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**Lacey Township School District Board of Education  
Policy Committee Meeting  
Co-Curricular, Safety & Security, LTASA**

**AGENDA** - August 6, 2025 @ 4:15 pm

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Dan Bell, **Chairperson**  
Kim Klaus  
Jack Conaty

Linda Walker, Alternate  
William W. Zylinski - Acting Superintendent

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**New Policy/Regulations for Review and/or Discussion:**

- P 8350 - Records Retention - Revised to include AI searches
- R5516 - Cell Phone regulation (revised)
- P 0173 - Duties of Public School Accountant - Revised  
*Sections of N.J.A.C. 6A:23A-16.2 address the role and responsibilities of the licensed public school accountant. Bylaw Guide 0173 has been revised to include the administrative code sections, by reference, that outline the responsibilities and requirements of the accountant and the Board. The other revisions in the updated administrative code do not require any changes in the practice or implementation of Bylaw Guide 0173.*
- P 0174 - Legal Services (M) - Revised  
*N.J.A.C. 6A:23A-5.2 addresses procedures to ensure the prudent use of legal services by employees and Board members and has minor revisions. Bylaw Guide 0174 has been revised to incorporate these revisions that do not change the implementation of the requirements in Bylaw Guide 0174. Bylaw Guide 0174 is mandated because N.J.A.C. 6A:23A-5.2(a) requires each Board of Education to establish by policy a strategy to minimize the cost of professional services, including legal fees.*
- P 0177 - Professional Services (M) - Revised  
*N.J.A.C. 6A:23A-5.2 requires each Board of Education to establish by policy a strategy to minimize the cost of professional services. Bylaw Guide 0177 incorporates the minor revisions that were made in the updated administrative code regarding the awarding of contracts for professional services. Bylaw Guide 0177 is mandated because it is required by N.J.A.C. 6A:23A-5.2.*
- P & R 1570 - Internal Controls (M) - Revised  
*N.J.A.C. 6A:23A-6.4 through N.J.A.C. 6A:23A-6.8 address the requirements for each school district, as a condition of receiving State aid, to establish specific policies and procedures on internal controls designed to provide management with reasonable assurance the school district's goals and objectives will be met and will meet the requirements of the administrative code. The revisions in these administrative code sections have been incorporated into Policy and Regulation Guides 1570. Policy*

and Regulation Guides 1570 are mandated because N.J.A.C. 6A:23A-6.4(a) requires each school district to establish policies and procedures on the internal controls in N.J.A.C. 6A:23A-6.4 through N.J.A.C. 6A:23A-6.8. In addition, Regulation Guide 1570 must also be adopted by the Board.

- **P 1620 - Administrative Employment Contracts (M) - Revised**  
*N.J.A.C. 6A:23A-3.1 addresses the requirements of the Executive County Superintendent's review and approval of employment contracts for Superintendents, Assistant Superintendents, and School Business Administrators. The revisions in the recently adopted administrative code have been incorporated into Policy Guide 1620. Policy Guide 1620 is mandated because the review and approval provisions in the administrative code are required under the Governance Indicators in the current QSAC DPRs.*
- **P & R 6111 - Special Education Medicaid Initiative (SEMI) Program (M) - Revised**  
*N.J.A.C. 6A:23A-5.3 addresses every school district's requirement, with the exception of a waiver being granted, to take appropriate steps to maximize participation in the Special Education Medicaid Initiative (SEMI) Program. The revised administrative code required only minor revisions in Policy Guide 6111 with more substantive revisions in Regulation Guide 6111. Regulation Guide 6111 provides additional details for a district seeking a waiver of the requirements of N.J.A.C. 6A:23A-5.3 and several additional program requirements. The requirements in Policy Guide 6111 are significant as non-compliance could result in withholding of State aid as per N.J.A.C. 6A:23A-5.3(h). Policy and Regulation Guides 6111 are mandated because N.J.A.C. 6A:23A-5.3(e)1 requires each school district to implement a policy and procedures concerning the effective and efficient administration of the SEMI reimbursement program consistent with N.J.A.C. 6A:23A-5.3.*
- **P & R 6220 - Budget Preparation (M - policy only) - Revised**  
*N.J.A.C. 6A:23A-8.1 included revisions regarding budget preparation that have been incorporated into Policy Guide 6220. The revised administrative code does not change the current budget preparation and budget submission requirements. Regulation Guide 6220 provides a basic procedure for the school district budget development process. The only revisions in Regulation Guide 6220 are assigning the budget preparation process to the Superintendent and the School Business Administrator/Board Secretary. The internal budgetary procedures used in the school district are not governed by any statute or administrative code; therefore, a district may revise these procedures to meet local needs. Policy Guide 6220 is mandated as the QSAC DPR's – Fiscal Indicators section requires the provisions listing the statutory and administrative code requirements of budget development. Regulation Guide 6220 is recommended because it reflects the internal process used to develop the budget.*
- **P 0143 - Board Member Election and Appointment- Revised**  
*Bylaw Guide 0143 addresses the legal requirements for the election and appointment of Board members to a Board of Education to fill a vacancy. Strauss Esmay has revised Bylaw Guide 0143 to add an optional section that applies to the process in which county vocational school districts (CVSD) appoint Board members to their Board in the event of a vacancy. N.J.S.A. 18A:54-16 et seq. references N.J.S.A. 40A:9-12.1 which outlines the rules for how to fill a vacancy on a CVSD Board. CVSDs should now select the optional language in Bylaw Guide 0143 titled **[Applicable for County Vocational School Districts Only]** as it follows the requirements outlined in N.J.S.A. 40A:9-12.1. Bylaw Guide 0143 is recommended for CVSD as it outlines legally required procedures for filling vacancies on a CVSD Board.  
For all Type II districts with an elected Board and regional school district Boards, Bylaw Guide 0143 has been revised to better align with N.J.S.A. 18A:12-15 which addresses the rules for filling a vacancy on those types of Boards.*

- **P 1636.01 - Notification of Promotion, New Job, and Transfer Opportunities - New**  
*Policy Guide 1636.01 was written to address N.J.S.A. 34:6B-23 which requires employers (including Boards of Education) to make reasonable efforts to announce, post, or otherwise make known opportunities for promotion that are advertised internally within the district or externally on internet-based advertisements, postings, printed flyers, or other similar advertisements to all current employees in the affected department(s) of the employer's business prior to making a promotion decision. Policy Guide 1636.01 outlines the requirements in N.J.S.A. 34:6B-23. Policy Guide 1636.01 is recommended as districts are now required to follow the procedure outlined in N.J.S.A. 34:6B-23 when hiring for an open or new position.*
- **P 1648.15 - Recordkeeping for Healthcare Settings In School Buildings-Covid-19 (M) - Abolished**  
*The United States Department of Labor – Occupational Safety and Health Administration (OSHA) recently placed an enforcement stay on the COVID-19 Recordkeeping and Reporting Requirements under 29 CFR 1910.502. After reaching out to the New Jersey Department of Health – Department of Occupational Health, their office confirmed the State of New Jersey would no longer be enforcing these recordkeeping and reporting requirements for COVID-19. Policy Guide 1648.15 should be abolished by districts as it is no longer in effect.*
- **P 2422 - Statutory Curricular Requirements (M) - Revised**  
*Policy Guide 2422 has been revised to include the statutory curricular requirement (N.J.S.A. 18A:35-4.44) which mandates instruction on the history and contributions of Asian Americans and Pacific Islanders in an appropriate place in the curriculum for students in grades Kindergarten through twelve as part of the district's implementation of the NJSLs in social studies. In addition, the title of Policy Guide 2422 has been revised to "Statutory Curricular Requirements" as many of the requirements listed in Policy Guide 2422 are statutory requirements and are referred to as statutory curricular requirements in the QSAC DPRs. Some of these statutory curricular requirements are required to be incorporated into the NJSLs for comprehensive health and physical education. However, the recent additional statutory curricular requirements are included in areas other than health and physical education.*

*The United States Supreme Court released a decision dated June 28, 2025 in Mahmoud v Taylor granting a preliminary injunction finding a Maryland County Board of Education's introduction of LGBTQ+ storybooks, along with a decision by the Board to not permit a parent to opt-out their child from instruction involving these storybooks based on religious beliefs, places an unconstitutional burden on the parents' rights to the free exercise of their religion. While this case works its way through the Federal Court system, the Supreme Court ordered the Board to notify parents in advance whenever one of the storybooks in question or any other similar book is to be used in classroom instruction and to allow the parents to have their children excused from that instruction.*

*The Supreme Court's preliminary injunction will be in effect while this lawsuit proceeds. This preliminary injunction addresses a complex legal issue that will likely generate strong differences of opinions within a community. Therefore, it is recommended a district develop a protocol, in consultation with the Board and Board Attorney, that addresses the Supreme Court's preliminary injunction. Should the Supreme Court or the Circuit Court governing New Jersey issue a final ruling on this issue or if the New Jersey Attorney General or Department of Education provides guidance to school districts on this issue that is not consistent with New Jersey's current religious objection/opt-out statute, N.J.S.A. 18A:35-4.7 as stated in Policy Guide 2422, Strauss Esmay will revise Policy Guide 2422 accordingly.*

*Policy Guide 2422 is mandated because the QSAC DPRs require some of the statutory requirements be included in Policy Guide language under the Instruction and Program Indicators section.*

- P 5339.01 - Student Sun Protection (M) - New  
*On March 31, 2025, N.J.S.A. 18A:40-12.39 – Student Sun Protection Policy was adopted requiring school districts to develop and adopt a policy concerning a student’s use of sunscreen and sun-protective clothing while outdoors at school and school-sponsored functions. Strauss Esmay has developed Policy Guide 5339.01 to address the requirements outlined in the law and the considerations listed in the New Jersey Department of Education’s Broadcast Memo released on June 4, 2025. Policy Guide 5339.01 provides districts with two optional language sections. The first option addresses a district’s right to require written permission from the parent of a student prior to the student carrying or using sunscreen at school or school-sponsored functions. The second option addresses a district’s right to limit the types of sunscreen that are allowed to be carried by students at school or school-sponsored functions. Policy Guide 5339.01 is mandated as N.J.S.A. 18A:40-12.39 requires a Board to adopt a policy addressing the requirements in the new law.*

**Co-Curricular** -

- Nothing to report at this time

**Safety and Security** -

- Bullet Proof vests have arrived for the 25-26 school year

**LTASA** -

- Nothing to report at this time

**Other** -

- District Handbooks
- 24-25 District Goals Results

**Next Meeting: Wednesday, September 10, 2025 @ 4:15 pm**