second notice their child's meal bill is in arrears and who has not made payment in full within one week from the date of the second notice will be requested to meet with the Principal or designee to discuss and resolve the matter.

A parent's refusal to meet with the Principal or designee or take other steps to resolve the matter may be indicative of more serious issues in the family or household. However, when a parent's routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child abuse or neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such reporting shall not be delayed to accommodate a parent's meeting with the Principal or designee.

Students receiving free meals will not be denied a meal even if they accrued a negative balance from other purchases in the cafeteria.

In accordance with N.J.S.A. 18A:33-21b., at the beginning of each school year, and upon initial enrollment in the case of a student enrolling during the school year, the school district shall provide to the parent of each student:

1. Information on the National School Lunch Program and the Federal School Breakfast Program;
2. An application to apply for the school lunch and school breakfast programs and instructions for completing the application; and
3. Information on the rights of students and their families under N.J.S.A. 18A:22-21 et seq.

The school district may provide the application and information electronically through the means by which the school district communicates with parents electronically. The application and information shall be in a language the parent understands.

The school district's liaison for the education of homeless children shall coordinate with school district personnel to ensure that a homeless student receives free school meals and is monitored according to the school district policies pursuant to N.J.S.A. 18A:33-21c.



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Unpaid Meal Charges/Outstanding  
Food Service **Bill** Charges

The school district may post this Policy on the school district's website provided there is a method in place to ensure this Policy reaches all households without access to a computer or the Internet.

N.J.S.A. 18A:33-21; **18A:33-21a.**; **18A:33-21b.**; **18A:33-21c.**

Adopted:



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[See POLICY ALERT Nos. 218 and 224]

## 8600 STUDENT TRANSPORTATION

The Board of Education shall transport eligible students to and from school and school related activities in accordance with N.J.S.A. 18A:39-1 et seq., N.J.A.C. 6A:27-1 et seq., and Board policy. Transportation shall be provided only to eligible public and nonpublic school students, authorized school staff members, and adults serving as approved chaperones.

Nonpublic school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-2.1 et seq.

Charter or renaissance school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-3.1 et seq.

### [Only Required for School Districts that Provide Courtesy Busing]

The Board may provide transportation to and from school for public school students less than remote.] – **No Courtesy Busing**

### [Optional for School Districts Limiting Time a Student is Riding on a School Bus]

The Board has determined that no public school student in grades \_\_\_\_\_ to \_\_\_\_\_ shall be required to ride a school bus more than \_\_\_\_\_ minutes one way per day.] – **No Busing**

### [Optional for School Districts Limiting a Student's Walking Distance to Bus Stops]

Students in grades \_\_\_\_\_ shall not be required to walk more than \_\_\_\_\_ miles to the bus stop to which they have been assigned.] – **No Busing**



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Student Transportation

## **[Optional for School Districts that Provide Transportation to a Student with a Temporary Disability**

The Board will transport students certified by a physician as temporarily disabled regardless of the distance between their home and school.] – **Keep in**

Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq., and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1.

The Board will approve all bus routes each school year. Bus routes for all non-remote students who must walk to and from school along hazardous routes will be designated and approved by the Board. The Board may consider, but shall not be limited to, the criteria outlined in N.J.S.A. 18A:39-1.5 in determining “Hazardous Routes.”

The Board will not be responsible for the transportation of nonresident students to or from school, except that transportation to and from school will be provided for homeless students; students residing in group homes; students residing in resource family homes; and students residing in shared custody homes pursuant to N.J.A.C. 6A:27-6.2, 6.3, 6.4, and 6.5.

**[Only required for any school district located in a county of the third class with a population of not less than 80,000 and not more than 120,000. A third class county is defined as a county that does not border the Atlantic Ocean and has a population between 50,000 and 200,000.**

Transportation services will be provided in accordance with N.J.A.C. 6A:27-2.2(c)1, and this Policy to a nonpublic school located outside the State not more than twenty miles from the student’s home.] – **Not us**

## **[Optional for School Districts that Require an Emergency List of Students**

The Board may require the compilation of a list of the names of students being transported by a school bus to a school-sponsored activity, including but not limited to, field trips or interscholastic sports programs. The staff member(s) supervising the school-sponsored activity shall create a list of students on each school bus and submit it to the Principal or designee, and the Principal or designee shall maintain the list for use in the case of an emergency in accordance with N.J.A.C. 6A:27-11.5.] – **Keep in**





# POLICY GUIDE

OPERATIONS  
8600/page 3 of 3  
Student Transportation

When the schools of this district are closed for inclement weather or other conditions, no transportation will be provided for students enrolled in any public, nonpublic, charter school, and/or renaissance school.

The Board shall utilize cooperative/coordinated transportation services in accordance with the provisions of N.J.S.A. 18A:39-11.1 et seq. and N.J.A.C. 6A:27-10.1 et seq. The Board shall utilize one of the agencies prior to determining to pay aid in lieu of transportation if in the prior year payments in lieu of transportation were provided. The Board will provide to the cooperative/coordinated transportation services any unique limitations or restrictions of the required transportation.

Vehicles used to transport students to and from school or school related activities shall meet standards, registration, and inspection requirements of the New Jersey Department of Education (NJDOE), the New Jersey Motor Vehicle Commission (NJMVC), and any applicable Federal regulations. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the New Jersey State Board of Education and the NJDOE.

In addition to the provisions of any State law, rule, or regulation containing more stringent requirements, provided that those requirements are compatible with Federal law, and notwithstanding the provisions of any State law, rule, or regulation to the contrary, school bus operations in the State shall comply with the requirements outlined in N.J.S.A. 39:3B-27.

N.J.S.A. 18A:18A-1 et seq.; 18A:39-1 et seq.; 18A:39-11.1 et seq.

N.J.S.A. 27:15-16

N.J.S.A. 39:3B-1 et seq.; 39:3B-2.1; 39:3B-10; 39:3B-27

N.J.A.C. 6A:27-1.1 et seq.; 6A:27-2.1 et seq.; 6A:27-3.1 et seq.;

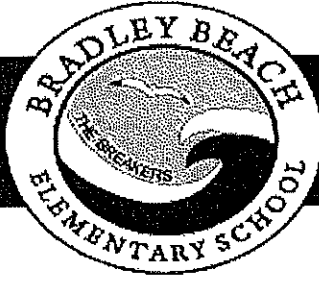
6A:27-4.1 et seq.; 6A:27-5.1; 6A:27-6.2 through 6.5;

6A:27-7.1 et seq.; 6A:27-9.1 et seq.; 6A:27-10.1 et seq.;

6A:27-11.1 et seq.; 6A:27-12.1 et seq.

Adopted:





# BRADLEY BEACH ELEMENTARY SCHOOL

*A Community of Learners*

## 2021-2022 School Operations Plan

*Restart and Recovery Planning:*

*Remote Instruction Plan*

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The following plan was created to address **Short Term Remote (Virtual) Instruction** procedures for students who are required to stay home due to COVID Quarantine. Students will only have the ability to join classroom instruction virtually given COVID Quarantine; students will not have access to Remote instruction on a traditional sick day.

Short Term Remote protocols are initiated through contact with the Superintendent and/or School Nurse. The School Nurse will inform the main office of the student on Short Term Remote Instruction. Day one of student COVID Quarantine will be treated like a Sick Day; the school secretary will explain procedures to parents/guardians. The teacher(s) will be notified by the school secretary to set up remote programming within 24 hours. Teacher(s) will alert the student and guardian(s) by email with instructions on when and how to begin Remote Instruction.

### **Middle School Grades (5, 6, 7, 8) & Elementary Grades (3,4)**

- *Middle school students utilize a one to one district issued Chromebook*
- *Student will be responsible to join each period (class) via Google Meet following the daily in-person schedule*
- *Teacher(s) will utilize Google Meet to provide synchronous instruction*
- *Teacher(s) will utilize the Go Guardian monitoring platform to aid students in progression through classwork activities (breakout sessions, small group, independent work)*

### **Elementary Grades (Pk, K, 1, 2)**

- *Classroom Chromebook will be sent home with guardian pick up via Main Office vestibule*
- *Student class schedule will be sent home*
- *Parent, guardian or other adult to supervise student progress through schedule*
- *Teacher(s) will utilize Google Meet to provide synchronous instruction*
- *Teacher(s) will utilize the Go Guardian monitoring platform to aid students in progression through classwork activities*
- *As needed, conferencing and/or small group instruction will be initiated and scheduled by the teacher/co-teacher*

### **Whole School / Full Remote**

- *District issued one to one student computers for all students*
- *Chromebooks may be picked up (Main Office vestibule) by a guardian in the event of FULL REMOTE instruction*
- *All students follow the typical, full day schedule virtually utilizing Google Meet for LIVE instruction*
- *Teachers will utilize the Go Guardian monitoring platform to aid students in progression through classwork activities (breakout sessions, small group, independent work)*

Bradley Beach Elementary School  
Three Year Comprehensive Maintenance Plan

School Name	School Code	Project Description	Estimated Total Cost	2020-2021 Actual	2021-2022 Actual/Est.	2022-2023 Projected
Bradley Beach	025	Integrated Pest Management Plan	4,970.00	1,645.00	1,650.00	1,675.00
		Preventive Maintenance/Maintenance supplies/Misc./HVAC, Plumbing, Electrical, Roof Repairs, Refuse Collection, localized repairs, painting, water proofing, caulking, repair piping or insulation, salary for maintenance	315,078.73	97,262.19	108,336.54	109,480.00
		Boiler Repair & Chemical Treatment	57,761.00	13,761.00	22,000.00	22,000.00
		Landscaping of the grounds	15,400.00	5,100.00	5,100.00	5,200.00
		Snow Removal	9,200.00	2,800.00	3,200.00	3,200.00
		Auditorium rug and seat cleaning	4,131.26	1,310.37	1,375.89	1,445.00
		Repair Air Conditioner/heating system in the computer lab which supplies the Science Lab	9,914.89	9,914.89		
		Replace four fixtures over the bleachers with new LED fixtures	3,530.93	3,530.93		
		Sand and resurface room 27 and 28 wood floors	4,928.00	4,928.00		
		Repair gym small bleachers and prep and paint all gym bleachers	5,800.00	5,800.00		
		Provide brick repair to exterior modular building	1,975.00	1,975.00		
		Remove and decommission hallway freezer and disconnect	2,800.00	2,800.00		
		Repair room # 28 scrape, plaster	4,500.00	4,500.00		
		Repair room # 27 scrape & plaster	5,000.00	5,000.00		
		Sand and resurface Auditorium Stage and 9 Stair treads	2,961.00	2,961.00		
		Roofing and gutter repair to seal leak	4,772.00	4,772.00		
		Removal of sink in room # 9 and sink near teachers mailboxes	2,527.81	2,527.81		
		Install new 20 amp dedicated line in room 15, 16 & 17	3,875.00	3,875.00		
		Installation of new LED lighting in front hallway	5,060.00	5,060.00		
		Sand and resurface classroom wood floors (room 15, 16 & 17)	8,448.00		8,448.00	
		Install new VCT Tile in main hallway and down teacher mailbox section	10,283.25		10,283.25	
		Paint and repair damage to front hallway	8,700.00		8,700.00	
		Paint and plaster and repair damage areas in classrooms (room 1)	6,450.00		6,450.00	

Bradley Beach Elementary School  
Three Year Comprehensive Maintenance Plan

School Name	School Code	Project Description	Estimated Total Cost	2020-2021 Actual	2021-2022 Actual/Est.	2022-2023 Projected
		Paint and plaster and repair damage areas in classrooms (room 2)	6,450.00		6,450.00	
		Install new closet doors in room 16 & 17	3,800.00		3,800.00	
		Install new closet door in room 15	1,900.00		1,900.00	
		Repair cavity in large playground	2,000.00		2,000.00	
		Repair back fence latch and trash gate latch	2,200.00		2,200.00	
		Replace faucet in kitchen and piping to wall to 3 step sink	3,000.00		3,000.00	
		Replacement of 3 flush heads in girls bathroom	2,403.32		2,403.32	
		Replace all lights in room # 1 & 2 with LED lay in fixtures	6,000.00			6,000.00
		Sand and resurface classroom wood floors (room 14)	3,200.00			3,200.00
		Sand and resurface classroom wood floors (room 23)	3,200.00			3,200.00
		Sand and resurface classroom wood floors (room 24)	3,200.00			3,200.00
		Paint and plaster and repair damage areas in classrooms (room 6 )	6,450.00			6,450.00
		Paint and plaster and repair damage areas in classrooms (room 7)	6,450.00			6,450.00
		Paint and repair damage to primary hallway (Kdg, 1st grade hallway)	8,500.00			8,500.00
		Install new VCT Tile in primary hallway (Kdg, & 1st grade)	10,000.00			10,000.00
		Repaint peeling paint on Auditorium Ceiling	8,000.00			8,000.00
		Subtotal	574,820.19	179,523.19	197,297.00	198,000.00





Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September

10 General Fund

Assets and Liabilities

<b>Assets</b>		
101	Cash (101)	1,838,807.04
102-107	Cash on hand and equivalents (102-107 (Summed))	.00
116	Capital Reserve Account (108-121)	170,000.00
117	Maintenance Reserve Account (108-121)	100,000.00
118	Emergency Reserve Account (108-121)	178,400.00
121	Tax Levy Receivable (108-121)	4,583,960.00
	Accounts Receivable: (132-149)	
132	Interfund Receivable	
141	A/R: State of NJ	664,662.61
142	A/R: Federal	
143	A/R: Local	
	Loans Receivable: (131,151,152)	664,662.61
	<b>Total Other Assets (153)</b>	<b>.00</b>
		<b>.00</b>
<b>Resources</b>		
301	Estimated Revenues (Control Account / Normal Debit Balance)	7,203,557.00
302	Revenues	(7,204,255.08)
	<b>Total assets and resources:</b>	<b>7,535,131.57</b>
		<u>(698.08)</u>

Report of the Secretary to the Board of Education  
 Bradley Beach Board of Education  
 10 General Fund  
 2021-22 September

10 General Fund

Liabilities and Fund Equity

<b>Liabilities</b>			
402	Interfunds Payable		
421	Accounts Payable		.00
<b>Fund Balance</b>			
	Appropriated		
753	Reserve for Encumbrances (753-754)	5,549,903.68	
754	Reserve for Encumbrances: Current		
	Reserve for Encumbrances: Prior		
601	Appropriations (Control Account/Normal Credit Balance) (601)	7,528,718.00	
602	Expenditures (602)	1,032,336.10	
603	Encumbrances (603)	5,549,903.68	
	Less: Expenditures and Encumbrances	(6,582,239.78)	
	<b>Total Appropriations</b>		6,496,381.90
	<b>Reserved Fund Balance</b>		
761	Capital Reserve (761)	170,000.00	
604	Add:Increase in Capital Reserve /Interest Deposit to Capital Reserve (604)	1,000.00	
307	Less:Budgeted Withdrawal from Cap Reserve (307)		171,000.00
764	Maintenance Reserve (764)	100,000.00	
606	Add:Increase in Maintenance Reserve (606)	100.00	
766	Emergency Reserve (766)	178,400.00	
607	Add:Increase in Current Expense Emergency Reserve/Interest Deposits (607)	100.00	
75[0-2],76x	<b>Other Reserves (( Summed))</b>	178,500.00	
	<b>Total Reserved Fund Balance:</b>		449,600.00
303	Unappropriated:		
	Budgeted Fund Balance (303)	(325,946.00)	
770	Fund Balance (770)	915,095.67	



Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September

Total Unappropriated:

589,149.67

Total Liabilities and Fund Balance

7,535,131.57

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September

10 General Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	7,528,718.00	6,582,239.78	946,478.22
Revenues	(7,203,557.00)	(7,204,255.08)	(-698.08)
Subtotal	<b>325,161.00</b>	<b>-622,015.30</b>	<b>947,176.30</b>
Change in Capital Reserve:			
Plus: Increase in Capital Reserve /Interest Deposit to Capital Reserve (604)	1,000.00	1,000.00	.00
Less: Budgeted Withdrawal from Cap Reserve (307)	0	0	0
	<b>1,000.00</b>	<b>1,000.00</b>	<b>.00</b>
Change in Maintenance Reserve:			
Plus: Increase in Maintenance Reserve (606)	100.00	100.00	.00
	<b>100.00</b>	<b>100.00</b>	<b>.00</b>
Change in Emergency Reserve:			
Plus: Increase in Current Expense Emergency Reserve/Interest Deposits (607)	100.00	100.00	.00
	<b>100.00</b>	<b>100.00</b>	<b>.00</b>
Less: Reserve for Encumbrances: Prior Budgeted Fund Balance:	415.00	415.00	.00
	<b>325,946.00</b>	<b>-621,230.30</b>	<b>947,176.30</b>

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September

10 General Fund

Interim Statements Comparing  
Budget Revenue with Actual to Date and  
Appropriations with Expenditures and Encumbrances to Date

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX From Local Sources	6,476,186.00	6,476,884.08	-698.08
3XXX From State Sources	727,371.00	727,371.00	.00
Total revenues/sources of funds	<b>7,203,557.00</b>	<b>7,204,255.08</b>	<b>-698.08</b>
<b>Expenditures</b>	<b>Appropriations</b>	<b>Expenditures</b>	<b>Available Balance</b>
<b>General Current Expenses</b>			
11-1xx-100-xxx Regular Programs	2,234,324.00	245,908.02	1,900,674.50
11-2xx-100-xxx Special Education	1,000.00	.00	.00
11-240-100-xxx Bilingual Education	109,562.00	4,750.66	41,633.34
11-401-100-xxx School-sponsored Co/Extra-Curricular Activities	42,840.00	9,833.50	.00
11-402-100-xxx School-sponsored Athletics	45,370.00	3,471.90	240.00
General Current Expenses Totals:	2,433,096.00	263,964.08	1,942,547.84
<b>Undistributed Expenditures</b>			
11-xxx-xxx-2xx Personal Services - Employee Benefits	589,680.00	163,621.38	414,103.70
11-000-xxx-xxx Other	4,450,395.00	580,606.94	3,171,406.34
Undistributed Expenditures Totals:	5,040,075.00	744,228.32	3,585,510.04
<b>Capital Outlay</b>			
xx-xxx-xxx-73x Equipment	2,350.00	.00	2,350.00
12-000-4xx-xxx Facilities Acquisition and Construction Services	21,662.00	2,166.20	19,495.80
Capital Outlay Totals:	24,012.00	2,166.20	21,845.80
<b>Special Schools</b>			
Special Schools Totals:	.00	.00	.00
<b>Other</b>			
11-* Other General Current Expense	31,535.00	21,977.50	.00
Other Totals:	31,535.00	21,977.50	9,557.50
Total General Current Expense	<b>7,528,718.00</b>	<b>1,032,336.10</b>	<b>5,549,903.68</b>
Total General Current Expense			<b>946,478.22</b>

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September

10 General Fund

Schedule Of Revenues  
Actual Compared with Estimated

	Estimated	Actual	Unrealized
Revenues from Local Sources			
Ad Valorem Taxes - Local Tax Levy	6,446,186.00	6,446,186.00	.00
Tuition From Individuals	15,250.00	.00	15,250.00
Interest On Investments	1,200.00	.00	1,200.00
Miscellaneous Revenue from Local Sources	13,550.00	30,698.08	-17,148.08
Revenues from Local Sources Totals:	6,476,186.00	6,476,884.08	-698.08
Revenues from State Sources			
Categorical Transportation Aid	85,575.00	85,575.00	.00
Categorical Special Education Aid	221,110.00	221,110.00	.00
Categorical Security Aid	134,097.00	134,097.00	.00
Adjustment Aid	286,589.00	286,589.00	.00
Revenues from State Sources Totals:	727,371.00	727,371.00	.00
<b>Total General Fund</b>	<b>7,203,557.00</b>	<b>7,204,255.08</b>	<b>-698.08</b>

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September

10 General Fund

Statement of Appropriations  
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Regular Programs - Instruction				
11-105-100-101 Preschool - Salaries of Teachers (2000 2)	36,892.00	2,964.26	26,678.34	7,249.40
11-110-100-101 Kindergarten - Salaries of Teachers (2080 2)	174,503.00	17,300.24	155,702.16	1,500.60
11-120-100-101 Grades 1-5 - Salaries of Teachers (2100 2)	1,045,898.00	101,044.96	909,404.64	35,448.40
11-130-100-101 Grades 6-8 - Salaries of Teachers (2120 2)	854,639.00	82,768.78	744,919.02	26,951.20
11-105-100-270 Health Benefits (53180 4)	565,984.00	151,735.58	402,798.80	11,449.62
Total:	2,677,916.00	355,813.82	2,239,502.96	82,599.22
Regular Programs - Home Instruction				
11-150-100-101 Salaries of Teachers (2500)	1,000.00	.00	.00	1,000.00
Total:	1,000.00	.00	.00	1,000.00
Regular Programs - Undistributed Instruction				
11-190-100-500 Other Purchased Services (400-500 series) (3060)	5,245.00	.00	.00	5,245.00
11-190-100-610 General Supplies (3080 18)	71,381.00	29,867.16	35,673.20	5,840.64
11-190-100-800 Other Objects (3120 2)	44,766.00	11,962.62	28,297.14	4,506.24
11-190-100-260 Workmen's Compensation (53160)	7,000.00	7,000.00	.00	.00
Total:	128,392.00	48,829.78	63,970.34	15,591.88
Special Education - Home Instruction				
11-219-100-101 Salaries of Teachers (9260)	1,000.00	.00	.00	1,000.00
Total:	1,000.00	.00	.00	1,000.00
Bilingual Education - Instruction				
11-240-100-101 Salaries of Teachers (12000 2)	109,162.00	4,618.66	41,567.94	62,975.40
11-240-100-610 General Supplies (12100)	400.00	132.00	65.40	202.60
11-240-100-270 Health Benefits (54180)	16,696.00	4,885.80	11,304.90	505.30
Total:	126,258.00	9,636.46	52,938.24	63,683.30
School - Sponsored Co-curricular and Extra-curricular Activities				
11-401-100-100 Salaries (17000)	33,985.00	3,278.50	.00	30,706.50
11-401-100-600 Supplies and Materials (17040)	250.00	.00	.00	250.00
11-401-100-800 Other Objects (17060)	8,605.00	6,555.00	.00	2,050.00
Total:	42,840.00	9,833.50	.00	33,006.50
School - Sponsored Athletics				

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September

	Appropriations	Expenditures	Encumbrances	Available Balance
11-402-100-100				
Salaries (17500)	26,870.00	2,571.90	.00	24,298.10
11-402-100-500				
Purchased Services (300-500 series) (17520)	15,000.00	900.00	240.00	13,860.00
11-402-100-600				
Supplies and Materials (17540)	3,500.00	.00	.00	3,500.00
Total:	45,370.00	3,471.90	240.00	41,658.10
11-421-100-178				
Before/After School Programs				
Salaries of Teacher Tutors (19040)	8,000.00	.00	.00	8,000.00
Total:	8,000.00	.00	.00	8,000.00
11-422-100-178				
Summer School				
Salaries of Teacher Tutors (20040)	23,535.00	21,977.50	.00	1,557.50
Total:	23,535.00	21,977.50	.00	1,557.50
UNDISTRIBUTED EXPENDITURES				
Total:	.00	.00	.00	.00
11-000-100-561				
Instruction				
Tuition to Other LEAs Within the State-Regular (29000)	1,437,911.00	.00	1,428,000.00	9,911.00
11-000-100-562				
Tuition to Other LEAs Within the State-Special (29020)	262,500.00	.00	262,500.00	.00
11-000-100-563				
Tuition to County Vocational School District - Regular (29040)	56,049.00	.00	56,049.00	.00
11-000-100-564				
Tuition to County Vocational School District - Special (29060)	30,600.00	.00	30,600.00	.00
11-000-100-566				
Tuition to APSSD Within the State (29100)	159,202.00	.00	6,300.00	152,902.00
Total:	1,946,262.00	.00	1,783,449.00	162,813.00
11-000-211-100				
Attendance and Social Work Services				
Salaries (29500)	49,171.00	12,292.71	36,878.04	.25
11-000-211-173				
Salaries of Family Liaisons/Community Parent Involvement Specialists (29560)	4,000.00	.00	.00	4,000.00
11-000-211-220				
Social Security Contributions (29591)	3,762.00	.00	3,762.00	.00
11-000-211-270				
Health Benefits (29595)	26,176.00	6,473.43	19,023.31	679.26
11-000-211-600				
Supplies and Materials (29640)	500.00	293.50	.00	206.50
Total:	83,609.00	19,059.64	59,663.35	4,886.01
11-000-213-100				
Health Services				
Salaries (30500 3)	77,425.00	9,777.50	65,497.50	2,150.00
11-000-213-220				
Social Security Contributions (30531)	356.00	.00	356.00	.00
11-000-213-270				
Health Benefits (30535)	32,347.00	9,355.80	22,088.44	902.76
11-000-213-300				
Purchased Professional and Technical Services (30540)	5,000.00	.00	.00	5,000.00
11-000-213-600				
Supplies and Materials (30580)	2,500.00	299.00	822.10	1,378.90
11-000-213-800				
Other Objects (30600)	100.00	.00	.00	100.00

**Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September**

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>Total:</b>	117,728.00	19,432.30	88,764.04	9,531.66
Speech/Occupational Therapy/Physical Therapy and Related Services				
Salaries (40500)	60,580.00	6,058.00	54,522.00	.00
Purchased Professional - Educational Services (40520)	42,385.00	1,432.75	30,567.25	10,385.00
Supplies and Materials (40540)	500.00	199.95	299.99	.06
Health Benefits (60180)	36,912.00	9,623.93	26,954.91	333.16
<b>Total:</b>	140,377.00	17,314.63	112,344.15	10,718.22
Extraordinary Services				
Salaries (41000 2)	93,340.00	7,809.00	70,281.00	15,250.00
Health Benefits (41015)	66,541.00	17,557.08	48,499.30	484.62
<b>Total:</b>	159,881.00	25,366.08	118,780.30	15,734.62
Guidance Services				
Salaries of Other Professional Staff (41500)	45,228.00	2,760.70	24,846.30	17,621.00
Health Benefits (41555)	12,619.00	3,295.73	8,989.33	333.94
Supplies and Materials (41620)	300.00	87.37	135.45	77.18
<b>Total:</b>	58,147.00	6,143.80	33,971.08	18,032.12
Child Study Teams				
Salaries of Other Professional Staff (42000 2)	151,223.00	27,551.76	123,191.28	479.96
Purchased Professional - Educational Services (42060)	1,000.00	.00	.00	1,000.00
Supplies and Materials (42160)	7,810.00	6,936.96	50.19	822.85
Other Objects (42180)	1,850.00	1,091.02	572.98	186.00
Health Benefits (61680)	40,682.00	10,323.36	26,900.42	3,458.22
<b>Total:</b>	202,565.00	45,903.10	150,714.87	5,947.03
Improvement of Instruction Services				
Salaries of Supervisor of Instruction (43000)	98,709.00	23,427.24	70,281.72	5,000.04
Salaries of Other Professional Staff (43020)	3,200.00	1,810.00	.00	1,390.00
Salaries of Secretaries and Clerical Assistants (43040)	19,060.00	4,764.78	14,294.34	.88
Social Security Contributions (43086)	2,087.00	.00	2,087.00	.00
Supplies and Materials (43160)	2,180.00	2,180.00	.00	.00
Other Objects (43180)	799.00	375.00	.00	424.00
<b>Total:</b>	126,035.00	32,557.02	86,663.06	6,814.92
Instructional Staff Training Services				
Purchased Professional - Educational Services (44080)	3,000.00	.00	.00	3,000.00

**Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September**

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-223-580	9,000.00	198.00	.00	8,802.00
Total:	12,000.00	198.00	.00	11,802.00
Support Services - General Administration				
Salaries (45000 2)	179,141.00	44,783.07	134,349.12	8.81
Legal Services (Note: APSSD - Not Litigation Related Legal Services) (45040)	6,000.00	.00	.00	6,000.00
Audit Fees (45060)	23,300.00	.00	23,300.00	.00
Architectural/Engineering Services (45080)	6,000.00	.00	.00	6,000.00
Other Purchased Professional Services (45100)	25,074.00	18,725.79	5,750.00	598.21
Communications / Telephone (45140 2)	16,820.00	1,096.23	2,926.52	12,797.25
BOE Other Purchased Services (45160 2)	5,600.00	.00	900.00	4,700.00
Miscellaneous Purchased Services (400-500) [Other than 530 and 585] (45180)	4,500.00	214.80	2,254.79	2,030.41
General Supplies (45200)	8,000.00	1,655.97	1,566.28	4,777.75
Miscellaneous Expenditures (45260)	5,000.00	2,076.39	2,576.96	346.65
BOE Membership Dues and Fees (45280)	3,800.00	3,701.20	.00	98.80
Total:	283,235.00	72,253.45	173,623.67	37,357.88
Support Services - School Administration				
Salaries of Principals / Assistant Principals / Program Directors (46000)	10,301.00	2,575.02	7,725.06	.92
Supplies and Materials (46120)	200.00	192.14	.00	7.86
Other Objects (46140)	1,199.00	.00	.00	1,199.00
Total:	11,700.00	2,767.16	7,725.06	1,207.78
Central Services				
Salaries (47000)	168,724.00	42,860.18	109,721.16	16,142.66
Purchased Professional Services (47020)	600.00	300.00	.00	300.00
Purchased Technical Services (47040)	20,000.00	12,150.00	450.00	7,400.00
Supplies and Materials (47100)	3,000.00	.00	203.97	2,796.03
Miscellaneous Expenditures (47180)	4,115.00	922.16	422.96	2,769.88
Total:	196,439.00	56,232.34	110,798.09	29,408.57
Administrative Information Technology				
Salaries (47500)	22,661.00	5,665.02	16,995.06	.92
Supplies and Materials (47580)	4,499.00	1,765.05	.00	2,733.95
Total:	27,160.00	7,430.07	16,995.06	2,734.87
Required Maintenance for School Facilities				
Salaries (48500)	44,964.00	3,055.34	3,790.62	38,118.04
"Cleaning, Repair, and Maintenance Services" (48520)	100,000.00	53,813.93	37,239.93	8,946.14
General Supplies (48540)	20,000.00	2,619.30	4,510.54	12,870.16



**Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September**

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-261-800	20,000.00	14,020.72	5,864.00	115.28
11-000-261-270	12,333.00	.00	12,333.00	.00
Total:	197,297.00	73,509.29	63,738.09	60,049.62
<b>Custodial Services</b>				
11-000-262-100	174,889.00	41,847.27	125,541.72	7,500.01
11-000-262-107	45,225.00	885.50	.00	44,339.50
11-000-262-220	16,649.00	.00	16,649.00	.00
11-000-262-260	31,982.00	27,910.27	.00	4,071.73
11-000-262-270	51,896.00	12,835.71	37,483.97	1,576.32
11-000-262-300	6,000.00	600.00	.00	5,400.00
(49040)				
11-000-262-490	4,500.00	487.41	3,512.59	500.00
11-000-262-520	65,703.00	65,702.24	.00	.76
11-000-262-610	13,000.00	1,351.50	1,665.22	9,983.28
11-000-262-621	40,000.00	2,005.33	34,994.67	3,000.00
11-000-262-622	45,000.00	6,922.50	29,077.50	9,000.00
Total:	494,844.00	160,547.73	248,924.67	85,371.60
<b>Security</b>				
11-000-266-420	9,000.00	2,304.50	4,075.00	2,620.50
11-000-266-610	2,000.00	.00	.00	2,000.00
Total:	11,000.00	2,304.50	4,075.00	4,620.50
<b>Student Transportation Services</b>				
11-000-270-160	33,996.00	8,499.00	25,497.00	.00
11-000-270-503	3,000.00	.00	.00	3,000.00
11-000-270-512	100.00	.00	.00	100.00
11-000-270-513	45,600.00	.00	.00	45,600.00
11-000-270-515	15,500.00	.00	.00	15,500.00
11-000-270-517	27,500.00	.00	.00	27,500.00
11-000-270-518	35,750.00	.00	.00	35,750.00
Total:	161,446.00	8,499.00	25,497.00	127,450.00
<b>Personnel Services - Unallocated Employee Benefits</b>				
11-000-291-220	40,368.00	13,279.22	27,088.78	.00

**Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
10 General Fund  
2021-22 September**

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-291-241				
11-000-291-250	92,296.00	785.64	11,162.36	80,348.00
11-000-291-260	2,000.00	.00	.00	2,000.00
11-000-291-270	5,000.00	5,000.00	.00	.00
11-000-291-280	53,124.00	10,001.97	35,068.71	8,053.32
11-000-291-290	9,000.00	.00	1,500.00	7,500.00
	6,000.00	.00	.00	6,000.00
<b>Total:</b>	<b>207,788.00</b>	<b>29,066.83</b>	<b>74,819.85</b>	<b>103,901.32</b>
<b>Facilities Acquisition and Construction Services</b>				
12-000-400-896	21,662.00	2,166.20	19,495.80	.00
	21,662.00	2,166.20	19,495.80	.00
<b>Total:</b>				
<b>Other Uses</b>				
11-000-500-561	12,882.00	2,022.00	10,860.00	.00
	12,882.00	2,022.00	10,860.00	.00
<b>Total:</b>				
<b>Equipment</b>				
12-130-100-730	2,350.00	.00	2,350.00	.00
	2,350.00	.00	2,350.00	.00
<b>Total:</b>				
<b>Contribution (Transfer) of Funds to Charter Schools</b>				
	.00	.00	.00	.00
<b>Total:</b>				
<b>General Fund Grand Total:</b>	<b>7,528,718.00</b>	<b>1,032,336.10</b>	<b>5,549,903.68</b>	<b>946,478.22</b>

*David J. ...*

Report of the Secretary to the Board of Education  
 Bradley Beach Board of Education  
 2021-22 September

20 Special Revenue Fund

Assets and Liabilities

<b>Assets</b>		
101	Cash (101)	(103,718.93)
102-107	Cash on hand and equivalents (102-107 (Summed))	.00
	Accounts Receivable: (132-149)	
141	A/R: State of NJ	293,692.95
142	A/R: Federal	
	Loans Receivable: (131,151,152)	293,692.95
	Total Other Assets	.00
		.00
<b>Resources</b>		
301	Estimated Revenues	1,126,026.10
302	Revenues	(326,328.00)
		<u>799,698.10</u>
	<b>Total assets and resources:</b>	<b>989,672.12</b>

**20 Special Revenue Fund**  
**Liabilities and Fund Equity**

<b>Liabilities</b>			
401	InterFund Payable		
421	Accounts Payable		
481	Deferred Revenue		.00
<b>Fund Balance</b>			
	Appropriated		
753	Reserve for Encumbrances (753-754)	650,512.23	
754	Reserve for Encumbrances: Current		
	Reserve for Encumbrances: Prior		
601	Appropriations (601)	1,126,026.10	
602	Expenditures (602)	136,353.98	
603	Encumbrances (603)	<u>650,512.23</u>	
	Less: Expenditures and Encumbrances	(786,866.21)	
	<b>Total Appropriations</b>		<b>989,672.12</b>
	<b>Reserved Fund Balance</b>		
75[0-2],76x	Other Reserves (Summed)	<u>.00</u>	<u>.00</u>
	<b>Total Reserved Fund Balance:</b>		
	<b>Unappropriated:</b>		
303	Budgeted Fund Balance (303)		
770	Unassigned Fund Balance (770)		
	<b>Total Unappropriated:</b>		<b>.00</b>
	<b>Total Liabilities and Fund Balance</b>		<b><u>989,672.12</u></b>

Report of the Secretary to the Board of Education  
 Bradley Beach Board of Education  
 2021-22 September

20 Special Revenue Fund  
 Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations		786,866.21	339,159.89
Revenues	1,126,026.10	(326,328.00)	(799,698.10)
Subtotal	.00	460,538.21	-460,538.21
Less: Reserve for Encumbrances: Prior			
Budgeted Fund Balance:	.00	460,538.21	-460,538.21

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
2021-22 September

20 Special Revenue Fund

Interim Statements Comparing

Budget Revenue with Actual to Date and

Appropriations with Expenditures and Encumbrances to Date

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
3XXX From State Sources	326,328.00	326,328.00	.00
4XXX From Federal Sources	799,698.10	.00	799,698.10
Total revenues/sources of funds	<b>1,126,026.10</b>	<b>326,328.00</b>	<b>799,698.10</b>
<b>Expenditures</b>	<b>Appropriations</b>	<b>Expenditures</b>	<b>Encumbrances</b>
			<b>Available Balance</b>
<b>20-* Local Projects</b>			
Other Special Revenue Fund	15,456.00	1,370.00	5,400.00
Local Projects Totals:	15,456.00	1,370.00	5,400.00
<b>20-218-&gt;xxx-xxx State Projects</b>			
Preschool Education Aid	326,328.00	49,060.05	269,431.26
State Projects Totals:	326,328.00	49,060.05	269,431.26
<b>20-23x-xxx-xxx Federal Projects</b>			
Title I	121,955.00	9,602.40	89,961.60
Title II	11,165.10	2,300.00	360.00
Title IV - Part A	14,600.00	8,225.00	206.00
I.D.E.A. Part B (Handicapped)	131,235.00	10,199.16	91,792.84
CRRSA Act-ESSER II Grant Program	432,529.00	38,538.69	162,143.21
CRRSA Act-Learning Acceleration Grant Program	27,758.00	14,165.88	3,432.12
CRRSA Act - Mental Health Grant	45,000.00	2,892.80	27,785.20
Federal Projects Totals:	784,242.10	85,923.93	375,680.97
Total Special Revenue Funds	<b>1,126,026.10</b>	<b>136,353.98</b>	<b>650,512.23</b>
			<b>339,159.89</b>

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
2021-22 September

20 Special Revenue Fund

Schedule Of Revenues  
Actual Compared with Estimated

	Estimated	Actual	Unrealized
Revenues from State Sources			
Preschool Education Aid and Prior Year Carryover	326,328.00	326,328.00	.00
Revenues from State Sources Totals:	<u>326,328.00</u>	<u>326,328.00</u>	<u>.00</u>
Revenues from Federal Sources			
ARP - IDEA PreSchool Grant Program	1,209.00	.00	1,209.00
Title I-Part A	121,955.00	.00	121,955.00
ARP - IDEA Grant Program	14,247.00	.00	14,247.00
I.D.E.A. Part B	131,235.00	.00	131,235.00
Title II-A	11,165.10	.00	11,165.10
Title IV - Part A - Student Support and Academic Enrichment	14,600.00	.00	14,600.00
CRRSA Act - ESSER II	432,529.00	.00	432,529.00
CRRSA Act - Learning Acceleration Grant	27,758.00	.00	27,758.00
CRRSA Act - Mental Health Grant	45,000.00	.00	45,000.00
Revenues from Federal Sources Totals:	<u>799,698.10</u>	<u>.00</u>	<u>799,698.10</u>
<b>Total Special Revenue Fund</b>	<b><u>1,126,026.10</u></b>	<b><u>326,328.00</u></b>	<b><u>799,698.10</u></b>

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
2021-22 September

20 Special Revenue Fund

Statement of Appropriations  
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Preschool Education				
Salaries of Teachers (85000)	158,350.00	15,640.10	140,760.90	1,949.00
Other Salaries for Instruction (85020)	52,060.00	5,206.00	46,854.00	.00
Salaries of Supervisors of Instruction (86000)	32,842.00	8,210.49	24,631.38	.13
Salaries of Other Professional Staff (86040)	13,709.00	1,370.90	12,338.10	.00
Personal Services - Employee Benefits (86140)	65,367.00	18,632.56	44,846.88	1,887.56
Other Purchased Professional Services (86220)	4,000.00	.00	.00	4,000.00
Total:	326,328.00	49,060.05	269,431.26	7,836.69
ARP - IDEA Grant Program				
ARP - IDEA Grant Program (88641 3)	14,247.00	1,370.00	5,400.00	7,477.00
Total:	14,247.00	1,370.00	5,400.00	7,477.00
ARP - IDEA PreSchool Grant Program				
ARP - IDEA PreSchool Grant Program (88642)	1,209.00	.00	.00	1,209.00
Total:	1,209.00	.00	.00	1,209.00
"NCLB Title I, Part A"				
Salaries of Teachers (88480)	89,128.00	8,912.80	80,215.20	.00
Employee Benefits (88491 2)	22,827.00	.00	3,540.00	19,287.00
Total:	111,955.00	8,912.80	83,755.20	19,287.00
"NCLB Title I, Part A"				
Salaries of Teachers (88480)	6,896.00	689.60	6,206.40	.00
Employee Benefits (88491)	3,104.00	.00	.00	3,104.00
Total:	10,000.00	689.60	6,206.40	3,104.00
IDEIA Part B				
Salaries of Teachers (88601)	44,000.00	4,400.00	39,600.00	.00
Salaries - Other (88602)	52,060.00	5,206.00	46,854.00	.00
Employee Benefits (88611 2)	23,783.00	398.26	3,584.74	19,800.00
Professional Technical Services (88612)	8,565.00	.00	.00	8,565.00
Total:	128,408.00	10,004.26	90,038.74	28,365.00
IDEIA Part B				
Salaries of Teachers (88601)	1,949.00	194.90	1,754.10	.00
Employee Benefits (88611)	878.00	.00	.00	878.00
Total:	2,827.00	194.90	1,754.10	878.00



**Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
2021-22 September**

	Appropriations	Expenditures	Encumbrances	Available Balance
NCLB Title IIA				
Other Purchased Services (88514)	9,605.00	739.90	360.00	8,505.10
Total:	9,605.00	739.90	360.00	8,505.10
NCLB Title IIA				
Other Purchased Services (88514)	1,560.10	1,560.10	.00	.00
Total:	1,560.10	1,560.10	.00	.00
NCLB Title IV				
Salaries of Teachers (88541)	2,699.00	.00	.00	2,699.00
Instructional Supplies (88545)	725.00	225.00	.00	500.00
Employee Benefits (88551)	206.00	.00	206.00	.00
Professional Technical Services (88552)	6,370.00	3,400.00	.00	2,970.00
Total:	10,000.00	3,625.00	206.00	6,169.00
NCLB Title IV				
Professional Technical Services (88552)	4,600.00	4,600.00	.00	.00
Total:	4,600.00	4,600.00	.00	.00
CRRSA Act-ESSER II Grant Program				
CRRSA Act-ESSER II Grant Program (88709 10)	432,529.00	38,538.69	162,143.21	231,847.10
Total:	432,529.00	38,538.69	162,143.21	231,847.10
CRRSA Act-Learning Acceleration Grant Program				
CRRSA Act-Learning Acceleration Grant Program (88710 7)	27,758.00	14,165.88	3,432.12	10,160.00
Total:	27,758.00	14,165.88	3,432.12	10,160.00
CRRSA Act-Mental Health Grant Program				
CRRSA Act-Mental Health Grant Program (88711 4)	45,000.00	2,892.80	27,785.20	14,322.00
Total:	45,000.00	2,892.80	27,785.20	14,322.00
<b>Special Revenue Fund Grand Total:</b>	<b>1,126,026.10</b>	<b>136,353.98</b>	<b>650,512.23</b>	<b>339,159.89</b>

*David F. Kelly*  
10/1/2021 2:20pm

**30 Capital Projects Fund**

**Assets and Liabilities**

<b>Assets</b>		
101	Cash (101)	
102-107	Cash on hand and equivalents (102-107 (Summed))	.00
	Accounts Receivable: (132-149)	
132	Interfund Receivable	
141	A/R: State of NJ	.00
	Loans Receivable: (131,151,152)	.00
	<b>Total Other Assets</b>	.00
<b>Resources</b>		
301	Estimated Revenues	
302	Revenues	
	<b>Total assets and resources:</b>	<u>.00</u>

**30 Capital Projects Fund**

**Liabilities and Fund Equity**

<b>Liabilities</b>		
421	Accounts Payable	.00
<b>Fund Balance</b>		
753	Appropriated	
	Reserve for Encumbrances (753-754)	
754	Reserve for Encumbrances: Current	
	Reserve for Encumbrances: Prior	
601	Appropriations (601)	
602	Expenditures (602)	
603	Encumbrances (603)	
	Less: Expenditures and Encumbrances	
	<b>Total Appropriations</b>	.00
75[0-2],76x	Reserved Fund Balance	
	Other Reserves ((Summed))	.00
	<b>Total Reserved Fund Balance:</b>	.00
303	Unappropriated:	
	Budgeted Fund Balance (303)	
770	Fund Balance (770)	
	<b>Total Unappropriated:</b>	.00

**Total Liabilities and Fund Balance**

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
2021-22 September

30 Capital Projects Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	.00	.00	.00
Revenues	(.00)	(.00)	(.00)
Subtotal	.00	.00	.00
Less: Reserve for Encumbrances: Prior			
Budgeted Fund Balance:	.00	.00	.00

**30 Capital Projects Fund**

**Interim Statements Comparing**

**Budget Revenue with Actual to Date and  
 Appropriations with Expenditures and Encumbrances to Date**

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
Total revenues/sources of funds	.00	.00	.00

Expenditures	Appropriations	Expenditures	Encumbrances	Available Balance

**30 Capital Projects Fund**  
**Schedule Of Revenues**  
**Actual Compared with Estimated**

	Estimated	Actual	Unrealized
<b>Total Capital Projects Fund</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>

Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
2021-22 September

30 Capital Projects Fund

Statement of Appropriations  
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Capital Projects Fund Grand Total:	.00	.00	.00	.00

*David J. [Signature]*  
10/1/2021 2:20pm

Report of the Secretary to the Board of Education  
 Bradley Beach Board of Education  
 2021-22 September

40 Debt Service Fund

Assets and Liabilities

<b>Assets</b>		
101	Cash (101)	49,781.57
102-107	Cash on hand and equivalents (102-107 (Summed))	.00
121	Tax Levy Receivable (108-121)	122,528.00
141	Accounts Receivable: (132-149) A/R: State of NJ	.00
	Loans Receivable: (131,151,152)	.00
	Total Other Assets	.00
<b>Resources</b>		
301	Estimated Revenues	172,300.00
302	Revenues	(172,300.00)
	<b>Total assets and resources:</b>	<u>172,309.57</u>



Report of the Secretary to the Board of Education  
Bradley Beach Board of Education  
2021-22 September

40 Debt Service Fund

Liabilities and Fund Equity

<b>Liabilities</b>			
<b>Fund Balance</b>			
	Appropriated		
	Reserve for Encumbrances (753-754)		
753	Reserve for Encumbrances: Current		
754	Reserve for Encumbrances: Prior		.00
601	Appropriations (601)	172,300.00	
602	Expenditures (602)		
603	Encumbrances (603)		
	Less: Expenditures and Encumbrances		
	Total Appropriations		172,300.00
	Reserved Fund Balance		
75[0-2],76x	Other Reserves ( (Summed))	.00	.00
	Total Reserved Fund Balance:		
	Unappropriated:		
303	Budgeted Fund Balance (303)		
770	Fund Balance (770)	9.57	9.57
	Total Unappropriated:		
	<b>Total Liabilities and Fund Balance</b>		<b>172,309.57</b>

Report of the Secretary to the Board of Education  
 Bradley Beach Board of Education  
 2021-22 September

**40 Debt Service Fund**

**Recapitulation of Budgeted Fund Balance**

	Budgeted	Actual	Variance
Appropriations	172,300.00	.00	172,300.00
Revenues	(172,300.00)	(172,300.00)	(.00)
Subtotal	.00	-172,300.00	172,300.00
Less: Reserve for Encumbrances: Prior			
Budgeted Fund Balance:	.00	-172,300.00	172,300.00

**40 Debt Service Fund**

**Interim Statements Comparing  
Budget Revenue with Actual to Date and  
Appropriations with Expenditures and Encumbrances to Date**

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX	172,300.00	172,300.00	.00
Total revenues/sources of funds	<b>172,300.00</b>	<b>172,300.00</b>	<b>.00</b>
<b>Expenditures</b>	<b>Appropriations</b>	<b>Expenditures</b>	<b>Available Balance</b>
40-701-510-xxx	.00	.00	.00
40-*	.00	.00	.00
<b>Repayment of Debt</b>			
Repayment of Debt - Regular	.00	.00	.00
Repayment of Debt Totals:	.00	.00	.00
<b>Other</b>			
Other Debt Service Fund	.00	.00	.00
Other Totals:	.00	.00	.00
Total Special Revenue Funds	<b>172,300.00</b>	<b>.00</b>	<b>172,300.00</b>

**40 Debt Service Fund**

**Schedule Of Revenues  
 Actual Compared with Estimated**

	Estimated	Actual	Unrealized
Revenues from Local Sources			
Ad Valorem Taxes - Local Tax Levy	172,300.00	172,300.00	.00
Revenues from Local Sources Totals:	172,300.00	172,300.00	.00
<b>Total Debt Service Fund</b>	<b>172,300.00</b>	<b>172,300.00</b>	<b>.00</b>

40-1210

Report of the Secretary to the Board of Education  
 Bradley Beach Board of Education  
 2021-22 September

40 Debt Service Fund

Statement of Appropriations  
 Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
40-701-510-910	Regular Debit Service			
	Redemption of Principal-Early Retirement Bonds (89560)	.00	.00	160,000.00
40-701-510-834	Interest on Bonds (89600)	.00	.00	12,300.00
	Total:	.00	.00	172,300.00
	<b>Debt Service Fund Grand Total:</b>	<b>.00</b>	<b>.00</b>	<b>172,300.00</b>

*D. J. [Signature]*  
 10/1/2021 2:20pm

REPORT OF THE TREASURER TO THE BRADLEY BEACH BOARD OF EDUCATION  
FOR THE MONTH ENDING

9/30/21

PAGE 1 OF 6

FUNDS	CASH		CASH		ENDING CASH BALANCE(1+2-3)
	BALANCE	RECEIPTS THIS MONTH	DISBURSEMENTS THIS MONTH		
GENERAL FUND--FUND 10	\$2,172,626.05	\$713,437.75	\$598,856.76		\$2,287,207.04
SPECIAL REVENUE FUND--FUND 20	(\$56,296.18)	\$81,970.56	\$129,393.31		(\$103,718.93)
CAPITAL PROJECTS FUND--FUND 30	\$0.00	\$0.00	\$0.00		\$0.00
DEBT SERVICE FUND--FUND 40	\$34,465.57	\$15,316.00	\$0.00		\$49,781.57
TOTAL GOVERNMENTAL FUNDS	\$2,150,795.44	\$810,724.31	\$728,250.07		\$2,233,269.68
ENTERPRISE FUND--FUND 5X	\$24,078.00	\$1,303.35	\$0.00		\$25,381.35
PAYROLL	\$0.00	\$218,409.32	\$218,409.32		\$0.00
PAYROLL AGENCY	\$914.66	\$190,012.43	\$166,423.28		\$24,503.81
UNEMPLOYMENT TRUST	\$30,798.23	\$0.00	\$0.00		\$30,798.23
TOTAL TRUST & AGENCY FUNDS	\$31,712.89	\$408,421.75	\$384,832.60		\$55,302.04
TOTAL ALL FUNDS	\$2,206,586.33	\$1,220,449.41	\$1,113,082.67		\$2,313,953.07

PREPARED &amp; SUBMITTED BY

  
TREASURER OF SCHOOL MONIES

10/15/2021

DATE

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION--CASH ACCOUNT

BANK: BANK OF AMERICA

ACCOUNT #726-0100062

STATEMENT DATE: 9/30/21

\$2,242,027.40

BALANCE PER BANK			
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
REIMBURSEMENT DUE FOR		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT			\$0.00
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$8,757.70	
		\$0.00	
OTHER		\$0.02	
TOTAL DEDUCTIONS		\$8,757.72	
NET RECONCILING ITEMS			(\$8,757.72)
ADJUSTED BALANCE PER BANK			\$2,233,269.68

BALANCE PER BOARD SECRETARY'S RECORDS AS OF \_\_\_\_\_

RECONCILING ITEMS:

ADDITIONS

INTEREST EARNED \_\_\_\_\_

OTHER (EXPLAIN) \_\_\_\_\_

TOTAL ADDITIONS \_\_\_\_\_

DEDUCTIONS

BANK CHARGES \_\_\_\_\_

OTHER (EXPLAIN) \_\_\_\_\_

TOTAL DEDUCTIONS \_\_\_\_\_

NET RECONCILING ITEMS \_\_\_\_\_

ADJUSTED BOARD SECRETARY'S BALANCE AS OF \_\_\_\_\_

BANK OF AMERICA CERTIFICATES OF DEPOSIT: \$0.00

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION--PAYROLL/AGENCY

BANK: BANK OF AMERICA

ACCOUNT #726-0102200

STATEMENT DATE: 9/30/21

\$35,111.33

BALANCE PER BANK			
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT			\$0.00
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$10,607.52	
OTHER		\$0.00	
TOTAL DEDUCTIONS		\$10,607.52	
NET RECONCILING ITEMS			(\$10,607.52)
ADJUSTED BALANCE PER BANK			\$24,503.81

BALANCE PER BOARD SECRETARY'S RECORDS AS OF \_\_\_\_\_

RECONCILING ITEMS:

ADDITIONS

INTEREST EARNED \_\_\_\_\_

OTHER (EXPLAIN) \_\_\_\_\_

TOTAL ADDITIONS \_\_\_\_\_

DEDUCTIONS

BANK CHARGES \_\_\_\_\_

OTHER (EXPLAIN) \_\_\_\_\_

TOTAL DEDUCTIONS \_\_\_\_\_

NET RECONCILING ITEMS \_\_\_\_\_

ADJUSTED BOARD SECRETARY'S BALANCE AS OF \_\_\_\_\_

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION--PAYROLL ACCOUNT  
 BANK: BANK OF AMERICA  
 ACCOUNT #726-0100089

STATEMENT DATE: 9/30/21

BALANCE PER BANK			\$2,264.88
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT		\$0.00	
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$2,264.88	
OTHER		\$0.00	
TOTAL DEDUCTIONS		\$2,264.88	
NET RECONCILING ITEMS		(\$2,264.88)	
ADJUSTED BALANCE PER BANK			\$0.00

BALANCE PER BOARD SECRETARY'S RECORDS AS OF \_\_\_\_\_  
 RECONCILING ITEMS:  
 ADDITIONS  
 INTEREST EARNED \_\_\_\_\_  
 OTHER (EXPLAIN) \_\_\_\_\_  
 TOTAL ADDITIONS \_\_\_\_\_  
 DEDUCTIONS  
 BANK CHARGES \_\_\_\_\_  
 OTHER (EXPLAIN) \_\_\_\_\_  
 TOTAL DEDUCTIONS \_\_\_\_\_  
 NET RECONCILING ITEMS \_\_\_\_\_  
 ADJUSTED BOARD SECRETARY'S BALANCE AS OF \_\_\_\_\_

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION--UNEMPLOYMENT INSURANCE  
 BANK: BANK OF AMERICA  
 ACCOUNT #726-0101875

STATEMENT DATE: 9/30/21

BALANCE PER BANK			\$30,798.23
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT		\$0.00	
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$0.00	
OTHER		\$0.00	
TOTAL DEDUCTIONS		\$0.00	
NET RECONCILING ITEMS		\$0.00	
ADJUSTED BALANCE PER BANK			\$30,798.23

BALANCE PER BOARD SECRETARY'S RECORDS AS OF \_\_\_\_\_  
 RECONCILING ITEMS:  
 ADDITIONS  
 INTEREST EARNED \_\_\_\_\_  
 OTHER (EXPLAIN) \_\_\_\_\_  
 TOTAL ADDITIONS \_\_\_\_\_  
 DEDUCTIONS  
 BANK CHARGES \_\_\_\_\_  
 OTHER (EXPLAIN) \_\_\_\_\_  
 TOTAL DEDUCTIONS \_\_\_\_\_  
 NET RECONCILING ITEMS \_\_\_\_\_  
 ADJUSTED BOARD SECRETARY'S BALANCE AS OF \_\_\_\_\_



BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION--CAFETERIA ACCT.  
 BANK: BANK OF AMERICA  
 ACCOUNT #726-0101344

STATEMENT DATE: 9/30/21

BALANCE PER BANK			\$25,381.35
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT		\$0.00	
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$0.00	
		\$0.00	
OTHER		\$0.00	
TOTAL DEDUCTIONS		\$0.00	
NET RECONCILING ITEMS		\$0.00	
ADJUSTED BALANCE PER BANK			\$25,381.35

BALANCE PER BOARD SECRETARY'S RECORDS AS OF \_\_\_\_\_

RECONCILING ITEMS:

ADDITIONS

INTEREST EARNED \_\_\_\_\_

OTHER (EXPLAIN) \_\_\_\_\_

TOTAL ADDITIONS \_\_\_\_\_

DEDUCTIONS

BANK CHARGES \_\_\_\_\_

OTHER (EXPLAIN) \_\_\_\_\_

TOTAL DEDUCTIONS \_\_\_\_\_

NET RECONCILING ITEMS \_\_\_\_\_

OUTSTANDING CHECKS AS OF 9/30/21  
SALARY CASH ACCOUNT #726-0100089

CHECK #	AMOUNT	CHECK #	AMOUNT
37208	\$260.18		
37219	\$378.60		
37221	\$1,626.10		

GRAND TOTAL, SALARY ACCOUNT

\$2,264.88

OUTSTANDING CHECKS AS OF 9/30/21  
CASH ACCOUNT #726-0100062

CHECK #	AMOUNT	CHECK #	AMOUNT
19925	\$2.50		
20386	\$165.00		
20391	\$198.00		
20395	\$125.00		
20410	\$195.00		
20414	\$905.00		
20415	\$225.00		
20416	\$500.00		
20418	\$243.70		
20422	\$490.00		
20423	\$101.89		
20426	\$345.39		
20427	\$411.32		
20429	\$150.00		
20431	\$1,700.00		
20433	\$675.00		
20434	\$199.95		
20436	\$1,432.75		
20437	\$417.20		
20442	\$275.00		

OUTSTANDING CHECKS AS OF 9/30/21  
PAYROLL/AGENCY ACCOUNT # 0072-6010-2200

CHECK #	AMOUNT	CHECK #	AMOUNT
7403	\$81.26		
7407	\$4,970.00		
7409	\$81.26		
7410	\$201.10		
7411	\$4,863.70		
7412	\$410.20		

**Bradley Beach Board of Education  
Account Maintenance Report  
Appropriation Adjustments and Transfers for 2021-22 09/30/2021 - 09/30/2021**

[Adjustment] Tx: 13171 to record September Transfers						
Date	Fund	Act #	Act Desc	Type	Pre	Post
9/30/2021	11	11-000-100-561-00	Tuition to other LEAs w/i state regular	Adjustment	1,448,500.00	1,437,911.00
9/30/2021	11	11-000-100-563-00	Tuition county vocational school district regular	Adjustment	41,310.00	56,049.00
9/30/2021	11	11-000-100-564-00	Tuition county vocational school district special	Adjustment	34,750.00	30,600.00
<b>10 General Fund totals:</b>						
					<b>.00</b>	<b>.00</b>
[Adjustment] Tx: 13172 to record September Transfer						
Date	Fund	Act #	Act Desc	Type	Pre	Post
9/30/2021	11	11-000-219-104-00	Salaries CST	Adjustment	149,623.00	149,624.00
9/30/2021	11	11-000-219-104-00- SU	Salaries CST Summer	Adjustment	1,600.00	1,599.00
9/30/2021	11	11-000-262-260-00	Workman's Compensation	Adjustment	38,000.00	31,982.00
9/30/2021	11	11-000-262-520-00	Insurance	Adjustment	59,685.00	65,703.00
9/30/2021	11	11-105-100-101-00	Salaries: Teachers Preschool	Adjustment	59,285.00	34,642.00
9/30/2021	11	11-110-100-101-00	Salaries: Teachers Kindergarten	Adjustment	148,360.00	173,003.00
9/30/2021	11	11-190-100-800-00- CP	Copier Lease/Telephone	Adjustment	46,116.00	43,766.00
9/30/2021	12	12-130-100-730-00	Grades 6-8 Equipment	Adjustment	.00	2,350.00
<b>10 General Fund totals:</b>						
					<b>.00</b>	<b>.00</b>

**Bradley Beach Board of Education  
Bills and Claims  
Batch 22-0075 NSLP PEPT Admin (9/27/2021), Batch 22-0092 (10/1/2021)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount to Pay
A.A. Physical Therapy Services LLC	20-223-200-320-00	2006	PO-22-000283	Service	22-0092	20443	.00
A.A. Physical Therapy Services LLC	20-251-200-320-00	2006	PO-22-000283	Service Inv: SEPT.2021	22-0092	20443	540.00
							<b>540.00</b>
Action Plumbing, Inc.	11-000-261-420-00	A-ACT	PO-22-000278	Service Inv: 13651-139	22-0092	20444	395.00
							<b>395.00</b>
Alliance Commercial Pest Control, Inc.	11-000-261-420-00	90060	PO-22-000009	Service Inv: 483845	22-0092	20445	10.00
							<b>10.00</b>
Allied Fire & Safety Equipment Company	11-000-266-420-00	88	PO-22-000138	Security Maintenance Inv: 90598	22-0092	20446	575.00
							<b>575.00</b>
Amazon.com	11-190-100-610-00-KD	AMAZO N	PO-22-000186	Supplies Inv: 6956648748548	22-0092	20447	70.68
Amazon.com	11-190-100-610-00-PK	AMAZO N	PO-22-000143	Supplies	22-0092	20447	364.00
Amazon.com	20-483-200-600-00	AMAZO N	PO-22-000175	Supplies Inv: 633679573467	22-0092	20447	81.07
Amazon.com	20-483-200-600-00	AMAZO N	PO-22-000238	Goods Inv: 947794737499	22-0092	20447	311.75
							<b>827.50</b>
Ameriflex	11-000-251-340-00	AMERFL	PO-22-000036	Service Inv: 452722	22-0092	20448	50.00
							<b>50.00</b>
Asbury Park Press	11-000-230-590-00	1003	PO-22-000257	Service Inv: 0004917065	22-0092	20449	52.10
Asbury Park Press	11-000-230-590-00	1003	PO-22-000274	Service Inv: 9004928786	22-0092	20449	53.90
							<b>106.00</b>
Bradley Beach BOE	10-402	429	PO-22-000251	Service	22-0075	No Check	614.00
							<b>614.00</b>
Bradley Beach BOE	12-000-400-896-00	BBSDA	PO-22-000029	SDA Charge Inv: OCT 2021	22-0092	20450	2,166.20
							<b>2,166.20</b>
Courtney Hammell	11-000-291-280-00	COURT	PO-22-000266	Service	22-0092	20452	1,500.00

**Bradley Beach Board of Education  
Bills and Claims  
Batch 22-0075 NSLP PEBT Admin (9/27/2021), Batch 22-0092 (10/1/2021)**

Vendor Name	Account Number	id	PO Number	Description	Batch	Check #	Amount to Pay
CQI Water Treatment	11-000-261-420-00	CQLWA	PO-22-000055	Service Inv: 21-10-006	22-0092	20453	900.00
							<b>900.00</b>
Delisa Demolition and Disposal	11-000-261-420-00	DELISA	PO-22-000025	Service Inv: 217401 OCT.2021	22-0092	20454	460.41
							<b>460.41</b>
East Coast Flag & Flagpole, Inc.	11-000-261-420-00	EA	PO-22-000222	Service Inv: 22320	22-0092	20455	650.00
							<b>650.00</b>
Environmental Connection	11-000-262-300-00	4246	PO-22-000276	Service Inv: 21265-01	22-0092	20456	1,465.00
							<b>1,465.00</b>
Everyday Speech LLC.	11-000-216-600-00	EVE	PO-22-000234	Service Inv: 007441	22-0092	20457	299.99
							<b>299.99</b>
Go Guardian	11-000-261-800-00	GO	PO-22-000270	Service Inv: SY 2021 - 2022	22-0092	20458	3,545.00
							<b>3,545.00</b>
Gorsenger Brothers Hardwood Floors	11-000-261-420-00	G	PO-22-000007	service Inv: 11184	22-0092	20459	5,632.00
Gorsenger Brothers Hardwood Floors	11-000-261-420-00	G	PO-22-000008	Service Inv: 11184	22-0092	20459	2,816.00
							<b>8,448.00</b>
Grainger	11-000-261-610-00	GRAING	PO-22-000227	Supplies Inv: 9059349754	22-0092	20460	293.23
Grainger	11-000-261-610-00	GRAING	PO-22-000253	Supplies Inv: 9059349747	22-0092	20460	54.60
Grainger	20-483-200-600-00	GRAING	PO-22-000253	Supplies Inv: 9059349747	22-0092	20460	255.60
							<b>603.43</b>
Gynzy Inc.	11-190-100-610-08-TE	GYNZ	PO-22-000042	supplies Inv: G120-0599	22-0092	20461	495.00
							<b>495.00</b>
Horizon Blue Cross Blue Shield of New Jersey	11-000-211-270-00	HORIZO	PO-22-000021	Health Benefits Inv: OCTOBER INVOICE	22-0092	20462	2,278.29

**Bradley Beach Board of Education  
Bills and Claims  
Batch 22-0075 NSLP PEPT Admin (9/27/2021), Batch 22-0092 (10/1/2021)**

Vendor Name	Account Number	ID	PO Number	Description	Batch	Check #	Amount to Pay
Horizon Blue Cross Blue Shield of New Jersey	11-000-213-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	3,271.19
Horizon Blue Cross Blue Shield of New Jersey	11-000-216-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	3,170.70
Horizon Blue Cross Blue Shield of New Jersey	11-000-217-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	5,749.05
Horizon Blue Cross Blue Shield of New Jersey	11-000-218-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	1,156.92
Horizon Blue Cross Blue Shield of New Jersey	11-000-219-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	4,392.56
Horizon Blue Cross Blue Shield of New Jersey	11-000-261-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	.00
Horizon Blue Cross Blue Shield of New Jersey	11-000-262-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	4,592.13
Horizon Blue Cross Blue Shield of New Jersey	11-000-291-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	5,721.77
Horizon Blue Cross Blue Shield of New Jersey	11-105-100-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	1,121.37
Horizon Blue Cross Blue Shield of New Jersey	11-110-100-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	1,121.37
Horizon Blue Cross Blue Shield of New Jersey	11-120-100-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	29,669.79
Horizon Blue Cross Blue Shield of New Jersey	11-130-100-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	19,946.06
Horizon Blue Cross Blue Shield of New Jersey	11-240-100-270-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	1,717.61
Horizon Blue Cross Blue Shield of New Jersey	20-218-200-200-00	HORIZO	PO-22-000021	Health Benefits	22-0092	20462	6,542.38
							<b>90,451.19</b>
Horizon Blue Cross/Blue Shield	11-000-211-270-00	DENTAL	PO-22-000022	Dental Benefits Inv: OCTOBER INVOICE	22-0092	20463	105.94
Horizon Blue Cross/Blue Shield	11-000-213-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	148.33
Horizon Blue Cross/Blue Shield	11-000-216-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	148.33
Horizon Blue Cross/Blue Shield	11-000-217-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	264.85
Horizon Blue Cross/Blue Shield	11-000-218-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	52.97
Horizon Blue Cross/Blue Shield	11-000-219-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	201.30
Horizon Blue Cross/Blue Shield	11-000-261-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	.00
Horizon Blue Cross/Blue Shield	11-000-262-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	211.88
Horizon Blue Cross/Blue Shield	11-000-291-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	296.66
Horizon Blue Cross/Blue Shield	11-105-100-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	.00

**Bradley Beach Board of Education  
Bills and Claims  
Batch 22-0075 NSLP PEBT Admin (9/27/2021), Batch 22-0092 (10/1/2021)**

Vendor Name	Account Number	ig	PO Number	Description	Batch	Check #	Amount to Pay
Horizon Blue Cross/Blue Shield	11-110-100-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	52.97
Horizon Blue Cross/Blue Shield	11-120-100-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	1,218.56
Horizon Blue Cross/Blue Shield	11-130-100-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	1,054.07
Horizon Blue Cross/Blue Shield	11-240-100-270-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	79.42
Horizon Blue Cross/Blue Shield	20-218-200-200-00	DENTAL	PO-22-000022	Dental Benefits	22-0092	20463	296.66
							<b>4,131.94</b>
Jersey Central Power & Light	11-000-262-622-00	3021	PO-22-000085	Service Inv: SEPT 2021	22-0092	20464	3,745.84
							<b>3,745.84</b>
Johnson's Restaurant Equipment	11-000-261-610-00	JOHNS O	PO-22-000244	Supplies Inv: 726859-01	22-0092	20465	350.00
							<b>350.00</b>
Kendall Hunt Publishing Company	11-000-230-610-00	KEN01	PO-22-000246	Service Inv: 12851535	22-0092	20466	464.62
Kendall Hunt Publishing Company	11-190-100-610-00	KEN01	PO-22-000252	Service Inv: 12853197 & 12857294	22-0092	20466	490.37
							<b>954.99</b>
Kennedy, Gross, Kovats & Parton	11-000-230-331-00	000002	PO-22-000277	Service Inv: JULY 2021	22-0092	20467	975.00
							<b>975.00</b>
Lakeshore Learning Materials	11-190-100-610-00	LLM002	PO-22-000205	Supplies Inv: 102769091321	22-0092	20468	157.60
Lakeshore Learning Materials	11-190-100-610-13-WL	LLM002	PO-22-000205	Supplies Inv: 102769091321	22-0092	20468	50.00
							<b>207.60</b>
M-OESC	11-000-270-518-00	1085	PO-22-000271	Service Inv: ESY	22-0092	20469	6,856.25
							<b>6,856.25</b>
Mon. Cty. Assoc. of Directors of Special Ed.	11-000-219-800-00	MCADS P	PO-22-000210	Service Inv: 2021-2022	22-0092	20470	150.00
							<b>150.00</b>
Monmouth County Vocational School District	11-000-100-563-00	1296	PO-22-000259	Service Inv: 22-00005	22-0092	20471	5,701.80
Monmouth County Vocational School District	11-000-100-564-00	1296	PO-22-000259	Service Inv: 22-00005	22-0092	20471	3,060.00



**Bradley Beach Board of Education  
Bills and Claims  
Batch 22-0075 NSLP PEPT Admin (9/27/2021), Batch 22-0092 (10/1/2021)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount to Pay
Murray's Uniforms	11-000-262-610-00	1215	PO-22-000258	Supplies Inv: 21-1370	22-0092	20472	468.00
							<u>468.00</u>
National Geographic School Publishing	11-190-100-610-00-PK	NATLGE	PO-22-000106	Supplies	22-0092	20473	450.00
							<u>450.00</u>
Neptune Township Board of Education	11-000-100-561-00	1261	PO-22-000263	Service Inv: SEPT.2021	22-0092	20474	86,913.19
Neptune Township Board of Education	11-000-100-562-00	1261	PO-22-000263	Service Inv: SEPT.2021	22-0092	20474	25,499.34
							<u>112,412.53</u>
New Jersey American Water	11-000-262-490-01	1206	PO-22-000086	Service	22-0092	20475	371.53
							<u>371.53</u>
New Jersey Natural Gas	11-000-262-621-00	NJNG	PO-22-000027	Service Inv: AUG.2021	22-0092	20476	990.07
							<u>990.07</u>
New Road Schools of New Jersey	11-000-100-566-00	HROAD	PO-22-000260	Service Inv: 0043257	22-0092	20477	6,300.00
							<u>6,300.00</u>
NJASA	11-000-230-890-00	55	PO-22-000269	Service Inv: SY 2021 - 2022	22-0092	20478	2,154.00
							<u>2,154.00</u>
Oceanside Service, Inc.	11-000-261-420-00	1958	PO-22-000255	Service Inv: 12832	22-0092	20479	639.00
							<u>639.00</u>
Onscene Technologies	11-000-230-530-00	ON	PO-22-000282	Service Inv: 2220	22-0092	20480	1,740.00
							<u>1,740.00</u>
Pitney Bowes, Inc.	11-000-230-530-00	46	PO-22-000039	Service Inv: 3314396863	22-0092	20481	323.91
							<u>323.91</u>
Power to Learn	11-000-230-530-01	POWER	PO-22-000084	Service Inv: 09/15-10/14	22-0092	20482	101.89

8,761.80

**Bradley Beach Board of Education  
Bills and Claims  
Batch 22-0075 NSLP PEPT Admin (9/27/2021), Batch 22-0092 (10/1/2021)**

Vendor Name	Account Number	IS	PO Number	Description	Batch	Check #	Amount to Pay
Red Bank Regional High School	11-000-100-561-00	1196	PO-22-000261	Service Inv: SEPT. 2021	22-0092	20483	45,690.00
Red Bank Regional High School	11-000-100-561-00	1196	PO-22-000261	Service Inv: OCT. 2021	22-0092	20483	45,690.00
							<b>93,380.00</b>
Scholastic Inc	11-190-100-610-00	1811	PO-22-000109	Supplies Inv: M7152002	22-0092	20484	157.08
Scholastic Inc	11-190-100-610-00	1811	PO-22-000113	Supplies Inv: M7147424	22-0092	20484	412.98
Scholastic Inc	11-190-100-610-00	1811	PO-22-000114	Supplies Inv: M7131214	22-0092	20484	725.28
							<b>1,295.34</b>
School Nurse Supply, Inc.	11-000-213-600-00	SCH	PO-22-000249	Supplies Inv: 0856868	22-0092	20485	228.33
							<b>228.33</b>
School Specialty	11-190-100-610-00-56	69	PO-22-000094	Supplies Inv: 308103838069	22-0092	20486	151.20
School Specialty	11-190-100-610-00-56	69	PO-22-000095	supplies	22-0092	20486	53.44
School Specialty	11-190-100-610-11-AR	69	PO-22-000090	Supplies Inv: 308103854726	22-0092	20486	463.34
							<b>667.98</b>
School Specialty Integrations	11-190-100-610-00-78	SCH_LIN	PO-22-000153	Supplies	22-0092	20487	181.18
							<b>181.18</b>
Scoles System	11-000-262-610-00	1098	PO-22-000243	Supplies Inv: 441472	22-0092	20488	1,197.22
							<b>1,197.22</b>
Scrubber Doctor	11-000-261-610-00	SCRUBB	PO-22-000038	Supplies Inv: S18828	22-0092	20489	3,131.86
							<b>3,131.86</b>
Stapleslink	11-000-230-610-00	STAPLE	PO-22-000247	Supplies Inv: 3488361765	22-0092	20490	210.29
Stapleslink	11-190-100-800-00	STAPLE	PO-22-000272	Supplies Inv: 3489534820	22-0092	20490	279.96
							<b>490.25</b>
Synergy Rehab LLC	11-000-216-320-00	SYN	PO-22-000182	Service Inv: SEPT. 2021	22-0092	20491	4,016.25

**Bradley Beach Board of Education  
Bills and Claims  
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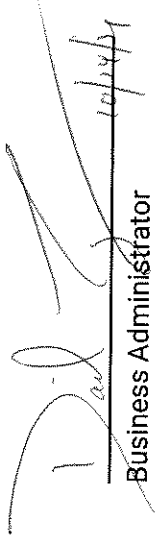
Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount to Pay
Teacher Direct	11-190-100-610-00-56	TEDIRE	PO-22-000103	Supplies Inv: INV/2021/26526	22-0092	20492	85.46
Teacher Direct	11-190-100-610-00-56	TEDIRE	PO-22-000103	Supplies	22-0092	20492	.00
Teacher Direct	11-190-100-610-00-KD	TEDIRE	PO-22-000190	Supplies Inv: 2021/28519	22-0092	20492	39.66
							<b>125.12</b>
The Coast Star	11-000-230-590-00	4278	PO-22-000212	Service Inv: 3492	22-0092	20451	288.00
							<b>288.00</b>
Twin Rocks Water	11-000-219-800-00	TW	PO 22-000088	Supplies Inv: 5829247	22-0092	20493	77.30
Twin Rocks Water	11-000-230-890-00	TW	PO 22-000088	Supplies Inv: 5829247	22-0092	20493	77.30
Twin Rocks Water	11-000-251-890-00	TW	PO 22-000088	Supplies Inv: 5829247	22-0092	20493	77.30
							<b>231.90</b>
UGI Energy Service, LLC	11-000-262-621-00	UGI	PO-22-000028	Service Inv: S0002130	22-0092	20494	11.30
							<b>11.30</b>
Verizon	11-000-230-530-01	VER	PO-22-000161	Service Inv: 9889116649	22-0092	20495	114.11
							<b>114.11</b>
Xtel Communications	11-190-100-800-00-CP	530	PO-22-000054	Service Inv: 212730295	22-0092	20496	1,532.61
							<b>1,532.61</b>

**Bradley Beach Board of Education  
Bills and Claims  
Batch 22-0075 NSLP PEPT Admin (9/27/2021), Batch 22-0092 (10/1/2021)**

Resolved that the Bills & Claims against the Board of Education as herein enumerated for equipment, material, and supplies, furnished and delivered and for work done and performance, and certified as correct by the Secretary of the Board of Education be and the same are ordered paid when approved by the Finance Committee, and when funds are available.

Fund	Program	Purchase Orders	Current	Prior Year	Total
10	General Fund	1	614.00		614.00
	<b>Fund total:</b>		<b>614.00</b>		<b>614.00</b>
11	General Current Expense	67	300,128.80		300,128.80
11	General Current Expense	2	1,121.37		1,121.37
11	General Current Expense	2	1,174.34		1,174.34
11	General Current Expense	2	30,888.35		30,888.35
11	General Current Expense	2	21,000.13		21,000.13
11	General Current Expense	19	6,159.84		6,159.84
11	General Current Expense	2	1,797.03		1,797.03
	<b>Fund total:</b>		<b>362,269.86</b>		<b>362,269.86</b>
12	Capital Outlay	1	2,166.20		2,166.20
	<b>Fund total:</b>		<b>2,166.20</b>		<b>2,166.20</b>
20	Special Revenue Fund	2	6,839.04		6,839.04
20	Special Revenue Fund	1	.00		.00
20	Special Revenue Fund	1	540.00		540.00
20	Special Revenue Fund	3	648.42		648.42
	<b>Fund total:</b>		<b>8,027.46</b>		<b>8,027.46</b>
	<b>Grand totals:</b>	105	<b>373,077.52</b>		<b>373,077.52</b>

Bradley Beach Board of Education  
Bills and Claims  
Batch 22-0075 NSLP PEPT Admin (9/27/2021), Batch 22-0092 (10/1/2021)

  
Business Administrator

  
10/19/21

Cateteria Bill List					
10/19/21					
Vendor	Amount	Check #	Invoice	Purchase Order#	
Maschio Food Service	15,165.89	1966	September	22-0001A	
Total Bill List	15,165.89				