



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, New Jersey 07046
Phone: 973-334-8280 Fax: 973-334-2316
www.mlschools.org

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

March 3, 2025

The meeting was called to order at 6:30pm by Mrs. Barkauskas

STATEMENT OF ADEQUATE NOTICE

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Mountain Lakes Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Mountain Lakes Municipal Building and sent to the following newspapers: *The Daily Record*, *The Citizen*, and the *District Website* (www.mlschools.org).

PLEDGE OF ALLEGIANCE

Board President, Mrs. Barkauskas will lead those present in the Pledge of Allegiance

ROLL CALL

Board Member	Present	Absent
Mr. Chiang, Jr.	X	
Dr. Don	X	
Mrs. Forman	X	
Dr. Hirschfeld	X (arrived at 7:30pm)	
Mr. Johnson		X
Mrs. Kulkarni	X	
Dr. Silva McIntyre	X	
Mrs. Parker (<i>Vice President</i>)		X
Dr. Sheth	X	
Mrs. Barkauskas (<i>President</i>)	X	

Also present: Dr. Brad Siegel, Dr. James Riley, Mrs. Ivonne Ciresi, Mr. Stephen Fogarty

EXECUTIVE SESSION

BE IT RESOLVED, that the Mountain Lakes Board of Education enter into Executive Session was made by Mr. Chiang and seconded by Dr. Sheth, that the Board of Education adopt the following resolution.

The motion was approved 7-0-0.

BE IT RESOLVED, by the Mountain Lakes Board of Education on this 3rd day of March 2025 at 6:29pm as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion including matters of personal confidentiality rights, including but not limited to staff and/or student discipline matters, and specifically financial and policy matters.

7:30pm – Dr. Hirschfeld arrived

2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 60 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action may take place.

3. This resolution shall take effect immediately.

MOTION, to leave executive session at 7:37pm was made by Dr. Sheth and seconded by Mrs. Forman.

The motion was approved 8-0-0 and the Board returned to public session at 7:37pm.

STUDENT GOVERNMENT REPORT

Mr. John Daniel reviewed:

BRIARCLIFF:

- The Robotics Club teams competed in an intense 7 hour competition on January 26. Congratulations to Team J (Plato, Oscar, & Jeffrey) for placing 2nd overall in Skills. Congratulations to Team B (Oliver S., Aurik, Ryan L., & Jason M.) for winning the “Think” award based on their engineering notebook & interview. Great job all!
- The Briarcliff Girls basketball team won the championship in January, 63-56 against Boonton. To begin, we want to thank all of our supporters who came out to watch our games this year and especially this past game. We are so proud to bring the trophy back to Briarcliff, knowing that it hasn’t happened since 2009.
- We are thrilled to announce that Briarcliff’s MathCounts Club students did an outstanding job at the annual February competition! Their hard work, dedication, and math skills truly shined. A special congratulations to Jason Mei, who earned the title of Top in School for his exceptional performance. Briarcliff ranked 7th overall!
- Three of Briarcliff’s Robotics Teams competed in an intense seven plus hour day on February 8. Congratulations to Team B - Aurik, Oliver, Ryan & Jason who finished third overall in the Skills Portion & was only one point shy of winning team work! Congratulations to Team J - Oscar, Plato & Jeffrey for winning the skills work portion of the competition & earning a bid to the States. Last but not least, congratulations to Team P - Nathaniel, Rex & Gavin for winning the Innovate award & also earning a bid to States. Great job all!
- Briarcliff’s February Wellness Art project, led by Ms. Genaya and Ms. Carissa of the Mental Health Association in Parsippany, featured a Valentine's Day theme focused on self-care and self-love. Students were invited to reflect on the positive qualities they appreciate about themselves. The activity began with

students tracing their hands on construction paper, then doodling and writing kind words that highlight their unique strengths and attributes.

- The Briarcliff Student Councils' Valentine's Gram Sale was a heartwarming success! With nearly 200 Valentine's Grams sold, Briarcliff students spread kindness and joy throughout the school. Each heartfelt message and sweet treat delivered on February 14 brought smiles to so many faces. Even more special, the proceeds from this fundraiser will be donated to the American Red Cross for Wildfire Relief, turning our Valentine's spirit into real-world impact.
- This year's annual Briarcliff Student vs. Faculty game (2/27/25) was an extra special one as it was the last game where Mr. Mattoon and Ms. Buckley will be our coaches. After almost 60 years of combined seasons, both Coach Mattoon and Coach Buckley have made the decision to hang up their whistles and retire. For anyone not there last night missed a loud and cheering crowd. The MLHS gymnasium was filled with students, parents, and many alumni who came to celebrate the great careers of these two legendary coaches. The Student Team won a close game, 52 to 49, evening out the all-time record of 6 wins for the Students and 6 wins for the Faculty.
- Briarcliff would also like to recognize 8th grade student Sofia Scerbo as the recipient of the Superintendent Middle School Leadership Award. Each year in Morris County, a middle school student is selected from each middle school who has demonstrated great character and leadership abilities. Sofia was chosen by her teachers, and we are very proud of her and honored that she will be representing Briarcliff at the recognition dinner in May.
- Briarcliff would like to recognize the following Students of the Month for February. This month we focused on the COMMITMENT and these students, as recognized by their Teachers, went above and beyond what we would normally expect from a middle school student. Join us in congratulating:
 - 6th Grade - Quinn Geraghty, Leila Purnell
 - 7th Grade - Chris Fidacaro, Caroline Yao
 - 8th Grade - Dhillon Amin, Aubrey Weber

LAKE DRIVE

- This week we are celebrating 'Read Across America' with a school spirit week. The week started with an all school assembly with Principal Lazeration reading *How to Catch Bookworm*.

MLHS

- On Friday, February 14th, MLHS hosted its first-ever schoolwide Wellness Summit. To make this event possible, all afternoon classes were held in the morning, allowing students to take part in 20 diverse and engaging wellness workshops. Topics ranged from nutrition and the mindset of an athlete to the impacts of social media, yoga, Pilates, and the dangers of vaping, among many others. Students attended six interactive 25-minute sessions, making the day both educational and impactful. A huge Laker shoutout to Ms. DeTrollo, our Student Assistance Counselor, and Liz Festa from the H&SA for their incredible behind-the-scenes support in making this event a success
- Congratulations to Rinaldo DiGiacopo on an incredible achievement! He becomes just the third Laker to reach 100 career wins and is now tied for second all-time with 102 victories. He also set a new single-season record with 40 wins! Adding to his impressive season, Rinaldo placed 3rd in the regional tournament, securing his spot in Atlantic City. He now joins an elite group as only the fifth Laker ever to compete in the state tournament.
- Congratulations to Ethan Wu for earning a Top 8 finish at the Harvard Debate Tournament and a Top 8 finish at TOC Digital 2. With these achievements, he has qualified for the TOC Championship, which will be held in Kentucky from April 26-28. Each year, fewer than 10 sophomores nationwide earn the opportunity to compete at TOC, making this an incredible accomplishment!
- Congratulations to Max Kahn for winning the Group 1 State Championship in the 3200-meter run with an impressive time of 9:32.64, earning a spot in the State Meet of Champions!

- MLHS proudly presents its annual musical, *Footloose*, hitting the stage this week. Performances will be held on Thursday and Friday at 7:00 PM, with two shows on Saturday at 1:00 PM and 4:00 PM. Don't miss this high-energy production filled with music, dance, and nonstop fun
- MLHS will be holding its annual Art Expo this week. The expo will be held in the MLHS media center gallery and feature student art work (& some projects from content classes) from across the district! It will be held during the following times:
 - Tomorrow & Wednesday from 5pm-8pm
 - Thursday & Friday from 5pm-10pm & Saturday from 1pm-4pm

MOUNTAIN LAKES SCHOOL DISTRICT STUDENT COMMENT - None

COMMENTS AND REQUESTS FROM THE MLEA CO-PRESIDENTS - None

PRESENTATIONS

- Ethics Training / HIB Training
 - Dr. Siegel introduced Mr. Fogarty
 - Mr. Fogarty reviewed the annual ethics training and HIB updates
- FY26 Budget Anticipated Revenues
 - Dr. Siegel introduced Dr. Riely
 - Dr. Riley gave a preview of the 2025-2026 budget

BOARD PRESIDENT REPORT

Mrs. Barkauskas reviewed:

- Statement from BOE attorney on turf field
- 12/19 SDA Grant agreement approval process for project through NJDOE and in conjunction with Borough
- Transfer of property upon commitment to terms (no light, sound, or bleacher on Wilcox side)
- Documents provided to Borough: grant agreement with additional documents to follow
- BOE substantial completion date initially 12/31/25; have until 12/31/26 to fully expend grant funds
- Exciting opportunity for Board and Borough
- Title search in progress to verify ownership; Title company reports difficulty in obtaining the official deed for property

SUPERINTENDENT / ASSISTANT SUPERINTENDENT UPDATE

Dr. Siegel reviewed:

- Upcoming musicals at MLHS, BC & WW
- March 10th parent program with Boonton Township

SCHOOL BUSINESS ADMINISTRATOR UPDATE - None

APPROVAL OF MINUTES

Motion by Mr. Chiang and seconded by Dr. Don

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following meeting minutes, as recommended by the Superintendent:

Date	Minutes
December 16, 2024	Regular and Executive Session Minutes
February 3, 2025	Regular and Executive Session Minutes

December 16, 2024: District Roll Call: 6-0-2 (A: A. Kulkarni, P. Sheth)

February 3, 2025: District Roll Call: 8-0-0

COMMENTS AND REQUESTS FROM THE MEMBERS OF THE PUBLIC ON AGENDA ITEMS

- HSA President–Jennifer Scarpati, 176 Morris Ave and HSA VP Laura Stuss, 99 Morris Ave commented:
 - HSA mission
 - Read-a-thon–sought and received approval for in spring of 2024. Concerned over precedence in Board approving HSA fundraisers.
 - Would like an explanation why Board must oversee HSA activities.
 - Requesting a meeting between HSA and BOE policy leadership to determine what fundraisers are affected and to determine procedure.
 - HSA examining all fundraisers (volunteership is down); concerned that decisions could “tie their hands further”.
 - Dr. Siegel confirmed existence of hand carry agenda item.
 - Mr. Fogerty addressed:
 - Fundraising – Board does not exercise jurisdiction for activities outside of schools, but for activities that occur inside the schools; intent is not to discourage or impede but to make the Board aware of the activities.
 - Dr. Siegel agreed on need to meet to establish protocols. Some policy revisions have been made so concerns are understood, and the intent is not to impede the good work.
 - Mrs. Barkauskas commented on having a partner makes magic possible; things wouldn’t be able to happen if not for the HSA work. Having a meeting is worthy. We believe in the partnership and don’t want to cause an issue; we may have new procedures based on policy.
- HSA President–Jennifer Scarpati, 176 Morris Ave commented:
 - Scrutiny is a seismic event for HSA; long standing fundraisers. Would like to meet sooner rather than later.
 - Dr. Siegel will make it a priority.

COMMUNICATIONS - None

BOONTON TOWNSHIP REPORT - None

COMMITTEE REPORTS

Curriculum, Instruction and Assessment Committee - Dr. Hirschfeld reviewed:

- 2/26 meeting; Mr. Santos and Mrs. Ciresi attended
- 1:1 Chromebook initiative
- Middle School Math Program - debate over placement process. Criteria defined and aligned with RVS
- BC POS–revision for stock market course; more extensive review and approval of BC POS

Finance Committee – Dr. McIntyre reviewed:

- Certified tuition rates
- Budget planning and projection revenues for FY26

Facilities Committee – Mrs. Forman reviewed:

- Turf field; thanks to Mr. Dunn for all the work thus far
- Projects:
 - Closeout of auditorium (overage returned)
 - Kitchen (change orders denied), issues with flooring
- Girls’ locker room–architect visited site; soft costs to be updated (400sq ft)
- Wilcox path fully open
- LD vestibule–will revisit specs of projects in FY26
- Scoreboard replacement of 43 years

- Prioritizing LRFP
- Mr. Dunn will prioritize summer projects
- Dr. Riley will provide prioritization list for additional projects
- Integrating LRFP will LR Planning Committee

Personnel Committee – Mrs. Barkauskas reviewed:

- Reviews

LIAISON REPORTS

Traffic & Safety – Mr. Chiang reviewed:

- Wilcox path, happy with update
- Helping Hands, is it continuing and is it school sanctioned? Dr. Siegel will respond next meeting

Sound Start Babies Foundation –Dr. Don reviewed:

- Fundraiser on June 2nd; majority through private sources, advertising and sponsorships
- Enrollments and transition to preschool, 87 families joined as of January; 7 children slated to start at LD
- Active with outreach to central NJ, opportunities to provide remote services
- Invited to present at NJ early intervention
- Space in building, basement is a challenge for therapy and OT. Need more space. Currently accommodating through scheduling
- Board Discussion
 - Mrs. Forman - clarify how many students enrolling and where
 - Dr. Siegel - clarified and will be meeting with program representatives
 - Dr. Hirschfeld - is there support for anyone to put together a table at fundraiser?

Recreation Commission – Mrs. Forman reviewed:

- Director – all spring/summer programs
- Discussed programs
- Summer employment applications
- Trout Derby – change in stocking bass/trout
- Partnership with USA Sports group
- March 3rd Summer program registration opens
- July 3rd Fireworks
- 55 and up club – flyfishing program

MLEF – Mrs. McIntyre reviewed:

- Gala planning and meetings to plan

HAS – Dr. Sheth reviewed:

- Thanks on MS field trips
 - RVS/BC mixer
- New fundraiser, District wide Masterclass
- Scholarship

REPORT AND RECOMMENDATIONS OF THE SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY**A. FINANCE**

- Dr. Riley reviewed Finance resolutions and hand carry motion(s)
- Board discussion and motion to table motion #6

Motion by Mr. Chiang and seconded by Dr. Sheth for motions #1 - #15, #13(HC)

1.Presentation of Bills

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following bills list and check journals as of January 31, 2025 – February 27, 2025, as recommended by the Superintendent:*

Fund	Amount
General Fund (10)	\$889,525.83
Special Revenue Fund (20)	\$27,105.80
Capital Project Fund (30)	\$234,002.24
Debt Service Fund (40)	N/A
Cafeteria Account Fund (60)	\$138,535.46
Total	\$1,289,169.33

District Roll Call 8-0-0

2.Budget Transfers

BE IT RESOLVED, that the Mountain Lakes Board of Education approve and authorize the School Business Administrator / Board Secretary's action of making budgetary transfers pursuant to the attached January Transfer Report, as recommended by the Superintendent.*

District Roll Call 8-0-0

3.Treasurer's Report

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the Treasurer's Reports for the month ending January, as recommended by the Superintendent.*

District Roll Call 8-0-0

4.Board Secretary's Report

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the Board Secretary's Report for the month ending January, as recommended by the Superintendent.*

District Roll Call 8-0-0

5.Acceptance of Certified Tuition Rates for 2023-2024

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the district's certified costs per pupil for the YEAR school year pursuant to the provision of N.J.A.C. 6A:23-17.1, as recommended by the Superintendent:

1.	Kindergarten	\$16,490
2.	Grades 1-5	\$22,562
3.	Grades 6-8	\$25,289

4.	Grades 9-12	\$24,152
5.	Auditory Impairments	\$80,585

District Roll Call 8-0-0

7.Travel and Related Expense Reimbursement for 2025-2026

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following resolution:

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.1 et seq. provide that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2025-2026 school year;

WHEREAS, the maximum expenditure amount allotted for travel and expense reimbursement for the 2024-2025 was \$71,050; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$11,457 as of January 31, 2025;

NOW, THEREFORE BE IT RESOLVED, that the Mountain Lakes School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2025-2026 school year at the sum of \$68,250, and

BE IT FURTHERED RESOLVED, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded, as recommended by the Superintendent.

District Roll Call 8-0-0

8.NJEdge Cooperative Pricing System

BE IT RESOLVED, that the Mountain Lakes Board of Education authorizes execution of an agreement by and between the NJEDGE.NET, INC. ("NJEdge" or the "Lead Agency") and Mountain Lakes, who desires to participate in the NJEdge Cooperative Pricing System known as EdgeMarket, as recommended but the Superintendent.*

District Roll Call 8-0-0

9.Memorandum of Agreement for Services

BE IT RESOLVED, that the Mountain Lakes Board of Education authorizes execution of this Memorandum of Agreement (MOA) by and between the State of New Jersey, Office of Homeland Security and Preparedness (State/Agency), and Mountain Lakes, ("Local Entity"), is hereby entered into as defined herein below. (State/Agency and Local Entity each a "Party" and collectively referred to as the "Parties"), as recommended but the Superintendent.*

District Roll Call 8-0-0

10.Nonresident Tuition

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following enrollment, as recommended by the Superintendent:

	Action	Student ID	School-Program	Start Date	End Date	Tuition	Extra Services
1.	New	IFB-1	Lake Drive Itinerant	1/2/25	6/30/25	\$1,080	N/A
2.	Change	5683	Lake Drive Regular	2/3/25	6/30/25	N/A	\$17,163.96

3.	Change	Temp-3	Lake Drive Regular	2/10/25	6/30/25	N/A	\$15,937.92
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District Roll Call 8-0-0

11. Professional Services

WHEREAS, the Mountain Lakes Board of Education (“Board”) has decided to secure the professional services to support the instructional programs of the district; and

WHEREAS, the Board is permitted, pursuant to the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq., to contract with vendors providing professional services, without advertising bids; and

NOW THEREFORE, BE IT RESOLVED, that the Board hereby awards the following contracts with vendors providing professional services, as recommended by the Superintendent:

	Contractor	Start Date	End Date	Nature / Service	Rate	Contract / Not to Exceed
1.	Lee, Morgan (Strong Foundations Consulting & Interpreting, LLC)	1/27/25	1/27/25	Virtual Professional Development Presentation	\$500	\$500
2.	Fiore, Benay	1/27/25	1/27/25	Certified Sign Language Interpreter for Professional Development Day	\$500	\$500
3.	Kasyan, Erika	1/27/25	1/27/25	Certified Sign Language Interpreter for Professional Development Day	\$480	\$480

District Roll Call 8-0-0

12. Travel / Conferences Expenditures 4

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following staff members to attend training and conferences in accordance with Policy 6471, as recommended by the Superintendent.

	Name / ID	Location	Date	Event Name	Cost
DISTRICT					
1.	Anderson-Urriola, Alexis	Virtual	6/2-6/6/25	AP Research Scoring	Substitute
2.	Hill, Theresa	Atlantic City, NJ	2/20-2/22/25	2025 New Jersey Music Educators Conference	\$200
3.	Larkin, Jennifer	Virtual	6/9-6/13/25 & 6/16-6/17/25	2025 Reading for AP Spanish Language & Culture	Substitute
4.	Niewood, Elizabeth	Virtual	4/15/25	Elementary School Conflict Resolution	\$0
5.	Oakes, Catherine	LD@WW	3/14/25	CHOP Pediatric Audiology: Supporting the Modern Digital Generations	\$110
6.	Riley, James	Atlantic City, NJ	6/4-6/6/25	NJASBO Annual Conference	\$1060
7.	Santos, David	Montclair, NJ	3/11/25	NJECC 2025 Conference	\$120
8.	Yaiser, Ryan	Virtual	2/12/25	Intro to Desmos Activities (Beginner)	\$0
9.	Yaiser, Ryan	Virtual	2/13/25	Introducing Amplify Desmos Math	\$0
10.	Yaiser, Ryan	Virtual	2/24/25	Intro to Activity Building (Intermediate)	\$0
IVY H/WW/BC					
11.	Cromwell, Michelle	Virtual	3/11/25	Orton Gillingham Comprehensive Training	\$448

12.	McCarthy, Megan	Somerset, NJ	4/11/25	NJAGC (New Jersey Association for Gifted Children) Renaissance in Gifted Education	\$300
13.	Goncalves, Joao	Atlantic City, NJ	2/20-2/22/25	2025 New Jersey Music Educators Conference	\$200
14.	Pecarific, Melissa	Virtual	7/7-7/9/25	Broadway Teachers Workshop	\$299
15.	Peifly, Jennifer	Fairfield, NJ	3/25/25	What's New in Young Adult Literature	\$335

District Roll Call 8-0-0

IVY H/WW/BC Roll call vote 8-0-0

13.Fundraising Δ

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following District Fundraisers, as recommended by the Superintendent:

	School	Fundraising Activity	Beneficiary/Purpose
DISTRICT			
1.	DW	BJ's Wholesale Club "Club for a Cause" – Offering discounted membership/renewal rates from 3/4/25 to 3/31/25. (\$10/new member or \$5/renewal to be donated to ML schools).	MLSD General Activities Fund
2.	MLHS	Women's Weightlifting Club Bake Sale (3/5/25)	NJ Battered Women's Services (Morristown)
3.	MLHS	Cookie Bake Sale (3/29 & 3/30/25; 6/7 & 6/8/25)	Cookies for Kids Cancer (National 501(c)3 non-profit raising funds for research to develop new, improved, and less toxic treatments for pediatric cancer.)
4.	MLHS	Social Studies Department Nyaka (3/17/25)	Raise funds to help support Nyaka, an organization that helps orphaned children in Uganda
5.	MLHS	Spring Musical Playbill "Booster" Sales (Parents, Family, and Friends)	Spring Musical Production Costs
6.	MLHS	Spring Musical Playbill Advertisement Sales (Businesses/Organizations)	Spring Musical Production Costs
IVY H/WW/BC			
7.	WW	"Donations at the Door" 5th Grade Show (4/4/25)	Funding for 25/26 SY 5th Grade Show

District Roll Call 8-0-0

IVY H/WW/BC Roll call vote 8-0-0

(HC) 13.Fundraising Δ

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following District Fundraisers, as recommended by the Superintendent:

	School	Fundraising Activity	Beneficiary/Purpose
IVY H/WW/BC			
8.	WW	Read-a-Thon Open to all WW students; students receive sponsors for the number of minutes they read from March 3, 2025 – April 1, 2025	Home and School Association (HSA)

IVY H/WW/BC Roll call vote 8-0-0

14.Disposition of Property Δ

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following disposition or property, as recommended by the Superintendent:

Property	Amount	Department / Location
DISTRICT		

Speakers for Hearing Impaired - LightSPEED, 705iR	\$80	MLHS
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District Roll Call 8-0-0

B. MISCELLANEOUS

15.Board Policies

BE IT RESOLVED, that the Mountain Lakes Board of Education approve and adopt the below polices for presentation, as recommended by the Superintendent:*

	Action	Policy/Regulation Number	Policy Alert	Title	First Reading	Second Reading
1.	Revised	P 5512	234	Harassment, Intimidation, or Bullying (M)	2/3/25	3/3/25
2.	Revised	P 5533	234	Student Smoking (M)	2/3/25	3/3/25
3.	Revised	R 5533	234	Student Smoking (M)	2/3/25	3/3/25
4.	Revised	P 7441	234	Electronic Surveillance in School Buildings on School Grounds (M)	2/3/25	3/3/25
5.	Revised	R 7441	234	Electronic Surveillance in School Buildings on School Grounds (M)	2/3/25	3/3/25
6.	Revised	P 9320	234	Cooperation with Law Enforcement Agencies (M)	2/3/25	3/3/25
7.	Revised	R 9320	234	Cooperation with Law Enforcement Agencies (M)	2/3/25	3/3/25
8.	Revised	P 5460	234	High School Graduation (M)	2/3/25	3/3/25
9.	Revised	P 5710	234	Student Grievance	2/3/25	3/3/25
10.	Revised	P 8500	234	Food Services (M)	2/3/25	3/3/25

District Roll Call 8-0-0

REPORT AND RECOMMENDATIONS OF THE SUPERINTENDENT

A. PERSONNEL

- Dr. Siegel reviewed:
 - Personnel agenda resolutions and hand carry(s)
 - Mrs. Forman thanked Mr. Mattoon for his service
 - Mrs. Barkauskas thanked Mr. Snowden for his service

Motion by Dr. Sheth and seconded by Mrs. Kulkarni for motions #15 - #24, #16(HC), #25(HC)

16.Appointments / Amendments/ Resignations / Rescission / Retirements / RIF's Δ

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following appointments, amendments, resignations, rescissions, retirements and RIFs, for all regular employees with base pay, be approved, as recommended by the Superintendent:*

	Name	Action	UPC	Position	Location	FTE	Degree/Step	Rate of Pay	Start Date	Term Date
DISTRICT										

MINUTES OF BOARD OF EDUCATION MEETING

Monday, March 3, 2025

BOE Approved: April 14, 2025

1.	Buckley, Colleen	Appointment	TCH-LR-TCH-18	Teacher - Additional Coverage (4218)	LD @ MLHS	.2	MA/ Step 15	\$7,171	3/3/25	6/30/25
2.	Elfers, Robert	Appointment	TCH-HS-SS-07	Teacher - Additional Coverage (5311) (H0296)	MLHS	.2	BA/Step 4	\$5,927	2/13/25	6/30/25
3.	Fiorina, Teresa	Revise Appointment	TCH-HS-21CS-02	Teacher	MLHS	1.0	MA+30/ Step 12 to MA+60/ Step 12	\$97,903	2/1/25	6/30/25
4.	Franklin, Kim	Retirement	TCH-LR-TCH-19	Teacher	LD	1.0	MA/Step 15	\$107,645	12/14/87	6/30/25
5.	Fucarino, Samantha	Additional Coverage	TCH-LR-TCH-12	Teacher - Additional Coverage (4218)	LD @ MLHS	.2	MA/ Step 8	\$6,342	3/3/25	6/30/25
6.	Gillespie, Sarah	Appointment	TCH-HS-SS-05	Teacher - Additional Coverage – (5311) (H0297)	MLHS	.2	MA/Step 14	\$8,518	2/13/25	6/30/25
7.	Humphreys, Ryan	Appointment	TCH-HS-SS-01	Teacher - Additional Coverage – (5311) (H0299B)	MLHS	.2	BA/Step 14	\$7,807	2/13/25	6/30/25
8.	Mackey, Jeanette	Appointment	TCH-LR-TCH-22	Teacher - Additional Coverage & Prep (4218)	LD @ MLHS	.3	BA/ Step 15	\$11,419	3/3/25	6/30/25
9.	Perry, Deanna	Appointment	TCH-LR-TCH-07	Teacher - Additional Coverage (4218)	LD @ MLHS	.2	MA+30/ Step 15	\$6,859	3/3/25	6/30/25
10.	Schutz, Michael	Appointment	TCH-HS-SS-04	Teacher - Additional Coverage – (5311) (H0296)	MLHS	.2	MA+30/ Step 14	\$8,866	2/13/25	6/30/25
11.	Snowden, Mark	Resignation	CUST-DIST-SUPV-01	Custodial Supervisor	DW	1.0	N/A	\$83,017	2/16/10	3/21/25
12.	Venanzi, Mary	Appointment	TCH-HS-SS-02	Teacher - Additional Coverage – (5311) (H0200)	MLHS	.2	BA/Step 9	\$6,587	2/13/25	6/30/25
IVY H/WW/BC										
13.	Doolittle, Christina	Appointment	TCH-BC-TCH-11	Teacher - Additional Coverage	BC	.2	MA+30/ Step 15	\$5,479	4/1/25	6/30/25
14.	Gaffney, Victoria	Appointment	TCH-BC-CST-03	Teacher – Additional Prep	BC	.1	MA+60 / Step 13	\$3,055	4/1/25	6/30/25
15.	Ginigaddarage Dona, Uthpali	Revise Appointment	SPS-WW-CAFAID-03	Paraprofessional P/T	WW	.40 to .58	Step 2	\$13,382.32 (prorated)	3/4/25	6/30/25
16.	Major, Michelle	Appointment	TCH-BC-TCH-22	Teacher - Additional Coverage	BC	.2	MA+30/ Step 15	\$5,479	4/1/25	6/30/25
17.	Mattoon, Douglas	Revise Retirement	TCH-BC-TCH-12	Teacher	BC	1.0	MA/Step 15	\$107,645	9/1/96	7/31/25
18.	Platt, Kaitlin	Appointment	TCH-BC-CST-01	Teacher - Additional Coverage	BC	.2	MA/ Step 11	\$4,573	4/1/25	6/30/25

19.	Ziegler, Robin	Revise Appointment	SPS-WW-CAFAID-01	Paraprofessional P/T	WW	.58 to .70	Step 3	\$16,445.46 (prorated)	3/4/25	6/30/25
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District Roll Call 8-0-0

IVY H/WW/BC Roll call vote 8-0-0

16 (HC). Appointments / Amendments/ Resignations / Rescission / Retirements / RIF's

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following appointments, amendments, resignations, rescissions, retirements and RIFs, for all regular employees with base pay, be approved, as recommended by the Superintendent.*

Name	Action	UPC	Position	Location	FTE	Degree/Step	Rate of Pay	Start Date	Term Date
IVY H/WW/BC									
Cromwell, Michelle	Appointment	TCH-BC-CST-02	Teacher – Additional Prep	BC	0.1	MA+30/Step 15	\$2,728	1/14/25	3/31/25

IVY H/WW/BC Roll call vote 8-0-0

17. Leaves of Absence

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following leaves of absence, as recommended by the Superintendent:

	ID#	Action	Position	Location	FTE	Start Date	Term Date
DISTRICT							
1.	4417	Revised MLOA (Paid w/out benefits)	Paraprofessional	LD	0.97	1/21/25	3/14/25
2.	4930	FMLA (Unpaid w/benefits)	Grounds/Maintenance	DW	1.0	2/6/25	3/14/25
3.	5172	Revise FMLA / NJFLA (Unpaid w/benefits)	Teacher	LD	1.0	2/4/25	2/7/25
4.	5172	Intermittent FMLA/NJFLA (Unpaid w/benefits)	Teacher	LD	1.0	2/13/25	5/16/25
5.	5311	Administrative Leave (Paid)	Teacher	MLHS	1.0	2/13/25	Pending
6.	5516	MLOA (Paid w/o/benefits)	Teacher	MLHS	1.0	3/17/25	4/3/25
7.	5516	FMLA (Unpaid w/o benefits)	Teacher	MLHS	1.0	4/3/25	4/16/25
IVY H/WW/BC							
8.	5015	MLOA (Paid w/benefits)	Teacher	WW	1.0	6/2/25	6/30/25
9.	5015	FMLA (Unpaid w/benefits)	Teacher	WW	1.0	8/25/25	11/15/25
10.	5214	Revise MLOA (Paid w/benefits)	Teacher	BC	1.0	4/18/25	6/30/25
11.	5214	Revise FMLA/ NJFLA (Unpaid w/benefits)	Teacher	BC	1.0	8/25/25	11/14/25
12.	5220	Revise - LOA (Paid w/ benefits)	Teacher	WW	1.0	5/7/25	6/30/25
13.	5224	FMLA (Unpaid w/benefits)	School Psychologist	WW	1.0	2/24/25	5/16/25

District Roll Call 8-0-0

IVY H/WW/BC Roll call vote 8-0-0

18.Athletics / Extra Services (Schedule B Appointments) 4

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following additional compensation, for all extra earnings under the contract, as recommended by the Superintendent:

	Name	Action	Position	Location	Degree/ Step	Rate of Pay	Start Date	Term Date
DISTRICT								
1.	Geveke, Diane	Appointment	DECA Advisor	MLHS	Step 1	\$2,040 (prorated)	2/10/25	6/30/25
2.	Kashulines, Peter (OOD)	Revise Appointment	Track Winter-Assistant Coach	MLHS	Step 4	\$5,472	11/25/24	3/9/25
3.	Sidhu, Herpaul	Revise Appointment	DECA Advisor	MLHS	Step 3	\$3,060 (prorated)	8/26/24	2/13/25
IVY H/WW/BC								
4.	Kennedy, Rebecca	Appointment	Kindergarten Team Co-Leader	WW	N/A	\$333.33	8/28/24	6/30/25
5.	Nakashian, Cheryl	Appointment	Kindergarten Team Co-Leader	WW	N/A	\$333.33	8/28/24	6/30/25
6.	Watson, Gigi	Appointment	Kindergarten Team Co-Leader	WW	N/A	\$333.33	8/28/24	6/30/25

District Roll Call 8-0-0

IVY H/WW/BC Roll call vote 8-0-0

19.Additional Compensation 4

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following additional compensation, for extra earnings not listed in contract, as recommended by the Superintendent:

	Name	Action	Position	Location	Rate of Pay	Start Date	Term Date
DISTRICT							
1.	Cortese, Lisa	Appointment	Summer Academy Co-Principal	DW	\$3,000	1/2/25	9/30/25
2.	Doniloski, Jason	Appointment	Chaperone - DECA	MLHS	\$125/night (not to exceed 2 nights)	3/4/25	3/6/25
3.	Feltmann, Steven	Appointment	Chaperone - DECA	MLHS	\$125/night (not to exceed 2 nights)	3/4/25	3/6/25
4.	Fucarino, Samantha	Appointment	Chaperone - NTID Regional Deaf Middle School Math Competition	LD	\$125/night (not to exceed 2 nights)	3/7/25	3/9/25
5.	Fusco, Darrell	Appointment	Chaperone - DECA	MLHS	\$125/night (not to exceed 2 nights)	3/4/25	3/6/25
6.	Gates. Kristin	Appointment	Chaperone – Deaf Academic Bowl	LD	\$125/night (not to exceed 3 nights)	2/27/25	3/2/25
7.	Geveke, Diane	Appointment	Chaperone - DECA	MLHS	\$125/night (not to exceed 2 nights)	3/4/25	3/6/25
8.	Mangili, Richard	Appointment	Summer Academy Co-Principal	DW	\$3,000	1/2/25	9/30/25
9.	Olear, Jacquelyn	Appointment	Chaperone - DECA	MLHS	\$125/night (not to exceed 2 nights)	3/4/25	3/6/25
10.	Perry, Deanna	Appointment	Chaperone – Deaf Academic Bowl	LD	\$125/night (not to exceed 3 nights)	2/27/25	3/2/25
11.	Venanzi, Mary	Appointment	Chaperone - DECA	MLHS	\$125/night (not to exceed 3 nights)	3/4/25	3/6/25
12.	Verduin, Nicole	Appointment	Chaperone - NTID Regional Deaf Middle School Math Competition	LD	\$125/night (not to exceed 2 nights)	3/7/25	3/9/25

IVY H/WW/BC							
1	Bogucz, Kelly	Appointment	Training - Destination Imagination Appraiser	BC	\$125	2/22/25	2/22/25
1	Bogucz, Kelly	Appointment	Destination Imagination Appraiser	BC	\$250	3/22/25	3/22/25
1	Goldstein, Debbie	Appointment	School Social Worker SID#: 8138	WW	\$406	3/4/25	5/8/25
1	Goldstein, Debbie	Appointment	School Social Worker – Additional Hours – Case Mgmt/Counseling (5224)	WW	Hourly Rate (not to exceed 60 hrs.)	3/8/25	5/18/25
1	Gonzalez, Elizabeth	Appointment	LDT-C SID#: 8138	WW	\$406	3/8/25	5/8/25
1	Gonzalez, Elizabeth	Appointment	LDT-C Additional Hours – Case Mgmt (5224)	WW	Hourly Rate (not to exceed 120 hrs.)	3/8/25	5/18/25
1	Joy, Melba	Appointment	School Psychologist SID#: 8138	WW	\$406	3/8/25	5/8/25
2	Joy, Melba	Appointment	School Psychologist – Additional Hours - Meetings (5224)	WW	Hourly Rate (not to exceed 35 hrs.)	3/8/25	5/18/25
2	Joy, Melba	Appointment	School Psychologist – Additional Hours – Student Evaluations (5224)	WW	\$406/Eval (not to exceed 15 evals)	3/8/25	5/18/25
2	Levy, Ellen (OOD)	Appointment	Home Instruction SID #: 5255	BC	\$50/hr., (not to exceed 6 hrs.)	2/7/25	3/28/25
2	Levy, Ellen (OOD)	Appointment	Home Instruction SID #: 9324	BC	\$50/hr., (not to exceed 6 hrs.)	2/5/25	6/17/25
2	MacQueen, Patti (OOD)	Appointment	Home Instruction SID #: 5255	BC	\$50/hr., (not to exceed 24 hrs.)	2/7/25	3/28/25
2	MacQueen, Patti (OOD)	Appointment	Home Instruction SID #: 9324	BC	\$50/hr., (not to exceed 24 hrs.)	2/5/25	6/17/25
2	Perez, Ryan	Appointment	Time to Soar: Morning Care Door Duty	WW	\$23.50/hr.	2/17/25	6/30/25
2	Perez, Ryan	Appointment	Program Assistant: Time to Soar	WW	\$23.50/hr.	2/17/25	6/30/25

District Roll Call 8-0-0

IVY H/WW/BC Roll call vote 8-0-0

20.Substitutes, Volunteers and Intern Appointments

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following appointments, as recommended by the Superintendent:

	Name	Action	Position	Location	Rate of Pay	Start Date	Term Date
DISTRICT							
1.	Cabana, Michael (OOD)	Appointment	Volunteer – Boys' Lacrosse	MLHS	N/A	3/1/25	6/15/25
2.	Sutter, Savannah	Appointment	Per Diem Substitute	DW	Per Board Approved Rate	3/15/25 (or sooner pending paperwork)	6/30/25

District Roll Call 8-0-0

21.Field Trips

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following field trips for the 2024-2025 school year, as recommended by the Superintendent:

Name	Location	Destination	Purpose	Cost to District	Date(s)
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DISTRICT						
1.	Boehm, Brianna	MLHS	Budd Lake, NJ	Romeo & Juliet	\$0	4/16/25
2.	Buckley, Coleen	MLHS	Lake Drive School	Read Across America (ASL)	\$250	3/6/25
3.	Rodriguez, Begona	MLHS	Flemington, NJ	NJ Speech & Debate (NJSDL) State Championship	\$2,000	3/14-3/15/25
4.	Stanzione, Matthew Ramirez, Justin	MLHS	Atlantic City, NJ	2025 State Wrestling Tournament	\$1,773	3/5-3/8/25
5.	Vallies, Austin	MLHS	New York, NY	Lincoln Center Performance with Eric Whitacre (Chorus)	Substitute	4/12-4/14/25
IVY H/WW/BC						
6.	Alves, Michael	BC	Edison, NJ	Quiz Bowl Middle School State Championships	\$240	3/1/25
7.	Olearchik, Nicole	WW	Lake Drive School & Scribbles Pre-School	Seussical (5 th Grade Musical) Preview Tour	\$0	4/2 & 4/3/25
8.	Lombardi, Deidre	BC	Newark, NJ	State Robotics Competition	\$695	3/16/25
9.	Verduin, Nicole	WW	Kinnelon, NJ	Destination Imagination – NJ State Competition	\$0	3/22/25

District Roll Call 8-0-0

IVY H/WW/BC Roll call vote 8-0-0

22.Tuition Reimbursement ▲

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following course(s) for tuition reimbursement when the course has been completed and the transcripts received by the Superintendent's office, as recommended by the Superintendent:

	Name	Location	College/University	Course Title / #	Credits
DISTRICT					
1.	Perry, Deanna	LD	Univ.of California, San Diego	Tackling Challenging Behaviors in Middle and High School/160T02	3.3
2.	Zanziper, Tamar	LD	Walden University	Social Work Practice Research I/SOCW-6301	5
3.	Zanziper, Tamar	LD	Walden University	Skills Lab I/ SWLB 0651	1
4.	Zanziper, Tamar	LD	Walden University	Diversity, Human Rights, and Social Justice/ SOCW 6051	5
IVY H/WW/BC					
5.	O'Melia, Katherine	WW	Univ. Of St. Elizabeth	Curriculum, Instruction & Special Materials/ ED671	3
6.	Ramirez, Justin	BC	American College of Education	Leading Literacy Improvement/ LIT5243	3

District Roll Call 8-0-0

IVY H/WW/BC Roll call vote 8-0-0

C. MISCELLANEOUS

23. Harassment, Intimidation and Bullying Incident 4

BE IT RESOLVED, that the Mountain Lakes Board of Education affirm and adopt the Superintendent's decision and findings for the Harassment, Intimidation and Bullying incident Case # BC-005-24-25 reported the Board of Education on February 3, 2025, and discussed in Executive Session, as recommended by the Superintendent.

IVY H/WW/BC Roll call vote 8-0-0

24. Harassment, Intimidation and Bullying Incident 4

BE IT RESOLVED, that the Mountain Lakes Board of Education affirm and adopt the Superintendent's decision and findings for the Harassment, Intimidation and Bullying incident Case # BC-006-24-25 reported the Board of Education on February 3, 2025, and discussed in Executive Session, as recommended by the Superintendent.

IVY H/WW/BC Roll call vote 8-0-0

(HC) 25. Student Disenrollment

WHEREAS, the Superintendent of Schools ("Superintendent") has requested that the Mountain Lakes Board of Education (the "Board") disenroll a student ("Student"), whose name is on file in the Board Office, based upon information that the Student is not entitled to a tuition-free education from the Board; and

WHEREAS, the Superintendent provided the Student's parents notice of their right to a disenrollment hearing in the event that they did not agree with the Superintendent's determination;

WHEREAS, the Student's parents did not request a hearing;

WHEREAS, the Board considered the evidence presented by the administration in support of the Superintendent's recommendation to disenroll the Student; and

WHEREAS, the Board has determined that the Student is not entitled to a tuition-free education from the Board.

NOW, THEREFORE, BE IT RESOLVED that the Student shall be disenrolled from the Mountain Lakes School District, effective 21 days from the notice of disenrollment, and the Board Secretary shall provide the parents with notice of the disenrollment decision; provided, however, that if the Student's parent contest the Board's decision before the Commissioner of Education within 21 days of the notice of disenrollment, then the Student shall remain enrolled in the Mountain Lakes School District while the appeal is pending before the Commissioner of Education, subject to the right of the Board to collect tuition in the event that the parents are unsuccessful in their appeal or withdraw their appeal, as recommended by the Superintendent.

District Roll Call 8-0-0

UNFINISHED BUSINESS - None

NEW BUSINESS - None

PENDING LEGISLATION - None

COMMENTS AND REQUESTS FROM THE PUBLIC - None

EXECUTIVE SESSION II

MOTION to enter into Executive Session was made by Dr. Sheth and seconded by Dr. Hirschfeld, that the Board of Education adopt the following resolution.

The motion was approved 8-0-0.

BE IT RESOLVED, by the Mountain Lakes Board of Education on this 3rd day of March at 9:52pm pm as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion including matters of personal confidentiality rights, including but not limited to staff and/or student discipline matters, and specifically personnel matters.

2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 60 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action may take place.

3. This resolution shall take effect immediately.

MOTION, to leave executive session at 11:12pm was made by Dr. Sheth and seconded by Dr. Don. The motion was approved 8-0-0 and the Board returned to public session at 11:12pm.

ADJOURNMENT

MOTION to adjourn the meeting at 11:12pm was made by Dr. Sheth and seconded by Mr. Chiang.

Respectfully Submitted,

Dr. James Riley

School Business Administrator / Board Secretary

Δ Indicates matters not relating to MLHS, the Boonton Township district Representative of the Board of Education will refrain from voting on such matters, pursuant to Board Policy 0141.2.

** Indicates a motion/resolution will have supporting documentation*

2024-2025 District Goals

Goal Statement	Goal Area
1. Establish a system of support for administrators and certified staff members that promotes high quality feedback, instruction, and student learning using the Stronge Effectiveness Performance Evaluation System.	Ensuring the Success of All Staff
2. Assess and develop a plan to upgrade district security systems and practices with a focus on infrastructure, training, resources, and guidance to ensure safety and wellbeing for our students, staff members, and community.	Finance/Infrastructure/Technology Supporting the Whole Child
3. Develop a meaningful collaboration with Rockaway Valley School (Boonton Township) in an effort to align educational programming and other school systems that promote coherence for students, staff members, and families in the region.	Strong Family/School/Community Partnerships
4. Explore opportunities to strengthen and expand students' learning with rigorous, relevant, and engaging STEM education, across PreK-12th grade.	Ensuring the Success of All Students
5. Enhance communication and create channels for meaningful input between/among the district leadership, staff, and community partners to build trust, cohesion, and support for decision-making across the district.	Ensuring the Success of All Staff

2024-2025 Board Goals

Board Goal	Committee Support
1. Support the development and improvement of district personnel systems to retain high quality staff members and promote fair, consistent, and effective supervision across the district.	Personnel
2. Endeavor to reach a long-term agreement with Boonton Township School District extending the send-receive relationship for Rockaway Valley School students to attend Mountain Lakes High School.	Full Board, Negotiations
3. Develop a positive and collaborative relationship between the Board of Education and new superintendent to ensure a broad vision and governance plan for the district result in clear, appropriate, and effective decisions.	Full Board
4. Enhance communication and relationships between the Board of Education and Mountain Lakes staff by expanding BOE member attendance at key school programs and events and increasing staff and school highlights at regular BOE meetings.	Full Board
5. Secure and successfully transition a full time Business Administrator/Board Secretary with essential skills, dispositions, and knowledge to meet the diverse fiscal and operational needs of the district.	Finance, Facilities
6. Promote a safe and positive learning environment for all students by supporting the administration and staff with resources related to upgrades in school security and various wellness initiatives.	Facilities, Security

Mountain Lakes Board of Education

Bills And Claims Report By Vendor Name

va_bill5.032923
02/01/2025

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
Pending Payments							
A.M.E. INC./ 9489							
	25-0650	11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	404700-01-09 403451	CF	REQ MAINT-CLN/REPAIR/MNT		7,040.00
		11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	404736	CF	REQ MAINT-CLN/REPAIR/MNT		1,760.00
		11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	404518	CF	REQ MAINT-CLN/REPAIR/MNT		1,760.00
Total for A.M.E. INC./ 9489							\$10,560.00
ABLE SHRED BUSINESS PRODUCTS LLC/ 6913							
	25-0583	11-000-213-330-CS-0431A- - / HEALTH-OTH PUR PROF SERV	6240	CF	HEALTH-OTH PUR PROF SERV		35.00
		11-000-213-330-CS-0431A- - / HEALTH-OTH PUR PROF SERV	6077 6350	CF	HEALTH-OTH PUR PROF SERV		100.00
	25-0393	11-000-240-500-HS- - - / SCH ADMIN-OTH SERVICE	6076	CF	SCH ADMIN-OTH SERVICE		90.00
		11-000-240-500-HS- - - / SCH ADMIN-OTH SERVICE	6327	CF	SCH ADMIN-OTH SERVICE		105.00
Total for ABLE SHRED BUSINESS PRODUCTS LLC/ 6913							\$330.00
ABS ENVIRONMENTAL SVCS, LLC/ 5299							
	25-0888	11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	2025-037	CF	REQ MAINT-CLN/REPAIR/MNT		2,900.00
AC DAUGHTRY, INC/ 4813							
	25-0594	11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	5926944	CF	REQ MAINT-CLN/REPAIR/MNT		124.32
AC OCEAN WALK LLC/ 9252							
	25-1485	11-000-251-580-AD-0130K- - / CENTRAL SERV-TRAVEL	25-1485-JR-NJ ASBO	CF	CENTRAL SERV-TRAVEL		335.19
ACCESS/ 6086							
	25-0488	11-000-251-500-AD- - - / MISCELLANEOUS PURCHASED	11366441	CF	MISCELLANEOUS PURCHASED		1,845.38
ADAMS FIRE PROTECTION INC./ 1068							
	25-1506	11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	0280443	CF	REQ MAINT-CLN/REPAIR/MNT		222.50
AMAZON CAPITAL SERVICES, INC./ 7036							
	25-1499	11-000-230-610-AD-0130E- - / GEN ADMIN-SUPPLIES	25-1499	CF	GEN ADMIN-SUPPLIES		481.00
APPLE INC. */ 5447							
	25-1367	11-000-219-610-CS-1101A- - / CST-SUPPLIES	MB52859612	CF	CST-SUPPLIES		1,398.00
ARLING MOCTESUMA/ 9488							
	25-0892	11-000-221-500-CI- - - / IMPROV INSTR-OTH SERVICE	03- ARLING MOCTESUMA	CF	IMPROV INSTR-OTH SERVICE		2,585.00
ARROW ELEVATOR INC./ 5261							

* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

Mountain Lakes Board of Education

Bills And Claims Report By Vendor Name

va_bill5.032923
02/01/2025

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
Pending Payments							
	25-0242	11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	121079	CF	REQ MAINT-CLN/REPAIR/MNT		440.00
AVANT ASSESSMENT, LLC/ 9126							
	25-1503	11-190-100-610-HS-0240A-E - / REG PROG UND-SUPPLIES	36897	CF	REG PROG UND-SUPPLIES		399.20
B&H PHOTO/ 6282							
	25-1466	20-041-100-610-HS- - - / MLEF25HS-SUPPLIES	231738381	CF	MLEF25HS-SUPPLIES		183.56
	25-1498	11-190-100-610-TD-0730A- - / REG PROG UND-SUPPLIES	232028662	CF	REG PROG UND-SUPPLIES		203.47
	25-1398	11-190-100-610-TD-0730A- - / REG PROG UND-SUPPLIES	231449752	CF	REG PROG UND-SUPPLIES		27.53
		11-190-100-610-TD-0730B- - / REG PROG UND-SUPPLIES	231449752	CF	REG PROG UND-SUPPLIES		655.71
Total for B&H PHOTO/ 6282							\$1,070.27
BAKER TILLY VANTAGEN, LLC/ 7916							
	25-1264	11-000-230-339-AD-0120D- - / GEN ADMIN-OTH PROF SERV	51156	CF	GEN ADMIN-OTH PROF SERV		106.70
BANYAN SCHOOL/ 5202							
	25-0558	11-000-100-566-CS-0870F- - / TUIT TO PRIV SCH INSTATE	MARCH25-AVI-	CF	TUIT TO PRIV SCH INSTATE		5,831.75
		11-000-100-566-CS-0870F- - / TUIT TO PRIV SCH INSTATE	MUNJAL				
			AVI-MUNJAL-F	CF	TUIT TO PRIV SCH INSTATE		5,000.55
			EB-25				
Total for BANYAN SCHOOL/ 5202							\$10,832.30
BARBARA C. MILLER P.T., P.A./ 9528							
	25-1277	11-000-213-330-CS-0431A- - / HEALTH-OTH PUR PROF SERV	01272025	CF	HEALTH-OTH PUR PROF SERV		500.00
BC SOLUTIONS, LLC/ 9510							
	25-0992	11-000-261-610-DW-0730B- - / REQ MAINT-SUPPLIES	3321666	CF	REQ MAINT-SUPPLIES		2,220.98
	25-1490	11-000-261-610-DW-0730B- - / REQ MAINT-SUPPLIES	1556027	CF	REQ MAINT-SUPPLIES		395.68
		11-000-261-610-DW-0730B- - / REQ MAINT-SUPPLIES	3321235	CF	REQ MAINT-SUPPLIES		1,120.93
Total for BC SOLUTIONS, LLC/ 9510							\$3,737.59
BENAY FIORE/ 9513							
	25-1421	11-000-221-890-LR-0250E- - / IMPROV INSTR-OTH OBJECTS	01272025-B.FIO	CF	IMPROV INSTR-OTH OBJECTS		500.00
			RE				
BILDISCO MFG., INC./ 8292							
	25-1160	11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	43629	CF	REQ MAINT-CLN/REPAIR/MNT		10,497.00
BLICK ART MATERIALS/ 1273							
	25-1108	11-190-100-610-HS-0240A-L - / REG PROG UND-SUPPLIES	4303054	CF	REG PROG UND-SUPPLIES		609.58
	25-1011	11-190-100-610-HS-0240A-L - / REG PROG UND-SUPPLIES	4235261	CF	REG PROG UND-SUPPLIES		80.15

* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

Mountain Lakes Board of Education

Bills And Claims Report By Vendor Name

va_bill5.032923
02/01/2025

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
Pending Payments							
		11-190-100-610-HS-0240A-L -/ REG PROG UND-SUPPLIES	4244237	CF	REG PROG UND-SUPPLIES		6,222.59
		11-190-100-610-HS-0240A-L -/ REG PROG UND-SUPPLIES	4255005	CF	REG PROG UND-SUPPLIES		847.03
		11-190-100-610-HS-0240A-L -/ REG PROG UND-SUPPLIES	4283063	CF	REG PROG UND-SUPPLIES		117.19
		11-190-100-610-HS-0240A-L -/ REG PROG UND-SUPPLIES	4416390	CF	REG PROG UND-SUPPLIES		23.36
		11-190-100-610-HS-0240A-L -/ REG PROG UND-SUPPLIES	4468915	CF	REG PROG UND-SUPPLIES		40.60
		Total for BLICK ART MATERIALS/ 1273					\$7,940.50
BOARD OFFICE/ 1205							
	25-1469	11-000-223-600-CI- - -/ INSTR TRAIN-SUPPLIES	SUPPLIES-REI	CF	James Riley		26.97
			MB-JR				
	25-1477	11-000-270-800-DW-O55A - -/ TRANSP-OTHER OBJECTS	REIMB-REGIST	CF	Charles Arico		60.00
			RATION				
	25-1486	11-000-230-585-AD-0130F- -/ GEN ADMIN-BOE OTH PUR SE	REIMB-P.SHET	CF	Purvika Sheth		38.39
			H				
	25-1487	11-000-230-585-AD-0130F- -/ GEN ADMIN-BOE OTH PUR SE	REIMB-ARUNI.	CF	Aruni Don		20.00
			DON				
		Total for BOARD OFFICE/ 1205					\$145.36
BOROUGH MOUNTAIN LAKES/ 1293							
	25-0367	11-000-262-420-DW-0620A- -/ CUSTODIAL-CLN/REPAIR/MNT	FEBRUARY25-	CF	CUSTODIAL-CLN/REPAIR/MNT		8,333.00
			TRASH				
		11-000-262-420-DW-0620A- -/ CUSTODIAL-CLN/REPAIR/MNT	MARCH25-TRA	CF	CUSTODIAL-CLN/REPAIR/MNT		8,333.00
			SH				
		Total for BOROUGH MOUNTAIN LAKES/ 1293					\$16,666.00
BOROUGH OF MOUNTAIN LAKES/ 1290							
	25-0503	11-000-262-490-DW-0640A- -/ CUSTODIAL-OTH PROP SERVI	4Q2024	CF	CUSTODIAL-OTH PROP SERVI		6,260.14
			WATER-SEWE				
			R				
BOROUGH OF MOUNTAIN LAKES/ 6140							
	25-0366	11-000-262-441-DW- - -/ CUSTODIAL-FIELD RENTAL	MARCH25-FIEL	CF	CUSTODIAL-FIELD RENTAL		3,750.00
			D				
		11-000-262-441-DW- - -/ CUSTODIAL-FIELD RENTAL	FEBRUARY	CF	CUSTODIAL-FIELD RENTAL		3,750.00
			25-FIELD				
		Total for BOROUGH OF MOUNTAIN LAKES/ 6140					\$7,500.00
BUREAU OF EDUCATION & RESEARCH/ 1240							

* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

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Pending Payments							
	25-1356	11-000-223-500-CI- - / INSTR TRAIN-OTH PUR SVCS	5200588	CF	INSTR TRAIN-OTH PUR SVCS		1,390.00
CABLEVISION LIGHTPATH, INC./ 8745							
	25-0136	11-190-100-500-TD-0720C- / REG PROG UND-OTH SERVICE	101438560	CF	REG PROG UND-OTH SERVICE		4,647.95
CANON FINANCIAL SERVICES, INC/ 8659							
	25-0141	11-000-252-500-TD- - / IT-OTH PUR SERVICES	38308825	CF	IT-OTH PUR SERVICES		75.00
		11-190-100-440-TD- - / REG PROG UND-RENTALS	38308825	CF	REG PROG UND-RENTALS		3,097.26
Total for CANON FINANCIAL SERVICES, INC/ 8659							\$3,172.26
CAPITAL SUPPLY COMPANY/ 1252							
	25-1341	11-000-261-610-DW-0730B- / REQ MAINT-SUPPLIES	824607	CF	REQ MAINT-SUPPLIES		3,550.05
CDW GOVERNMENT, INC./ 5750							
	25-1368	11-000-219-610-CS-1101A- / CST-SUPPLIES	AC5136D	CF	CST-SUPPLIES		286.65
	25-1369	11-190-100-500-TD-0720D- / REG PROG UND-OTH SERVICE	ZR00636245	CF	REG PROG UND-OTH SERVICE		341.57
Total for CDW GOVERNMENT, INC./ 5750							\$628.22
CELEBRATE THE CHILDREN/ 8377							
	25-1501	11-000-100-566-CS-0870F- / TUIT TO PRIV SCH INSTATE	2212069REV	CF	TUIT TO PRIV SCH INSTATE		562.00
	25-1502	11-000-100-566-CS-0870F- / TUIT TO PRIV SCH INSTATE	2122RB30	CF	TUIT TO PRIV SCH INSTATE		21,252.00
	25-1504	11-000-100-566-CS-0870F- / TUIT TO PRIV SCH INSTATE	2223RB46	CF	TUIT TO PRIV SCH INSTATE		20,961.00
Total for CELEBRATE THE CHILDREN/ 8377							\$42,775.00
CENTRAL TECHNOLOGY INC/ 9403							
	25-1447	11-190-100-610-WW-0240A-U / REG PROG UND-SUPPLIES	33097	CF	REG PROG UND-SUPPLIES		586.00
CHANGEBRIDGE MEDICAL ASSOCIATES PA/ 9194							
	25-0642	11-000-213-300-DW- - / HEALTH-PUR PROF/TECH	FEBRUARY25- MEDICAL	CF	HEALTH-PUR PROF/TECH		1,666.67
CHAS F CONNOLLY DISTRIBUTING COMPANY/ 9530							
	25-1304	11-000-261-610-DW-0730B- / REQ MAINT-SUPPLIES	1569472 - 1569472-1	CF	REQ MAINT-SUPPLIES		10,109.88
CHILDREN'S SPECIALIZED HOSPITAL/ 9441							
	25-0622	11-000-213-330-CS-0431A- / HEALTH-OTH PUR PROF SERV	0125	CF	HEALTH-OTH PUR PROF SERV		9,418.50
		11-000-213-330-CS-0431A- / HEALTH-OTH PUR PROF SERV	1024	CF	HEALTH-OTH PUR PROF SERV		11,055.53
		11-000-213-330-CS-0431A- / HEALTH-OTH PUR PROF SERV	1224	CF	HEALTH-OTH PUR PROF SERV		7,669.35
Total for CHILDREN'S SPECIALIZED HOSPITAL/ 9441							\$28,143.38

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Pending Payments							
COLLINS SPORTS MEDICINE/ 7355							
	25-0318	11-402-100-610-HS-1020A-54-/ ATHLETICS-SUPPLIES	436601	CF	ATHLETICS-SUPPLIES		6,228.12
		11-402-100-610-HS-1020A-54-/ ATHLETICS-SUPPLIES	436921	CF	ATHLETICS-SUPPLIES		1,585.21
	25-0355	11-402-100-610-HS-1020A-54-/ ATHLETICS-SUPPLIES	436618	CF	ATHLETICS-SUPPLIES		394.60
Total for COLLINS SPORTS MEDICINE/ 7355							\$8,207.93
COMBUSTION SERVICE CORP./ 5011							
	25-1309	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	10256	CF	REQ MAINT-CLN/REPAIR/MNT		3,067.00
COMMISSIONER OF LWD/ 5357							
	25-1431	11-000-262-890-DW-0660A-14-/ CUSTODIAL-OTHER OBJECTS	LP-154577	CF	CUSTODIAL-OTHER OBJECTS		160.00
			F.RODRIGUE				
CONQUER MATHEMATICS, LLC / NANCY SCHULTZ/ 9330							
	25-1149	20-272-200-500-DW- - -/ TITLE IIA-OTH SERVICES	250130-09	CF	TITLE IIA-OTH SERVICES		190.00
CORNERSTONE DAY SCHOOL, LLC/ 8376							
	25-0315	11-000-100-566-CS-0870F- -/ TUIT TO PRIV SCH INSTATE	1036530	CF	TUIT TO PRIV SCH INSTATE		9,927.75
		11-000-100-566-CS-0870F- -/ TUIT TO PRIV SCH INSTATE	1036386	CF	TUIT TO PRIV SCH INSTATE		8,509.50
Total for CORNERSTONE DAY SCHOOL, LLC/ 8376							\$18,437.25
CURRICULUM ASSOCIATES LLC */ 4626							
	25-1321	11-213-100-610-CS-1106A-64-/ RESOURCE RM-SUPPLIES	90876659	CF	RESOURCE RM-SUPPLIES		94.80
CY DRAKE LOCKSMITHS, INC./ 1612							
	25-1434	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	267116	CF	REQ MAINT-CLN/REPAIR/MNT		393.75
	25-1481	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	267139	CF	REQ MAINT-CLN/REPAIR/MNT		350.00
Total for CY DRAKE LOCKSMITHS, INC./ 1612							\$743.75
DECKER INC. SCHOOL FIX/ 8920							
	25-1401	11-000-262-610-DW-0620C- -/ CUSTODIAL-SUPPLIES	607663A	CF	CUSTODIAL-SUPPLIES		56.90
	25-1159	11-000-261-610-DW-0730B- -/ REQ MAINT-SUPPLIES	602700	CF	REQ MAINT-SUPPLIES		514.95
	25-1190	11-000-261-610-DW-0730B- -/ REQ MAINT-SUPPLIES	603051A	CF	REQ MAINT-SUPPLIES		58.80
Total for DECKER INC. SCHOOL FIX/ 8920							\$630.65
DI CARA RUBINO ARCHITECTS/ 9321							
	24-1845	30-004-410-390-DW- - -/ MLHS AUD HVAC-PROF SERV		CF	Inv 12725		2,999.36
EASTERN DATACOMM/ 9269							

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Pending Payments							
	25-0287	12-000-266-730-DW- - -/ SECURITY-EQUIP	186872-187663	CF	SECURITY-EQUIP		8,393.00
EDUC SVCS COMM. MORRIS CNTY */ 2500							
	25-1388	11-000-213-330-CS-0431A- -/ HEALTH-OTH PUR PROF SERV	202500836-202501084	CF	HEALTH-OTH PUR PROF SERV		2,030.00
	25-1475	11-000-270-518-DW- - -/ TRANSP-ESC SPEC ED	202500274 - 20250012	CF	TRANSP-ESC SPEC ED		22,716.72
	25-1479	11-000-270-518-DW- - -/ TRANSP-ESC SPEC ED	SEP-OCT-NOV-DEC-JAN	CF	TRANSP-ESC SPEC ED		56,232.73
	25-1220	20-507-200-320-CS- - -/ NP CH193 EXAM & CLASS-IN	202501249	CF	NP CH193 EXAM & CLASS-IN		1,493.87
		20-507-200-320-CS-A - -/ NP CH193 EXAM & CLASS-AN	202501249	CF	NP CH193 EXAM & CLASS-AN		1,420.89
		20-508-200-320-CS- - -/ NP CH193 CORRECT SPEECH	202501249	CF	NP CH193 CORRECT SPEECH		3,255.00
	25-1479	11-000-270-518-DW- - -/ TRANSP-ESC SPEC ED	202501226	CF	TRANSP-ESC SPEC ED		13,120.42
	25-1474	11-000-270-517-DW- - -/ TRANSP-ESC REG ED	SEP-TO -DEC24-JAN25	CF	TRANSP-ESC REG ED		34,862.54
		11-000-270-518-DW- - -/ TRANSP-ESC SPEC ED	SEP-TO -DEC24-JAN25	CF	TRANSP-ESC SPEC ED		41,580.12
	25-1221	20-250-200-300-CS- - -/ IDEA B-PROF & TECH SERV	20251264	CF	IDEA B-PROF & TECH SERV		10,170.00
			20251273				
	25-1497	11-000-213-330-CS-0431A- -/ HEALTH-OTH PUR PROF SERV	202501143	CF	HEALTH-OTH PUR PROF SERV		812.00
Total for EDUC SVCS COMM. MORRIS CNTY */ 2500							\$187,694.29
EDUCATIONAL DATA SERVICES, INC./ 7578							
	25-1359	11-000-230-339-AD-0120D- -/ GEN ADMIN-OTH PROF SERV	01/15/25-25-1359	CF	GEN ADMIN-OTH PROF SERV		2,100.00
EI US, LLC/ 8777							
	25-1229	11-150-100-320-CS-1101A- -/ HOME INSTR-PUR PROF SERV	221981	CF	HOME INSTR-PUR PROF SERV		957.60
	25-1231	11-150-100-320-CS-1101A- -/ HOME INSTR-PUR PROF SERV	221982	CF	HOME INSTR-PUR PROF SERV		558.60
	25-1234	11-150-100-320-CS-1101A- -/ HOME INSTR-PUR PROF SERV	215697	CF	HOME INSTR-PUR PROF SERV		957.60
	25-1496	11-150-100-320-CS-1101A- -/ HOME INSTR-PUR PROF SERV	226699-232564	CF	HOME INSTR-PUR PROF SERV		399.00
		11-219-100-320-CS- - -/ SP ED HOME INSTR-PUR PRO	226699-232564	CF	SP ED HOME INSTR-PUR PRO		1,037.40
Total for EI US, LLC/ 8777							\$3,910.20
ERIC ARMIN, INC./ 5107							
	25-1195	11-190-100-610-HS-0240A-B -/ REG PROG UND-SUPPLIES	1398239	CF	REG PROG UND-SUPPLIES		2,737.46
ERIKA LENA KASYAN/ 9541							

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Pending Payments							
	25-1422	11-000-221-890-LR-0250E- -/ IMPROV INSTR-OTH OBJECTS	01272025-E.KA CF SYAN		IMPROV INSTR-OTH OBJECTS		480.00
FERGUSON ENTERPRISES, LLC/ 4312							
	25-0597	11-000-261-610-DW-0730B- -/ REQ MAINT-SUPPLIES	2252826-846-23 CF 29662		REQ MAINT-SUPPLIES		660.87
	25-1442	11-000-261-610-DW-0730B- -/ REQ MAINT-SUPPLIES	2264516	CF	REQ MAINT-SUPPLIES		1,079.88
	25-1288	11-000-261-610-DW-0730B- -/ REQ MAINT-SUPPLIES	2101323	CF	REQ MAINT-SUPPLIES		445.19
	25-1235	11-000-261-610-DW-0730B- -/ REQ MAINT-SUPPLIES	2120552	CF	REQ MAINT-SUPPLIES		968.56
Total for FERGUSON ENTERPRISES, LLC/ 4312							\$3,154.50
FKA ARCHITECTS/ 8598							
	25-1017	12-000-400-334-DW- - -/ CAPITAL-ARCH/ENG SVC	2341.00-10	CF	CAPITAL-ARCH/ENG SVC		1,600.00
FLENJ/ 6189							
	25-1521	11-000-223-890-BC-0130B- -/ INSTR TRAIN-OTH OBJECTS	08853-09110	CF	INSTR TRAIN-OTH OBJECTS		80.00
FOGARTY & HARA, ESQS./ 8927							
	25-0748	11-000-230-331-AD-0120B- -/ GEN ADMIN-LEGAL	NOV-DEC-24 JAN25	CF	GEN ADMIN-LEGAL		12,427.75
FOLLETT SCHOOL SOLUTIONS, INC./ 7491							
	25-0656	11-000-222-610-HS-0230B- -/ MEDIA-SUPPLIES	1561898	CF	MEDIA-SUPPLIES		1,065.32
	25-0510	11-190-100-610-HS-0240A-A -/ REG PROG UND-SUPPLIES	444423A	CF	REG PROG UND-SUPPLIES		706.50
Total for FOLLETT SCHOOL SOLUTIONS, INC./ 7491							\$1,771.82
GENSERVE, LLC/ 5696							
	25-1395	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	0499571	CF	REQ MAINT-CLN/REPAIR/MNT		7,349.83
	25-0172	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	0500951	CF	REQ MAINT-CLN/REPAIR/MNT		225.00
	25-1432	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	0495374	CF	REQ MAINT-CLN/REPAIR/MNT		1,250.00
Total for GENSERVE, LLC/ 5696							\$8,824.83
GLENVIEW ACADEMY/ 9175							
	25-0317	20-250-100-560-CS-1411T- -/ IDEA B-OTH PURCH SERVICE	GR14937	CF	IDEA B-OTH PURCH SERVICE		10,392.48
GRAINGER/ 2005							
	25-1202	11-000-262-610-DW-0620C- -/ CUSTODIAL-SUPPLIES	JANUARY2025	CF	CUSTODIAL-SUPPLIES		510.87
	25-1441	11-000-261-610-DW-0730B- -/ REQ MAINT-SUPPLIES	9378539770	CF	REQ MAINT-SUPPLIES		1,538.73
Total for GRAINGER/ 2005							\$2,049.60
GREAT LAKES RECREATION CO., LLC/ 9522							

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Pending Payments							
	25-1085	11-000-263-610-DW- - / GROUNDS-SUPPLIES	3660	CF	GROUNDS-SUPPLIES		672.76
HEATHER LYN BLACKWELL LONG/ 8994							
	25-1527	11-000-213-330-LR-0430A- - / HEALTH-OTH PUR PROF SERV	JANUARY25-H. LONG	CF	HEALTH-OTH PUR PROF SERV		10,424.25
HOME DEPOT USA, INC/ 2059							
	25-1076	11-000-261-610-DW-0730B- - / REQ MAINT-SUPPLIES	JANUARY2025- INV	CF	REQ MAINT-SUPPLIES		1,313.66
HONEYWELL INTERNATIONAL INC/ 8764							
	25-0630	11-000-261-420-DW-0750 - - / REQ MAINT-CLN/REPAIR/MNT	5267993710	CF	REQ MAINT-CLN/REPAIR/MNT		4,848.00
IRON MOUNTAIN MECHANICAL, LLC/ 9476							
	24-1844	30-004-410-450-DW- - - / MLHS AUD HVAC UPGRADE		CP	PAYMENT 5		42,878.92
JCP&L/ 2181							
	25-0657	11-000-262-622-BC-0640B- - / CUSTODIAL-ELECTRICITY	JCPL-JAN-25	CF	CUSTODIAL-ELECTRICITY		1,508.59
		11-000-262-622-HS-0640B- - / CUSTODIAL-ELECTRICITY	JCPL-JAN-25	CF	CUSTODIAL-ELECTRICITY		15,949.22
		11-000-262-622-LR-0640B- - / CUSTODIAL-ELECTRICITY	JCPL-JAN-25	CF	CUSTODIAL-ELECTRICITY		2,974.65
		11-000-262-622-WW-0640B- - / CUSTODIAL-ELECTRICITY	JCPL-JAN-25	CF	CUSTODIAL-ELECTRICITY		3,866.60
Total for JCP&L/ 2181							\$24,299.06
JOHN LALLY/ 8925							
	25-1482	11-402-100-890-HS-1020A-21- / ATHLETICS-OTHER OBJECTS	1714	CF	ATHLETICS-OTHER OBJECTS		120.00
JOHNSON CONTROLS FIRE PROTECTION LP/ 5039							
	25-0349	30-002-401-450-DW- - - / CAP-CONSTRUCTION SERVICE	41796036	CF	CAP-CONSTRUCTION SERVICE		188,123.96
JOHNSTONE SUPPLY/ 8743							
	25-0449	11-000-261-610-DW-0730B- - / REQ MAINT-SUPPLIES	S6405058.001	CF	REQ MAINT-SUPPLIES		32.72
KAREN J NOBLE/ 9212							
	25-1433	11-000-213-330-LR-0430A- - / HEALTH-OTH PUR PROF SERV	2425-10 01-22-25	CF	HEALTH-OTH PUR PROF SERV		928.26
		11-000-213-330-LR-0430A- - / HEALTH-OTH PUR PROF SERV	2425-16 02/07/25	CF	HEALTH-OTH PUR PROF SERV		100.00
		11-000-213-330-LR-0430A- - / HEALTH-OTH PUR PROF SERV	2024-2 01/31/25	CF	HEALTH-OTH PUR PROF SERV		100.00
		11-000-213-330-LR-0430A- - / HEALTH-OTH PUR PROF SERV	2425-12 01/27/25	CF	HEALTH-OTH PUR PROF SERV		960.07

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		11-000-213-330-LR-0430A- -/ HEALTH-OTH PUR PROF SERV	2024-24 12/09/24	CF	HEALTH-OTH PUR PROF SERV		962.77
		11-000-213-330-LR-0430A- -/ HEALTH-OTH PUR PROF SERV	425-10 K.NOBLE	CF	HEALTH-OTH PUR PROF SERV		902.25
		11-000-213-330-LR-0430A- -/ HEALTH-OTH PUR PROF SERV	2425-21 K.NOBLE	CF	HEALTH-OTH PUR PROF SERV		901.01
		11-000-213-330-LR-0430A- -/ HEALTH-OTH PUR PROF SERV	02212024	CF	HEALTH-OTH PUR PROF SERV		100.00
Total for KAREN J NOBLE/ 9212							\$4,954.36
LOBELLO ARTS CORPORATION/ 8409							
	25-1338	11-190-100-610-HS-0240A-U -/ REG PROG UND-SUPPLIES	90505	CF	REG PROG UND-SUPPLIES		133.74
LOCALIQ NEW YORK/NEW JERSEY GANNETT/ 5595							
	25-0643	11-000-251-890-AD-0130L- -/ CENTRAL SERV-OTH OBJECTS	JAN25-DAILYR ECORDS	CF	CENTRAL SERV-OTH OBJECTS		166.69
MARY OSBORNE/ 4428							
	25-0482	11-000-213-330-LR-0430A- -/ HEALTH-OTH PUR PROF SERV	JANUARY25-M. OSBORNE	CF	HEALTH-OTH PUR PROF SERV		8,990.00
MCASA TREASURER/ 5728							
	25-1404	11-000-230-890-AD-0130D- -/ GEN ADMIN-OTH OBJECTS	2024-2025-BS	CF	GEN ADMIN-OTH OBJECTS		350.00
MCI COMM SERVICE/ 9169							
	25-0825	11-190-100-500-TD-0720C- -/ REG PROG UND-OTH SERVICE	FEBRUARY202 5	CF	REG PROG UND-OTH SERVICE		14.11
MCSSADA INC/ 8398							
	25-1344	11-402-100-890-HS-1020A-21-/ ATHLETICS-OTHER OBJECTS	24-25-JANUAR Y18	CF	ATHLETICS-OTHER OBJECTS		250.00
MGL PRINTING SOLUTIONS/ 2453							
	25-1399	11-000-251-600-AD-0130I- -/ CENTRAL SERV-SUPPLIES	213017	CF	CENTRAL SERV-SUPPLIES		571.00
MONTCLAIR STATE UNIVERSITY/ 4796							
	25-1523	11-000-230-820-AD- - -/ GEN ADMIN-JUDGE	04102025-JOBF AIR	CF	GEN ADMIN-JUDGE		200.00
MONTVILLE TWP BOARD OF EDUCATION/ 8891							
	25-1091	11-000-100-566-CS-0870F- -/ TUIT TO PRIV SCH INSTATE	JAN-FEB-2025 TUITION	CF	TUIT TO PRIV SCH INSTATE		7,924.40

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Pending Payments							
MOORE CONTROL EXTERMINATING CO/ 9052							
	25-0410	11-000-263-420-DW-0720A- -/ GROUNDS-CLN/REPAIR/MNT	87807-08-09-10	CF	GROUNDS-CLN/REPAIR/MNT		258.49
		11-000-263-420-DW-0720A- -/ GROUNDS-CLN/REPAIR/MNT	DEC24-JAN25	CF	GROUNDS-CLN/REPAIR/MNT		516.98
Total for MOORE CONTROL EXTERMINATING CO/ 9052							\$775.47
MORGAN LEE/ 9542							
	25-1420	11-000-240-890-LR-0250D- -/ SCH ADMIN-OTH OBJECTS	01272025-M.LE E	CF	SCH ADMIN-OTH OBJECTS		500.00
MORRIS COUNTY TRACK COACHES ASSOC./ 8850							
	25-1322	11-402-100-890-HS-1020A-21-/ ATHLETICS-OTHER OBJECTS	2019942	CF	ATHLETICS-OTHER OBJECTS		550.00
MORRIS COUNTY VOCATIONAL SCHOOL DIST./ 6027							
	25-1471	11-000-100-563-DW-0870A- -/ TUITION-VOTECH REG	SEP-TO-DEC24 -JAN-FEB	CF	TUITION-VOTECH REG		92,685.00
		11-000-100-564-LD-0870A- -/ TUITION-VOTECH SPED	SEP-TO-DEC24 -JAN-FEB	CF	TUITION-VOTECH SPED		31,941.00
		11-000-100-563-DW-0870A- -/ TUITION-VOTECH REG	5V0472	CF	TUITION-VOTECH REG		15,284.70
		11-000-100-564-LD-0870A- -/ TUITION-VOTECH SPED	5V0472	CF	TUITION-VOTECH SPED		5,323.50
Total for MORRIS COUNTY VOCATIONAL SCHOOL DIST./ 6027							\$145,234.20
MORRISTOWN BEARD SCHOOL/ 8889							
	25-1480	11-402-100-890-HS-1020A-21-/ ATHLETICS-OTHER OBJECTS	LACROSSE202 5	CF	ATHLETICS-OTHER OBJECTS		75.00
MOUNTAIN LAKES BD-CAFE ACCT/ 7019							
	25-1364	13-424-100-610-WW- - -/ BEFORE/AFTER PROG SUPPLI	574-4676 / 574-4668	CF	BEFORE/AFTER PROG SUPPLI		834.00
N.J. NATURAL GAS CO./ 2592							
	25-0485	11-000-262-621-BC-0640C- -/ CUSTODIAL-NATURAL GAS	NJGAS-FEB202 5	CF	CUSTODIAL-NATURAL GAS		17,448.31
		11-000-262-621-HS-0630 - -/ CUSTODIAL-NATURAL GAS	NJGAS-FEB202 5	CF	CUSTODIAL-NATURAL GAS		32,106.95
		11-000-262-621-LR-0640C- -/ CUSTODIAL-NATURAL GAS	NJGAS-FEB202 5	CF	CUSTODIAL-NATURAL GAS		8,583.63

* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

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Pending Payments							
		11-000-262-621-WW-0640C- -/ CUSTODIAL-NATURAL GAS	NJGAS-FEB202 CF 5		CUSTODIAL-NATURAL GAS		15,555.53
					Total for N.J. NATURAL GAS CO./ 2592		\$73,694.42
N.J. TURFGRASS ASSN./ 6099							
	25-1478	11-000-263-890-DW-0660A- -/ GROUNDS-OTHER OBJECTS	MEMBERSHIP- CF RD-GS		GROUNDS-OTHER OBJECTS		250.00
NCS PEARSON INC/ 8325							
	24-1781	11-207-100-610-LR-0240 - -/ AUD IMP-SUPPLIES	INV26728303 CF		AUD IMP-SUPPLIES		300.00
	25-1440	11-207-100-610-LR-0240 - -/ AUD IMP-SUPPLIES	55341925-FREI CF GHT		AUD IMP-SUPPLIES		15.00
	25-1275	11-000-219-610-CS-1101A- -/ CST-SUPPLIES	28274014 CF		CST-SUPPLIES		414.00
	25-0602	11-000-219-610-CS-1101A- -/ CST-SUPPLIES	28273957 CF		CST-SUPPLIES		55.00
					Total for NCS PEARSON INC/ 8325		\$784.00
NEWEGG BUSINESS INC./ 8608							
	25-1461	11-190-100-610-TD-0730A- -/ REG PROG UND-SUPPLIES	1305367649 CF		REG PROG UND-SUPPLIES		275.00
NICKERSON CORPORATION/ 6886							
	25-1209	11-000-266-610-DW- - -/ SECURITY-SUPPLIES	00029401 CF		SECURITY-SUPPLIES		7,000.00
NJ ASSOC FOR GIFTED CHILDREN/ 4451							
	25-1362	11-190-100-890-WW-0250B- -/ REG PROG UND-OTHER OBJ	APRIL11-25 CF		REG PROG UND-OTHER OBJ		299.00
NJ CONSORTIUM-GIFTED TALENTED PROGRAM/ 4494							
	25-1361	11-190-100-890-WW-0250B- -/ REG PROG UND-OTHER OBJ	TALENTED-PR CF OGRAM25		REG PROG UND-OTHER OBJ		2,005.00
NJ INTERSCHOLASTIC SKI RACING ASSOC./ 8919							
	25-1515	11-402-100-890-HS-1020A-21-/ ATHLETICS-OTHER OBJECTS	24-25-NJISRA CF		ATHLETICS-OTHER OBJECTS		75.00
NJASA/ 2579							
	25-1403	11-000-230-890-AD-0130D- -/ GEN ADMIN-OTH OBJECTS	CASH-2316 CF		GEN ADMIN-OTH OBJECTS		2,936.00
NJASBO/ 2712							
	25-1439	11-000-251-580-AD-0130K- -/ CENTRAL SERV-TRAVEL	28212 28210 CF 28211		CENTRAL SERV-TRAVEL		435.00
	25-1484	11-000-251-580-AD-0130K- -/ CENTRAL SERV-TRAVEL	200028329 CF		CENTRAL SERV-TRAVEL		500.00
					Total for NJASBO/ 2712		\$935.00

NJCIE/ 8512

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Pending Payments							
NJSIAA/ 4919	25-0964	11-000-213-330-CS-0431A- -/ HEALTH-OTH PUR PROF SERV	FY2025-652	CF	HEALTH-OTH PUR PROF SERV		3,500.00
	25-0293	11-402-100-890-HS-1020A-21-/ ATHLETICS-OTHER OBJECTS	2050777	CF	ATHLETICS-OTHER OBJECTS		690.00
O'DOWD TRANSPORTATION/ 8993							
	25-1064	11-000-270-512-HS-0520D- -/ TRANSP-CONTR OTH H/S	971	CF	TRANSP-CONTR OTH H/S		675.00
PATRICIA FILIACI/ 9290							
	25-0484	11-000-213-330-LR-0430A- -/ HEALTH-OTH PUR PROF SERV	2425-18	CF	HEALTH-OTH PUR PROF SERV EVALUATION		700.00
		11-000-213-330-LR-0430A- -/ HEALTH-OTH PUR PROF SERV	2425-10	CF	HEALTH-OTH PUR PROF SERV		700.00
		11-000-213-330-LR-0430A- -/ HEALTH-OTH PUR PROF SERV	25-2,25-16,25-19	CF	HEALTH-OTH PUR PROF SERV		300.00
Total for PATRICIA FILIACI/ 9290							\$1,700.00
PAWSON ASSOCIATES, INC./ 8416							
	25-0307	11-000-261-890-DW-0660A-13-/ REQ MAINT-OTHER OBJECTS	25-108	CF	REQ MAINT-OTHER OBJECTS		5,500.00
PDM GROUP/ 7934							
	25-1305	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	4387	CF	REQ MAINT-CLN/REPAIR/MNT		3,875.00
	25-1003	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	4383	CF	REQ MAINT-CLN/REPAIR/MNT		57,781.00
Total for PDM GROUP/ 7934							\$61,656.00
PHONAK, INC/ 1107							
	25-1384	11-190-100-500-LR-0720C- -/ REG PROG UND-OTH SERVICE	5402888106	CF	REG PROG UND-OTH SERVICE		219.00
		11-190-100-500-LR-0720C- -/ REG PROG UND-OTH SERVICE	5402888105	CF	REG PROG UND-OTH SERVICE		219.00
		11-190-100-500-LR-0720C- -/ REG PROG UND-OTH SERVICE	5402888082	CF	REG PROG UND-OTH SERVICE		188.99
	25-1392	11-190-100-500-LR-0720C- -/ REG PROG UND-OTH SERVICE	SO5144599166	CF	REG PROG UND-OTH SERVICE		657.55
Total for PHONAK, INC/ 1107							\$1,284.54
POMPTONIAN FOOD SERVICE/ 6640							
	25-0952	60-910-310-870-DW-000 - -/ CAFE-COST OF SALES	574013125	CF	CAFE-COST OF SALES		40,085.70
			574020425				
		60-910-310-870-DW-000 - -/ CAFE-COST OF SALES	574-021425	CF	CAFE-COST OF SALES		26,134.07
		60-910-310-870-DW-000 - -/ CAFE-COST OF SALES	JANUARY-25	CF	CAFE-COST OF SALES		72,315.69
Total for POMPTONIAN FOOD SERVICE/ 6640							\$138,535.46
PRIME HEALTHCARE SVCS-ST CLARE'S, LLC/ 4891							

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Pending Payments							
	25-1278	11-150-100-320-CS-1101A- -/ HOME INSTR-PUR PROF SERV	5504	CF	HOME INSTR-PUR PROF SERV		165.00
QUILL CORPORATION/ 5723							
	25-1340	11-000-240-610-HS-0250A- -/ SCH ADMIN-SUPPLIES	42481097	CF	SCH ADMIN-SUPPLIES		217.91
		11-402-100-610-HS-1020A-54-/ ATHLETICS-SUPPLIES	42481097	CF	ATHLETICS-SUPPLIES		21.25
	25-1393	11-190-100-610-BC-0730A- -/ REG PROG UND-SUPPLIES	42699250	CF	REG PROG UND-SUPPLIES		52.89
Total for QUILL CORPORATION/ 5723							\$292.05
READY REFRESH BY NESTLE/ 2881							
	25-0493	11-000-251-500-AD- - -/ MISCELLANEOUS PURCHASED	25B0015629652	CF	MISCELLANEOUS PURCHASED		111.52
	25-0392	11-000-240-500-BC- - -/ SCH ADMIN-OTH SERVICE	25B0015576978	CF	SCH ADMIN-OTH SERVICE		119.90
	25-0673	11-190-100-500-HS- - -/ REG PROG UND-OTH SERVICE	15A0014813828	CF	REG PROG UND-OTH SERVICE		191.70
Total for READY REFRESH BY NESTLE/ 2881							\$423.12
ROBERT SCHEIDT/ 9531							
	25-1389	13-423-100-610-SA- - -/ ACADEMY SUPPLIES	2890	CF	ACADEMY SUPPLIES		518.07
ROBOTICS ED&COMPETITION FOUNDATION INC/ 8538							
	25-1458	11-190-100-890-BC-0250A- -/ REG PROG UND-OTHER OBJ	62330384	CF	REG PROG UND-OTHER OBJ		450.00
	25-1514	11-190-100-890-BC-0250A- -/ REG PROG UND-OTHER OBJ	62334162	CF	REG PROG UND-OTHER OBJ		225.00
	25-1408	11-190-100-890-BC-0250A- -/ REG PROG UND-OTHER OBJ	62325781	CF	REG PROG UND-OTHER OBJ		95.00
Total for ROBOTICS ED&COMPETITION FOUNDATION INC/ 8538							\$770.00
RYDIN DECAL/ 4735							
	25-1146	11-000-240-610-HS-0250D-BA-/ SCH ADMIN-SUPPLIES	125934	CF	SCH ADMIN-SUPPLIES		676.00
SAGE ALLIANCE/ 9005							
	25-0970	11-000-100-566-CS-0870F- -/ TUIT TO PRIV SCH INSTATE	126430	CF	TUIT TO PRIV SCH INSTATE		7,487.82
SAVEON STATIONARY CO ,INC./ 9457							
	25-0275	11-000-230-610-AD-0130E- -/ GEN ADMIN-SUPPLIES	166631	CF	GEN ADMIN-SUPPLIES		550.00
SCHOLASTIC INC/ 5764							
	25-0874	11-000-240-610-LR-0250E- -/ SCH ADMIN-SUPPLIES	M7527236	CF	SCH ADMIN-SUPPLIES		114.02
SCHOOL SPECIALTY, LLC/ 9170							
	25-1387	11-190-100-610-WW-0240A-U -/ REG PROG UND-SUPPLIES	208135340436	CF	REG PROG UND-SUPPLIES		935.52
	25-1383	11-190-100-610-BC-0240A- -/ REG PROG UND-SUPPLIES	208135340058	CF	REG PROG UND-SUPPLIES		89.46

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Pending Payments							
	25-1150	11-190-100-610-BC-0240A- -/ REG PROG UND-SUPPLIES	308104667561	CF	REG PROG UND-SUPPLIES		189.45
		11-190-100-610-BC-0730A- -/ REG PROG UND-SUPPLIES	308104667561	CF	REG PROG UND-SUPPLIES		3,306.52
		11-190-100-610-BC-0730A- -/ REG PROG UND-SUPPLIES	208135327533	CF	REG PROG UND-SUPPLIES		6,459.36
Total for SCHOOL SPECIALTY, LLC/ 9170							\$10,980.31
SECRETARIES/ 3087							
	25-1460	11-000-223-600-CI- - -/ INSTR TRAIN-SUPPLIES	REIMB-J.LEVIN E	CF	Julie Levine		119.88
SOCIETY FOR HUMAN RESOURCE MANAGEMENT/ 9237							
	25-1331	11-000-251-890-AD-0130L- -/ CENTRAL SERV-OTH OBJECTS	S03784787	CF	CENTRAL SERV-OTH OBJECTS		264.00
SRS, INC./ 9253							
	25-0923	11-190-100-610-HS-0240A-F -/ REG PROG UND-SUPPLIES	JANUARY2025	CF	REG PROG UND-SUPPLIES		226.94
STAINLESS PRODUCTIONS LLC/ 8972							
	25-0647	11-000-230-590-AD-0130B- -/ GEN ADMIN-MISC PUR SERVI	JULY TO DEC 2024	CF	GEN ADMIN-MISC PUR SERVI		4,795.00
	24-0977	11-000-230-590-AD-0130B- -/ GEN ADMIN-MISC PUR SERVI	APRIL-MAY- JUNE 24	CF	GEN ADMIN-MISC PUR SERVI		2,055.00
	25-0647	11-000-230-590-AD-0130B- -/ GEN ADMIN-MISC PUR SERVI	MAY 2024 BALANCE	CF	GEN ADMIN-MISC PUR SERVI		165.00
Total for STAINLESS PRODUCTIONS LLC/ 8972							\$7,015.00
STAPLES BUSINESS CREDIT/ 7945							
	25-0894	11-000-219-610-CS-1101A- -/ CST-SUPPLIES	6014230420	CF	CST-SUPPLIES		86.75
		11-000-219-610-CS-1101A- -/ CST-SUPPLIES	6014390934	CF	CST-SUPPLIES		71.89
	25-1390	11-000-240-610-WW-0250A- -/ SCH ADMIN-SUPPLIES	6023686485	CF	SCH ADMIN-SUPPLIES		52.20
	25-1405	11-000-230-610-AD-0130E- -/ GEN ADMIN-SUPPLIES	6023427773-23 686484	CF	GEN ADMIN-SUPPLIES		490.11
		11-000-252-610-TD-0130A- -/ IT-SUPPLIES	6023427773-23 686484	CF	IT-SUPPLIES		109.20
Total for STAPLES BUSINESS CREDIT/ 7945							\$810.15
SUMMIT SPEECH SCHOOL/ 9512							
	25-1002	11-000-213-330-CS-0431A- -/ HEALTH-OTH PUR PROF SERV	22107R	CF	HEALTH-OTH PUR PROF SERV		580.00
SUNRISE SHOPRITE OF PARSIPPANY, LLC/ 9504							

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Pending Payments							
	25-0974	11-190-100-610-HS-0240A-F -/ REG PROG UND-SUPPLIES	3550353161	CF	REG PROG UND-SUPPLIES		127.12
		11-190-100-610-HS-0240A-F -/ REG PROG UND-SUPPLIES	3550408698	CF	REG PROG UND-SUPPLIES		118.01
			Total for SUNRISE SHOPRITE OF PARSIPPANY, LLC/ 9504				\$245.13
SUSSEX COUNTY REGIONAL COOPERATIVE/ 7680							
	25-1298	11-000-270-512-DW-0520E- -/ TRANSP-CONTR OTH H/S	T15-000946	CF	TRANSP-CONTR OTH H/S		24,661.75
TEACHER/ 3320							
	25-0496	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILEAG	CF	Jennifer Becht		250.04
			E-JB				
	25-0501	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	DEC24-MILEAG	CF	Alana Polanco		274.34
			E-A.P.				
	25-1406	11-190-100-610-HS-0240A-E -/ REG PROG UND-SUPPLIES	AATSP-MEMBE	CF	Jennifer Larkin		65.00
			RSHIP-JL				
	25-1407	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILEAG	CF	Amber Sprenger		38.54
			E-A.S.				
	25-1409	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILEAG	CF	Owen Weiss		28.91
			E-OW				
	25-1413	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILEAG	CF	Elise Pastor		34.69
			E-EP				
	25-1423	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILEAG	CF	Maria Mores		7.47
			E-MM				
	25-1424	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILEAG	CF	Deanna Perry		40.47
			E-DP				
	25-1427	11-000-223-580-BC-0250B- -/ INSTR TRAIN-TRAVEL	MATHCOMPETI	CF	Michelle Major		5.64
			ON-MILEAG				
	25-1428	11-000-223-580-BC-0250B- -/ INSTR TRAIN-TRAVEL	ROBOTICSCO	CF	Deirdre Lombardi		53.58
			MPT-MILEAG				
	25-1449	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JANUARY25-MI	CF	Coleen Buckley		73.23
			LEAGE.CB				
	25-1295	11-000-223-580-CS-0250B- -/ INSTR TRAIN-TRAVEL	MILEAGE-SEP-	CF	Debbie Goldstein		194.58
			DEC24				
	25-1377	13-423-100-610-SA- - -/ ACADEMY SUPPLIES	JULY2024-REI	CF	Kandy Delgado		1,418.92
			MB				

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Pending Payments							
	25-1454	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	FEB25-MILEAG	CF	Deanna Perry		30.83
			E-DP				
	25-1463	11-000-223-580-BC-0250B- -/ INSTR TRAIN-TRAVEL	REIMB-LOMBA	CF	Deirdre Lombardi		13.16
			RDI-FEB08				
	25-1470	11-000-223-580-BC-0250B- -/ INSTR TRAIN-TRAVEL	REIMB-K.BOG	CF	Kelly Bogucz		140.88
			UCZ				
	25-0499	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILEAG	CF	Kelly Oravec		221.37
			E-K.O.				
	25-0500	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILIAG	CF	Meredith Perkins		173.99
			E-M.P.				
	25-0501	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	JAN25-MILEAG	CF	Alana Polanco		338.73
			E-A.P.				
	25-1345	11-219-100-530-LI-0641 - -/ SP ED HOME INSTR-COMMUNI	PHONE-REIB-J.	CF	Jennifer Becht		40.00
			BECHT				
	25-1347	11-219-100-530-LI-0641 - -/ SP ED HOME INSTR-COMMUNI	JAN25PHONE-	CF	Kelly Oravec		40.00
			REIMB-K.O				
	25-1348	11-219-100-530-LI-0641 - -/ SP ED HOME INSTR-COMMUNI	PHONEREIMB-	CF	Meredith Perkins		40.00
			M.P				
	25-1349	11-219-100-530-LI-0641 - -/ SP ED HOME INSTR-COMMUNI	JAN25-PHONE-	CF	Alana Polanco		40.00
			A.P.				
		11-219-100-530-LI-0641 - -/ SP ED HOME INSTR-COMMUNI	DEC24-PHONE	CF	Alana Polanco		40.00
			REIMB-A.P				
	25-1380	11-219-100-580-LI-0250 - -/ SP ED HOME INSTR-TRAVEL	NOV24-JAN25-	CF	Jobi Schwartz		85.07
			MILEAGE				
	25-1396	11-000-223-580-BC-0250B- -/ INSTR TRAIN-TRAVEL	QUIZBOWL-MIL	CF	Michael Alves		27.26
			EAGE-MA				
	25-1397	11-190-100-610-BC-0250D-BR-/ REG PROG UND-SUPPLIES	CHESSBOARD	CF	Mark Walters		89.94
			S-REIMB-MW				
Total for TEACHER/ 3320							\$3,806.64
TEANECK COMMUNITY CHARTER SCHOOL/ 9218							
	25-1366	11-190-100-890-BC-0250A- -/ REG PROG UND-OTHER OBJ	2025-3	CF	REG PROG UND-OTHER OBJ		150.00
THE MUSIC SHOP, LLC/ 2563							
	25-1336	11-190-100-500-HS- - -/ REG PROG UND-OTH SERVICE	199481-199482	CF	REG PROG UND-OTH SERVICE		345.00
TIOGA SOLAR MORRIS COUNTY 1, LLC/ 8054							

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Pending Payments							
	25-0494	11-000-262-622-HS-0640B- -/ CUSTODIAL-ELECTRICITY	JUNE24-JAN25	CF	CUSTODIAL-ELECTRICITY		3,148.39
	24-0652	11-000-262-622-HS-0640B- -/ CUSTODIAL-ELECTRICITY	2024-06-SOLAR	CF	CUSTODIAL-ELECTRICITY		731.68
Total for TIOGA SOLAR MORRIS COUNTY 1, LLC/ 8054							\$3,880.07
TK ELEVATOR CORP./ 5481							
	25-0610	11-000-261-420-DW-0750 - -/ REQ MAINT-CLN/REPAIR/MNT	3008326659	CF	REQ MAINT-CLN/REPAIR/MNT		1,507.61
TRANSPORTATION REIMBURSEMENT/ 2983							
	25-0590	11-000-270-503-DW-0520E- -/ TRANSP-AIL NONPUB	BRIGHT.GRIFF	CF	DIANE BRIGHT		588.50
			TING				
		11-000-270-503-DW-0520E- -/ TRANSP-AIL NONPUB	MOSER.AUGU	CF	PETER MOSER		588.50
			ST				
		11-000-270-503-DW-0520E- -/ TRANSP-AIL NONPUB	SEERY.WILLIA	CF	Kathleen Seery		588.50
			M				
Total for TRANSPORTATION REIMBURSEMENT/ 2983							\$1,765.50
TREPS ED, LLC/ 8617							
	25-1228	11-190-100-610-BC-0250D-BR-/ REG PROG UND-SUPPLIES	1963	CF	REG PROG UND-SUPPLIES		849.00
	25-1391	11-190-100-610-WW-0240A-U -/ REG PROG UND-SUPPLIES	1981	CF	REG PROG UND-SUPPLIES		660.00
Total for TREPS ED, LLC/ 8617							\$1,509.00
UNITY CHARTER SCHOOL/ 8947							
	25-0827	10-000-100-560- - - -/ CHARTER SCHOOLS	FEBRUARY2025	CF	CHARTER SCHOOLS		1,850.20
			5				
USI INSURANCE SERVICES LLC/ 8849							
	25-1402	11-000-230-590-DW-0820D- -/ GEN ADMIN-MISC PUR SERVI	5365702	CF	GEN ADMIN-MISC PUR SERVI		514.00
VERIZON/ 9144							
	25-0138	11-190-100-500-TD-0720C- -/ REG PROG UND-OTH SERVICE	JANUARY2025	CF	REG PROG UND-OTH SERVICE		630.82
VERIZON/ 9188							
	25-0137	11-190-100-500-TD-0720C- -/ REG PROG UND-OTH SERVICE	Z1225145	CF	REG PROG UND-OTH SERVICE		1,546.21
VERNIER SOFTWARE & TECH, INC./ 4118							
	25-1400	11-190-100-610-HS-0240A-C -/ REG PROG UND-SUPPLIES	5511891	CF	REG PROG UND-SUPPLIES		470.17
W.B. MASON CO., INC./ 6480							
	25-1365	11-190-100-610-WW-0240A-G -/ REG PROG UND-SUPPLIES	251980906	CF	REG PROG UND-SUPPLIES		2,738.70
WEST CHESTER MACHINERY/ 5838							
	25-1436	11-000-263-420-DW-0720A- -/ GROUNDS-CLN/REPAIR/MNT	01-69579	CF	GROUNDS-CLN/REPAIR/MNT		252.72

* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

Mountain Lakes Board of Education

Bills And Claims Report By Vendor Name

va_bill5.032923
02/01/2025

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
Pending Payments							
	25-1332	11-000-263-610-DW- - -/ GROUND-SUPPLIES	01-70269	CF	GROUND-SUPPLIES		2,080.20
					Total for WEST CHESTER MACHINERY/ 5838		\$2,332.92
					Total for Pending Payments		\$1,289,169.33

* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

Run on 02/28/2025 at 12:03:03 PM

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Mountain Lakes Board of Education
Bills And Claims Report By Vendor Name

va_bill5.032923
02/01/2025

Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed. Run on 02/28/2025 at 12:03:03 PM

Fund Summary		Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
		10	10	\$1,850.20				\$1,850.20
		10	11	\$874,911.64				\$874,911.64
		10	12	\$9,993.00				\$9,993.00
		10	13	\$2,770.99				\$2,770.99
		Fund 10	TOTAL	\$889,525.83				\$889,525.83
		20	20	\$27,105.80				\$27,105.80
		30	30	\$234,002.24				\$234,002.24
		60	60	\$138,535.46				\$138,535.46
		GRAND	TOTAL	\$1,289,169.33	\$0.00	\$0.00	\$0.00	\$1,289,169.33

Chairman Finance Committee	Member Finance Committee

Mountain Lakes Board of Education

Monthly Transfer Report

2

va_s1701
01/01/2025

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
INSTRUCTION									
Regular Programs	11-1XX-100-XXX 12-1XX-100-XXX 13-1XX-100-XXX 15-1XX-100-XXX	11,919,978.00	131,502.72	12,051,480.72	1,205,148.07	(538,237.97)	-4.47	666,910.10	519,273.81
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1X-2XX-100-XXX 1X-000-216-XXX 1X-000-217-XXX	8,211,009.00	172,741.01	8,383,750.01	838,375.00	(455,722.00)	-5.44	382,653.00	327,201.82
Vocational Programs-Local	1X-3XX-100-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructiona	11-4XX-100-XXX 11-4XX-200-XXX 12-4XX-100-XXX 15-4XX-100-XXX 15-4XX-200-XXX	1,319,821.00	4,209.49	1,324,030.49	132,403.05	174,738.00	13.20	307,141.05	15,005.03
Community Services Programs/Operations	1X-800-330-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INSTRUCTIONAL EXPENSE		21,450,808.00	308,453.22	21,759,261.22					861,480.66
UNDISTRIBUTED EXPENDITURES									
Tuition	11-000-100-XXX	935,223.00	110,101.07	1,045,324.07	104,532.41	0.00	0.00	104,532.41	370,298.11
Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/	1X-000-211-XXX 1X-000-213-XXX 1X-000-218-XXX 1X-000-219-XXX 1X-000-222-XXX	3,440,159.00	86,039.80	3,526,198.80	352,619.88	221,604.45	6.28	574,224.33	346,985.63
Improvement of Instruction Services and Instructional Staff Training Services	1X-000-221-XXX 1X-000-223-XXX	753,626.00	46,005.27	799,631.27	79,963.13	37,108.19	4.64	117,071.32	27,555.42
General Administration	1X-000-230-XXX	845,529.00	13,571.52	859,100.52	85,910.05	71,411.00	8.31	157,321.05	63,617.36
School Administration	1X-000-240-XXX	1,612,669.00	22,268.48	1,634,937.48	163,493.75	122,827.33	7.51	286,321.08	141,854.67
Central Services & Administrative Information Technology	1X-000-25X-XXX	747,940.00	5,652.30	753,592.30	75,359.23	8,004.00	1.06	83,363.23	59,139.07
Operation and Maintenance of Plant Services	1X-000-26X-XXX	3,880,654.00	101,784.73	3,982,438.73	398,243.87	133,971.00	3.36	532,214.87	516,364.63
Student Transportation Services	1X-000-270-XXX	661,496.00	157,804.47	819,300.47	81,930.05	970.00	0.12	82,900.05	130,826.55

Mountain Lakes Board of Education

Monthly Transfer Report

2

va_s1701
01/01/2025

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Personal Services-Employee Benefits	1X-XXX-XXX-2XX	7,032,113.00	37,823.60	7,069,936.60	706,993.66	(159,455.00)	-2.26	547,538.66	1,634,459.96
Food Services	11-000-310-XXX	63,200.00	0.00	63,200.00	6,320.00	0.00	0.00	6,320.00	44,860.79
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL UNDISTRIBUTED EXPENSE		19,972,609.00	581,051.24	20,553,660.24					3,335,962.19
TOTAL GENERAL CURRENT EXPENSE		41,423,417.00	889,504.46	42,312,921.46					4,197,442.85
Equipment	12-XXX-XXX-73X 15-XXX-XXX-73X	472,895.00	44,265.00	517,160.00	51,716.00	26,545.00	5.13	78,261.00	179,096.48
Facilities Acquisition and Construction Services	12-000-4XX-XXX	842,502.00	38,175.50	880,677.50	0.00	0.00	0.00	0.00	633,772.00
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4XX-931	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENDITURES		1,315,397.00	82,440.50	1,397,837.50					812,868.48
TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	239,500.00	0.00	239,500.00	23,950.00	356,236.00	148.74	380,186.00	41,988.83
Transfer of Funds to Charter Schools	10-000-100-56X	18,502.00	1,439.00	19,941.00	1,994.10	0.00	0.00	1,994.10	0.00
Transfer of Funds to Renaissance	10-000-100-571	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Fund Contribution to School Based Budgets	10-000-520-930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OPERATING BUDGET GRAND TOTAL		42,996,816.00	973,383.96	43,970,199.96					5,052,300.16

JRS

School Business Administrator Signature

2.27.2025

Date

3

MOUNTAIN LAKES
SCHOOL DISTRICT
Treasurer's Report
ALL FUNDS
Month Ending
JANUARY 31, 2025

FUNDS	OPENING CASH BALANCE 1/1/25	ADJUSTMENTS	CURRENT MONTH RECEIPTS	CURRENT MONTH DISBURSEMENTS	ENDING CASH BALANCE 1/31/25
<u>GOVERNMENTAL FUNDS</u>					
10 GENERAL FUND	\$6,480,553.33	(\$27,135.73)	\$4,889,689.07	\$3,667,228.85	\$7,675,877.82
20 SPECIAL REVENUE FUND	\$184,195.10		\$405,575.96	\$54,737.05	\$535,034.01
30 CAPITAL PROJECTS FUND	(\$680,227.42)		\$0.00	\$8,369.71	(\$688,597.13)
40 DEBT SERVICE FUND	(\$449,623.79)		\$132,829.17	\$195,440.63	(\$512,235.25)
	\$5,534,897.22	(\$27,135.73)	\$5,428,094.20	\$3,925,776.24	\$7,010,079.45
60 CAFETERIA ACCOUNT	\$22,037.29	\$11,858.67	\$91,360.81	\$0.00	\$125,256.77
TOTAL GOVERNMENTAL FUNDS:	\$5,556,934.51	(\$15,277.06)	\$5,519,455.01	\$3,925,776.24	\$7,135,336.22
<u>TRUST & AGENCY FUNDS</u>					
FLEX SPENDING	\$17,673.45		\$4,243.99	\$2,305.25	\$19,612.19
UNEMPLOYMENT	\$407,850.66		\$4,435.37	\$10,836.40	\$401,449.63
NET PAYROLL	\$0.00		\$1,514,844.11	\$1,514,844.11	\$0.00
PAYROLL AGENCY	\$244,890.85		\$1,169,032.68	\$1,362,034.10	\$51,889.43
TOTAL TRUST & AGENCY FUNDS:	\$670,414.96	\$0.00	\$2,692,556.15	\$2,890,019.86	\$472,951.25
TOTAL ALL FUNDS:	\$6,227,349.47	(\$15,277.06)	\$8,212,011.16	\$6,815,796.10	\$7,608,287.47

PREPARED AND SUBMITTED BY:


TREASURER OF SCHOOL MONIES
LISA PALMIERI

2/14/2025
DATE

MOUNTAIN LAKES SCHOOL DISTRICT
BOARD OF EDUCATION
BANK RECONCILIATION - GENERAL ACCOUNT
AS OF JANUARY 31, 2025

3

Balance per Books - January 1, 2025	5,534,897.22
Add: Receipts	<u>5,400,958.47</u>
	10,935,855.69
Less: Disbursements	<u>3,925,776.24</u>
Balance per Books - January 31, 2025	<u><u>7,010,079.45</u></u>
Balance per Bank	
Lakeland Bank #624615786 (General)	27,354.36
Lakeland Bank #624611616 (General)	<u>7,557,016.83</u>
	7,584,371.19
Add: Audit Adjustment - Cash Opening Year Carryover	495.97
Less: Due to Cafeteria Account - Audit Adjustment	<u>(11,858.67)</u>
	7,573,008.49
Less: Outstanding Checks	<u>(562,929.04)</u>
	<u><u>7,010,079.45</u></u>

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MOUNTAIN LAKES SCHOOL DISTRICT
BOARD OF EDUCATION
BANK RECONCILIATION - GENERAL ACCOUNT
AS OF JANUARY 31, 2025

<u>Date</u> <u>Issued</u>	<u>Check</u> <u>#</u>	<u>Amount</u>	<u>Date</u> <u>Issued</u>	<u>Check</u> <u>#</u>	<u>Amount</u>	<u>Date</u> <u>Issued</u>	<u>Check</u> <u>#</u>	<u>Amount</u>
11/30/22	97178	36.38	10/15/24	100928	36.61	1/28/25	101302	35.00
11/30/22	97181	36.38	11/20/24	100960	821.52	1/28/25	101303	8,369.71
11/30/22	97182	29.75	11/20/24	100971	1,100.00	1/28/25	101304	310.89
11/30/22	97183	25.38	11/29/24	101017	950.00	1/28/25	101305	861.60
11/30/22	97186	29.75	11/29/24	101021	580.92	1/28/25	101306	1,435.55
11/30/22	97187	36.38	11/29/24	101024	28.91	1/28/25	101307	1,473.46
11/30/22	97190	78.38	11/29/24	101031	21.20	1/28/25	101308	1,519.00
11/30/22	97206	25.38	11/29/24	101037	36.61	1/28/25	101309	257.25
11/30/22	97208	67.38	11/29/24	101038	62.98	1/28/25	101310	590.00
11/30/22	97209	25.38	11/29/24	101049	437.50	1/28/25	101311	5,500.00
11/30/22	97224	2,624.00	11/29/24	101056	68.98	1/28/25	101312	11,388.85
12/21/22	97329	36.25	11/29/24	101058	68.98	1/28/25	101313	50.00
3/30/23	97864	145.70	11/29/24	101059	37.71	1/28/25	101314	5,000.01
5/18/23	98077	200.00	11/29/24	101060	26.98	1/28/25	101315	1,980.00
6/13/23	98207	326.09	11/29/24	101061	26.98	1/28/25	101316	380.00
6/29/23	98291	136.75	11/29/24	101062	79.71	1/28/25	101317	197.06
6/29/23	98297	40.00	11/29/24	101063	68.98	1/28/25	101318	475.00
6/30/23	98340	511.00	11/29/24	101064	68.98	1/28/25	101319	144.64
9/16/23	98660	397.90	11/29/24	101065	79.71	1/28/25	101320	650.00
9/29/23	98777	150.00	11/29/24	101068	68.98	1/28/25	101321	480.38
10/30/23	98995	270.72	11/29/24	101076	600.00	1/28/25	101322	4,000.00
11/17/23	99034	37.98	11/29/24	101080	2,900.00	1/28/25	101323	1,158.93
11/17/23	99036	68.98	11/29/24	101109	220.00	1/28/25	101324	34,260.12
11/17/23	99039	68.98	11/29/24	101129	300.00	1/28/25	101325	526.00
11/17/23	99042	68.98	12/20/24	101155	3,610.00	1/28/25	101326	22,844.25
11/17/23	99044	68.98	12/20/24	101164	16,684.75	1/28/25	101327	338.40
11/30/23	99132	197.00	12/20/24	101165	360.00	1/28/25	101328	1,617.00
1/31/24	99415	1,475.00	12/20/24	101170	57.93	1/28/25	101329	250.00
2/28/24	99572	26.98	12/20/24	101176	683.02	1/28/25	101330	250.00
3/27/24	99761	10.34	12/20/24	101199	214.00	1/28/25	101331	262.25
4/12/24	99797	846.31	12/20/24	101201	180.00	1/28/25	101332	460.00
4/29/24	99885	33.84	12/20/24	101209	250.00	1/28/25	101333	1,000.80
5/17/24	99985	250.00	12/20/24	101215	135.00	1/28/25	101334	1,184.45
5/17/24	99995	52.17	12/20/24	101230	203.88	1/28/25	101335	934.36
5/17/24	100000	7.14	12/20/24	101233	575.00	1/28/25	101336	200.00
6/7/24	100020	400.00	12/20/24	101235	80.45	1/28/25	101337	3,590.06
6/27/24	100172	1.88	12/20/24	101250	200.00	1/28/25	101338	647.00
6/28/24	100235	525.00	12/20/24	101252	187.75	1/28/25	101339	937.00
6/30/24	100263	37.45	12/20/24	101265	25.05	1/28/25	101340	139.98
6/30/24	100272	2,192.55	12/20/24	101270	23.12	1/28/25	101341	147.00
7/31/24	100450	4,653.28	12/20/24	101288	20.00	1/28/25	101342	683.00
9/4/24	100492	97.69	1/28/25	101300	17,075.00	1/28/25	101343	14.11
9/4/24	100512	30.00	1/28/25	101301	3,520.00	1/28/25	101344	360.00
		<u>16,379.48</u>			<u>52,777.19</u>			<u>116,903.11</u>

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MOUNTAIN LAKES SCHOOL DISTRICT
BOARD OF EDUCATION
BANK RECONCILIATION - GENERAL ACCOUNT
AS OF JANUARY 31, 2025

<u>Date</u> <u>Issued</u>	<u>Check</u> <u>#</u>	<u>Amount</u>	<u>Date</u> <u>Issued</u>	<u>Check</u> <u>#</u>	<u>Amount</u>	<u>Date</u> <u>Issued</u>	<u>Check</u> <u>#</u>	<u>Amount</u>
1/28/25	101345	213.00	1/28/25	101389	21.20	1/28/25	101432	588.50
1/28/25	101346	1,079.00	1/28/25	101390	40.47	1/28/25	101433	588.50
1/28/25	101347	19,436.70	1/28/25	101391	40.00	1/28/25	101434	588.50
1/28/25	101348	225.00	1/28/25	101392	93.78	1/28/25	101435	588.50
1/28/25	101349	5,926.80	1/28/25	101393	1,773.00	1/28/25	101436	588.50
1/28/25	101350	1,942.50	1/28/25	101394	456.00	1/28/25	101437	588.50
1/28/25	101351	270.00	1/28/25	101395	1,800.00	1/28/25	101438	588.50
1/28/25	101352	5,955.40	1/28/25	101396	1,546.21	1/28/25	101439	588.50
1/28/25	101353	139.52	1/28/25	101397	75.00	1/28/25	101440	588.50
1/28/25	101354	459.00	1/28/25	101398	419.07	1/28/25	101441	588.50
1/28/25	101355	350.00	1/28/25	101399	149.85	1/28/25	101442	588.50
1/28/25	101356	40,608.00	1/28/25	101400	4,700.00	1/28/25	101443	588.50
1/28/25	101357	500.00	1/28/25	101401	3,750.00	1/28/25	101444	588.50
1/28/25	101358	775.00	1/28/25	101402	795.13	1/28/25	101445	588.50
1/28/25	101359	3,344.36	1/28/25	101403	295.00	1/28/25	101446	588.50
1/28/25	101360	602.30	1/28/25	101404	217.00	1/28/25	101447	588.50
1/28/25	101361	423.52	1/28/25	101405	15,439.84	1/28/25	101448	588.50
1/28/25	101362	2,198.39	1/28/25	101406	3,784.00	1/28/25	101449	1,978.60
1/28/25	101363	2,197.91	1/28/25	101407	1,094.55	1/28/25	101450	50.00
1/28/25	101365	40.00	1/28/25	101408	5,250.00	1/28/25	101451	582.16
1/28/25	101366	1,477.44	1/28/25	101409	921.24	1/28/25	101452	100.00
1/28/25	101367	8,025.00	1/28/25	101410	2,569.00	1/28/25	101453	105.50
1/28/25	101368	223.45	1/28/25	101411	1,017.00	1/28/25	101454	241.00
1/28/25	101369	305.00	1/28/25	101412	58,766.29	1/28/25	101455	331.00
1/28/25	101370	327.43	1/28/25	101413	200.00	1/28/25	101456	4,495.38
1/28/25	101371	765.00	1/28/25	101414	18.60	1/28/25	101457	390.00
1/28/25	101372	674.95	1/28/25	101415	80.00	1/28/25	101458	5,533.34
1/28/25	101373	408.97	1/28/25	101416	700.00	1/28/25	101459	1,046.82
1/28/25	101374	34.12	1/28/25	101417	1,386.44			
1/28/25	101375	70.97	1/28/25	101418	3,240.00			
1/28/25	101376	41.27	1/28/25	101419	3,789.18			
1/28/25	101377	5.39	1/28/25	101420	400.80			
1/28/25	101378	19.75	1/28/25	101421	12,992.40			
1/28/25	101379	977.00	1/28/25	101422	8,735.79			
1/28/25	101380	3,054.93	1/28/25	101423	25,400.00			
1/28/25	101381	2,201.52	1/28/25	101424	17,075.00			
1/28/25	101382	51,954.90	1/28/25	101425	2,502.00			
1/28/25	101383	33.44	1/28/25	101426	5,257.64			
1/28/25	101384	225.00	1/28/25	101427	1,891.19			
1/28/25	101385	15.56	1/28/25	101428	1,475.04			
1/28/25	101386	23.12	1/28/25	101429	120.00			
1/28/25	101387	25.05	1/28/25	101430	300.00			
1/28/25	101388	40.00	1/28/25	101431	3,817.59			
		<u>157,615.66</u>			<u>194,395.30</u>			<u>24,858.30</u>

3

ROXBURY TOWNSHIP
BOARD OF EDUCATION
BANK RECONCILIATION - GENERAL ACCOUNT
AS OF JANUARY 31, 2025

RECAP:

16,379.48
52,777.19
116,903.11
157,615.66
194,395.30
24,858.30

TOTAL **562,929.04** Total outstanding checks as of January 31, 2025

3

MOUNTAIN LAKES SCHOOL DISTRICT
BOARD OF EDUCATION
BANK RECONCILIATION - CAFETERIA ACCOUNT
AS OF JANUARY 31, 2025

Balance per Books - January 1, 2025	22,037.29
Add: Receipts	<u>103,219.48</u>
	125,256.77
Less: Disbursements	<u>0.00</u>
Balance per Books - January 31, 2025	<u><u>125,256.77</u></u>
Balance per Bank	
Lakeland Bank #624611829 (Cafeteria)	113,398.10
Due from General Account - Audit Adjustment	<u>11,858.67</u>
	<u><u>125,256.77</u></u>

3

MOUNTAIN LAKES SCHOOL DISTRICT
BOARD OF EDUCATION
BANK RECONCILIATION - FLEX SPENDING ACCOUNT
AS OF JANUARY 31, 2025

Balance per Books - January 1, 2025	17,673.45
Add: Receipts	<u>4,243.99</u>
	21,917.44
Less: Disbursements	<u>2,305.25</u>
Balance per Books - January 31, 2025	<u><u>19,612.19</u></u>
Balance per Bank	
Lakeland Bank #624611608 (Flex Spending)	<u><u>19,612.19</u></u>

MOUNTAIN LAKES SCHOOL DISTRICT
BOARD OF EDUCATION
BANK RECONCILIATION - UNEMPLOYMENT ACCOUNT
AS OF JANUARY 31, 2025

3

Balance per Books - January 1, 2025	407,850.66
Add: Receipts	<u>4,435.37</u>
	412,286.03
Less: Disbursements	<u>10,836.40</u>
Balance per Books - January 31, 2025	<u><u>401,449.63</u></u>
Balance per Bank	
Lakeland Bank #624611802 (Unemployment)	<u><u>401,449.63</u></u>

MOUNTAIN LAKES SCHOOL DISTRICT
BOARD OF EDUCATION
BANK RECONCILIATION - NET PAYROLL ACCOUNT
AS OF JANUARY 31, 2025

3

Balance per Books - January 1, 2025				0.00
Add: Receipts				<u>1,514,844.11</u>
				1,514,844.11
Less: Disbursements				<u>1,514,844.11</u>
Balance per Books - January 31, 2025				<u><u>0.00</u></u>
Balance per Bank				
Lakeland Bank #624611691 (Net Payroll)				7,083.94
Less: Interest due to General Fund				
July - 2024			197.93	
August - 2024			107.26	
September - 2024			642.60	
October - 2024			495.05	
November - 2024			360.06	
December - 2024			346.38	
January - 2025			<u>298.29</u>	
				<u>2,447.57</u>
				4,636.37
Less: Outstanding Checks				
6/28/23	#151216	368.37		
5/31/24	#151385	484.20		
12/30/24	#151454	2,190.36		
1/31/25	#151465	916.81		
1/31/25	#151466	271.21		
1/31/25	#151467	<u>405.42</u>		
				<u>4,636.37</u>
				<u><u>0.00</u></u>

MOUNTAIN LAKES SCHOOL DISTRICT
BOARD OF EDUCATION
BANK RECONCILIATION - PAYROLL AGENCY ACCOUNT
AS OF JANUARY 31, 2025

3

Balance per Books - January 1, 2025					244,890.85
Add: Receipts					<u>1,169,032.68</u>
					1,413,923.53
Less: Disbursements					<u>1,362,034.10</u>
Balance per Books - January 31, 2025					<u><u>51,889.43</u></u>
Balance per Bank					
Lakeland Bank #624611640 (Payroll Agency)					57,600.59
Less: Outstanding Checks					
WIRE	AFLAC	1/31/25	837.92		
#433	Garnishment	1/31/25	1,225.84		
#434	Prudential	1/31/25	<u>3,647.40</u>		
					<u>5,711.16</u>
					<u><u>51,889.43</u></u>

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2/14 4:52pm
2/14 4:52pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

5m0rsp1	Cash in bank		\$4,202,420.96
102-107	Cash and cash equivalents		\$1,300.00
116	Capital reserve Account		\$3,473,456.86
121	Tax levy receivable		\$10,101,580.85
	Accounts receivable:		
132	Interfund	\$152,784.19	
141	Intergovernmental - State	\$800,151.76	
153,154	Other (net of est uncollectible of \$_____)	\$7,395,748.94	\$8,348,684.89
	Other Current Assets		\$0.00

--- R E S O U R C E S ---

301	Estimated Revenues	\$40,594,992.00	
302	Less Revenues	(\$39,873,525.43)	
			\$721,466.57
	Total assets and resources		\$26,848,910.13

=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

421	Accounts Payable	\$211,100.88
481	Deferred Revenues	\$109,336.98
	Other current liabilities including Net Assets	\$88,241.85

TOTAL LIABILITIES

\$408,679.71

FUND BALANCE

--- A p p r o p r i a t e d ---

753	Reserve for Encumbrances - Current Year	\$17,063,186.23
754	Reserve for Encumbrance - Prior Year	\$96,065.81
	Reserved fund balance:	
761	Capital reserve account -	\$3,473,456.86
		\$3,473,456.86
765	Reserve for Tuition Payments	\$400,000.00
		\$400,000.00
764	Reserve for Maintenance	\$1,200,000.00
		\$1,200,000.00
760	Reserved Fund Balance	\$148,918.00
601	Appropriations	\$43,970,199.96
602	Less : Expenditures	\$21,758,647.76
603	Encumbrances	\$17,159,252.04 (\$38,917,899.80)
		\$5,052,300.16

Total Appropriated

\$27,433,927.06

--- U n a p p r o p r i a t e d ---

770	Unreserved Fund Balance -	\$1,408,127.36
303	Budgeted Fund Balance	(\$2,401,824.00)

TOTAL FUND BALANCE

\$26,440,230.42

TOTAL LIABILITIES AND FUND EQUITY

\$26,848,910.13

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Mountain Lakes Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	\$43,970,199.96	\$38,917,899.80	\$5,052,300.16
Revenues	(\$40,594,992.00)	(\$39,873,525.43)	(\$721,466.57)
	\$3,375,207.96	(\$955,625.63)	\$4,330,833.59
Less: Adjust for prior year encumb.	(\$973,383.96)	(\$973,383.96)	
Budgeted Fund Balance	\$2,401,824.00	(\$1,929,009.59)	\$4,330,833.59
Recapitulation of Budgeted Fund Balance by Subfund Fund 10 (includes 10, 11, 12, and 13)	\$2,401,824.00	(\$1,929,009.59)	\$4,330,833.59
TOTAL Budgeted Fund Balance	\$2,401,824.00	(\$1,929,009.59)	\$4,330,833.59

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
GENERAL FUND - FUND 10
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 7 Month Period Ending 01/01/2025

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$39,165,779.00	\$38,528,749.43		\$637,029.57
3XXX From State Sources	\$1,429,213.00	\$1,344,776.00		\$84,437.00
TOTAL REVENUE/SOURCES OF FUNDS	\$40,594,992.00	\$39,873,525.43		\$721,466.57
	=====	=====	=====	=====
*** EXPENDITURES ***				AVAILABLE BALANCE
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	

CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$11,513,242.75	\$5,865,859.32	\$5,128,109.62	\$519,273.81
11-2XX-100-XXX Special Education - Instruction	\$7,358,497.81	\$3,465,782.27	\$3,581,730.70	\$310,984.84
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$265,711.98	\$30,916.86	\$228,695.46	\$6,099.66
11-402-100-XXX School-Spons. Athletics - Instruction	\$1,233,056.51	\$469,589.51	\$754,561.63	\$8,905.37

UNDISTRIBUTED EXPENDITURES ---				
11-000-100-XXX Instruction	\$1,045,324.07	\$311,771.94	\$363,254.02	\$370,298.11
11-000-211-XXX Attendance and Social Work Services	\$39,353.36	\$19,753.72	\$14,142.28	\$5,457.36
11-000-213-XXX Health Services	\$1,450,642.55	\$617,748.75	\$548,870.27	\$284,023.53
11-000-216-XXX Speech, OT,PT & Related Svcs	\$175,989.20	\$87,935.16	\$87,966.84	\$87.20
11-000-217-XXX Other Support Serv - Students Extra Srvc	\$393,541.00	\$190,496.15	\$186,915.07	\$16,129.78
11-000-218-XXX Guidance	\$910,314.84	\$472,717.41	\$401,315.96	\$36,281.47
11-000-219-XXX Child Study Teams	\$1,028,579.72	\$568,547.59	\$459,886.01	\$146.12
11-000-221-XXX Improv of Inst. - Instruc Staff	\$803,863.89	\$484,840.30	\$306,708.73	\$12,314.86
11-000-222-XXX Educational Media Serv/School Library	\$318,912.78	\$159,631.76	\$138,203.87	\$21,077.15
11-000-223-XXX Instructional Staff Training Services	\$32,875.57	\$15,944.12	\$1,690.89	\$15,240.56
11-000-230-XXX Supp. Serv.-General Administration	\$930,511.52	\$633,352.70	\$233,541.46	\$63,617.36
11-000-240-XXX Supp. Serv.-School Administration	\$1,757,764.81	\$995,204.84	\$620,705.30	\$141,854.67
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$761,596.30	\$436,846.85	\$265,610.38	\$59,139.07
11-000-261-XXX Require Maint. for School Facilities	\$1,302,989.36	\$706,070.79	\$295,807.19	\$301,111.38
11-000-262-XXX Custodial Services	\$2,498,710.96	\$1,365,747.62	\$970,478.92	\$162,484.42
11-000-263-XXX Care and Upkeep of Grounds	\$297,209.41	\$178,409.19	\$76,531.39	\$42,268.83
11-000-266-XXX Security	\$17,500.00	\$0.00	\$7,000.00	\$10,500.00
11-000-270-XXX Student Transportation Services	\$820,270.47	\$278,793.76	\$410,650.16	\$130,826.55
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$6,910,481.60	\$3,591,601.94	\$1,684,419.70	\$1,634,459.96
11-000-310-XXX Food Services	\$63,200.00	\$18,339.21	.00	\$44,860.79
TOTAL GENERAL CURRENT EXPENSE				
EXPENDITURES/USES OF FUNDS	\$41,930,140.46	\$20,965,901.76	\$16,766,795.85	\$4,197,442.85
	=====	=====	=====	=====

4

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
GENERAL FUND - FUND 10
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 7 Month Period Ending 01/01/2025

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$543,705.00	\$332,895.52	\$31,713.00	\$179,096.48
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$880,677.50	\$55,885.70	\$191,019.80	\$633,772.00
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$1,424,382.50	\$388,781.22	\$222,732.80	\$812,868.48
	=====	=====	=====	=====
*** SPECIAL SCHOOLS ***				
13-422-100-XXX Summer school -instruction	\$360,956.00	\$279,506.65	\$79,449.31	\$2,000.04
13-4XX-100-XXX Other spec. schools-instruction	\$227,500.00	\$106,076.93	\$81,434.28	\$39,988.79
13-4XX-200-XXX Other spec. schools-support serv.	\$7,280.00	\$7,280.00	\$0.00	\$0.00
TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	\$595,736.00	\$392,863.58	\$160,883.59	\$41,988.83
	=====	=====	=====	=====
10-000-100-56X Transfer of Funds to Charter Schools	\$19,941.00	\$11,101.20	\$8,839.80	.00
TOTAL GENERAL FUND EXPENDITURES	\$43,970,199.96	\$21,758,647.76	\$17,159,252.04	\$5,052,300.16
	=====	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
GENERAL FUND - FUND 10
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 7 Month Period Ending 01/01/2025

	ESTIMATED	ACTUAL	UNREALIZED
--- LOCAL SOURCES ---			
1210 Local Tax Levy	\$24,243,795.00	\$24,243,795.00	.00
1310 Tuition from Individuals	\$765,880.00	\$1,100,819.71	(\$334,939.71)
1320 Tuition from LEAs Within State	\$13,472,733.00	\$12,838,992.73	\$633,740.27
1340 Tuition from Other Sources	\$363,000.00	.00	\$363,000.00
1350 Tuition From Summer School	\$63,964.00	.00	\$63,964.00
1410 Transp Fees from Individuals	\$8,000.00	\$7,400.00	\$600.00
1910 Rents and Royalties	\$16,000.00	\$526.00	\$15,474.00
1XXX Miscellaneous	\$232,407.00	\$337,215.99	(\$104,808.99)
TOTAL LOCAL	\$39,165,779.00	\$38,528,749.43	\$637,029.57
--- STATE SOURCES ---			
3121 Categorical Transportation Aid	\$78,377.00	\$78,377.00	.00
3131 Extraordinary Aid	\$84,437.00	.00	\$84,437.00
3132 Categorical Special Education Aid	\$1,179,750.00	\$1,179,750.00	.00
3177 Categorical Security	\$86,649.00	\$86,649.00	.00
TOTAL	\$1,429,213.00	\$1,344,776.00	\$84,437.00
TOTAL REVENUES/SOURCES OF FUNDS	\$40,594,992.00	\$39,873,525.43	\$721,466.57

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-105-100-101 Preschool - Salaries of Teachers	\$156,580.00	\$78,290.00	\$78,290.00	.00
11-110-100-101 Kindergarten - Salaries of Teachers	\$332,704.00	\$158,852.00	\$158,852.40	\$14,999.60
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$2,756,188.00	\$1,398,153.46	\$1,355,099.22	\$2,935.32
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$2,344,299.31	\$1,177,672.73	\$1,166,625.63	\$0.95
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$4,431,667.30	\$2,219,125.32	\$2,200,386.63	\$12,155.35
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$1,100.00	\$1,100.00	\$0.00	\$0.00
11-150-100-320 Purchased Prof.-Ed. Services	\$14,950.00	\$2,858.80	.00	\$12,091.20
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$271,769.70	\$123,197.42	\$85,655.76	\$62,916.52
11-190-100-340 Purchased Technical Services	\$14,000.00	.00	.00	\$14,000.00
11-190-100-500 Other Purch. Serv. (400-500 series)	\$545,917.55	\$399,448.86	\$57,210.93	\$89,257.76
11-190-100-610 General Supplies	\$570,654.55	\$273,482.37	\$20,116.97	\$277,055.21
11-190-100-640 Textbooks	\$52,762.34	\$25,773.36	\$5,262.08	\$21,726.90
11-190-100-800 Other Objects	\$20,650.00	\$7,905.00	\$610.00	\$12,135.00
TOTAL	\$11,513,242.75	\$5,865,859.32	\$5,128,109.62	\$519,273.81
--- SPECIAL EDUCATION - INSTRUCTION ---				
Visual Impairments:				
11-206-100-101 Salaries of Teachers	\$2,340.00	\$2,340.00	\$0.00	\$0.00
TOTAL	\$2,340.00	\$2,340.00	\$0.00	\$0.00
Auditory Impairments:				
11-207-100-101 Salaries of Teachers	\$3,436,162.20	\$1,645,231.97	\$1,739,662.90	\$51,267.33
11-207-100-106 Other Salaries for Instruction	\$872,231.00	\$402,846.11	\$410,840.43	\$58,544.46
11-207-100-610 General Supplies	\$106,329.44	\$2,536.74	\$2,891.56	\$100,901.14
11-207-100-640 Textbooks	\$18,000.00	.00	.00	\$18,000.00
11-207-100-800 Other Objects	\$28,273.00	.00	.00	\$28,273.00
TOTAL	\$4,460,995.64	\$2,050,614.82	\$2,153,394.89	\$256,985.93
Emotional Regulation Impairment:				
11-209-100-101 Salaries of Teachers	\$174,040.00	\$87,020.00	\$87,020.00	\$0.00
TOTAL	\$174,040.00	\$87,020.00	\$87,020.00	\$0.00
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$2,120,346.00	\$1,051,428.60	\$1,068,917.40	\$0.00
11-213-100-610 General supplies	\$6,792.98	\$6,605.59	\$187.39	.00
TOTAL	\$2,127,138.98	\$1,058,034.19	\$1,069,104.79	\$0.00
Home Instruction:				
11-219-100-101 Salaries of Teachers	\$535,571.08	\$256,786.50	\$263,096.80	\$15,687.78
11-219-100-320 Purchased Prof.-Ed. Services	\$15,000.00	\$200.00	.00	\$14,800.00
11-219-100-500 Other Purch. Serv. (400-500 series)	\$38,422.91	\$10,786.76	\$9,114.22	\$18,521.93
11-219-100-610 General Supplies	\$4,989.20	.00	.00	\$4,989.20

Mountain Lakes Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$593,983.19	\$267,773.26	\$272,211.02	\$53,998.91
TOTAL SPECIAL ED - INSTRUCTION	\$7,358,497.81	\$3,465,782.27	\$3,581,730.70	\$310,984.84
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$258,173.00	\$30,141.00	\$228,032.00	.00
11-401-100-500 Purchased Services (300-500 series)	\$200.00	\$100.00	\$100.00	.00
11-401-100-600 Supplies and Materials	\$6,213.98	\$675.86	\$563.46	\$4,974.66
11-401-100-800 Other Objects	\$1,125.00	.00	.00	\$1,125.00
TOTAL	\$265,711.98	\$30,916.86	\$228,695.46	\$6,099.66
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$1,044,509.60	\$338,262.68	\$706,241.28	\$5.64
11-402-100-500 Purchased Services (300-500 series)	\$22,500.00	\$14,508.62	\$7,668.00	\$323.38
11-402-100-600 Supplies and Materials	\$69,213.21	\$58,621.51	\$9,120.35	\$1,471.35
11-402-100-800 Other Objects	\$96,833.70	\$58,196.70	\$31,532.00	\$7,105.00
TOTAL	\$1,233,056.51	\$469,589.51	\$754,561.63	\$8,905.37
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$296,201.70	\$19,436.70	\$157,731.00	\$119,034.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$53,235.00	.00	\$53,235.00	.00
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$695,887.37	\$292,335.24	\$152,288.02	\$251,264.11
TOTAL	\$1,045,324.07	\$311,771.94	\$363,254.02	\$370,298.11
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$39,353.36	\$19,753.72	\$14,142.28	\$5,457.36
TOTAL	\$39,353.36	\$19,753.72	\$14,142.28	\$5,457.36
--- Health services ---				
11-000-213-100 Salaries	\$906,111.21	\$363,260.76	\$353,575.60	\$189,274.85
11-000-213-300 Purchased Prof. & Tech. Svc.	\$530,238.70	\$249,256.63	\$194,875.47	\$86,106.60
11-000-213-500 Other Purchd. Serv.(400-500 series)	\$250.00	.00	.00	\$250.00
11-000-213-600 Supplies and Materials (600-615)	\$13,245.64	\$4,653.26	\$419.20	\$8,173.18
11-000-213-800 Other Objects	\$797.00	\$578.10	.00	\$218.90
TOTAL	\$1,450,642.55	\$617,748.75	\$548,870.27	\$284,023.53
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$175,119.20	\$87,516.00	\$87,516.00	\$87.20
11-000-216-600 Supplies and Materials	\$870.00	\$419.16	\$450.84	.00
TOTAL	\$175,989.20	\$87,935.16	\$87,966.84	\$87.20
--- Other support services - Students - Extra Srvc				
11-000-217-100 Salaries	\$393,541.00	\$190,496.15	\$186,915.07	\$16,129.78
TOTAL	\$393,541.00	\$190,496.15	\$186,915.07	\$16,129.78
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$791,964.60	\$394,029.50	\$369,305.00	\$28,630.10
11-000-218-105 Sal Sec. & Clerical Asst.	\$92,911.00	\$61,293.36	\$31,616.72	\$0.92
11-000-218-500 Other Purchased Services (400-500 series)	\$2,100.00	\$2,081.22	.00	\$18.78

Mountain Lakes Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-218-600 Supplies and Materials	\$16,119.24	\$8,848.23	\$394.24	\$6,876.77
11-000-218-800 Other Objects	\$7,220.00	\$6,465.10	.00	\$754.90
TOTAL	\$910,314.84	\$472,717.41	\$401,315.96	\$36,281.47
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$903,587.47	\$493,356.77	\$410,230.24	\$0.46
11-000-219-105 Sal Secr. & Clerical Asst.	\$107,582.22	\$60,156.10	\$47,426.12	.00
11-000-219-600 Supplies and Materials	\$17,410.03	\$15,034.72	\$2,229.65	\$145.66
TOTAL	\$1,028,579.72	\$568,547.59	\$459,886.01	\$146.12
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$661,912.14	\$385,639.66	\$275,457.48	\$815.00
11-000-221-104 Salaries Other Prof. Staff	\$115,360.79	\$88,860.79	\$26,500.00	.00
11-000-221-320 Purchased Prof. - Ed. Services	\$1,500.00	\$1,500.00	.00	.00
11-000-221-500 Other Purchased Services (400-500 series)	\$9,000.00	\$2,833.95	\$4,751.25	\$1,414.80
11-000-221-600 Supplies and Materials	\$1,500.00	\$29.94	.00	\$1,470.06
11-000-221-800 Other Objects	\$14,590.96	\$5,975.96	.00	\$8,615.00
TOTAL	\$803,863.89	\$484,840.30	\$306,708.73	\$12,314.86
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$280,722.78	\$130,931.81	\$137,112.67	\$12,678.30
11-000-222-600 Supplies and Materials	\$37,740.00	\$28,699.95	\$1,091.20	\$7,948.85
11-000-222-800 Other Objects	\$450.00	.00	.00	\$450.00
TOTAL	\$318,912.78	\$159,631.76	\$138,203.87	\$21,077.15
--- Instructional Staff Training Services ---				
11-000-223-320 Purchased Prof. - Ed. Services	\$11,468.04	\$8,906.00	.00	\$2,562.04
11-000-223-500 Other Purchased Services (400-500 series)	\$16,957.53	\$5,994.14	\$1,544.04	\$9,419.35
11-000-223-600 Supplies and Materials	\$1,500.00	.00	\$146.85	\$1,353.15
11-000-223-800 Other Objects	\$2,950.00	\$1,043.98	.00	\$1,906.02
TOTAL	\$32,875.57	\$15,944.12	\$1,690.89	\$15,240.56
--- Support services-general administration ---				
11-000-230-100 Salaries	\$450,927.00	\$246,921.92	\$176,374.76	\$27,630.32
11-000-230-331 Legal Services	\$61,154.41	\$34,481.86	\$26,672.55	.00
11-000-230-332 Audit Fees	\$43,300.00	\$34,150.00	.00	\$9,150.00
11-000-230-339 Other Purchased Prof. Svc.	\$38,673.44	\$15,763.26	\$11,135.98	\$11,774.20
11-000-230-340 Purchased Tech. Services	\$8,500.00	\$8,500.00	.00	.00
11-000-230-530 Communications/Telephone	\$5,480.00	.00	\$1,500.00	\$3,980.00
11-000-230-580 Travel - All Other	\$3,969.21	.00	.00	\$3,969.21
11-000-230-585 BOE Other Purchased Prof. Svc.	\$3,645.39	\$3,586.12	.00	\$59.27
11-000-230-590 Misc Purchased Services (400-500)	\$277,486.72	\$261,394.35	\$16,091.72	\$0.65
11-000-230-610 General Supplies	\$6,446.72	\$5,816.83	\$550.00	\$79.89
11-000-230-820 Judgments Against. School District.	\$6,171.28	\$950.00	.00	\$5,221.28
11-000-230-890 Misc. Expenditures	\$7,826.00	\$6,739.66	\$1,086.34	.00
11-000-230-895 BOE Membership Dues and Fees	\$16,931.35	\$15,048.70	\$130.11	\$1,752.54
TOTAL	\$930,511.52	\$633,352.70	\$233,541.46	\$63,617.36

Mountain Lakes Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$921,513.06	\$503,280.40	\$359,488.20	\$58,744.46
11-000-240-104 Salaries Other Prof. Staff	\$145,456.00	\$84,849.24	\$60,606.76	.00
11-000-240-105 Sal Sec. & Clerical Asst.	\$538,820.31	\$315,006.39	\$189,016.81	\$34,797.11
11-000-240-199 Unused Vac Payment to Term/Ret Staff	\$21,939.00	\$21,938.46	.00	\$0.54
11-000-240-500 Other Purchased Services (400-500 series)	\$31,664.95	\$15,855.42	\$7,833.94	\$7,975.59
11-000-240-600 Supplies and Materials	\$85,821.49	\$46,879.93	\$3,759.59	\$35,181.97
11-000-240-800 Other Objects	\$12,550.00	\$7,395.00	.00	\$5,155.00
TOTAL	\$1,757,764.81	\$995,204.84	\$620,705.30	\$141,854.67
--- Central Services ---				
11-000-251-100 Salaries	\$468,651.20	\$257,520.40	\$180,657.14	\$30,473.66
11-000-251-199 Unused Vac Payment to Term/Ret Staff	\$10,000.00	\$4,247.31	\$5,752.69	.00
11-000-251-592 Misc Pur Serv (400-500 series)	\$22,381.04	\$15,409.48	\$3,400.56	\$3,571.00
11-000-251-600 Supplies and Materials	\$4,592.51	\$4,372.47	\$220.04	.00
11-000-251-89X Other Objects	\$5,763.09	\$3,126.91	\$2,302.18	\$334.00
TOTAL	\$511,387.84	\$284,676.57	\$192,332.61	\$34,378.66
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$162,419.00	\$90,281.80	\$64,487.40	\$7,649.80
11-000-252-340 Purchased Technical Services	\$35,302.00	\$27,043.40	\$1,402.60	\$6,856.00
11-000-252-500 Other Pur Serv. (400-500 series)	\$42,812.46	\$27,429.53	\$6,835.00	\$8,547.93
11-000-252-600 Supplies and Materials	\$4,175.00	\$2,879.55	\$552.77	\$742.68
11-000-252-800 Other Objects	\$5,500.00	\$4,536.00	.00	\$964.00
TOTAL	\$250,208.46	\$152,170.28	\$73,277.77	\$24,760.41
TOTAL Cent. Svcs. & Admin IT	\$761,596.30	\$436,846.85	\$265,610.38	\$59,139.07
--- Required Maint. for School Facilities ---				
11-000-261-100 Salaries	\$278,734.38	\$160,497.73	\$116,032.18	\$2,204.47
11-000-261-420 Cleaning, Repair & Maint. Svc	\$912,081.10	\$471,252.60	\$145,506.46	\$295,322.04
11-000-261-421 Lead Testing of Drinking Water	\$6,771.00	\$6,771.00	.00	.00
11-000-261-610 General Supplies	\$86,637.88	\$60,430.46	\$22,622.55	\$3,584.87
11-000-261-800 Other Objects	\$18,765.00	\$7,119.00	\$11,646.00	.00
TOTAL	\$1,302,989.36	\$706,070.79	\$295,807.19	\$301,111.38
--- Custodial Services ---				
11-000-262-1XX Salaries	\$1,242,474.31	\$721,051.47	\$501,605.00	\$19,817.84
11-000-262-199 Unused Vac Payment to Term/Ret Staff	\$2,225.00	\$2,224.81	.00	\$0.19
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$125,251.00	\$78,977.13	\$25,001.00	\$21,272.87
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$45,000.00	\$33,750.00	\$11,250.00	.00
11-000-262-444 Lease Purch Paymts - Energy Saving	\$172,570.00	\$85,025.52	\$87,544.48	.00
11-000-262-490 Other Purchased Property Svc.	\$60,215.25	\$8,946.47	\$16,053.53	\$35,215.25
11-000-262-520 Insurance	\$53,000.00	.00	.00	\$53,000.00
11-000-262-610 General Supplies	\$149,516.82	\$137,607.83	\$3,570.24	\$8,338.75
11-000-262-621 Energy (Natural Gas)	\$285,219.37	\$132,876.21	\$152,076.69	\$266.47
11-000-262-622 Energy (Electricity)	\$348,519.21	\$159,808.18	\$168,657.98	\$20,053.05
11-000-262-8XX Other Objects	\$14,720.00	\$5,480.00	\$4,720.00	\$4,520.00

Mountain Lakes Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$2,498,710.96	\$1,365,747.62	\$970,478.92	\$162,484.42
--- Care and Upkeep of Grounds ---				
11-000-263-100 Salaries	\$102,622.58	\$51,817.81	\$43,986.85	\$6,817.92
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$135,353.07	\$103,510.68	\$25,084.37	\$6,758.02
11-000-263-610 General Supplies	\$48,019.60	\$15,424.92	\$5,973.49	\$26,621.19
11-000-263-800 Other Objects	\$11,214.16	\$7,655.78	\$1,486.68	\$2,071.70
TOTAL	\$297,209.41	\$178,409.19	\$76,531.39	\$42,268.83
--- Security ---				
11-000-266-420 Cleaning, Repair, & Maintenance Serv.	\$8,000.00	.00	.00	\$8,000.00
11-000-266-610 General Supplies	\$9,500.00	.00	\$7,000.00	\$2,500.00
TOTAL	\$17,500.00	\$0.00	\$7,000.00	\$10,500.00
TOTAL Oper & Maint of Plant Services	\$4,116,409.73	\$2,250,227.60	\$1,349,817.50	\$516,364.63
--- Student transportation services ---				
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$31,418.11	\$10,004.50	\$20,948.00	\$465.61
11-000-270-511 Contract Svc (btw Home & Sch.)-vendors	\$101,800.00	\$50,760.00	\$50,760.00	\$280.00
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$389,811.36	\$217,879.26	\$60,927.10	\$111,005.00
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$16,500.00	.00	.00	\$16,500.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$58,104.20	.00	\$58,104.20	.00
11-000-270-518 Contract Svc (Sp Ed) - ESCs	\$213,886.80	.00	\$211,850.86	\$2,035.94
11-000-270-615 Transportation Supplies	\$8,000.00	.00	\$8,000.00	.00
11-000-270-800 Misc. Expenditures	\$750.00	\$150.00	\$60.00	\$540.00
TOTAL	\$820,270.47	\$278,793.76	\$410,650.16	\$130,826.55
--- Personal Services-Employee Benefits---				
11-XXX-XXX-220 Social Security Contributions	\$540,685.58	\$299,210.24	\$228,789.76	\$12,685.58
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$695,253.96	\$19,739.96	\$650,000.00	\$25,514.00
11-XXX-XXX-249 Other Retirement Contrb. - Regular	\$28,000.86	\$24,904.78	\$3,095.22	\$0.86
11-XXX-XXX-260 Workman's Compensation	\$217,431.00	\$192,411.00	\$15,000.00	\$10,020.00
11-XXX-XXX-270 Health Benefits	\$5,202,369.64	\$2,969,366.53	\$737,534.72	\$1,495,468.39
11-XXX-XXX-280 Tuition Reimbursement	\$91,386.36	\$10,350.00	\$50,000.00	\$31,036.36
11-XXX-XXX-290 Other Employee Benefits	\$70,354.20	\$70,354.20	.00	.00
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$65,000.00	\$5,265.23	.00	\$59,734.77
TOTAL	\$6,910,481.60	\$3,591,601.94	\$1,684,419.70	\$1,634,459.96
--- Food services ---				
11-000-310-93X Transfers to Cover Deficit (Enterprise)	\$63,200.00	\$18,339.21	.00	\$44,860.79
TOTAL	\$63,200.00	\$18,339.21	\$0.00	\$44,860.79
Total Undistributed Expenditures	\$21,559,631.41	\$11,133,753.80	\$7,073,698.44	\$3,352,179.17
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$41,930,140.46	\$20,965,901.76	\$16,766,795.85	\$4,197,442.85
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$41,930,140.46	\$20,965,901.76	\$16,766,795.85	\$4,197,442.85

Mountain Lakes Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
Regular programs-instruction				
12-120-100-730 Grades 1-5	\$24,000.00	\$23,121.00	.00	\$879.00
12-140-100-730 Grades 9-12	\$18,000.00	\$17,983.00	.00	\$17.00
Special education - instruction				
12-207-100-730 Auditory Impairments	\$156,495.00	\$12,845.00	.00	\$143,650.00
12-4XX-100-730 School-spons. & oth instr prog	\$4,650.00	\$4,649.76	\$0.00	\$0.24
Undistributed expenses				
12-000-210-730 Support services-students-reg.	\$9,270.00	\$9,269.70	\$0.00	\$0.30
12-000-252-730 Admin. Info. Tech.	\$24,950.00	\$23,949.86	.00	\$1,000.14
12-000-261-730 Undist. Exp.-Req. Maint. Schl Facilities	\$8,600.00	\$8,543.39	.00	\$56.61
12-000-263-730 Undist. Exp.-Care and Upkeep of Grnds	\$121,475.00	\$97,934.81	.00	\$23,540.19
12-000-266-730 Undist. Exp.-Security	\$176,265.00	\$134,599.00	\$31,713.00	\$9,953.00
Undist. Exp. - Non-instructional Services				
TOTAL	\$543,705.00	\$332,895.52	\$31,713.00	\$179,096.48
--- Facilities acquisition and construction services ---				
12-000-400-334 Architectural/Engineering Services	\$56,025.50	\$13,720.70	\$1,204.80	\$41,100.00
12-000-400-450 Construction Services	\$776,354.00	\$42,165.00	\$189,815.00	\$544,374.00
12-000-400-896 Assmt for Debt Service on SDA Funding	\$48,298.00	.00	.00	\$48,298.00
Sub Total	\$880,677.50	\$55,885.70	\$191,019.80	\$633,772.00
TOTAL	\$880,677.50	\$55,885.70	\$191,019.80	\$633,772.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$1,424,382.50	\$388,781.22	\$222,732.80	\$812,868.48
*** SPECIAL SCHOOLS ***				
--- Summer school - Instruction ---				
13-422-100-101 Salaries of Teachers	\$158,956.00	\$158,955.96	\$0.00	\$0.04
13-422-100-106 Other salaries of instruction	\$200,000.00	\$120,550.69	\$79,449.31	.00
13-422-100-610 General Supplies	\$2,000.00	.00	.00	\$2,000.00
TOTAL	\$360,956.00	\$279,506.65	\$79,449.31	\$2,000.04
TOTAL SUMMER SCHOOL	\$360,956.00	\$279,506.65	\$79,449.31	\$2,000.04
--- Other special schools - instruction ---				
13-4XX-100-101 Salaries of Teachers	\$177,500.00	\$96,065.72	\$81,434.28	\$0.00
13-4XX-100-610 General supplies	\$50,000.00	\$10,011.21	\$0.00	\$39,988.79
TOTAL	\$227,500.00	\$106,076.93	\$81,434.28	\$39,988.79
13-4XX-200-500 Other purchased services	\$7,280.00	\$7,280.00	\$0.00	\$0.00
TOTAL	\$7,280.00	\$7,280.00	\$0.00	\$0.00
TOTAL OTHER SPECIAL SCHOOLS	\$234,780.00	\$113,356.93	\$81,434.28	\$39,988.79
TOTAL SPECIAL SCHOOLS EXPENDITURES	\$595,736.00	\$392,863.58	\$160,883.59	\$41,988.83

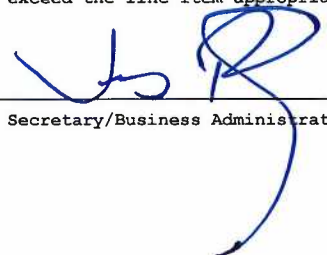
Mountain Lakes Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
10-000-100-56X Transfer of Funds to Charter Schls.	\$19,941.00	\$11,101.20	\$8,839.80	.00
TOTAL GENERAL FUND EXPENDITURES	\$43,970,199.96	\$21,758,647.76	\$17,159,252.04	\$5,052,300.16

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
General Fund - Fund 10

For 7 Month Period Ending 01/01/2025

I, James Riley, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Business Administrator

2.27.2025
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

4

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2/14 4:52pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
School-Based Budget - Fund 15
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

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ASSETS AND RESOURCES

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--- A S S E T S ---

--- R E S O U R C E S ---

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
School-Based Budget - Fund 15
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

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LIABILITIES AND FUND EQUITY

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FUND BALANCE

--- Appropriated ---

Reserved fund balance:

--- Unappropriated ---

=====

4

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
School-Based Budget - Fund 15
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

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LIABILITIES AND FUND EQUITY

=====

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Less: Adjust for prior year encumb.			
	\$0.00	\$0.00	

BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
=====	=====	=====	=====
ESTIMATED	ACTUAL	UNREALIZED	

4

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education

School-Based Budget - FUND 15
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
*** APPROPRIATIONS ***				
--- SPECIAL EDUCATION - INSTRUCTION ---				
--- UNDISTRIBUTED EXPENDITURES ---				

4

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
School-Based Budget - Fund 15
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

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C A P I T A L O U T L A Y

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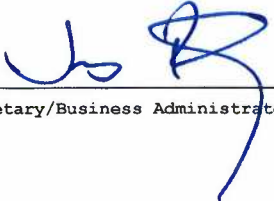
Appropriations	Expenditures	Encumbrances	Available Balance
=====	=====	=====	=====

4

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
School-Based Budget - Fund 15

For 7 Month Period Ending 01/01/2025

I, James Riley, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Business Administrator

2.27.2025

Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

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ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$535,034.01
	Accounts receivable:		
132	Interfund	(\$12,743.02)	
141	Intergovernmental - State	(\$15,020.80)	
142	Intergovernmental - Federal	\$9,895.79	
			(\$17,868.03)

--- R E S O U R C E S ---

301	Estimated Revenues	\$519,816.19	
302	Less Revenues	(\$468,450.34)	
			\$51,365.85

Total assets and resources

\$568,531.83

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

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LIABILITIES AND FUND EQUITY

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--- L I A B I L I T I E S ---

411	Intergovernmental accounts payable - State	\$23,106.25
421	Accounts Payable	\$10,582.48
481	Deferred revenues	\$230,675.45
	Other current liabilities	\$42,540.65

TOTAL LIABILITIES		\$306,904.83
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FUND BALANCE

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--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$186,503.82
754	Reserve for encumbrances - Prior Year	\$4,778.12

601	Appropriations	\$519,816.19
602	Less: Expenditures	\$262,967.31
603	Encumbrances	\$186,503.82 (\$449,471.13)
		\$70,345.06

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TOTAL FUND BALANCE	\$261,627.00
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TOTAL LIABILITIES AND FUND EQUITY	\$568,531.83
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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
Special Revenue Fund - Fund 20
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 7 Month Period Ending 01/01/2025

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$99,979.19	\$67,578.34		\$32,400.85
3XXX From State Sources	\$66,550.00	\$59,128.00		\$7,422.00
4XXX From Federal Sources	\$353,287.00	\$341,744.00		\$11,543.00
TOTAL REVENUE/SOURCES OF FUNDS	\$519,816.19	\$468,450.34		\$51,365.85
*** EXPENDITURES ***				AVAILABLE BALANCE
LOCAL PROJECTS:	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	
Other Local Projects (001-199)	\$99,979.19	\$63,052.57	\$20,026.63	\$16,899.99
TOTAL LOCAL PROJECTS	\$99,979.19	\$63,052.57	\$20,026.63	\$16,899.99
STATE PROJECTS:				
Nonpublic textbooks (501)		\$3,784.00	.00	(\$3,784.00)
Nonpublic handicapped services (506)	\$66,550.00	\$13,330.12	\$53,219.88	.00
Nonpublic nursing services (509)		\$9,620.00	.00	(\$9,620.00)
Nonpublic Technology Aid (510)		\$3,626.00	.00	(\$3,626.00)
TOTAL STATE PROJECTS	\$66,550.00	\$30,360.12	\$53,219.88	(\$17,030.00)
FEDERAL PROJECTS:				
ESSA Title I - Part A/D (231-239)	\$9,642.00	\$6,449.48	.00	\$3,192.52
I.D.E.A. Part B (Handicapped) (250-259)	\$305,486.00	\$139,746.51	\$109,452.31	\$56,287.18
ESSA Title II - Part A/D (270-279)	\$27,085.00	\$12,284.63	\$3,805.00	\$10,995.37
ARP - ESSER Grant Program (487)	\$11,074.00	\$11,074.00	.00	.00
TOTAL FEDERAL PROJECTS	\$353,287.00	\$169,554.62	\$113,257.31	\$70,475.07
*** TOTAL EXPENDITURES ***	\$519,816.19	\$262,967.31	\$186,503.82	\$70,345.06

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
SPECIAL REVENUE - FUND 20
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 7 Month Period Ending 01/01/2025

	ESTIMATED	ACTUAL	UNREALIZED
1XXX Other Revenue from Local Sources	\$99,979.19	\$67,578.34	\$32,400.85
Total Revenues from Local Sources	\$99,979.19	\$67,578.34	\$32,400.85

--- STATE SOURCES ---			
32XX Other Restricted Entitlements	\$66,550.00	\$59,128.00	\$7,422.00
Total Revenue from State Sources	\$66,550.00	\$59,128.00	\$7,422.00

--- FEDERAL SOURCES ---			
4411-16 Title I	\$9,642.00	.00	\$9,642.00
4451-55 Title II	\$27,085.00	.00	\$27,085.00
4471-74 Title IV		\$3,128.00	(\$3,128.00)
4420-29 I.D.E.A. Part B (Handicapped)	\$305,486.00	\$38,616.00	\$266,870.00
4540 ARP-ESSER Grant Program	\$11,074.00	.00	\$11,074.00
4548 ARP-State Fiscal Recovery Funds		\$300,000.00	(\$300,000.00)
Total Revenues from Federal Sources	\$353,287.00	\$341,744.00	\$11,543.00
TOTAL REVENUES/SOURCES OF FUNDS	\$519,816.19	\$468,450.34	\$51,365.85

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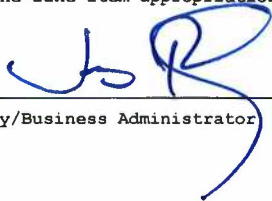
REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
Special Revenue Fund - Fund 20
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 7 Month Period Ending 01/01/2025

	Appropriations	Expenditures	Encumbrances	Available Balance
Local Projects:				
20-001-XXX-XXX to 20-199-XXX-XXX Local Projects	\$99,979.19	\$63,052.57	\$20,026.63	\$16,899.99
TOTAL LOCAL PROJECTS	\$99,979.19	\$63,052.57	\$20,026.63	\$16,899.99
State Projects:				
-- Other State Programs --				
20-501-XXX-XXX to 20-511-XXX-XXX Nonpublic Programs	\$66,550.00	\$30,360.12	\$53,219.88	(\$17,030.00)
-- TOTAL Other State Programs --	\$66,550.00	\$30,360.12	\$53,219.88	(\$17,030.00)
TOTAL STATE PROJECTS	\$66,550.00	\$30,360.12	\$53,219.88	(\$17,030.00)
Federal Projects:				
--- CARES Act Educational Stabilization Fund ---				
--- Bridging the Digital Divide Program				
--- Coronavirus Relief Grant Program ---				
--- Other Federal Programs ---				
20-231 to 20-239-XXX-XXX ESSA Title I - Part A/D	\$9,642.00	\$6,449.48	.00	\$3,192.52
20-25X-XXX-XXX I.D.E.A. Part B	\$305,486.00	\$139,746.51	\$109,452.31	\$56,287.18
20-27X-XXX-XXX ESSA Title II - Part A/D	\$27,085.00	\$12,284.63	\$3,805.00	\$10,995.37
20-487-XXX-XXX ARP-ESSER Grant Program	\$11,074.00	\$11,074.00	.00	.00
TOTAL Other Federal Programs	\$353,287.00	\$169,554.62	\$113,257.31	\$70,475.07
TOTAL FEDERAL PROJECTS	\$353,287.00	\$169,554.62	\$113,257.31	\$70,475.07
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$519,816.19	\$262,967.31	\$186,503.82	\$70,345.06

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education

Special Revenue Fund - Fund 20
For 7 Month Period Ending 01/01/2025

I, James Riley, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.


Board Secretary/Business Administrator

2.27.2025
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

4

2/14 4:52pm

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Page 1

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
Capital Projects Fund - Fund 30
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		(\$688,597.13)
	Accounts receivable:		
141	Intergovernmental - State	\$904,200.00	
			\$904,200.00

--- R E S O U R C E S ---

Total assets and resources

\$215,602.87

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education

Capital Projects Fund - Fund 30
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

=====

LIABILITIES AND FUND EQUITY

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--- LIABILITIES ---

421	Accounts Payable		\$188,123.96
	TOTAL LIABILITIES		<u>\$188,123.96</u>

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year		\$167,454.39
754	Reserve for encumbrances - Prior Year		\$211,594.97
601	Appropriations	\$2,257,168.59	
602	Less : Expenditures	\$2,406,121.68	
603	Encumbrances	\$379,049.36	(\$2,785,171.04)
			<u>(\$528,002.45)</u>
	Total Appropriated		(\$148,953.09)

--- Unappropriated ---

770	Fund balance	\$176,432.00
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TOTAL FUND BALANCE	\$27,478.91
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TOTAL LIABILITIES AND FUND EQUITY	<u>\$215,602.87</u>
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REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education

Capital Projects Fund - Fund 30
For 7 Month Period Ending 01/01/2025

I, James Riley, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Business Administrator

2.27.2025

Date

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2/14 4:52pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
Debt Service Fund - Fund 40
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank	(\$512,235.25)
121	Tax levy receivable	\$664,146.83

--- R E S O U R C E S ---

301	Estimated Revenues	\$1,721,563.00	
302	Less Revenues	(\$1,704,958.00)	
			\$16,605.00
	Total assets and resources		\$168,516.58
			=====

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education

Debt Service Fund - Fund 40
Interim Balance Sheet
For 7 Month Period Ending 01/01/2025

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LIABILITIES AND FUND EQUITY

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--- LIABILITIES ---

Other current liabilities		\$140,041.17
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TOTAL LIABILITIES		\$140,041.17
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FUND BALANCE

--- Appropriated ---

Reserved fund balance:

601	Appropriations		\$1,721,563.00
602	Less : Expenditures	\$1,693,000.01	
			(\$1,693,000.01)

\$28,562.99

Total Appropriated

\$28,562.99

--- Unappropriated ---

770	Fund Balance		(\$87.58)
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TOTAL FUND BALANCE

\$28,475.41

TOTAL LIABILITIES AND FUND EQUITY

\$168,516.58

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
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Appropriations	\$1,721,563.00	\$1,693,000.01	\$28,562.99
Revenues	(\$1,721,563.00)	(\$1,704,958.00)	(\$16,605.00)

	\$0.00	(\$11,957.99)	\$11,957.99
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--- Change in Maint. / Capital reserve account ---

Subtotal	\$0.00	(\$11,957.99)	\$11,957.99
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Less: Adjust for prior year encumb.	\$0.00	\$0.00	
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Budgeted Fund Balance	\$0.00	(\$11,957.99)	\$11,957.99
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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 7 Month Period Ending 01/01/2025

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210 Local tax levy	\$1,593,951.00	\$1,593,951.00		.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Local Sources	\$1,593,951.00	\$1,593,951.00		\$0.00
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
--- State Sources ---				
3160 Debt service aid Type II	\$127,612.00	\$111,007.00		\$16,605.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total State Sources	\$127,612.00	\$111,007.00		\$16,605.00
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
TOTAL REVENUE/SOURCES OF FUNDS	\$1,721,563.00	\$1,704,958.00		\$16,605.00
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 7 Month Period Ending 01/01/2025

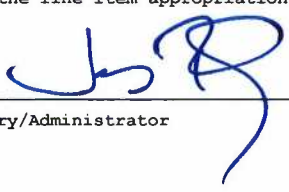
*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
--- Debt Service - Regular ---			
40-701-510-834 Interest on Bonds	\$461,563.00	\$433,000.01	\$28,562.99
40-701-510-910 Redemption of Principal	\$1,260,000.00	\$1,260,000.00	.00
TOTAL	\$1,721,563.00	\$1,693,000.01	\$28,562.99
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$1,721,563.00	\$1,693,000.01	\$28,562.99
*** TOTAL USES OF FUNDS ***	\$1,721,563.00	\$1,693,000.01	\$28,562.99

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REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Mountain Lakes Board of Education
Debt Service Fund - Fund 40

For 7 Month Period Ending 01/01/2025

I, James Rivy, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Administrator

2.27.2025
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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THE REGION'S NONPROFIT TECHNOLOGY CONSORTIUM

Cooperative Pricing System Participation Agreement

This Agreement made and entered into this ____ day of _____, 20__, by and between the NJEDGE.NET, INC. ("NJEdge" or the "Lead Agency") and Mountain Lakes, who desires to participate in the NJEdge Cooperative Pricing System known as EdgeMarket.

WITNESSETH

WHEREAS, *18A:18A-11, et seq.* authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, NJEdge is conducting a voluntary Cooperative Pricing System with other contracting units; and

WHEREAS, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Resolution¹ in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

1. The goods or services to be priced cooperatively may include goods or services concerning educational technology systems and related services that two or more participating contracting units in the system agree can be purchased on a cooperative basis.
2. The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
3. The Lead Agency, on behalf of all participating contracting units, shall upon approval of the registration of the Cooperative Pricing System and annually thereafter IN JANUARY OF EACH SUCCEEDING YEAR publish a legal ad in such format as

¹ A motion made, carried, and recorded in the written minutes of a business meeting of a board of education, shall be considered the same as a resolution.

required by *N.J.A.C. 5:34-7.9(a)* in its official newspaper normally used for such purposes by it to include such information as:

- (A) The name of Lead Agency soliciting competitive bids or informal quotations.
 - (B) The address and telephone number of Lead Agency.
 - (C) The names of the participating contracting units.
 - (D) The State Identification Code assigned to the Cooperative Pricing System.
 - (E) The expiration date of the Cooperative Pricing System.
4. The specifications shall be prepared and approved by the Lead Agency and no changes shall be made thereafter except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
 5. A single advertisement for bids or the solicitation of informal quotations for the goods or services to be purchased shall be prepared by the Lead Agency on behalf of all of the participating contracting units desiring to purchase any item.
 6. The Lead Agency when advertising for bids or soliciting informal quotations shall receive bids or quotations on behalf of all participating contracting units. Following the receipt of bids, the Lead Agency shall review said bids and on behalf of all participating contracting units, either reject all or certain of the bids or make one award to the lowest responsible bidder or bidders for each separate item. This award shall result in the Lead Agency entering into a Master Contract with the successful bidder(s) providing for two categories of purchases:
 - (A) The quantities ordered for the Lead Agency's own needs, and
 - (B) The estimated aggregate quantities to be ordered by other participating contracting units by separate contracts, subject to the specifications and prices set forth in the Lead Agency's Master Contract.
 7. The Lead Agency shall enter into a formal written contract(s) directly with the successful bidder(s) only after it has certified the funds available for its own needs.
 8. Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with the successful bidder(s); issue purchase orders in its own name directly to successful vendor(s) against said contract; accept its own deliveries; be invoiced by and receive statements from the successful vendor(s); make payment directly to the successful vendor(s) and be responsible for any tax liability.

9. No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit. Each participating contracting unit shall accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
10. The provisions of Paragraphs 6, 7, 8, and 9 above shall be quoted or referred to and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.
11. No participating contracting unit in the Cooperative Pricing System shall issue a purchase order or contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids or quotations which it has itself received.
12. The Lead Agency reserves the right to exclude from consideration any good or service if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.
13. The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.
14. It is understood that all fees for each participating contracting unit are paid to the Lead Agency by the successful bidder as follows:
 - Supplies, materials, goods and services at 2% of sales.

All fees are included within the bid price and are subject to change with new awards and notice to all cooperative members will be provided.
15. This Agreement shall become effective on _____, 20__, subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect until April 16, 2028. Thereafter, this Agreement shall automatically renew so long as the registration renewal for the Cooperative Pricing System is approved by the Director of the Division of Local Government and unless any party to this Agreement shall give written notice of its intention to terminate its participation.
16. Additional local contracting units may from time to time, execute this Agreement by means of a Rider annexed hereto, which addition shall not invalidate this Agreement with respect to other signatories. The Lead Agency is authorized to execute the Rider on behalf of the members of the Cooperative Pricing System.
17. All records and documents maintained or utilized pursuant to terms of this Agreement shall be identified by the Cooperative Pricing System Identifier assigned by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.

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18. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above written.

FOR THE LEAD AGENCY

By: _____
Samuel S. Conn, Ph.D.
President and Chief Executive Officer

FOR: _____

BY: _____

MEMORANDUM OF AGREEMENT FOR SERVICES

This MEMORANDUM OF AGREEMENT (MOA) by and between the State of New Jersey, Office of Homeland Security and Preparedness (State/Agency), whose address is 1200 Negron Drive, Hamilton, NJ 08619, and Mountain Lakes School District, ("Local Entity") whose principle address is _____

is hereby entered into as defined herein below. (State/Agency and Local Entity each a "Party" and collectively referred to as the "Parties").

WHEREAS, the Parties maintain and operate information technology systems and networks that are used to provide critical and essential government services; and

WHEREAS, The New Jersey Office of Homeland Security and Preparedness (NJOHSP) leads and coordinates New Jersey's counterterrorism, cybersecurity, and emergency preparedness efforts while building resiliency throughout the State.

WHEREAS, the NJOHSP is designated as the State Administrative Agency responsible for the administration of Federal homeland security and preparedness grants, including the State and Local Cybersecurity Grant Program (SLCGP); and

WHEREAS, the New Jersey Cybersecurity and Communications Integration Cell (NJCCIC) is a division within the NJOHSP, and is tasked with the strategic development and execution of the State's cybersecurity programs including the development and implementation of the New Jersey SLCGP Strategic Plan; and

WHEREAS, Executive Order #178 (Christie 2015) establishes the NJCCIC as the central State civilian interface for coordinating cybersecurity information sharing, performing cybersecurity threat analysis, and promoting shared and real-time situational awareness between and among the public and private sectors. The NJCCIC coordinates information sharing related to cybersecurity risks, warnings, and incidents, and may provide support regarding cybersecurity incident response as well as cyber crime investigations; and

WHEREAS, pursuant to Executive Order #178, NJCCIC may participate in appropriate federal, multi-state, or private sector programs and efforts that support or complement its cybersecurity mission; and

WHEREAS, the NJCCIC procures and implements multiple cybersecurity products, product licenses, technologies, and services in support of its cybersecurity functions; and

WHEREAS, the CrowdStrike, Inc. (CrowdStrike) provides hosted software-as-a-service (SaaS) solutions and accompanying services to assist in providing endpoint security, threat intelligence, and cyberattack response services to customers (collectively referred to as "Services"); and

WHEREAS, the State/Agency and CrowdStrike entered into a Custom Agreement, 19-M0003-

CRW01, on April 17, 2019, which permitted CrowdStrike to provide fee-based Software, SaaS, and Technical Support to Authorized Purchasers (each capitalized term is defined in the Custom Agreement) through one of the State/Agency's Resellers pursuant to State Contract T3121 Software Reseller Services. The State/Agency and CrowdStrike revised the Custom Agreement on February 26, 2020, via an Addendum, which permits CrowdStrike to sell certain Software Related Services (also defined in the Custom Agreement) to the State/Agency¹; and

WHEREAS, in conformance with the New Jersey SLCGP Strategic Plan, Strategic Goal 3 – Enhancing Resilience, the NJCCIC may provide New Jersey state and local entities with the NJCCIC Advanced Endpoint Protection (AEP) solution which consists of CrowdStrike's Falcon Endpoint Detection and Response (EDR) solution with 24/7 managed detection and response (MDR) and Overwatch services provided by CrowdStrike in conjunction with the NJCCIC.

WHEREAS, State/Agency and Local Entity wish to enter into this MOA to further set forth the duties and obligations under which State/Agency will provide the NJCCIC AEP solution to the Local Entity and assist the Local Entity with implementation, maintenance, operation, monitoring, detection, and response support pertaining to the NJCCIC AEP solution.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties do hereby agree as follows:

I. State/Agency Responsibilities

The State/Agency hereby agrees that it will undertake the following:

- A. The State/Agency agrees to purchase the Products, Licenses, and Services necessary to implement the NJCCIC AEP solution on the Local Entity's endpoints for the term, March 1, 2025 to March 30, 2029.
- B. The State/Agency agrees to provide assistance to the Local Entity in the implementation, administration, maintenance, and operation of the NJCCIC AEP solution.
- C. The State/Agency agrees to provide monitoring, detection, and incident response assistance to the Local Entity.
- D. State/Agency Cost Share Obligations
 - 1. From the date of console implementation to March 30, 2026, the State/Agency agrees to provide the NJCCIC AEP solution at no cost to the Local Entity.
 - 2. Beginning on April 1, 2026 to March 30, 2027, the State/Agency will be responsible for eighty percent of the cost of the NJCCIC AEP provided to the Local Entity.

¹ A copy of the Custom Agreement between the State and CrowdStrike can be made available to Local Entity upon request.

3. Beginning on April 1, 2027 to March 30, 2028 the State/Agency will be responsible for seventy percent of the cost of the NJCCIC AEP provided to the Local Entity.
4. Beginning on April 1, 2028 to March 30, 2029 the State/Agency will be responsible for sixty percent of the cost of the NJCCIC AEP provided to the Local Entity.

II. Local Entity Responsibilities

The Local Entity hereby agrees that it will undertake the following:

- A. Local Entity shall provide the following to the State/Agency and CrowdStrike prior to the implementation of the NJCCIC AEP solution, and at any time while receiving Services if the previously provided information changes:
 1. Reasonable assistance to the State/Agency and CrowdStrike, including, but not limited to, providing all technical information related to the Local Entity's technology environment reasonably requested by the State/Agency and CrowdStrike, to enable the State/Agency and CrowdStrike to perform Services for the benefit of Local Entity;
 2. Provide, to NJCCIC, a completed Security Event Escalation Form (to be provided to Local Entity by NJCCIC) including the name, e-mail address, and 24/7 contact information for all designated Points of Contact (POC). The designated POC's contact information will be provided to CrowdStrike for all installation and security events.
 3. Provide to the NJCCIC, a completed NJCCIC Advanced Endpoint Protection Solution Agreement.
 4. As technically and operationally feasible, install at least 50% of the awarded CrowdStrike Falcon sensors on its endpoints within 45 days of the activation of its console; Install at least 75% of the awarded CrowdStrike Falcon sensors on its endpoints within 60 days of the activation of its console; and install the remainder of the awarded CrowdStrike Falcon sensors on its endpoints within 90 days of the activation of its console.
- B. During the period that Local Entity is using the Services, Local Entity shall provide the following:
 1. A revised Security Event Escalation Form when there is a change in status for any POC for the Local Entity.
 2. Active involvement with CrowdStrike and the State/Agency to resolve any service issues or security events requiring Local Entity input or action; and
 3. Reasonable assistance installing, configuring, and troubleshooting the NJCCIC AEP solution provided to the Local Entity.

C. Local Entity Cost Share Obligations

The Local Entity agrees to receive the NJCCIC AEP solution from the State/Entity for a term beginning on the date of console implementation to March 30, 2029 in accordance with the follow cost share obligations.

1. From the date of the console implementation through March 30, 2026, the Local Entity will receive the NJCCIC AEP solution at no cost to the Local Entity.
2. Beginning on April 1, 2026 to March 30, 2027, will be responsible for twenty percent of the cost of the NJCCIC AEP solution provided to the Local Entity.
3. Beginning on April 1, 2027 to March 30, 2028, will be responsible for thirty percent of the cost of the NJCCIC AEP solution provided to the Local Entity.
4. Beginning on April 1, 2028 to March 30, 2029, will be responsible for forty percent of the cost of the NJCCIC AEP solution provided to the Local Entity.

III. Term of this MOA; Termination

- A. Term. This MOA will commence on the last date of signature, below, by either of the Parties (the "Effective Date") and shall continue in full force and effect until March 30, 2029 (the "Term"). Unless this MOA is terminated early or extended in writing by the Parties, it shall terminate upon the expiration of the Term. If, however, CrowdStrike cancels the State's order pursuant to CrowdStrike Addendum, Exhibit 2, M0003 Software Publisher/Services Provider Agreement, Section 5.7 (e), due to the State's violation of its obligations under the Addendum, this MOA shall terminate as of the effective date of such cancellation.

IV. Force Majeure

No Party shall be liable for performance delays or for non-performance due to causes beyond its reasonable control.

V. No Third Party Rights

Except as otherwise expressly stated herein, nothing in this MOA shall create or give to third parties any claim or right of action of any nature against State/Agency or Local Entity.

VI. Assignment

No Party may assign their rights and obligations under this Agreement without the prior written approval of the other Party which approval shall not be unreasonably withheld, conditioned or delayed. This Agreement shall be binding upon and inure to the benefits of each Party and their respective successors and assigns.

VII. New Jersey Open Public Records Act (N.J.S.A. 47:1A-1 et seq.) (OPRA) and

Approval by Domestic Security Preparedness Task Force:

- A. The configuration of any software and networks along with the contents of the alert notifications, and all associated communications between the Parties and CrowdStrike would inherently include administrative or technical information which, if disclosed would jeopardize computer security. As such, to the extent permitted by law, all information, records, notes, written comments, reports, or analysis generated in or in the execution of this MOA shall be treated and deemed as exempt from public disclosure under OPRA;
- B. In accordance with the New Jersey Domestic Security Preparedness Act, N.J.S.A. APP. A: 9-74 and approval by Domestic Security Preparedness Task Force any record held, maintained or kept on file shall be treated and deemed as “records of the Task Force exempt from public disclosure under OPRA.”
- C. In accordance with P.L.2023, c.19 (C.52-17B-193.2), any cybersecurity incident notification submitted to the New Jersey Office of Homeland Security and Preparedness pursuant to P.L.2023, c.19 (C.52:17B-193.2 et seq.) shall be deemed confidential, non-public, and not subject to the provisions of P.L.1963, c.73 (C.47:1A-1 et seq.), commonly known as the open public records act, as amended and supplemented, may not be discoverable in any civil or criminal action, and may not be subject to subpoena, unless the subpoena is issued by the New Jersey State Legislature and is deemed necessary for the purposes of legislative oversight.

VIII. Confidentiality

- A. NJOHSP’s obligation to maintain the confidentiality of the Local Entity’s confidential information provided to NJOHSP under this MOA is conditioned upon and subject to the State’s obligations under the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1 et seq. (OPRA), The New Jersey Domestic Security Preparedness Act - P.L.2003, c.246, P.L.2023, c.19 (C.52-17B-193.2), the New Jersey common law right to know, and any other lawful document request or subpoena.
- B. By virtue of this MOA, the parties may have access to information that is confidential to one another. The parties agree to disclose only information that is required for the performance of their obligations under this MOA. In addition to any information related to cybersecurity threat and defense assessments, computer network defense operations, and incident response activities conducted as a part of this MOA, confidential information, to the extent not expressly prohibited by law, shall consist of all information clearly identified as confidential at the time of disclosure by either party (“Confidential Information”).
- C. A Party’s Confidential Information shall not include information that: (a) is or becomes a part of the public domain through no act or omission of the other party, except that if the information is personally identifying to a person or entity regardless of whether it has become part of the public domain through other means, the other party must

maintain full efforts under this MOA to keep it confidential; (b) was in the other party's lawful possession prior to the disclosure and had not been obtained by the other party either directly or indirectly from the disclosing party; (c) is lawfully disclosed to the other party by a third party without restriction on the disclosure; or (d) is independently developed by the other Party.

- D. The Parties agree to hold each other's Confidential Information in confidence, using at least the same degree of care in doing so that it uses to protect its own Confidential Information.
- E. In the event that NJOHSP receives a request for Local Entity's Confidential Information related to this MOA pursuant to a court order, subpoena, lawful document request or other operation of law, NJOHSP agrees, if permitted by law, to provide Local Entity with as much notice, in writing, as is reasonably practicable and NJOHSP's intended response to such request. Local Entity shall take any action it deems appropriate to protect its documents and/or information.
- F. In addition, in the event that Local Entity receives a request for NJOHSP's Confidential Information related to this MOA pursuant to a court order, subpoena, lawful document request or other operation of law, Local Entity agrees, if permitted by law, to provide NJOHSP with as much notice, in writing, as is reasonably practicable and Local Entity's intended response to such request. NJOHSP shall take any action it deems appropriate to protect its documents and/or information.

IX. Information Sharing

The Local Entity acknowledges and agrees that:

- A. CrowdStrike shall share all incident notification reports involving Local Entity developed as part of the Services with the NJCCIC during the term of this MOA.
- B. Local Entity also acknowledges that NJCCIC may report aggregated anonymized information (including but not limited to threat intelligence and technical indicators) to other NJCCIC strategic partners for purposes of information sharing and further the mission of NJCCIC.

X. Notices

All notices permitted or required hereunder shall be in writing and shall be transmitted either: via certified or registered United States mail, return receipt requested; by facsimile transmission; by personal delivery; by expedited delivery service; or by e-mail with acknowledgement of receipt of the notice.

Such notices shall be addressed as follows or to such different addresses as the Parties may from time-to-time designate:

State/Agency**Name:** Michael T. Geraghty**Title:** Director, NJ Cybersecurity and Communications Integration Cell**Address:** NJ Regional Operations and Intelligence Center**Address:** 2 Schwarzkopf Dr., West Trenton, NJ 08628**Phone:** 1.833.4.NJCCIC**E-Mail:** njccic@cyber.nj.gov**Local Entity****Name:** _____**Title:** _____**Address:** _____**Phone:** _____**E-Mail:** _____

- A. Any such notice shall be deemed to have been given either at the time of personal delivery or, in the case of expedited delivery service or certified or registered United States mail, as of the date of first attempted delivery at the address and in the manner provided herein, or in the case of facsimile transmission or email, upon receipt.
- B. The Parties may, from time to time, specify any new or different contact information address for the purpose of receiving notice under this MOA by giving fifteen (15) days written notice to the other Parties sent in accordance herewith. The Parties agree to mutually designate individuals as their respective representatives for the purposes of receiving notices under this MOA. Additional individuals may be designated in writing by the Parties for purposes of implementation and administration, resolving issues and problems and/or for dispute resolution.

XI. Non-Waiver

None of the provisions of this MOA shall be considered waived by any Party unless such waiver is given in writing by the other Parties. No such waiver shall be a waiver or any past or future default, breach or modification of any of the terms, provision, conditions or covenants of the MOA unless expressly set forth in such waiver.

XII. Entire Agreement

This MOA constitutes the entire understanding and agreement between the Parties with respect to the subject matter hereof and shall replace and supersede all prior understandings, communications, agreements or arrangements between the Parties with respect to this subject matter, whether oral or written.

XIII. Validity

If any provision of this MOA be adjudged by a court of competent jurisdiction to be

unenforceable or invalid, that provision shall be limited or eliminated to the minimum extent necessary so that this MOA shall otherwise remain in full force and effect and enforceable.

XIV. Amendment

This MOA may be amended only by written agreement executed by both Parties. The Parties agree to give each other sixty (60) days' notice of any needed changes, unless changes are required by law and must take effect within a shorter period.

XV. Miscellaneous

- A. Compliance: The Parties agree that in performance of this MOA, they shall comply with all applicable state, federal, and local laws, and regulations.
- B. Validity: If any provision of this MOA or any provision or any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this MOA that can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this MOA, and to this end the provisions of this MOA are declared to be severable.
- C. No Indemnification: Subject to the New Jersey Tort Claims Act, N.J.S.A. 59:1-1, et seq., the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1, et seq., and appropriations and the availability of funding, NJOHSP, at its own expense, shall be responsible for, and shall defend itself against, and hereby releases Local Entity from any and all suits, claims, losses demands, expenses, or damages of whatsoever kind or nature, arising out of or in connection with any act or omission of NJOHSP, its employees representatives, agents, independent contractors or invitees, related to this MOA. Local Entity, at its own expense, shall be responsible for, and shall defend itself against, and hereby releases NJOHSP from any and all suits, claims, losses, demands, expenses, or damages of whatsoever kind or nature, arising out of or in connection with any act or omission of Local Entity, its employees, representatives, agents, independent contractors or invitees related to this MOA.
- D. Governing Law: This MOU and any and all litigation hereunder shall be governed and construed and the rights and obligations of the parties hereto shall be determined in accordance with the applicable laws, regulations and rules of evidence of the State of New Jersey, including without limitation, by the New Jersey Tort Claims Act, N.J.S.A. 59:1-1, et seq., the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1, et seq., without reference to conflict of laws principles and shall be filed in the appropriate Division of the New Jersey Superior Court.
- E. Execution in Counterpart: The parties hereto agree that this MOA may be executed in counterpart, each original signed page to become part of the original document.

XVI. Acknowledgement

The terms of this MOA have been read and understood by the Parties whose signatures appear below. The Parties agree to comply with all of the terms and conditions of the MOA including any attachments or amendments.

IN WITNESS WHEREOF, authorized representatives of Local Entity and the State/Agency have executed this MOA to be effective as of the latest date provided below:

STATE/AGENCY**Local Entity**

New Jersey Office of Homeland Security
and Preparedness

Mountain Lakes School District

By: _____

By: _____

Name: Laurie R. Doran

Name: _____

Title: Director – NJOHSP

Title: _____

Date: _____

Date: _____

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Harassment, Intimidation, or Bullying

M

5512 HARASSMENT, INTIMIDATION, OR BULLYING

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- O. Reports to Law Enforcement
- P. Collective Bargaining Agreements and Individual Contracts
- Q. Students with Disabilities
- A. Prohibiting Harassment, Intimidation, or Bullying

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

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

- B. Definition of Harassment, Intimidation, or Bullying

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

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



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

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

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

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



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C. Student Behavior

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

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

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

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

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



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

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

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

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

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

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



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D. Consequences and Remedial Actions

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

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

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

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

Factors for Determining Consequences

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



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Factors for Determining Remedial Measures

Personal:

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

Environmental:

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

Examples of Consequences and Remedial Measures

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



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Examples of Consequences:

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

Examples of Remedial Measures

Personal:

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



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- Alternative placements (e.g., alternative education programs);
- Student treatment; and
- Student therapy.

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

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



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

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

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

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

Consequences and Appropriate Remedial Actions – Adults

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



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E. Reporting Harassment, Intimidation, or Bullying

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

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

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



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

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

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

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

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

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



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

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

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;
 - b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
 - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
 - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
 - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, or bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.



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The school Anti-Bullying Specialist shall:

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

The School Safety/School Climate Team shall:

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



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

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

G. Investigating Allegations of Harassment, Intimidation, or Bullying

Principal's Preliminary Determination

Prior to initiating an investigation regarding a reported incident or complaint, the Principal or designee, in consultation with the ~~A~~anti-Bullying Specialist, shall make a preliminary determination as to whether a reported incident or complaint, assuming all facts are presented as true, is a report within the scope of N.J.S.A. 18A:37-14.



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Should the Principal or designee, in consultation with the ~~A~~anti-~~B~~bullying Specialist, determine that a reported incident or complaint, assuming all facts presented are true, is not a report within the scope of N.J.S.A. 18A:37-14, the incident will be addressed through the Board's Code of Student Conduct policy. The HIB 338 Form shall be completed, even if a preliminary determination is made not to conduct an investigation of harassment, intimidation, or bullying because the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying, and must be submitted to the Superintendent. The Principal will provide the parents of the alleged offender(s) and victim(s) with formal notice of the decision not to initiate a harassment, intimidation, or bullying investigation.

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

The Superintendent may require the Principal to conduct a harassment, intimidation, or bullying investigation of the incident if the Superintendent determines that the incident is within the scope of harassment, intimidation, or bullying and shall notify the Principal of this determination in writing. Should the Superintendent require the Principal to conduct a harassment, intimidation, or bullying investigation, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school ~~A~~anti-~~B~~bullying Specialist.

Additionally, any preliminary determination that finds the incident or complaint is a report outside the scope of N.J.S.A. 18A:37-14 may be appealed to the Board, pursuant to the Board policies and procedures governing student grievances, and thereafter to the Commissioner **in accordance with** (N.J.A.C. 6A:16-7.7(a)ix(1) and (a)ix(1)(A)). Should the preliminary determination not to conduct an investigation of harassment, intimidation, or bullying be overturned, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school ~~A~~anti-~~B~~bullying Specialist.

The Board requires a thorough and complete investigation to be conducted for each reported incident or complaint, assuming all facts presented are true, that is determined to be a report within the scope of N.J.S.A.



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18A:37-14. The investigation shall be initiated by the Principal or designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school ~~A~~anti-~~B~~ullying ~~S~~pecialist appointed by the Principal. The Principal may appoint additional personnel who are not school ~~A~~anti-~~B~~ullying ~~S~~pecialists to assist the school ~~A~~anti-~~B~~ullying ~~S~~pecialist in the investigation. Investigations of complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. The ~~A~~anti-~~B~~ullying ~~S~~pecialist may not participate in an investigation regarding their supervisor or staff at a higher administrative level.

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

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

The Superintendent shall report the results of each investigation to the Board no later than the date of the regularly scheduled Board meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of Student Conduct, intervention services provided, counseling



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ordered, training established or other action taken or recommended by the Superintendent.

Parents of the students who are parties to the investigation shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents includes the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board.

A parent may request a hearing before the Board after receiving the information. Any request by the parents for a hearing before the Board concerning the written information about a harassment, intimidation, or bullying investigation, pursuant to N.J.S.A. 18A:37-15.(b)(6)(d), must be filed with the Board Secretary no later than sixty calendar days after the written information is received by the parents. The hearing shall be held within ten business days of the request. Prior to the hearing, the Superintendent shall confidentially share a redacted copy of the HIB 338 Form that removes all student identification information with the Board. The Board shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the alleged incident; the findings from the investigation of the alleged incident; recommendations for consequences or services; and any programs instituted to reduce such incidents, prior to rendering a determination.

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



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A school administrator who receives a report of harassment, intimidation, or bullying and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

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

H. Responding to Harassment, Intimidation, or Bullying

The Board of Education authorizes the Principal of each school to define the range of ways in which school staff will respond once an incident of harassment, intimidation, or bullying is confirmed, and the Superintendent shall respond to confirmed harassment, intimidation, or bullying, according to the parameters described below and in this Policy. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring that the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district levels or by law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions.

In considering whether a response beyond the individual is appropriate, school officials shall consider the nature and circumstances of the act; the degree of harm; the nature and severity of the behavior; past incidences or past or continuing patterns of behavior; and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based



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harassment, intimidation, or bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including safe schools resource officers.

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

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

1. Individual responses can include positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) and punitive actions (e.g., detention, in-school or out-of-school suspension, expulsion, law enforcement report or other legal action).
2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays, research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, parent programs, and information disseminated to students and parents, such as fact sheets or newsletters explaining acceptable uses of electronic and wireless communication devices or strategies for fostering expected student behavior.



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4. District-wide responses can include community involvement in policy review and development; professional development programs; adoption of curricular and school-wide programs; coordination with community-based organizations (e.g., mental health, health services, health facilities, law enforcement officials, faith-based organizations); and disseminating information on the core ethical values adopted by the Board's Code of Student Conduct, per N.J.A.C. 6A:16-7.1(a)2.

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

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

I. Reprisal or Retaliation

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



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J. False Accusations of Harassment, Intimidation, or Bullying

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

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

K. Additional Policy Requirements

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

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



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

Each Principal or designee shall post the name, school phone number, school address, and school email address of both the school ~~A~~anti-Bbullying Sspecialist and the district ~~A~~anti-Bbullying Ceoordinator on the home page of each school's website.

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

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

The Superintendent shall develop and implement a process for annually discussing the school district policy on harassment, intimidation, or bullying with students. The Superintendent and the Principal(s) shall annually conduct a re-evaluation, reassessment, and review of this Policy and any report(s) and/or finding(s) of the Sschool Ssafety/Sschool Celimate Tteam, with input from the school ~~A~~anti-Bbullying Sspecialist, and recommend revisions and additions to this Policy as well as to harassment, intimidation, or bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.



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

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

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

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

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

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



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

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

N. School and District Grading Requirements

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

O. Reports to Law Enforcement

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

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



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

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

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

P. Collective Bargaining Agreements and Individual Contracts

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

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



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Q. Students with Disabilities

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

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

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

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

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

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

Adopted:



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Student Smoking
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[See POLICY ALERT Nos. 188, 199, 215, and 234]

5533 STUDENT SMOKING

The Board of Education recognizes the use of tobacco presents a health hazard that can have serious implications both for the smoker and the nonsmoker and that smoking habits developed by young people may have lifelong harmful consequences.

For the purpose of this Policy, “smoking” means the burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe, or any other matter or substance which contains tobacco or any other matter that can be smoked, or the inhaling or exhaling of smoke or vapor from an electronic smoking device pursuant to N.J.S.A. 26:3D-57. For the purpose of this Policy, “smoking” also includes the use of smokeless tobacco and snuff.

For the purpose of this Policy, “electronic smoking device” means an electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, pipe, or any cartridge or other component of the device or related product pursuant to N.J.S.A. 2A:170-51.4.

For the purpose of this Policy, “school buildings” and “school grounds” means and includes land, portions of land, structures, buildings, and vehicles, owned, operated or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and any other central facilities including, but not limited to, kitchens and maintenance shops. “School buildings” and “school grounds” also include athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands and night field lights; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration. “School buildings” and “school grounds” also include other facilities as defined in N.J.A.C. 6A:26-1.2; playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.



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Student Smoking

N.J.S.A. 2A:170-51.4 prohibits the sale or distribution to any person under twenty-one years old of any cigarettes made of tobacco or any other matter or substance which can be smoked, or any cigarette paper or tobacco in any form, including smokeless tobacco; and any electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, pipe, or any cartridge or other component of the device or related product. Consequences for a student possessing such an item will be in accordance with the Student Code of Conduct.

The Board prohibits smoking by students at any time in school buildings or on school grounds, at school-sponsored events away from school, or on a school bus.

The Board also prohibits the possession of any item listed in N.J.S.A. 2A:170-51.4 at any time in school buildings or on school grounds, at school-sponsored events away from school, or on a school bus. Such items will be confiscated and may be returned to the parent, upon request.

When the Principal or designee has reasonable suspicion to believe a confiscated electronic smoking device is being used as a nexus for marijuana or other controlled dangerous substances or cannabis, the Principal or designee shall immediately notify the Superintendent or designee and law enforcement in accordance with the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

A sign indicating smoking is prohibited in school buildings and on school grounds will be posted at each public entrance of a school building in accordance with **N.J.S.A. 26:3D-61 law**. The sign shall also indicate violators are subject to a fine.

A student who violates the provisions of this Policy shall be subject to appropriate disciplinary measures in accordance with the district's Student Discipline/Code of Conduct and may be subject to fines in accordance with law. In the event a student is found to have violated this Policy and the law, the Principal or designee may file a complaint with the appropriate Municipal Court or other agency with jurisdiction as defined in N.J.A.C. 8:6-9.1(c).

The Board directs that the health curriculum include instruction in the potential hazards of the use of tobacco. All school staff members shall make every reasonable effort to discourage students from developing the habit of smoking.



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Student Smoking

The Board of Education will comply with any provisions of a municipal ordinance which provides restrictions on or prohibitions against smoking equivalent to, or greater than, those provided in N.J.S.A. 26:3D-55 through N.J.S.A. 26:3D-63.

N.J.S.A. 2A:170-51.4

N.J.S.A. 2C:35-2

N.J.S.A. 18A:40A-1

N.J.S.A. 26:3D-55 through 26:3D-63

N.J.A.C. 6A:16-4.3

N.J.A.C. 8:6-7.2; 8:6-9.1 through 8:6-9.5

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

Adopted:

Revised:



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Student Smoking
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[See **POLICY ALERT** Nos. 188, 199, 215, and 234]

R 5533 STUDENT SMOKING

The Board of Education is committed to maintaining a smoke-free environment on school grounds, at events sponsored by the Board away from school, and on any transportation vehicle supplied by the Board of Education. The school administration and all school staff members shall strictly enforce this smoking prohibition and will work together to ensure students do not smoke in violation of Board Policy 5533 and **N.J.S.A. 26:3D-56** the law.

A. Notice Provisions

1. A sign shall be posted in every school building indicating smoking is prohibited in any school building or on school grounds. The sign shall also indicate violators will be subject to a fine.
2. Each school's student handbook will indicate smoking is prohibited on school grounds, at events sponsored by the Board away from school, and on any transportation vehicle supplied by the Board of Education.
3. A public address announcement will be made, when practicable, at school-sponsored events indicating smoking is prohibited in school buildings and on school grounds.

B. Reporting Procedures

1. Any teaching staff member who observes a student smoking in violation of Policy 5533 shall inform the student to cease smoking and report the violation to the Principal or designee.
2. Any support staff member who observes a student smoking in violation of Policy 5533 shall either inform a teaching staff member, who shall report the violation to the Principal or designee or the support staff member may report the violation directly to the Principal or designee.
3. The Principal or designee will investigate each report received from a staff member and make a determination whether the student has violated Board Policy 5533.



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Student Smoking

4. In the event there is reasonable suspicion to believe a confiscated electronic smoking device is being used as a nexus for marijuana or other controlled dangerous substances or cannabis, the Principal or designee shall notify law enforcement in accordance with the district's Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials and follow the procedure outlined in Regulation 5530.

C. Violation Consequences

1. In the event the Principal or designee determines a student has violated Policy 5533, the student will be assigned appropriate discipline in accordance with the **district's school's** ~~Student Discipline/Code of Conduct~~.
2. The Principal or designee will notify the student's parent(s) ~~or legal guardian(s)~~ when discipline is being imposed for a violation of Policy 5533.

Issued:



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[See POLICY ALERT Nos. 177, 214, and 234]

7441 ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS

The Board of Education authorizes the use of electronic surveillance systems in school buildings and on school grounds to enhance the safety and security for school district staff, students, community members, and other building occupants and to protect the school district's buildings and grounds.

The content produced by the surveillance system under certain circumstances may be considered a student record and if so it will be subject to the Board of Education policy and regulation regarding confidential student records. If the content of the surveillance system becomes the subject of a disciplinary proceeding, it shall be treated like other evidence in the proceeding.

In accordance with the provisions of N.J.S.A. 18A:41-9, if at least one school building of the school district is equipped with video surveillance equipment that is capable of streaming live video wirelessly to a remote location, the Board of Education shall enter into a Memorandum of Understanding (MOU) with local law enforcement authorities providing the authorities with the capacity to activate the equipment and view live streaming video **during an emergency situation**. The MOU shall include the provisions of N.J.S.A. 18A:41-9 and any additional information required by law enforcement officials. In the event the parties to the MOU are unable to reach an agreement regarding any provision required to be included in the MOU as per N.J.S.A. 18A:41-9a, the County Prosecutor shall make the final determination regarding that provision. Nothing in N.J.S.A. 18A:41-9 shall be construed as to require the installation of video surveillance equipment capable of streaming live video wirelessly to a remote site from a school building that does not have the ability to have live streaming video.

The Board of Education shall post signage in a prominent, public place in buildings and on school grounds where electronic surveillance equipment may be used.



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Electronic Surveillance In School Buildings
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In addition to posting, the district shall notify school staff members, parent(s), and students that electronic surveillance may be used in school buildings and on school grounds through publication in student and staff handbooks, school calendars, notice sent home with students, or any other effective means to publish the district's use of electronic surveillance equipment in school buildings and on school grounds.

N.J.S.A. 18A:41-9

**A Uniform State Memorandum of Agreement Between Education and Law
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[See POLICY ALERT Nos. 177, 214, and 234]

R 7441 ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS

In order to enhance a safe and secure environment, the Board authorizes electronic surveillance devices to be used in school district buildings and on school grounds.

A. Recording and Notice

1. Surveillance devices may include, but are not limited to, sound/video cameras, audio recording devices, and other appropriate devices.
2. Recordings may be used to monitor and observe the conduct of school district staff, students, community members, and other person(s) in school buildings or on school grounds.
3. Signage will be posted in a prominent public place in school buildings and on school grounds where electronic surveillance equipment may be used.

B. Student Records and Notice

School district personnel will comply with the provisions of applicable law regarding student record requirements including the Family Educational Rights and Privacy Act (FERPA) and the Individuals with Disabilities Education Act (IDEA). Recordings considered for retention, as a part of a student's behavioral record, will be maintained in accordance with established student record procedures governing access, review, and release of student records.

C. Staff Records and Notice

1. Recordings considered for retention as part of the employee's personnel record will be maintained in accordance with established Board personnel policies, administrative regulations, applicable law, and any labor agreements governing access, review, and release of employee personnel records.



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Electronic Surveillance In School Buildings and On School Grounds

2. The district will provide notice to students, parent(s), and school staff members that surveillance devices may be used in school buildings and on school grounds.

D. Storage/Security

1. All recordings will be stored by the Superintendent or designee and secured to ensure confidentiality.
2. Recordings will be retained in accordance with the New Jersey Department of the Treasury – Records Management Services – Records Retention Schedules and will be erased or discarded, unless there is a legitimate reason for retaining such recording for review, upon receiving prior authorization from Records Management Services.

E. Use

1. The determination of the location of surveillance devices shall be made by the Superintendent or designee.
2. Tampering with or otherwise interfering with surveillance equipment is prohibited. Any individual found tampering with equipment shall be subject to discipline.

F. Viewing or Listening

1. Initial viewing or listening to recordings will be done by the Building Principal or designee.
2. Requests for viewing or listening will be limited to persons with a direct interest in any proceedings, disciplinary or otherwise, resulting from the recordings, as deemed appropriate by the Building Principal or designee.



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Electronic Surveillance In School Buildings and On School Grounds

3. Only the portion of the recording concerning a specific incident will be made available for viewing.
4. Viewing or listening to the recording will be permitted on school property or as otherwise required by law.
5. All viewing will be in the presence of the Building Principal or designee.
6. A written log will be maintained by the Building Principal or designee of those viewing video recordings including date of viewing, reason for viewing, the date the recording was made, and the signature of the viewer.
7. Video recordings remain the property of the school district and may be reproduced only in accordance with law, including applicable district student records policy and procedures and district personnel records policy, procedures and applicable labor agreements.

G. Law Enforcement Memorandum of Understanding (MOU) (N.J.S.A. 18A:41-9)

1. In accordance with the provisions of N.J.S.A. 18A:41-9, if at least one school building of the school district is equipped with video surveillance equipment that is capable of streaming live video wirelessly to a remote location, the Board of Education shall enter into a MOU with local law enforcement authorities providing the authorities with the capacity to activate the equipment and view live streaming video **during an emergency situation**. The MOU shall include, but need not be limited to, the following:
 - a. **A list of designated persons, including contact information, position, rank, and supervisor's contact information, of those who are authorized to activate the equipment to view the live streaming video. The list may be executed as a confidential attachment to the MOU** ~~The designation of individuals who shall be authorized to view live streaming video;~~



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Electronic Surveillance In School Buildings and On School Grounds

- b. **Description of the emergency** The circumstances under which the designated individuals **could activate and would** view live streaming video; and
 - c. A detailed plan for preventing and detecting unauthorized access to live streaming video.
 - 2. In the case of a school building that is located in a municipality in which there is no municipal police department, the Board shall enter into a MOU with an entity designated by the Superintendent of the State Police.
 - 3. In the event the district and law enforcement authority are unable to reach an agreement regarding any provision required to be included pursuant to G.1.a.-c. above, the County Prosecutor shall make the final determination.
 - 4. Nothing in N.J.S.A. 18A:41-9 shall be construed as to require the installation of video surveillance equipment capable of streaming live video wirelessly to a remote site from a school building that is not equipped with such equipment.
- H. Purchase, Maintenance, Replacement of Equipment/Supplies
- 1. The School Business Administrator/Board Secretary or designee will be responsible for the purchase, maintenance, and replacement of all electronic surveillance devices.

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Cooperation with Law Enforcement Agencies

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[See **POLICY ALERT** Nos. 227 and 234]

9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

The Board of Education recognizes that keeping students and staff safe and helping children understand and respect the law is best served by a close and cooperative relationship with local law enforcement.

The Board adopts this Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school staff and law enforcement authorities in all matters relating to the unlawful possession, distribution and disposition of controlled dangerous substances **or other drugs**, including anabolic steroids, as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, drug paraphernalia as defined in N.J.S.A. 2C:36-1, alcoholic beverages; firearms, as defined in N.J.S.A. 2C:39-1.f.; and other deadly weapons as defined in N.J.S.A. 2C:39-1.r.

The Board adopts Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school district staff and law enforcement authorities in all matters relating to the planning and conduct of law enforcement activities and operations occurring on school grounds, including arrest procedures, undercover school operations, and mandatory reporting the offenses listed in the Memorandum of Agreement between Education and Law Enforcement Officials (MOA).

The Superintendent or designee shall institute a program of such communication and cooperation with law enforcement in accordance with N.J.A.C. 6A:16-6.1.

This Policy and Regulation 9320 shall be submitted for review and approval to the Executive County Superintendent in accordance with N.J.A.C. 6A:16-6.2(a)2.

The Superintendent or designee shall annually review the MOA as adopted by the Board to ensure this Policy and Regulation 9320 are in accordance with the requirements outlined therein.

N.J.A.C. 6A:16-6.1.; 6A:16-6.2; 6A:16-6.4.

Adopted:



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[See POLICY ALERT Nos. 227 and 234]

R 9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

- A. Policy 9320 and this Regulation shall be in accordance with the provisions of N.J.A.C. 6A:16-6.2, the **Uniform State** Memorandum of Agreement between Education and Law Enforcement Officials (MOA), and shall be:
1. Developed, implemented, and revised, as necessary, in consultation with the county prosecutor and other law enforcement officials as may be designated by the county prosecutor;
 2. Reviewed and approved by the Executive County Superintendent;
 3. Made available annually to all school district staff, students, and parents;
 4. Consistent with reporting, notification, and examination procedures of students suspected of being under the influence of alcohol and other drugs pursuant to N.J.A.C. 6A:16-4.3; and
 5. Consistent with N.J.A.C. 6A:16-7, as appropriate.
- B. The school district's policies and procedures for cooperation with law enforcement agencies shall include the following components:
1. The Superintendent has designated school district staff as liaisons to law enforcement agencies in accordance with the MOA. The MOA includes a description of the liaisons' roles and responsibilities;



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2. Specific procedures for and responsibilities of school district staff in summoning appropriate law enforcement authorities onto school grounds, for the purpose of conducting law enforcement investigations, searches, seizures, or arrests shall be in accordance with the MOA;
3. Specific procedures and responsibilities of school district staff for notifying parents in instances of law enforcement interviews involving their children shall be consistent with the MOA and the following:
 - a. School officials shall not notify the student's parent(s) in instances of suspected child abuse or neglect;
 - b. School officials shall notify the student's parent(s) when the student is the target of the law enforcement investigation; and
 - c. In all other instances, school authorities shall permit law enforcement authorities to determine whether or when a student's parent should be contacted;
4. Specific procedures for and responsibilities of school district staff in cooperating with arrests made by law enforcement authorities on school grounds shall be in accordance with the MOA;
5. Specific procedures for and responsibilities of school district staff in initiating or conducting searches and seizures of students, their property, and their personal effects shall be in accordance with the MOA and the following:
 - a. All searches and seizures conducted by school district staff shall comply with the standards prescribed by the United States Supreme Court in *New Jersey v. T.L.O.*, 469 U.S. 325 (1985).
 - b. Questions concerning searches conducted by school officials shall be directed to the appropriate county prosecutor.



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Cooperation with Law Enforcement Agencies

- c. School officials may request that law enforcement authorities assume responsibility for conducting a search or seizure.
 - d. No school district staff member shall impede a law enforcement officer engaged in a lawful search, seizure, or arrest whether pursuant to a warrant or otherwise.
 - e. School district staff shall permit law enforcement authorities, upon their arrival, to assume responsibility for conducting a search or seizure.
 - f. All inspections of lockers, desks, or other objects or personal property on school grounds involving the use of law enforcement drug-detection canines may be undertaken with only the express permission of the county prosecutor or the Director of the Division of Criminal Justice or the Director's designee in the New Jersey Department of Law and Public Safety.
 - g. Questions concerning the legality of a contemplated or ongoing search, seizure, or arrest conducted by a law enforcement officer on school grounds shall be directed to the county prosecutor or in the case of a search, seizure, or arrest undertaken by the Division of Criminal Justice's designee in the New Jersey Department of Law and Public Safety, to the assigned Assistant Attorney General;
6. The procedures for and responsibilities of school district staff, with regard to interviews of students suspected of possessing or distributing a controlled dangerous substance; including anabolic steroids, drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;
7. Procedures for planning, approving, and conducting undercover school operations shall be in accordance with the MOA and the following:



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Cooperation with Law Enforcement Agencies

- a. The Superintendent and Principal shall cooperate with law enforcement authorities in the planning and conduct of undercover school operations. The Superintendent shall approve undercover operations without prior notification to the Board of Education.
 - b. All information concerning requests to undertake an undercover school operation, information supplied by law enforcement authorities to justify the need for and explain a proposed undercover school operation, and all other information concerning an ongoing undercover school operation, including the identity of any undercover officer placed in a school, shall be kept strictly confidential by the Superintendent and Principal.
 - c. The Superintendent and Principal shall not divulge information concerning an undercover school operation to any person without the prior express approval of the county prosecutor or designee.
 - d. The Superintendent, Principal, or any other school district staff or Board member who may have been informed regarding the existence of the undercover school operation shall immediately communicate to the county prosecutor or designee if they subsequently learn of information that suggests the undercover officer's true identity has been revealed, the undercover officer's identity or status as a bona fide member of the school community has been questioned, or the integrity of the undercover school operation has been in any other way compromised;
8. The procedures for and responsibilities of school district staff concerning the safe and proper handling of a seized controlled dangerous substance, including anabolic steroids, drug paraphernalia, or a firearm or other deadly weapon, and the prompt delivery of the items to appropriate law enforcement authorities shall be in accordance with N.J.A.C. 6A:16-6.2, Policy and Regulation 5530, and the MOA;



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9. The procedures for and responsibilities of school district staff in notifying authorities of a suspected violation of laws prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;
10. Provisions for requesting uniformed police attendance at extracurricular school events shall be in accordance with the MOA;
11. Provisions for notifying parents as soon as possible whenever a student is arrested for violating a law prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530;
12. Provisions for in-service training of school district staff concerning policies and procedures established in **N.J.A.C. 6A:16-6** ~~this subchapter~~, and the exchange of information regarding the practices of the school district and law enforcement agencies shall be in accordance with the MOA;
13. A MOA with appropriate law enforcement authorities in accordance with N.J.A.C. 6A:16-6, Policy 9320, and this Regulation;
14. An annual process for the Superintendent and appropriate law enforcement officials to discuss the implementation and need for revising the MOA, and to review the effectiveness of policies and procedures implemented pursuant to N.J.A.C. 6A:16-6.2 and the MOA;
15. Provisions for contacting the Chief Executive Officer of the involved law enforcement agency, county prosecutor, and/or Division of Criminal Justice, as necessary, to resolve disputes concerning law enforcement activities occurring on school grounds shall be in accordance with the MOA; ~~and~~



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16. Provisions for directing inquiries or complaints received by school district staff regarding interviews, investigations, arrests, or other operations conducted by sworn law enforcement officers to the appropriate law enforcement agency shall be in accordance with the MOA; **and** -
17. **The Superintendent or designee shall designate a point of contact for each school building who shall be responsible for receiving all "Handle With Care" notices for students enrolled in that school building and for disseminating the notices to the appropriate school staff, in accordance with the New Jersey Attorney General Directive 2020-09 and the MOA.**

C. Mandatory Reporting

1. There are seven offenses that must be reported to law enforcement if they qualify as mandatory reports, as set forth and explained in further detail in the MOA. These mandatory reports include:
 - a. Whenever any school district staff has reason to believe a student is in **unlawful** possession of a controlled dangerous substance, ~~or~~ related paraphernalia, **cannabis**, or is involved or implicated in distribution activities regarding controlled dangerous substances **or cannabis**, pursuant to N.J.A.C. 6A:16-6.3;
 - b. Whenever any school district staff in the course of their employment develops reason to believe that a firearm or other dangerous weapon has unlawfully been possessed on or off school grounds, a weapon was used in an assault against a student or other school personnel, or that any student or other person has committed an offense with, or while in possession of, a firearm, whether or not such offense was committed on school grounds or during school operating hours, pursuant to N.J.A.C. 6A:16-5.5, **6A:16-5.6(d)4**, and **6A:16-6.3(b)**;



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- c. Whenever any school district staff in the course of their employment develops reason to believe that anyone has threatened, is planning, or otherwise intends to cause death, serious bodily injury, or significant bodily injury to another person under circumstances in which a reasonable person would believe that the person genuinely intends at some time in the future to commit the violent act or to carry out the threat, pursuant to N.J.A.C. 6A:16-6.3(c) through (e);
 - d. Whenever any school district staff in the course of their employment develops reason to believe that a crime involving sexual penetration or criminal sexual contact has been committed on school grounds, or by or against a student during school operating hours or during school-related functions or activities, pursuant to N.J.A.C. 6A:16-6.3(d);
 - e. Whenever any school district staff in the course of their employment develops reason to believe that an assault upon a teacher, administrator, other school Board employee, or district Board of Education member has been committed, with or without a weapon, pursuant to N.J.A.C. 6A:16-5.7(d)5;
 - f. Whenever any school district staff in the course of their employment develops reason to believe a "bias-related act" has been committed or is about to be committed on or off school grounds, pursuant to N.J.A.C. 6A:16-6.3(e); and
 - g. Whenever any school employee in the course of their employment develops reason to believe a student is potentially missing, abused, or neglected, pursuant to N.J.A.C. 6A:16-11.1(a)3i. through iii.
- D. Nothing in the policies and procedures required under N.J.A.C. 6A:16-6 and Policy 9320 and this Regulation shall be construed to prohibit school district staff from disclosing information, pursuant to N.J.A.C. 6A:32-7.2 and 7.5(f), if necessary, to protect the immediate health or safety of a student or other persons.



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- E. The Superintendent or designee shall annually review Policy 9320 and this Regulation as adopted by the Board to ensure each are in accordance with the requirements outlined in the MOA.

Adopted:



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5460 HIGH SCHOOL GRADUATION

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation in accordance with N.J.A.C. 6A:8-5.1 et seq. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma and has met the requirements for graduation.

As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction, which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2 and A.1.b. below.

A. High School Graduation Requirements – N.J.A.C. 6A:8-5.1

1. For a State-endorsed diploma, the Board of Education shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century, and that include the following:
 - a. A graduating student must have earned a minimum of 122.5 (**four-year high school: no fewer than 120**) credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS), including, but not limited to, the following credits:
 - (1) 20 (**At least twenty**) credits in English language arts (**ELA**) aligned to grade nine through twelve standards;
 - (2) 15 (**At least fifteen**) credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;



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- (3) 15 (**At least fifteen**) credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry-based science course;
- (4) 15 (**At least fifteen**) credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
- (5) 2.5 (**At least two and one-half**) credits in financial, economic, business, and entrepreneurial literacy;
- (6) 4 (**At least three and three-quarters**) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
- (7) 5 (**At least five**) credits in visual and performing arts;
- (8) 5 (**At least five**) credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2) and A.1.b.(2)(b) below;
- (9) Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;
- (10) 5 (**At least five**) credits in 21st century life and careers, or career-technical education; and
- (11) Electives as determined by the high school program sufficient to total a minimum of 122.5 (**must be at least 120**) credits.



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- b. The 120-credit requirement set forth in N.J.A.C. 6A:8-5.1(a)1. and in A.1.a. above may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of individualized learning opportunities, as follows:
 - (1) The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLs.
 - (a) Individualized student learning opportunities in all NJSLs areas include, but are not limited to, the following:
 - (i) Independent study;
 - (ii) Online learning;
 - (iii) Study abroad programs;
 - (iv) Student exchange programs; and
 - (v) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
 - (b) Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall:
 - (i) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
 - (ii) Include demonstration of student competency;



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- (iii) Be certified for completion based on the district process adopted according to N.J.A.C. 6A:8-5.1(a)2.ii. and A.1.b.(2) below; and
 - (iv) Be on file in the school district and subject to review by the Commissioner of Education or designee.
- (c) Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall be permitted and shall be approved in the same manner as other approved courses.
- (2) The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLs at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated at N.J.A.C. 6A:8-5.1(a)2 and A.1.b. above. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
 - (a) The district shall choose assessments that are aligned with or exceed the NJSLs and may include locally designed assessments.
 - (b) The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as



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defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS:

- (i) The Standards-based Measurement of Proficiency (STAMP) online assessment;
 - (ii) The ACTFL Oral Proficiency Interview (OPI) or the Modified Oral Proficiency Interview (MOPI); or
 - (iii) New Jersey Department of Education-approved locally designed competency-based assessments.
- (3) The district shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses, College-Level Examination Program (CLEP), or concurrent/dual enrollment at accredited higher education institutions.
- (a) The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLS.
- c. Local student attendance requirements;
- d. Other requirements established by the Board of Education as indicated below:

Additional Graduation Requirements

1. Other requirements established by the Board of Education as indicated below:



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- a. Fifteen service hours in tenth grade.
2. Any statutorily mandated requirements for earning a high school diploma; and
3. Any Statewide assessment graduation requirements as determined by the New Jersey Department of Education (NJDOE);
- e. Any statutorily mandated requirements for earning a high school diploma;
- f. The requirement that all students demonstrate proficiency by achieving a passing score on the ~~ELA English Language Arts (ELA)~~ and mathematics components of the State graduation proficiency test or through the alternative means at N.J.A.C. 6A:8-5.1(h) and A.67. below, if applicable, or for students who take the State graduation proficiency test but do not achieve a passing score through the alternative means set forth at N.J.A.C. 6A:8-5.1(g) and (i) and A.56. and A.78. below.:
- (1) ~~Students in the graduating classes of 2019, 2020, 2021, and 2022 shall be required to demonstrate proficiency by achieving a passing score on the high school end-of-course PARCC assessments in ELA 10 and Algebra I or through alternative means set forth at N.J.A.C. 6A:8-5.1(f), (h), and (i) and A.5., A.7., and A.8. below.~~
- g. For students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test, the opportunity for the following will be provided:
 - (1) Remediation, pursuant to N.J.S.A. 18A:7C-3.; and
 - (2) One or more additional opportunities to demonstrate proficiency on the State graduation proficiency test, pursuant to N.J.S.A. 18A:7C-6; and



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- h. Students graduating from an adult high school shall demonstrate proficiency in the ELA and mathematics components of the State graduation proficiency test, or through alternative means set forth at N.J.A.C. 6A:8-5.1(g)(f) through (i) and A.5. through A.7 below.
2. In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a)1 through 3 and A.1.a. through A.1.c. above, to include in their programs of study the following additional credits:
 - a. Five credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
 - b. Five credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
 - c. Five credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers; and
 - d. Five credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.
3. The district shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the district's filed copy each time the graduation policy is revised.
4. The district shall provide each student entering high school and their parents with a copy of the district's requirements for a State-endorsed diploma and the programs available to assist students in attaining a State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.



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5. ~~To ensure adequate transition to the new Statewide assessment systems, the district shall provide students in the graduating classes of 2018, 2019, 2020, 2021, and 2022 who have not demonstrated proficiency on the high school end-of course PARCC assessments in ELA 10 and Algebra I with the opportunity to demonstrate competence through one of the alternative means set forth below:~~
- a. ~~For the graduating classes of 2018, 2019, 2020, 2021, and 2022, students who did not take the ELA 10 and the Algebra I end-of course PARCC assessment or who take but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, may satisfy the State requirement to demonstrate proficiency in English language arts and/or mathematics in one of the following ways:~~
- (1) ~~Achieve a passing score, as determined by the Commissioner of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or~~
- (2) ~~Meet the criteria of the portfolio appeals process.~~
56. For students in the graduating classes of 2023, 2024, and 2025, the alternative means referenced at N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above shall be as follows:
- a. Achieve a passing score, as determined by the Commissioner of Education and approved by the New Jersey State Board of Education, on a corresponding substitute competency test in **ELA** ~~English language arts~~ and/or mathematics, as applicable; and/or
- b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.



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67. All **multilingual learners (ML)** ~~English language learners (ELLs)~~ shall satisfy the requirements for high school graduation, except **MLs** ~~ELLs~~ may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a New Jersey Department of Education-approved, English fluency assessment.
78. Students, including students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act who participate in the alternative assessment for students with disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(c).
9. ~~For students in the graduating classes of 2019, 2020, 2021, and 2022, the New Jersey Department of Education (NJDOE) shall consider high school end-of-course State assessments to be equivalent to the corresponding high school end-of-course PARCC assessments.~~

B. High School Diplomas – N.J.A.C. 6A:8-5.2

1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), (c), or N.J.A.C. 6A:8-5.2(d) and A.1 above, C.1. below, or B.4. below.
2. The Board shall not issue a high school diploma to any student not meeting the criteria specified in the rule provisions referenced in **N.J.A.C. 6A:8-5.2(a) and B.1. above.**
 - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.



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- b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6 through N.J.A.C. 6A:8-5.1(i) and in A.1.f. through A.78. above, as applicable, pursuant to the standards applicable to the student's graduating class. ~~Students in graduating classes prior to 2018 shall demonstrate proficiency as set forth for the classes of 2018 through 2022 at N.J.A.C. 6A:8-5.1(f)1 and A.5.a. above.~~ Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8 and this Policy, a State-endorsed diploma shall be granted by the high school of record.
3. Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on the General Education Development test (GED) or other adult education assessments to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential.
4. The Commissioner ~~of Education~~ shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education. Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.
5. The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
 - a. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, or as set forth at N.J.A.C. 6A:8-5.1(g) and A.56. above.;



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- (1) ~~The Board shall award a State-endorsed high school diploma to any currently enrolled student in the graduating classes of 2019, 2020, 2021, and 2022 who has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f) and in A.5. above;~~
- b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and
 - c. Has formally requested such early award of a State-endorsed high school diploma.
6. Pursuant to N.J.S.A. 18A:7C-7 and 18A:7E-3, the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner of Education:
- a. The total number of students graduated;
 - b. The number of students graduated under the substitute competency test process;
 - c. The number of students graduated under the portfolio appeals process;
 - d. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their individualized education programs (IEP);
 - e. The total number of students denied graduation from the twelfth grade class; and
 - f. The number of students denied graduation from the twelfth grade class solely because of failure to pass the **New Jersey Department of Education-approved** high school end-of-course PARCC assessments, the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.



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C. Students with Disabilities – N.J.A.C. 6A:8-5.1(c) and N.J.A.C. 6A:14-4.11

1. Through the IEP process set forth at N.J.A.C. 6A:14-3.7 and pursuant to N.J.A.C. 6A:14-4.11, the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined at N.J.A.C. 6A:14-1.3.
 - a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
 - b. The district shall develop and implement procedures for assessing whether a student has met the specified alternate requirements for graduation individually determined in an IEP.
2. The IEP of a student with a disability who enters a high school program shall specifically address the graduation requirements. The student shall meet the high school graduation requirements pursuant to N.J.A.C. 6A:8-5.1 and A. above, except as specified in the student's IEP. The IEP shall specify which requirements would qualify the student with a disability for the State-endorsed diploma issued by the Board responsible for the student's education.
3. Graduation with a State-endorsed diploma is a change of placement that requires written notice pursuant to N.J.A.C. 6A:14-2.3(f) and (g).
 - a. As part of the written notice, the parent shall be provided with a copy of the procedural safeguards statement published by the NJDOE.
 - b. As with any proposal to change the educational program or placement of a student with a disability, the parent may resolve a disagreement with the proposal to graduate the student by requesting mediation or a due process hearing prior to graduation.
 - c. In accordance with N.J.A.C. 6A:14-3.8(d), a reevaluation shall not be required.



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- d. When a student graduates or exceeds the age of eligibility, the student shall be provided a written summary of their academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which the student exceeds the age of eligibility. The summary shall include recommendations to assist the student in meeting their postsecondary goals.
4. If a student attends a school other than that of the school district of residence that is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
 - a. If the school the student is attending declines to issue a diploma to the student, the Board of the school district of residence shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
5. If the Board grants an elementary school diploma, a student with a disability who fulfills the requirements of their IEP shall qualify for and receive a diploma.
6. Students with disabilities who meet the standards for graduation according to N.J.A.C. 6A:14-4.11 and **Section C.** of this Policy shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.

D. Financial Aid Application Graduation Requirement

1. **Beginning with the 2023-2024 grade eleven class, and for two school years thereafter, the Board shall require a student, and the student's parent, if applicable, to complete and submit a financial aid application in a form prescribed by the Higher Education Student Assistance Authority (Authority) as a prerequisite to the student receiving a high school diploma unless a waiver is submitted to the district as set forth in P.L.2023 c.295 and D.1.a. below.**



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- a. A student shall be exempt from the requirement in P.L.2023 c.295 and D.1. above if the student or the student's parent submits to the district a waiver form signed by the parent, or by the student if the student is at least eighteen years of age, requesting the exemption from the requirement.
 - b. If the student is under eighteen years of age and a form signed by the parent cannot be reasonably obtained, the student's school counselor may authorize the waiver as permitted by regulations promulgated by the State Board of Education pursuant to P.L.2023 c.295.
2. The district shall annually notify students and the parents of the requirement established pursuant to P.L.2023 c.295 and Section D.
3. No adverse action shall be taken by a Board against any student due to a student's receipt of an exemption from the requirement to complete and submit a financial aid application pursuant to D.1.a. above.
4. Nothing in P.L.2023 c.295 and this Policy shall be construed as requiring school counselors, or any other school employee, to assist students in completing the financial aid application. Nothing in P.L.2023 c.295 and this Policy shall be construed as creating a private right of action against the district or the State upon compliance or noncompliance with the provisions of P.L.2023 c.295 and this Policy.

N.J.S.A. 18A:7C-3; 18A:7C-5; 18A:7C-6; 18A:7C-7; 18A:7C-15; 18A:7E-3
18A:35-1; 18A:35-2; 18A:35-5; 18A:35-7; 18A:35-8

N.J.A.C. 6A:8-1.3; 6A:8-5.1 et seq.; 6A:14-1.3; 6A:14-2.3; 6A:14-3.7
6A:14-3.8; 6A:14-4.11; 6A:20-1.4

P.L.2023 c.295

Adopted:



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Dec 24

[See POLICY ALERT No. 234]

5710 STUDENT GRIEVANCE

The Board of Education believes that students ~~are citizens who~~ possess the right to request redress of grievances ~~and that students should be encouraged to respect lawful procedures for the resolution of~~ and disputes. Accordingly, the Board will establish and observe procedures by which the grievances of students will be heard.

For the purposes of this Policy, a student grievance means any complaint that arises out of the acts or policies of this Board or the acts of its employees. **The procedure outlined in this Policy shall be used to address a student grievance that is not elsewhere in a Board policy, regulation, and/or grievance with a procedure specifically designed to address the conduct in question.**

A student grievance **shall** ~~will~~ be heard in the following manner:

1. First Level

- a. The student or parent may submit a grievance to the teaching staff member most closely related to the policy or act giving rise to the grievance, within five school days of the conduct.

2. Second Level

- a. If the grievance is not resolved at the first level, the student or parent may appeal the teaching staff member's decision by submitting a written appeal of the decision to the Principal or designee within five school days of receipt of the teaching staff member's written decision.

(1) The written grievance shall include:

- (a) The specific nature of the grievance and a brief statement of the facts giving rise to it;



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- (b) Any documentation the student or parent has supporting their request; and
 - (c) The remedy sought by the student or student's parent.
 - b. The Principal or designee will inform the student and parent, in writing, of the Principal's or designee's decision regarding the appeal within five school days of receiving the written appeal from the student or parent and their right to appeal the Principal's or designee's decision to the Superintendent of Schools or designee.
 - 3. Third Level
 - a. If the grievance is not resolved at the second level, the student or parent may appeal the Principal's or designee's decision by submitting a written request to the Superintendent or designee. This written request for an appeal must be submitted to the Superintendent or designee by the student or parent within five school days of the student's or parent's receipt of the Principal's or designee's written decision and must include the same information the parent or student submitted in the written grievance outlined in 2.a.(1) above.
 - b. The Superintendent or designee will review the written request for an appeal and supporting documentation submitted by the school staff members and the student or parent to inform the student and parent of the decision regarding the appeal within ten school days of receiving the written request for an appeal.
 - c. A student or parent may appeal the Superintendent or designee's decision to the Board. An appeal that proceeds to the Board will be determined promptly and the Board will issue a decision in no more than thirty calendar days. The student will be informed of the right to appeal a decision of the Board to the Commissioner of Education.



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1. ~~A student should first make the grievance known to the staff member most closely involved or with a guidance counselor and both shall attempt to resolve the matter informally and directly;~~
2. ~~A grievance not resolved at the first step must be reduced to a written statement in which the student sets forth the specific nature of the grievance, the facts that gave rise to it, the relief sought, and the reasons why that relief is appropriate;~~
3. ~~The written grievance may be submitted to the Building Principal, the Superintendent, and the Board of Education, in that order and within a suitable period of time to be allowed at each level for the hearing of the grievance and the preparation of a response;~~

Optional

~~{At each level the student will have the opportunity to be heard personally;}~~

4. ~~At each step beyond the first, the school authority hearing the grievance may summon the parent(s) or legal guardian(s) of a grievant who is not an adult. The grievant may summon the assistance of his/her parent(s) or legal guardian(s) at any step;~~
5. ~~A student grievance that proceeds to the Board will be determined promptly and the Board will issue a decision in no more than ten calendar days. The student will be informed of the right to appeal a decision of the Board to the Commissioner of Education.~~

The Superintendent shall direct all staff members to respect the right of students to seek redress of grievances by lawful procedures without fear of reprisal.

Cross reference: Policy Guide No. 9130

Adopted:



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[See POLICY ALERT Nos. 231 and 234]

8500 FOOD SERVICES

The Board of Education shall make school lunch available to all students enrolled in a school in the district unless less than five percent of enrolled students in the school are Federally eligible for a free or reduced price lunch in accordance with N.J.S.A. 18A:33-4. School lunches made available pursuant to N.J.S.A. 18A:33-4 and this Policy shall meet minimum nutritional standards, established by the **United States Department of Agriculture (USDOA) Education**.

Free or reduced price breakfast and lunch, as required, shall be offered, under a school lunch program, school breakfast program, or a breakfast after the bell program, to all enrolled students who are determined to be Federally eligible for free or reduced price meals. As provided by N.J.S.A. 18A:33-4.a.(3) and N.J.S.A. 18A:33-14a.a.(2), any student who is eligible for a reduced price lunch and breakfast, pursuant to Federal income eligibility standards and criteria, shall not be required to pay for such lunch or breakfast. Free lunch or breakfast shall also be offered to each enrolled student who is Federally ineligible for free or reduced price meals, but who has an annual household income that is not less than one hundred and eighty-six percent, and not more than one hundred **and** ninety-nine percent, of the Federal poverty level, as determined pursuant to N.J.S.A. 18A:33-21b1.

A. Definitions – N.J.S.A. 18A:33-3.2

“Categorically eligible” means that a student is homeless, is a migrant child, is a runaway child, is a foster child, or is a Head Start child, as defined in 7 CFR Part 245, or is receiving assistance under the Supplemental Nutrition Assistance Program (SNAP), the Temporary Assistance for Needy Families Program (TANF), the Food Distribution Program on Indian Reservations (FDPIR), or, to the extent that the USDOA authorizes the matching of Medicaid data to identify children who are eligible for free school meals, is a participant in the Medicaid program, and which student, by virtue of such status, is automatically eligible to be certified to receive free school meals under the National School Lunch Program or the Federal School Breakfast Program, without first submitting an application or being subject to the Federal income verification requirements established by 7 CFR Part 245.



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“Eligible student” means a student who is categorically eligible or income-eligible for one or more subsidized school meals.

“Emergency meals distribution program” means a program, established under N.J.S.A. 18A:33-27.2, pursuant to which a school district is required to provide subsidized school meals to eligible students, through designated distribution sites, during any period in which a school in the district is subject to a public health-related closure due to the COVID-19 pandemic.

“Federal School Breakfast Program” means the Federal reimbursement program, established under the “Child Nutrition Act of 1966,” 42 USC s.1771 et seq., pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help finance the establishment, maintenance, operation, and expansion of school breakfast programs and facilitate the provision of free and reduced price breakfasts to eligible students.

“Federally eligible for free or reduced price meals” or “Federally eligible” means that a student is categorically eligible for free lunch under the National School Lunch Program or for free breakfast under the Federal School Breakfast Program, or that the student satisfies Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, as is necessary to Federally qualify for and receive free or reduced price lunch under the National School Lunch Program or free or reduced price breakfast under the Federal School Breakfast Program.

“Federally ineligible for free or reduced price meals” or “Federally ineligible” means that a student is not categorically eligible for, and fails to satisfy Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, as is necessary for the student to Federally qualify for and receive free or reduced price lunch under the National School Lunch Program or free or reduced price breakfast under the Federal School Breakfast Program.



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“Income-eligible” means that a student either satisfies Federal income eligibility requirements, adopted by the USDOA pursuant to 7 CFR Part 245, or satisfies State-level income eligibility requirements, set forth in N.J.S.A. 18A:33-4.a. or N.J.S.A. 18A:33-14a.a., as is necessary for the student to qualify for and receive subsidized lunch under the National School Lunch Program or subsidized breakfast under the Federal School Breakfast Program, on the basis of income.

“Low-income family” means a family with an annual household income amounting to not more than one hundred and eighty-five percent of the Federal poverty level.

“Middle-income family” means a family with an annual household income amounting to not less than one hundred and eighty-six percent, and not more than two hundred and twenty-four percent, of the Federal poverty level.

“National School Lunch Program” means the Federal reimbursement program established under the “Richard B. Russell National School Lunch Act,” 42 USC 1751 et seq., pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help finance the establishment, maintenance, operation, and expansion of school lunch programs and facilitate the provision of free and reduced price lunches to eligible students.

“Participating school” means a public or nonpublic school that provides daily lunch to enrolled students, through a school lunch program operated pursuant to the National School Lunch Program, or that provides daily breakfast to enrolled students, through a school breakfast program or breakfast after the bell program operated pursuant to the Federal School Breakfast Program, or both.

“Participating school district or nonpublic school” means a public school district or a nonpublic school that is required, or elects, to participate in the National School Lunch Program, the Federal School Breakfast Program, or both, as the case may be.



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“School breakfast program” means a program that is established and operated by a public or nonpublic school, in accordance with the requirements of the Federal School Breakfast Program and, in the case of a public school, in accordance with a plan adopted pursuant to N.J.S.A. 18A:33-10 or N.J.S.A. 18A:33-10.1, and pursuant to which the school offers daily breakfasts to all enrolled students.

“School lunch program” means a program that is established and operated by a school district, or by a nonpublic school, in accordance with the requirements of the National School Lunch Program and the provisions of N.J.S.A. 18A:33-4, and pursuant to which the district or nonpublic school offers daily lunches to all students enrolled therein.

“Student” means a child eighteen years of age or younger who is enrolled at a school in the State.

“Subsidized school breakfast” or “subsidized breakfast” means a school breakfast that is offered to an eligible student, free of charge, and the costs of which are reimbursed by the State or Federal government, as provided by N.J.S.A. 18A:33-14a.a. and b.

“Subsidized school lunch” or “subsidized lunch” means a school lunch that is offered to an eligible student, free of charge, and the cost of which is reimbursed by the State or Federal government, as provided by N.J.S.A. 18A:33-14a.a. and b.

“Subsidized school meals” or “subsidized meals” includes both subsidized school breakfasts and subsidized school lunches.

“Subsidized school meals application” means an application that identifies a student’s annual household income and is completed by the student’s parent, pursuant to N.J.S.A. 18A:33-21b1, N.J.S.A. 18A:33-21.c., or applicable Federal law, and which may be used by a school district, or by a public school or nonpublic school, both for the purposes of determining whether a student is income-eligible for subsidized school meals and for the other limited purposes specified in N.J.S.A. 18A:33-21b1.c.



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“Subsidized school meals certification process” or “subsidized meals certification” means the process pursuant to which a school or school district obtains and reviews a student’s subsidized school meals application, or engages in the review of other relevant documentation and materials pertaining to the student, as necessary to determine whether the student is categorically eligible or income-eligible for subsidized school meals under the National School Lunch Program, or under the Federal School Breakfast Program, or both.

“Summer Food Service Program” means the Federal reimbursement program, established under 42 USC 1761 and 7 CFR Part 225, pursuant to which the USDOA is authorized to provide grants-in-aid and other assistance to the States, as may be necessary to help schools, local government agencies, nonprofit organizations, colleges and universities, and summer camps to finance the administrative and operational costs of providing meals to children, in low-income areas, during the summer months and other planned periods of school closure.

“Summer meals program” means the Summer Food Service Program, the Seamless Summer Option authorized by 42 USC 1761, or any other similar State or Federal program that is designed to ensure that children have access to nutritious meals during the summer months and other planned periods of school closure.

“Unsubsidized school breakfast” or “unsubsidized breakfast” means a school breakfast that is offered, upon the payment of a fee, to a student who is neither categorically eligible nor income-eligible for subsidized breakfast, regardless of whether such student remains income-eligible for subsidized school lunch under the provisions of N.J.S.A. 18A:33-4, and the cost of which breakfast is not reimbursable by the State or Federal government.

“Unsubsidized school lunch” or “unsubsidized lunch” means a school lunch that is offered, upon the payment of a fee, to a student who is not categorically eligible or income-eligible for subsidized lunch, and the cost of which is not reimbursable by the State or Federal government.



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- BA.** Breakfast Program – N.J.S.A. 18A:33-10; 18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.3; 18A:33-14a.

If twenty percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a school breakfast program in the school in accordance with the provisions of N.J.S.A. 18A:33-10.

Notwithstanding the provisions of N.J.S.A. 18A:33-10 to the contrary, if ten percent or more of the students enrolled in a school in the district on October 1 of the preceding school year were Federally 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 program in accordance with the provisions of N.J.S.A. 18A:33-10.1.

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 were Federally 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 pursuant to N.J.S.A. 18A:33-11.3.

In accordance with N.J.S.A. 18A:33-11, in implementing a school lunch program, pursuant to N.J.S.A. 18A:33-4 et seq., a school breakfast program, pursuant N.J.S.A. 18A:33-9 et seq., or N.J.S.A. 18A:33-10.1, or a breakfast after the bell program, pursuant to N.J.S.A. 18A:33-11.1 or N.J.S.A. 18A:33-11.3, **each school and** the district shall:

1. Publicize, to parents and students, the availability of the respective school meals program, as well as the various ways in which a student may qualify to receive **subsidized school** ~~free or reduced price~~ meals under the program, as provided by N.J.S.A. 18A:33-4 and N.J.S.A. 18A:33-14a.;
2. Make every effort to ensure that **subsidized students receiving subsidized school meals** are not **identified** ~~recognized as program participants~~, by the student body, faculty, or staff, in a manner that



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is **distinct** ~~different~~ from the manner in which ~~unsubsidized~~ students **receiving unsubsidized school meals** are **identified** ~~recognized~~ as program participants. Such efforts shall include, but need not be limited to, the establishment of a neutral meal plan or voucher system that does not make a distinction between **these two groups of subsidized and unsubsidized** students; and

3. **To the greatest extent practicable** ~~Make every effort to:~~
 - a. Facilitate **and expedite** the prompt and accurate identification of categorically eligible students who may be certified to **receive** ~~participate in the program, on a~~ subsidized **school meals** basis, without first submitting an application therefore, and, whenever an application is required to establish **income** eligibility for subsidized meals, encourage students and their families to submit a subsidized school meals application for that purpose;
 - b. Facilitate and expedite, ~~to the greatest extent practicable,~~ the subsidized school meals application and income-eligibility determination processes that are used, by the **school or school district**, to certify a student for **subsidized** ~~free or reduced price~~ school meals on the basis of income, and assist parents in completing the **subsidized** school meals application; and
 - c. Encourage students who are neither categorically eligible nor income-eligible for ~~free or reduced price~~ **subsidized** school **lunch or subsidized school breakfast** meals to nonetheless participate; **in the school lunch program or school breakfast program, or both, as appropriate,** on a paid and unsubsidized basis, ~~in the program.~~

If the district participates in the Federal School Breakfast Program, the district is encouraged to increase the number of students participating in the program by establishing a breakfast after the bell program that incorporates school breakfast into the first-period classroom or the first few minutes of the school day pursuant to N.J.S.A. 18A:33-11.1.



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Pursuant to N.J.S.A. 18A:33-14a., school breakfasts made available to students under a school breakfast program or a breakfast after the bell program shall meet minimum nutritional standards, established by the ~~USDOA New Jersey Department of Education~~.

The State of New Jersey shall provide funding to each school in the district if the school operates a School Breakfast Program or a breakfast after the bell program, as may be necessary to reimburse the costs associated with the school's provision of free breakfasts, pursuant to N.J.S.A. 18A:33-14a.b., to students who are Federally ineligible for free or reduced price meals.

CB. Summer Food Service Program – N.J.S.A. 18A:33-23; 18A:33-24; 18A:33-25; 18A:33-26

In accordance with N.J.S.A. 18A:33-24, if fifty percent or more of the students enrolled in the school district on or before the last school day before October 16 of the preceding school year were Federally eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall become a sponsor or site under the Federal Summer Food Service Program or apply for a waiver pursuant to N.J.S.A. 18A:33-26.

In accordance with N.J.S.A. 18A:33-23, the district shall notify each student enrolled **in the school district** and the student's parent of the availability of, and criteria of eligibility for, the summer meals program and the locations in the district where the summer meals are available. The district shall provide this notification by distributing flyers provided by the New Jersey Department of Agriculture (**NJDOA**) pursuant to ~~subsection~~ N.J.S.A. 18A:33-23.c. The district may also provide electronic notice of the information through the usual means by which the district communicates with parents and students electronically.

Pursuant to N.J.S.A. 18A:33-26.a., the **NJDOA** ~~New Jersey Department of Agriculture~~ may grant a waiver of the requirements of N.J.S.A. 18A:33-24 et seq. To be granted a waiver, the district must show that it lacks the staff, facilities, or equipment to sponsor the Federal Summer Food Service Program, or the means to finance the hiring or acquisition of



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such staff, facilities, or equipment. The ~~NJDOA New Jersey Department of Agriculture~~ also may grant a waiver for one year to the district if a different sponsor currently runs the Federal Summer Food Service Program within the district's community.

Pursuant to N.J.S.A. 18A:33-26.b., **when requesting a waiver pursuant to N.J.S.A. 18A:33-26.a.**, the district shall report to the ~~NJDOA New Jersey Department of Agriculture~~, in the manner prescribed by the ~~NJDOA New Jersey Department of Agriculture~~, its reasons for requesting a waiver of the requirements of N.J.S.A. 18A:33-24 ~~et seq.~~ The report shall include, but need not be limited to, a description of the specific impediments to implementing the program and actions that could be taken to remove those impediments or, where applicable, the identification of the sponsor that currently runs the program within the same community.

DC. Information Provided to Parents Regarding the National School Lunch Program and the Federal School Breakfast Program – N.J.S.A. 18A:33-21b1

1. At the beginning of each school year, or upon initial enrollment, in the case of a student who enrolls during the school year, the **participating school district** shall provide each student's parent with:
 - a. **A hard copy of information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to;**
 - (1) **Information on the ability availability of all categorically eligible and income-eligible students to receive free school lunch under the National School Lunch Program, as provided by N.J.S.A. 18A:33-4.a., and free school breakfast under the Federal School Breakfast Program, as provided by N.J.S.A. 18A:33-14a.a. or reduced price meals for eligible students;**



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- (2) Information on the **subsidized school meals** application and **certification determination** processes that are used to **determine whether a student is categorically eligible or income-eligible** ~~certify eligible students~~ for subsidized school meals; and;
 - (3) Information highlighting the need for parents to complete a subsidized school meals application for each student, and encouraging parents to complete the application, both to ensure that the student will have access to all subsidized school meals for which the student is eligible and to ensure that the school and the district have the necessary information to facilitate relevant eligibility determinations, receive appropriate reimbursement, and engage in all other activities authorized under N.J.S.A. 18A:33-21b1.c.; and
 - (4) Information on the rights that are available to students and their families under N.J.S.A. 18A:33-21b1 and N.J.S.A. 18A:33-21; and
- b. A **hard copy of a subsidized** school meals application ~~form~~, as well as instructions for completing the application, and, as necessary, assistance in completing the application.
2. The school meals information and application provided to parents, pursuant to N.J.S.A. 18A:33-21b1.a. shall:
- a. Be communicated in a language that the parent understands;
 - b. Specify the limited purposes for which collected personal data may be used, as provided by N.J.S.A. 18A:33-21b1.c.; and



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- c. **Include a notice that an application to apply for the school lunch and school breakfast programs may be submitted at any time during the school year and is required to be submitted annually** ~~Be submitted to the parent either in writing or electronically. In the latter case, the school district shall use the usual means by which it communicates with parents electronically.~~

The district may also provide the information and application electronically, through the usual means by which the district electronically communicates with parents.

3. A **subsidized** school meals application that is completed by a parent shall be confidential, and shall not be used or shared by the student's school or school district, except as may be necessary to:
 - a. Determine whether a student identified in the application is **income-eligible** for free or reduced price school meals **and, if so, whether the student satisfies Federal or State-level income eligibility requirements for subsidized school lunches, subsidized school breakfasts, or both;**
 - b. Determine whether the school or school district is required, by N.J.S.A. 18A:33-11.3 or by N.J.S.A. 18A:33-24, to establish a breakfast after the bell program; or to participate as a sponsor or site in the Federal Summer Meals Service Program;
 - c. Ensure that the school receives appropriate reimbursement, from the State and Federal governments, for **subsidized school meals served** ~~provided~~ to eligible students, free of charge, through a school lunch program, a school breakfast program, a breakfast after the bell program, a summer meals program, or an emergency meals distribution program; and
 - d. Facilitate school aid determinations under the "School Funding Reform Act of 2008," N.J.S.A. 18A:7F-43 et seq.



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4. The school district shall require the parent to either submit an application to apply for the school lunch and school breakfast programs or submit a signed card provided by the school district indicating that the parent has received the application and information and is not interested in participating in the school lunch and school breakfast programs. The card shall include a notice stating that a parent may submit an application to apply for the school lunch and school breakfast programs at any time during the school year.

If a school district does not receive an application or a signed card from the parent, the school district shall make at least one attempt to contact the student's parent and request that the parent submit either an application or signed card.

5. The provisions of N.J.S.A. 18A:33-21b1 shall not apply in the case of a school which participates in the Community Eligibility Provision.

ED. Free or Reduced Price Meals' Application Process – 7 CFR 245

School meals 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 receipt of the completed application pursuant to 7 CFR 245.6(c)(6). **“Operating days” mean days that reimbursable meals are offered to eligible students under the National School Lunch Program or School Breakfast Program.** Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of their eligibility and shall continue to receive such meals during the pendency of any inquiry regarding their eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, ~~NJDOA 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, ~~NJDOA New Jersey Department of Agriculture~~.



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In accordance with 7 CFR 245.6(c)(1) and (2), eligibility for free or reduced price meals, as determined through an approved application or by direct certification, must remain in effect for the entire school year and for up to thirty operating days in the subsequent school year. Prior to the processing of an application or the completion of direct certification procedures for the current school year, children from households with approved applications or documentation of direct certification on file from the preceding year, shall be offered reimbursable free and reduced price meals, as appropriate.

In accordance with 7 CFR 245.6(c)(6)(iii), children from households that notify the local educational agency that they do not want free or reduced price benefits must have their benefits discontinued as soon as possible.

Pursuant to 7 CFR 245.6(c)(7), if the district receives an incomplete school meals application or a school meals application that does not meet the eligibility criteria for free or reduced priced benefits, the school meals application must be denied. The district shall document and retain the denied school meals application and reasons for ineligibility for three years in accordance with 7 CFR 245.6(e).

In accordance with 7 CFR 245.6(c)(7), parents of students who are denied benefits must receive prompt, written notification of their denial. The notification may be provided by mail or e-mail to the individual who signed the school meals application. Posting the denial on the "notification" page of an online system does not meet this requirement. Likewise, informing the parent of denial via telephone does not meet this requirement. If the district uses an automated telephone information system to notify parents of denied benefits, the district must also provide the parents with written notification of the denial. The notification must provide the: reason for denial of benefits; right to appeal; instructions on how to appeal; and ability to reapply for free and reduced price benefits at any time during the school year.

In accordance with 7 CFR 245.6(e), the district shall record the eligibility determination and notification in an easily referenced format. The record shall include the: denial date; reason for denial; date the denial notice was sent; and signature or initials of the determining official (may be electronic, where applicable).



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Any parents of students who have benefits that are to be reduced or terminated must be given ten calendar days' written notice of the change prior to the date the change will go into effect pursuant to 7 CFR 245.6a(j). The first day of the advance notice period shall be the day the notice is sent. The notice of adverse action may be sent via mail or to the e-mail address of the parent. The district cannot notify the household of adverse action by phone only.

Pursuant to 7 CFR 245.6a(j), the notice of adverse action must advise the parents of: change in benefits; reasons for the change; an appeal must be filed within the ten calendar days advance notice period to ensure continued benefits while awaiting a hearing and decision; instructions on how to appeal; and the parents may reapply for benefits at any time during the school year.

If the district participates in any National School Lunch Program, School Breakfast Program, or provides free milk under the Special Milk Program, the district shall submit to the ~~NJDOA New Jersey Department of Agriculture~~ a free and reduced price policy statement pursuant to 7 CFR 245.10.

In accordance with 7 CFR 245.1(b), the district shall avoid any policy or practice leading to the overt identification of students receiving free or reduced price meal benefits. Overt identification is any action that may result in a child being recognized as potentially eligible for or certified for free or reduced price school meals. Unauthorized disclosure or overt identification of students receiving free and reduced price meal benefits is prohibited. The district shall ensure that a child's eligibility status is not disclosed at any point in the process of providing free and reduced price meals, including: notification of the availability of free and reduced price benefits; certification and notification of eligibility; provision of meals in the cafeteria; and the point of service. In addition, the district shall ensure students who receive free and reduced price benefits are not overtly identified when they are provided additional services under programs or activities available to low-income students based on their eligibility for free and reduced price meals.



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Pursuant to 7 CFR 245.2, disclosure means revealing or using individual student's program eligibility information obtained through the free and reduced price meal or free milk eligibility process for a purpose other than the purpose for which the information was obtained. Disclosure includes, but is not limited to, access, release, or transfer of personal data about students by means of print, tape, microfilm, microfiche, electronic communication, or any other means. It includes eligibility information obtained through the school meals application or through direct certification.

If the district accepts both cash and electronic payments, the district shall ensure students are not overtly identified through the method of payment pursuant to 7 CFR 245.8(b). To the maximum extent practicable, the district must ensure the sale of non-program foods and the method of payment for non-program foods do not inadvertently result in students being identified by their peers as receiving free and reduced price benefits.

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, ~~NJDOA New Jersey Department of Agriculture~~.

FE. Meal Charge Program – N.J.S.A. 18A:33-21

The Board of Education provides a meal charge program to permit ~~unsubsidized~~ 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.

~~“Unsubsidized student” means a student who is neither categorically eligible nor income eligible for free or reduced price school meals, and who is, consequently, required to pay for any such meals that are served to the student under the National School Lunch Program or the Federal School Breakfast Program.~~

The Board of Education recognizes a student may not have breakfast or lunch (meal), as applicable, or money to purchase an **unsubsidized school breakfast or school lunch meal** at school on a school day causing the student's **unsubsidized school breakfast or unsubsidized school lunch**



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~~bill meal charge account~~ to fall into arrears. The **participating school** district shall contact the student's parent to provide notice of the arrearage and shall 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 designated ten school day period, then the **participating school** district shall again contact the student's parent to provide notice of any action to be taken ~~by the school district~~ in response to the arrearage.

A parent who has received a second notice their ~~student's child's~~ **unsubsidized school breakfast or unsubsidized school lunch meal bill** is in arrears and who has not made payment in full within one week from the date of the second notice may 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 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.

A **participating** school district shall report at least biannually to the ~~NJDOA New Jersey Department of Agriculture~~ the number and percentage of **enrolled** students who ~~have been~~ **are** denied school breakfast or school lunch **on the basis of an unsubsidized meal bill arrearage, pursuant to** ~~in accordance with~~ N.J.S.A. 18A:33-21.a.(2) and this Policy.

Nothing in N.J.S.A. 18A:33-21 or this Policy shall be construed to:

1. ~~R~~require the **participating school** district to deny or restrict the ability of an ~~unsubsidized~~ student to access **unsubsidized** school breakfast or **unsubsidized** school lunch, **respectively, whenever** ~~when~~ the student's **unsubsidized** school breakfast or **unsubsidized** school lunch bill is in arrears; ~~or~~



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2. **Authorize the participating school district to deny or restrict the ability of a student who is income-eligible for subsidized school lunch, but who is not income-eligible for subsidized school breakfast, to continue to access subsidized school lunch whenever the student's unsubsidized school breakfast bill is in arrears.**

The **participating school or school district** shall not:

1. Publicly identify or stigmatize ~~a an unsubsidized~~ student who cannot pay for an **unsubsidized** school breakfast or an **unsubsidized** school lunch or whose **unsubsidized** school breakfast or ~~school lunch~~ bill is in arrears; ~~(For example, by requiring the student to sit at a separate table, or by requiring that the student to wear a wristband, hand stamp, or identifying mark, or to accept by serving the student an alternative meal);~~
2. Require ~~a an unsubsidized~~ student, who cannot pay for an **unsubsidized** school breakfast or an **unsubsidized** school lunch or whose **unsubsidized** school breakfast or ~~school lunch~~ bill is in arrears to do chores or other work to pay for the **unsubsidized** school breakfast or **unsubsidized** school lunch;
3. Require ~~a an unsubsidized~~ student to discard an **unsubsidized** school breakfast or an **unsubsidized** school lunch after it has been served, ~~either because of the student's is unable inability~~ to pay for ~~the a~~ **unsubsidized** school breakfast or **unsubsidized** school lunch or because ~~the student's unsubsidized school breakfast or unsubsidized lunch bill is in arrears money is owed for previously provided meals;~~
4. Prohibit ~~a an unsubsidized~~ student, or a sibling ~~thereof of such a student,~~ from attending or participating in non-fee-based extracurricular activities, field trips, or school events, from receiving grades, official transcripts, or report cards, or from graduating or attending graduation events, solely because of the student's unresolved **breakfast or lunch meal** debt; or



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5. Require **a student's** the parent of an ~~unsubsidized student~~ to pay fees or costs in excess of the actual amounts owed for **unsubsidized school breakfasts or unsubsidized school lunches, or both, which have been** meals previously served to the student.

If ~~a an unsubsidized~~ student owes money for the equivalent of five or more **unsubsidized** school meals, the Principal or designee **of the participating school district** shall:

1. Determine whether the student is ~~categorically eligible or income-eligible~~ for **subsidized school** ~~free or reduced price~~ meals, by conducting a review of all available records related to the student, and by making at least two attempts, not including the initial attempt made pursuant to N.J.S.A. 18A:33-21**b1-21.c.(2)**, to contact the student's parent and have the parent **complete** ~~fill out~~ a **subsidized** school meals application; and
2. Contact the **student's** parent of the ~~unsubsidized student~~ to:
 - a. **Offer** assistance with respect to the completion of the **subsidized** school meals application; and
 - b. ~~to~~ **Determine whether** if there are other issues in the household that have caused the student to have insufficient funds to purchase an **unsubsidized** school breakfast or **unsubsidized** school lunch, **as the case may be**; and ~~to~~
 - c. **Offer** any other appropriate assistance.

The **participating** school district shall direct communications about a student's **unsubsidized** school ~~breakfast or school lunch bill being in~~ **meals arrearage** arrears to the parent and not to the student. Nothing in N.J.S.A. 18A:33-21 shall prohibit the **participating** school district from sending a student home with a letter addressed to a parent.

Notwithstanding the provisions of N.J.S.A. 18A:33-21 and the provisions of any other law, rule, or regulation to the contrary, ~~a an unsubsidized~~ student shall not be denied access to a school meal, regardless of the student's ability to pay or the status of the student's meal arrearages, during any period of time in which the **participating** school **district** is making a determination, pursuant to N.J.S.A. 18A:33-21.c., as to whether



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the student is eligible for, and can be certified to receive, **subsidized school free or reduced-price meals**.

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.

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

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.

GF. Provision of Meals to Homeless Children – N.J.S.A. 18A:33-21c.

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

HG. Provision of School Meals During Period of School Closure – N.J.S.A. 18A:33-27.2

Whenever ~~In the event~~ the Board **receives** ~~is provided~~ a written directive, ~~from by~~ either the New Jersey Department of Health or the health officer of the jurisdiction, **instituting** ~~to institute~~ a public health-related school closure due to the COVID-19 epidemic, the district **having jurisdiction over the closed school** shall implement **and operate an emergency school meals distribution** a program; during the period of the school closure, ~~to~~. **An emergency school meals distribution program implemented pursuant to N.J.S.A. 18A:33-27.2 shall provide for subsidized school meals to be made available**, at meal distribution sites designated pursuant to N.J.S.A. 18A:33-27.2.b., to all students enrolled in the district who are either categorically eligible or income-eligible **therefor** ~~for free or reduced-price school meals~~.



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In order to facilitate the emergency distribution of subsidized school meals in the event of an emergency public school closure, as described in N.J.S.A. 18A:33-27.2.a., ~~each~~ the district shall identify one or more school meal distribution sites that are walkable and easily accessible to students in the district. The district shall collaborate with county and municipal government officials in identifying appropriate **distribution sites including** ~~A school meals distribution site may include~~, but need not be limited to: faith-based locations; community centers, such as YMCAs; and locations in the district where meals are made available through a summer meals program. In a district that includes high density housing, the district shall make every effort to identify an **emergency** school meals distribution site in that housing area.

The district shall identify students enrolled in the district who are categorically eligible or income-eligible for **subsidized school lunch, subsidized school breakfast, or both** ~~free or reduced price meals~~, and for whom an **emergency** school meal distribution site, identified pursuant to N.J.S.A. 18A:33-27.2.b., is not within walking distance. In the case of these students, the district shall distribute the **subsidized** school meals to the student's residence or to the student's bus stop along an established bus route, provided that, **in the latter case**, the student or the student's parent **shall be** is present at the bus stop **to accept** ~~for~~ the distribution. **Distributions made** ~~Food distributed~~ pursuant to N.J.S.A. 18A:33-27.2.c. may include up to a total of three school days' worth of food per delivery.

The district may use school buses owned and operated by the district to distribute **subsidized** school meals pursuant to N.J.S.A. 18A:33-27.2. If the district does not own and operate its own buses, the district may **enter into a contract authorizing another party to engage in** ~~for~~ the emergency distribution of **subsidized** school meals, **on the district's behalf, pursuant to N.J.S.A. 18A:33-27.2, and any such** ~~these~~ contracts shall ~~not~~ be **exempt from** ~~subject to~~ the public bidding requirements established pursuant to the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq.

The district shall collaborate, as feasible, with other districts and with local government units **when implementing an** ~~to implement the~~ emergency meals distribution program, **pursuant to** ~~as required by~~ N.J.S.A. 18A:33-27.2, in order to promote administrative and operational efficiencies and cost savings.



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School lunches and breakfasts that are made available, through an emergency meals distribution program operating pursuant to N.J.S.A. 18A:33-27.2, shall be provided to eligible students, free of charge, in accordance with the provisions of N.J.S.A. 18A:33-4.a. and N.J.S.A. 18A:33-14a.a.

IIH. Statement of Compliance

All food service programs shall be operated pursuant to 7 CFR 245, as appropriate, and this Policy.

N.J.S.A. 18A:18A-42.1; 18A:33-4; 18A:33-5; 18A:33-10;
18A:33-10.1; 18A:33-11; 18A:33-11.1; 18A:33-11.2;
18A:33-11.3; 18A:33-14a.; 18A:33-21; 18A:33-21a.;
18A:33-21b1; 18A:33-21c.; 18A:33-23; 18A:33-24;
18A:33-25; 18A:33-26; 18A:33-27.2; 18A:58-7.1;
18A:58-7.2

N.J.A.C. 2:36

N.J.A.C. 6A:23-2.6 et seq.

N.J.A.C. 8:24-2.1 through 7.5

7 CFR 210.1 et seq.

Adopted:

