

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
March 23, 2026**

**REGULAR MEETING AGENDA
LINCOLN ROOSEVELT SCHOOL
34 N. Hillside Avenue, Succasunna, NJ 07876**

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS

*Anyone wishing to speak about agenda or non-agenda items at a meeting of the Roxbury Township Board of Education must follow these procedures. Located on the front table will be forms entitled, **Speaker Request Form**. Please fill one out indicating your name and address and the agenda item or topic you wish to discuss. After completing the form, return it to the Assistant Business Administrator. Thank you for your cooperation.*

I. MEETING CALLED TO ORDER

The Roxbury Township Board of Education is meeting in a Regular Session for discussion on business before the Board tonight.

The New Jersey Open Public Meetings Law was enacted to ensure the public's right to have advance notice of and to attend meetings of public bodies at which business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, the Board has caused written notice of this meeting and copies of its agenda to be transmitted to:

Roxbury Register - Newspaper	Municipal Clerk
Daily Record - Newspaper	Roxbury Public Library
Star Ledger - Newspaper	Roxbury Website - www.roxbury.org/boe/meetings-minutes

The notice of tonight's meeting has been posted in the Board's Business Office.

II. ROLL CALL

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on March 23, 2026, regarding personnel matters, student matters and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

- Franklin Elementary School Spotlight~ Reading with Character Week - Mr. Brian Hamer; with Students: Riley & Jameson Franco, Gabriella & Logan Gopaul, Dominic Malpica, Samantha Waldock

- Celebrating Roxbury Township School District's 2026 Morris County Unsung Hero, Roxbury High School Senior Mr. Samuel Philicien - Mr. William Crispino
- Rox-THON's Community Impact - Dr. Michael Gottfried, Mrs. Margery Richman, Rox-THON Student President Ms. Henna Patel, Rox-THON Student Vice President Ms. Addison Christian
- Recent 2025-2026 Athletic Accomplishments - highlighted by Mr. Stuart Mason, Mr. Paul Gallagher, & Mr. William Crispino:
 - EMS Girls Soccer Team ~ 2025 Greater Morris County Junior Schools Tournament Champions:
 - Co-Head Coaches- Ms. Melissa Hall and Ms. Christina Rossi
 - 8th Graders-
 - Audrey Abline
 - Piper Beach
 - Mia Benfatti
 - Casey Bewalder
 - Paige Bewalder
 - Daniela Campos
 - Gabriella Dorn
 - Aubrey Everett
 - Aubrey Healy
 - Mia Lindsley
 - Aubrey Lovell
 - Camilla Mari
 - Kylah May
 - Juliet Sampson
 - Alara Seckin
 - Emma Seipp
 - Cassidy Tuite
 - 7th Graders-
 - Grayce Coutts
 - Madison Herzog
 - Waverly Menadier
 - EMS Girls Basketball Team ~ 2026 Greater Morris County Junior Schools Tournament Champions:
 - Head Coach- Ms. Kim Farina
 - 8th Graders-
 - Audrey Abline
 - Isabella Bates
 - Mia Benfatti
 - Casey Bewalder
 - Paige Bewalder
 - Frankie Casendino
 - Gabriella Dorn
 - Aubrey Everett
 - Emily Francisco
 - Aubrey Lovell
 - Alara Seckin
 - 7th Graders-
 - Caelyn Douglas
 - Angelina Francisco
 - Bianca Francisco
 - Isabella Hakkenberg
 - Mary Kautzmann

- Emma Kreel
- Nysa Patel
- Sydney Schutz
- Makenzie Weischedel
- RHS Girls Basketball ~ 1,000 point milestone achieved by Senior Gianna Capriglione
- RHS Girls Indoor Track & Field ~
 - Coaching Staff & Student-Athletes:
 - Head Coach- Mr. Derek Bischoff
 - Asst. Coaches- Mr. David Blank; Ms. Angela Riedinger
 - Seniors-
 - Amanda Knapp
 - Jordan Sheldon
 - Juniors-
 - Faith Hurtado
 - Leah Johnson
 - Tatiyana Sewall
 - Violet Stein
 - Ava Weah
 - Sophomores-
 - Kiley Czech
 - Riley Farina
 - Lyla Keenan
 - Skyler Lovins
 - Freshmen-
 - Gianna Mancuso
 - Team Championships:
 - Morris County Relay Champions
 - Morris County Team Champions
 - Individual Championships:
 - Amanda Knapp:
 - North 1 Group 3 State Sectional Champion: 1,600 Meter Run
 - North 1 Group 3 State Sectional Champion: 3,200 Meter Run
 - Morris County Champion: 3,200 Meter Run
 - Matthew Donnelly:
 - North 1 Group 3 State Sectional Champion: Shot Put
 - Leah Johnson, Skyler Lovins, Gianna Mancuso, Tatiyana Sewall: Morris County Girls 4x400 Meter Relay Champions
- Budget Presentation - Dr. Frank Santora & Mr. Joseph Mondanaro

VIII. CORRESPONDENCE

IX. STUDENT REPRESENTATIVE'S COMMENTS

X. BOARD PRESIDENT'S COMMENTS

XI. SUPERINTENDENT'S REPORT

XII. BUSINESS ADMINISTRATOR'S REPORT

XIII. MINUTES

1. Minutes of the Regular Board Meeting of February 26, 2026.

2. Minutes of the Executive Session of February 26, 2026.
3. Minutes of the Board Training Session of March 19, 2026.

XIV. COMMITTEE REPORTS

Each Committee Chair will advise the full board of the last committee meeting, and the next committee meeting, and any other comments you believe are important for the full board to know.

- A. COMMUNITY RELATIONS/SHARED SERVICES
- B. EDUCATION
- C. FACILITIES
- D. FINANCE
- E. PERSONNEL
- F. POLICIES/GOVERNANCE
- G. NEGOTIATIONS
- H. SUSTAINABILITY

XV. PUBLIC COMMENTS - Action Items - There is a three-minute time limit, per Board Policy.

XVI. ACTION ITEMS

The following motions recommended by the Superintendent and School Business Administrator are non-controversial, a matter of routine business, and will be voted on by one motion.

A. Finances (Resolutions 1-23)

STUDENT ACTIVITY ACCOUNTS

- *1. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bill lists for the month of February 2026 as follows:

Roxbury High School	\$9,776.40	Franklin School	\$9.59
Athletics	\$998.00	Kennedy School	\$0
Eisenhower Middle School	\$15,186.81	Jefferson School	\$1,020.00
Lincoln Roosevelt School	\$9,337.00	Nixon School	\$0

BILLS LIST

- *2. RESOLVED, that the Roxbury Township Board of Education approve the March 2026 bills list totaling \$5,078,933.51.

TRANSFERS

- *3. RESOLVED, that the Roxbury Township Board of Education approve the February 2026 list of transfers between accounts as presented. Approval by the County Office is not required except as noted on the list.

SECRETARY'S REPORT

- *4. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Report for February 2026.

TREASURER'S REPORT

- *5. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Report for February 2026.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

- *6. RESOLVED, that the Roxbury Township Board of Education, pursuant to N.J.S.A. 18A:19-4, does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation, and

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary's and Treasurer's monthly financial reports for the month of February 2026 that no major accounts and fund balances in the 2025/2026 budget have been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

TRAVEL REQUESTS

- *7. RESOLVED, that the Roxbury Township Board of Education approve unavoidable travel costs as presented which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities, and promotes the delivery of instruction or further the efficient operation of the school district. The reimbursements are in compliance with the state travel reimbursement guidelines as established by the Department of Treasury and Board of Education policy in accordance with N.J.A.C. 6A-23B-1.1 et seq.

	<i>Name</i>	<i>Workshop Title</i>		<i>Place*</i>	<i>Date of Workshop</i>	<i>Registration Fee</i>	<i>Total Estimated Expenses</i>
1	Hernandez, Mirna	Governance II	4	Online	3/24/26	\$0	\$0
2	Hopkins, Kim	Governance II	4	Online	3/24/26	\$0	\$0
3	Katz, Robert	Criminal History and School Bus Training Program	4	Morristown, NJ	4/10/26	\$0	\$0
4	Williams, Vivian	NJASBO - 25/26 Core Curriculum	4	Robbinsville, NJ	4/11/2026	\$75.00	\$170.57
5	Mason, Stuart	First Robotics Championship	4	Houston, TX	4/29/26-5/3/26	\$0	\$0
6	Tomasheski, Paul	First Robotics Championship	4	Houston, TX	4/29/26-5/3/26	\$0	\$0
7	Hall, Melissa	NJAPHERD Annual Convention	4	Princeton, NJ	5/4/2026#	\$410.00	\$452.58
8	Halpin, Amanda	PROMPT Institute - Assessment, Treatment Planning, and Technique	4	Livingston, NJ	5/7/26-5/8/26	\$600.00	\$636.33
9	Ferrare, Lisa	NJASA/NJAPSA Spring Leadership Conference 2026	4	Atlantic City, NJ	5/13/26-5/15/26	\$0	\$590.61
10	Santora, Frank	NJASA/NJAPSA Spring Leadership Conference 2026	4	Atlantic City, NJ	5/13/26-5/15/26	\$0	\$582.02

11	Seminario, Christine	NJASA/NJAPSA Spring Leadership Conference 2026	4	Atlantic City, NJ	5/13/26-5/15/26	\$550.00	\$1,131.84
12	Harrison Calderon, Jessica	2026 NJSMA PD Day	4	Mountain Lakes, NJ	6/2/26	\$25.00	\$35.91
13	Ng, Ellen	2026 NJSMA PD Day	4	Mountain Lakes, NJ	6/2/26	\$25.00	\$36.31
14	Williams, Vivian	NJASBO 64th Annual Conference	4	Atlantic City, NJ	6/2/26-6/5/26	\$500.00	\$1,308.70
15	Sliwinski, Wojciech	AP Business with Personal Finance Summer Institute WaltonAPSI Online - Session 1	4	Online	6/15/26-6/18/26	\$799.00	\$799.00
16	Ferenc, Michal	2026 National Schools to Watch Conference	4	Washington, DC	6/24/26-6/27/26	\$519.00	\$1935.05
1-State/Federal policy requirements, 2-State curricular requirements, 3-State Initiatives, 4-Individual job requirements, T2-paid for by Title II funding, T3 paid for by Title III funding. Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed. #Amends resolution XV.A.7 originally approved on October 13, 2025, due to the date change							

ROXBURY TOWNSHIP BOARD OF EDUCATION ADOPTION OF THE TENTATIVE BUDGET FOR THE SCHOOL YEAR 2026-2027

- *8. RESOLVED, that the tentative budget be approved for the 2026-2027 school year using the 2026-2027 state aid figures and the secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6:

	<i>General Fund</i>	<i>Special Revenues</i>	<i>Debt Service</i>	<i>Total</i>
2026-2027 Total Expenditures	\$89,947,457	\$1,215,170		\$91,162,627
Less: Anticipated Revenues	\$19,605,779	\$1,215,170		\$20,820,949
Taxes to be Raised	\$70,341,678	\$70,341,678		\$140,683,356

AND, a public hearing on the budget for the 2026-2027 school year will be held at Lincoln-Roosevelt School on April 27, 2026, during a Regular Roxbury Township Board of Education Meeting.

MAXIMUM TRAVEL RESOLUTION FOR SCHOOL YEAR 2026-2027

- *9. Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED, that the Roxbury Township Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$106,404 for the 2026-2027 school year. The maximum travel expenditure amount for the 2025-2026 school year is \$84,852 of which, \$43,971 has been spent and \$25,879 is encumbered to date.

MEAL PRICES FOR 2026/2027

- *10. RESOLVED, that the Roxbury Township Board of Education approve the following prices for student meals for the 2026/2027 school year as allowed by the National School Lunch Program.

Lunch Programs			
	Paid	Reduced Price	Adult
High School	\$5.00	\$0	\$6.00
Middle School	\$4.50	\$0	\$6.00
Elementary School	\$4.25	\$0	\$6.00

Breakfast Programs			
	Paid	Reduced Price	Adult
Nixon School	\$3.00	\$0	\$4.50
Franklin School	\$3.00	\$0	\$4.50
Jefferson School	\$3.00	\$0	\$4.50
Kennedy School	\$3.00	\$0	\$4.50

CONTRACTS

- *11. RESOLVED, that the Roxbury Township Board of Education approve a Shared Services Agreement with the Hopatcong Board of Education/Sussex County Regional Cooperative whose address is 2 Windsor Avenue, P.O. Box 1029, Hopatcong, NJ whereby Roxbury Township Board of Education will provide fleet maintenance to Hopatcong on site at the Roxbury Transportation garage. This agreement is effective for one (1) school year period from July 1, 2026, to June 30, 2027.
- *12. RESOLVED, that the Roxbury Township Board of Education approve a Shared Services Agreement with the Chester Township School District whose address is 250 State Route 24, Chester, NJ whereby Roxbury Township Board of Education will provide fleet maintenance to Chester on site at the Roxbury Transportation garage. This agreement is effective for one (1) school year period from July 1, 2026, to June 30, 2027.
- *13. RESOLVED, that the Roxbury Township Board of Education approve the 2026/2027 Shared Services Agreement and Addendum with the Bidding/Purchasing Program with the Educational Services Commission of Morris County PO Box 1944, Morristown, NJ for the categories: *General Classroom Supplies, Athletic Supplies, Custodial Supplies, Audio Visual, Computer/Office, Fine Art, Home Economics, Library Supplies, Health Supplies, Physical Ed Supplies, Science and Technology Supplies*. This agreement shall be in effect from July 1, 2026, until June 30, 2027. The fee for this service is \$17,213.00.

APPROVAL OF PURCHASES

- *14. RESOLVED, that the Roxbury Township Board of Education approve the purchase of BenQ Interactive Flat Panel Displays from PC University Distributors, Inc., 99 West Hawthorne Avenue, Suite 521, Valley Stream, NY, using Ed Data 13354 in the amount of \$58,562.00.
15. RESOLVED, that the Roxbury Township Board of Education approve the purchase of flooring for Jefferson Elementary School from Hannon Floors, 1119 Springfield Road,

Union, NJ, in the amount of \$277,396.16 using State Contract Coop #65MCESCCPS ESCNJ #23/24-14 and funded through the Capital Reserve account.

- *16. RESOLVED, that the Roxbury Township Board of Education approve the purchase of school bus repairs from Campbell Supply, 2 State Route 94, Lafayette, NJ, in the amount of \$18,360.79.

JOINT TRANSPORTATION AGREEMENT

- *17. RESOLVED, that the Roxbury Township Board of Education approve a Joint Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District, providing transportation services as specified below to the Joiner District, the Chester Board of Education.

2026-2027 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/27/2026	06/30/2027	BR01	Black River MS	\$57,800.36
		BR02	Black River MS	\$57,800.36
		BR03	Black River MS	\$57,800.36
		BR05	Black River MS	\$57,800.36
		BR08	Black River MS	\$57,800.36
		BR10	Black River MS	\$57,800.36
		BD01	Dickerson/Bragg ES	\$57,800.36
		BD02	Dickerson/Bragg ES	\$57,800.36
		BD03	Dickerson/Bragg ES	\$57,800.36
		BD04	Dickerson/Bragg ES	\$57,800.36
		BD07	Dickerson/Bragg ES	\$57,800.36
		BD08	Dickerson/Bragg ES	\$57,800.36
		4% Administrative fee		\$27,744.17
		Joiner District To and From Total Route Cost:		\$721,348.49

2026-2027 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
07/01/2026	06/30/2027	CHTATH	Various	\$100.00 per hour, per bus for Field Trips and Athletics	\$100.00 per hour per bus

- *18. RESOLVED, that the Roxbury Township Board of Education approve a Joiner Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District, providing transportation services as specified below to the Joiner District, the Mine Hill Board of Education.

2026-2027 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/27/2026	06/30/2027	DHS16	Dover High School	\$44,222.17
		DHS17	Dover High School	\$44,222.17
		DMS20	Dover Middle School	\$42,932.29
		DMS21	Dover Middle School	\$42,932.29
		MHC15	Roxbury High School Choice	\$11,770.00
		MHC20	Eisenhower Middle School Choice	\$8,239.00

		DHSLR	Dover High School Late Bus	\$23,681.70
		DMSLR	Dover Middle School Late Bus	\$23,681.70
		4% Administrative fee		\$9,667.25
		Joiner District To and From Total Route Cost		\$251,348.57

2026-2027 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
07/01/2026	06/30/2027	MTH	Various	\$100.00 per hour, per bus for Field Trips and Athletics	\$100.00 per hour per bus

- *19. RESOLVED, that the Roxbury Township Board of Education approve a Joint Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District, providing transportation services as specified below to the Joiner District, the Mount Arlington Board of Education.

2026-2027 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/27/2026	06/30/2027	MPK01	Mt. Arlington Public School	\$37,389.97
		MTM02	Mt. Arlington Public School	\$37,389.97
		MTM03	Mt. Arlington Public School	\$37,389.97
		MTM04	Mt. Arlington Public School	\$37,389.97
		MTM05	Mt. Arlington Public School	\$37,389.97
		MTD07	Edith Decker School	\$37,389.97
		MTD08	Edith Decker School	\$37,389.97
		MTD09	Edith Decker School	\$37,389.97
		MTH12	Roxbury HS	\$37,389.97
		MTH13	Roxbury HS	\$37,389.97
		MTH14	Roxbury HS	\$37,389.97
		MTH15	Roxbury HS	\$37,389.97
		4% Administrative fee		\$17,947.19
		Joiner District To and From Total Route Cost		\$450,498.92

2026-2027 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
07/01/2026	06/30/2027	MAFTATH	Various	\$100.00 per hour, per bus for Field Trips and Athletics	\$100.00 per hour per bus

2026-2027 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/27/2026	06/30/2027	MPK01	Mt. Arlington Public School/Edith Decker School	\$77,570.22
		4% Administrative fee		\$3,102.81
		Joiner District To and From Total Route Cost		\$80,673.03

- *20. RESOLVED, that the Roxbury Township Board of Education approve the 2026/2027 Joint Transportation Agreement with the Educational Services Commission of Morris County. The Commission agrees to transport public, nonpublic, and special education pupils on

established routes as assigned in writing by the Board for each day that school is in session during the 2026/2027 school year.

OUT-OF-DISTRICT PLACEMENT/SERVICES - 2025/2026

- *21. RESOLVED, that the Roxbury Township Board of Education approve the 2025/2026 School Year Out-Of-District Placements/Services listed below:

<i>State ID</i>	<i>School or Provider</i>	<i>Total Cost</i>	<i>Dates</i>
9012379303	Mt. Arlington Public Schools	\$31,499.00#	8/27/25-6/30/26
5602970671	Newark Public Schools	\$15,575.61	2/2/26-6/30/26
5165412685	Academy 360-Lower School, a program of Spectrum 360	\$52,405.43##	3/2/26-6/30/26
#Amends the original contract in resolution XVI.A.37 approved on June 9, 2025			
##Amends the original contract in resolution XVI.A.8 approved on February 26, 2026			

ACCEPTANCE OF GRANT

- *22. RESOLVED, that the Roxbury Township Board of Education approve the acceptance of Sustainable Jersey's School Food Services & Cafeterias Initiative Planning Grant in the amount of \$5,000.00 and Execution Grant in the amount of \$10,000.00 for Roxbury High School.

ACCEPTANCE OF DONATION

- *23. RESOLVED, that the Roxbury Township Board of Education approve the donation from Big Fish Marketing Collective, 525 Santa Fe Drive, Denver, CO, through the Dunkin' Sampling Team to host the "Mid-Day Refresh" event at Roxbury High School on April 13, 2026, for staff and students. This donation is valued at \$6,400.00.

B. Education (Resolutions 1-9)

The following motions recommended by the Superintendent and School Business Administrator are non-controversial, a matter of routine business and will be voted on by one motion.

SCHOOL CALENDAR

- *1. RESOLVED, that the school calendar be amended for the 2026/2027 school year as presented in Exhibit E1. Proposed dates and offerings shown for the 2026 and 2027 Extended School Year and Title I Summer School programs are contingent upon funding, enrollment, and subsequent Board approval.
- *2. RESOLVED, that the school calendar be adopted for the 2027/2028 school year as presented in Exhibit E2. Proposed dates and offerings shown for the 2027 Extended School Year and Title I Summer School programs are contingent upon funding, enrollment, and subsequent Board approval.

HIB REPORT

- *3. RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent's decisions provided in the Harassment, Intimidation, and Bullying Report for the 2025/2026 school year for Incident Nos. 17 through 20.
- *4. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2025/2026 school year for Incident Nos. 21 through 23.

FIELD TRIPS / COMPETITIONS

- *5. RESOLVED, that the Roxbury Township Board of Education approve staff and students of Roxbury Public Schools and Roxbury Community School for participation in field trips to the destination listed and as indicated below pursuant to District Policy/Regulation 2340 for the 2025/2026 school year effective March 24, 2026 through June 30, 2026.

<i>Trip Destination approved for:</i>				
	<i>Trip Destination</i>	<i>Same-day trips</i>	<i>CBI trips for Autism and Multiple Disabilities programs</i>	<i>Rewards-based trips for ERI programs</i>
1	Bryans Luncheonette (Succasunna, NJ)		CBI	REWARD
2	Dollar Tree (Landing, NJ)		CBI	
3	Plant Detectives Inc. (Chester, NJ)	SAME	CBI	REWARD
4	Sparta Lanes (Sparta, NJ)		CBI	REWARD
5	Union County Vocational-Technical School District (Scotch Plains, NJ)	SAME	CBI	REWARD

- *6. RESOLVED, that the Roxbury Township Board of Education approve staff and students for participation in **overnight field trip requests** as listed.

	<i>School</i>	<i>Group</i>	<i>Estimated # of Students</i>	<i>Trip Destination</i>	<i>Location</i>	<i>Faculty Sponsor(S) & Chaperones(C)</i>	<i>Total Estimated Expenses to District/School</i>
1	RHS	Roxbotix Team	17	George R. Brown Convention Center	Houston, TX	M.Taylor(C); P.Tomasheski(S)(C); School Administrator S.Mason(C)	Sub Coverage for 1 teacher for 3 days
2	RHS	Roxbury Classic Sounds Honors; Roxbury Chorale; Roxbury Concert Choir; Roxbury Treble Choir; Roxbury Revelation; Roxbury Vocal Jazz; Roxbury Melodies; Roxbury Glee Club	88	Music in the Parks Festival, Colonial Williamsburg, and Busch Gardens	Williamsburg, VA	P.Hachey(S)(C); K.Kong(C); G.Morano(C); C.Reingold(C); J.Speranza(C); C.Scire(C); K.Sweer(C); School Administrator W.Crispino(C); A.Correa(C)[#]	Sub Coverage for 5 teachers for 2 days
[#] Amendments to 2/26/26. XVI.B.6.1.							

APPROVAL OF NEW COURSE

- *7. RESOLVED, that the course listed below be adopted as of the 2026/2027 school year:

	<i>Course</i>	<i>School / Course Level</i>	<i>Grade Level</i>	<i>Course Duration (FY, Sem, Q)</i>
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1	Digital Portfolio H	RHS	11 - 12	FY
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2026 MORRIS COUNTY UNSUNG HERO AWARD

- *8. WHEREAS, the Morris County School Boards Association, in collaboration with the New Jersey School Boards Association, recognizes Unsung Heroes from each high school and school district in Morris County to celebrate those whose character and impact define the heart of our schools; and

WHEREAS, the Unsung Hero Award honors students who make outstanding contributions to their schools and communities but are often overlooked by traditional recognition programs—students who have modeled good citizenship, a spirit of quiet strength, and the "Heart of a Hero" that inspires others; and

WHEREAS, these Unsung Heroes may have organized community programs, selflessly supported their peers, or achieved significant academic success while overcoming difficult personal challenges, disabilities, or language barriers; and

WHEREAS, Roxbury High School Senior Samuel Philicien has overcome seemingly insurmountable obstacles to reach his full potential, serving both the school community and the community at large as a beacon of resilience and integrity; and

WHEREAS, on Thursday, March 5, 2026, Samuel Philicien was formally recognized for these achievements at the 2026 Morris County Unsung Hero Awards Ceremony held at Hanover Park High School;

NOW, THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education officially recognizes Samuel Philicien as an Unsung Hero of Morris County and the Roxbury Township School District; and

BE IT FURTHER RESOLVED, that this Resolution is presented to Samuel Philicien as a sincere token of the Roxbury Township Board of Education's congratulations and best wishes for continued success as he continues to lead by example.

INTERNATIONAL STUDENT EXCHANGE

- *9. RESOLVED, the Roxbury Township Board of Education approve pupil #102354 from the ISE to be enrolled as a senior in a full course of study at Roxbury High School beginning August 26, 2026 through June 15, 2027, with enrollment also encompassing attendance at an orientation at the high school in August 2026.

EXTENDED SCHOOL YEAR PROGRAM

- *10. RESOLVED, the Roxbury Township Board of Education approve the 2026 Extended School Year Program as follows:

- June 29, 2026 - July 30, 2026 (Mondays - Thursdays) for 20 days
- 9:00 AM - 1:00 PM
- Locations: Nixon Elementary School and Roxbury High School

In addition to the program dates, teachers and related service providers, not including

paraprofessionals and behavior specialists, are required to be available at least one day (not to exceed 4 hours) prior to June 29, 2026.

	Position	Hourly Rate of Pay:	Program Hours not to exceed:	Program Total (Includes one prep day (4 hrs) prior to 6/29/26 for applicable staff)
a	Program Coordinator (2)	\$50	10 hours/week	\$5,400
b	Transition Coordinator (1)	\$45	18 hours/week	\$4,230
c	Special Education Teachers (18)	\$45	18 hours/week	\$76,140
d	Substitute Teachers (as needed)	\$40 (NJ teaching certificate) \$30 (County substitute credential)	18 hours/week	
e	Nurses (2)	\$45	18 hours/week	\$8,460
f	Substitute Nurses (as needed)	\$40	18 hours/week	
g	Occupational Therapists (2)	\$45	18 hours/week	\$8,460
h	Physical Therapist (1)	\$45	18 hours/week	\$4,230
i	Speech/Language therapists (3)	\$45	18 hours/week	\$12,690
j	Behavior Specialist (1)	\$45	10 hours/week	\$2,250
k	Paraprofessionals (50)	\$20	17 hours/week	\$85,000
l	Substitute paraprofessionals (as needed)	\$19	17 hours/week	
Total:				\$206,860

C. Policies (Resolutions 1-2)

The following motion recommended by the Superintendent and School Business Administrator is non-controversial, a matter of routine business and will be voted on by one motion.

SECOND READING

- *1. RESOLVED, that the Roxbury Township Board of Education approve the following for second reading:

SECOND READING						
	Policy/ Reg	P/R No.	P/R Title [(M) = Mandated by law or monitoring standards]	Section	Reason	Exhibit No.
1	P	1522	School-level Planning (M)	ADMINISTRATION	Abolished	1522P
2	P	2363	Student Use of Privately-Owned Technology	PROGRAM	Revised	2363P
3	P	2415.02	Title I – Fiscal Responsibilities (M)	PROGRAM	Revised	2415.02P
4	P	4421.13	Postnatal Accommodations	SUPPORT STAFF	New	4421.13P
5	P	5111	Eligibility of Resident/Nonresident Students (M)	STUDENTS	Revised	5111P
6	P	5430	Class Rank	STUDENTS	Revised	5430P
7	R	5430	Class Rank/Grade Point Average	STUDENTS	Revised	5430R
8	P	5710	Student Grievance	STUDENTS	New	5710P
9	P	6115.04	Federal Funds - Duplication of Benefits (M)	FINANCES	New	6115.04P
10	R	7424	Bed Bugs	PROPERTY	New	7424R

11	P	9163	Spectator Code of Conduct for Interscholastic Events (M)	COMMUNITY	New	9163P
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FIRST READING

- *2. RESOLVED, that the Roxbury Township Board of Education approve the following for first reading:

FIRST READING						
	<i>Policy/ Reg</i>	<i>P/R No.</i>	<i>P/R Title [(M) = Mandated by law or monitoring standards]</i>	<i>Section</i>	<i>Reason</i>	<i>Exhibit No.</i>
1	R	7441	Electronic Surveillance In School Buildings and On School Grounds (M)	PROPERTY	Revised	7441R
2	P	8500	Food Services (M)	OPERATIONS	Revised	8500P
3	R	8540	Free and Reduced Meals	OPERATIONS	Abolished	8540R
4	P	9320	Cooperation with Law Enforcement Agencies (M)	COMMUNITY	Revised	9320P
5	R	9320	Cooperation with Law Enforcement Agencies (M)	COMMUNITY	Revised	9320R

D. Personnel (Resolutions 1-15)

The following motions recommended by the Superintendent and School Business Administrator are non-controversial, a matter of routine business and will be voted on by one motion.

(NOTE: Approval of these resolutions authorizes the Superintendent to submit to the County Superintendent applications for emergent hiring and the candidate's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those candidates listed below. All appointments are pending verification of employment history pursuant to New Jersey P.L. 2018, c. 5 (N.J.S.A. 18A:6-7.6, et. seq.); contingent upon receipt of proper certification; and all salary placements are pending receipt of college transcripts verifying degree status.)

RESIGNATIONS, RETIREMENTS, TERMINATIONS

1. RESOLVED, that the Roxbury Township Board of Education approve the following:

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Action</i>	<i>Final day of employment</i>	<i>Discussion</i>
1	Batsch, Jennifer	NES	Paraprofessional	Resignation	4/2/26	
2	Bolger, Megan	NES	Paraprofessional	Resignation	3/13/26	Amends XV.E.1.1, aprvd 2/26/26
3	Gaydos, Jennifer	NES	Paraprofessional	Resignation	4/1/26	
* 4	Long, Virginia	Transp	Bus Aide	Resignation	6/30/26	
5	Maiello, Erin	EMS	Special Education Teacher	Retirement	6/30/26	
6	McNemar, Theresa	LRS	ISL Teacher	Retirement	6/30/26	
* 7	Paleos, Elizabeth	DIST	Permanent Substitute Nurse	Rescinding Resignation	3/6/26	Amends XV.E.1.4, aprvd 2/26/26
* 8	Rigby-Krause, Effie	DIST	Supervisor of Mathematics; Business; and Family & Consumer Science, Gr. 7 - 12	Resignation	5/1/26	
9	Trautz, Caryn	EMS	Special Education Teacher	Retirement	6/30/26	

* 10	Tufaro, Catherine	RHS sport	25/26 Assistant Coach for Indoor Track	Rescind	--	
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LEAVES OF ABSENCE

2. RESOLVED, that the Roxbury Township Board of Education approve the following:

	<i>Employee</i>	<i>Leave Start Date</i>	<i>Paid Leave</i>	<i>Unpaid FMLA/ NJFLA ^</i>	<i>Return Date</i>	<i>Discussion</i>
* 1	17604	2/21/26	Using 40 sick days and 4 personal days	FMLA/NJFLA	upon release by physician	
2	19212	3/4/26	Using 11 sick then 2 personal days	FMLA	upon release by physician	
3	19641	4/13/26 or sooner if nec	Using avail sick then personal days	FMLA/NJFLA	11/23/26	
4	22128	2/10/26	Using avail personal first, then sick through 4/15/26	FMLA/NJFLA	8/24/26	Amends & supersedes 12/15/25, XV.D.3.4.
5	22872	1/5/26	Using avail sick days	Up to 9 wks FMLA; Up to 9 wks NJFLA	5/4/26	Amends & supersedes 12/15/25, XV.D.3.5.
^Leave becomes unpaid when sick/personal days depleted or released by physician, whichever occurs first.						

- *3. RESOLVED, that Employee Number 6595 is placed on administrative leave with pay effective February 25, 2026 through March 2, 2026 in accordance with the provisions of NJSA 18A:6-8.3.

REASSIGNMENTS / TRANSFERS

4. RESOLVED, that the Roxbury Township Board of Education approve the reassignment and change in salary for the staff members listed below:

	<i>Name</i>	<i>Former Assignment & Loc.</i>	<i>New Assignment & Loc.</i>	<i>Effective Date</i>
1	Gede, Stephanie	Special Education Paraprofessional (PSD) AID.SPE.FT.NA.14	JES Special Education Paraprofessional (AUT) AID.SPE.FT.NA.14	NES 3/24/26
2	Colucci, Patricia	Special Education Paraprofessional Part-time (AUT) AID.SPE.PT.NA.25	NES Special Education Paraprofessional Full-time (AUT) AID.SPE.FT.NA.29	NES 3/24/26

APPOINTMENTS

5. RESOLVED, that the Roxbury Township Board of Education approve the following:

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Salary Guide / Step</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	DeGraw, Raymond	KES	Cafeteria Aide	N/A	\$16.35 per hour	3/24/26	6/30/26	Replacement in position AID.CAF.KEN.NA.01

2	Eskay, Gina	NES	Special Education Paraprofessional	REA 25/26 Step F	\$23.50 per hour	3/24/26	6/30/26	Replacement in position AID.SPE.PT.NA.04
3	Messina, Ashley	EMS	Special Education Paraprofessional	REA 25/26 Step A	\$20.00 per hour	3/24/26	6/30/26	Replacement in position AID.SPE.PT.NA.45
4	Montesano, Dawn	NES	Special Education Paraprofessional	REA 25/26 Step E	\$22.50 per hour	5/15/26 or sooner pending release from current employer	6/30/26	Replacement in position AID.SPE.PT.NA.32
*	5 Olic, Jure	Transp	Bus Driver	RBDG 25/26 Step 2	\$33.02	3/24/26	6/30/26	
*	6 Pittigher, Steve	Transp	Bus Driver	RBDG 25/26 Step 2	\$33.02	3/24/26	6/30/26	Replacement in position BUS.TR.DRI.RE.09
[#] Pending completion of documentation in accordance with the law or district policy.								

APPOINTMENTS - INTERIM TEACHERS

6. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions:

	Name	Loc.	Position	Salary	Start Date	End Date	Discussion
1	Ferraro, Christine	FES	Interim Teacher [Special Education (PSD)]	\$300.00 per diem	4/1/26 [#]	6/19/26	New position TCH.SPE.PSD.NA.06.
[#] Pending completion of documentation in accordance with the law or district policy.							

APPOINTMENTS - LEAVE REPLACEMENTS

- *7. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions:

	Name	Loc	Position	Salary	Start Date	End Date	Discussion
1	Assadourian, Nicole	RHS	Leave-repl English Teacher	\$300.00 per diem	4/27/26 or sooner if nec [#] [##]	6/19/26	Replacement in position TCH.RHS.ENG.NA.07.
[#] Pending completion of documentation in accordance with the law or district policy.							
[##] Start date will end appointment as Transitional Substitute Teacher aprvd 3/23/26.							

APPOINTMENTS - EXTRACURRICULAR

- *8. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2025/2026 school year.

25/26 Athletic Appts									
	POS LOC	POSITION	ASSIGN-MENT	SEASON	NAME	25/26 Base Stipend	# of Consec Yrs in the same Sport/Season thru 25/26 Season	25/26 Longevity Stipend	25/26 TOTAL Stipend
1	RHS	Outdoor Track	Assistant Coach	Spring season as of 3/24/26	Benfatti, Vanessa	\$5,523	1	\$ -	\$5,523

APPOINTMENTS - EXTRACURRICULAR

- *9. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2025/2026 school year.

25/26 Club Appts							
	POS LOC	POS TYPE	POSITION	ASSIGNMENT	NAME	25/26 TOTAL Stipend	Discussion
1	RHS	CLUB/PA	Indoor Percussion	Co-Advisor	Jenkins, Christopher	\$2,078	Amends & supersedes 9/15/25, XV.E.11.6.

APPOINTMENTS - SUBSTITUTES

- *10. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions on an as-needed basis:

	Name	Loc	Position	Start Date	End Date
1	Assadourian, Nicole	Dist	T, P	3/24/26 [#]	4/24/26
2	Day, Amy	Dist	T, P, S, LA	3/24/26	6/30/26
3	Kliesh, Grace	Dist	T, P, S, LA	3/24/26	6/30/26
4	Rooths, Raediance	Dist	Nurse	3/24/26	6/30/26
5	Walker, Jasmin	Dist	T, P, S, LA	5/9/26	6/30/26
[#] Start date is pending completion of documentation in accordance with the law or district policy.					
Position Key: T = Substitute Teacher P = Substitute Paraprofessional S = Substitute Secretary N = Substitute Nurse LA = Substitute Lunch Aide					

SALARY ADJUSTMENTS

11. RESOLVED, that the Roxbury Township Board of Education approve the following additional teaching assignments for the staff indicated for the 2025/2026 school year, with the understanding that these assignments are subject to change based on scheduling adjustments.

	Name	Start Date	End Date	Loc of Prog/ Class	Program/ Class	Salary Guide / Step	Addl. Salary not to exceed	Amends & supersedes:
* 1	Bewalder, Kevin	4/27/26	5/26/26	RHS	Algebra for Financial Applications	25/26 BA+15 Step 23	\$1,050	
* 2	Bewalder, Kevin	4/27/26	5/26/26	RHS	Math Instructional Center	25/26 BA+15 Step 23	\$578	
* 3	Capello, Natalia	4/27/26	5/26/26	RHS	Algebra for Financial Applications	25/26 PHD Step 22	\$1,244	
* 4	Donnelly, Stephen	4/27/26	5/26/26	RHS	Geometry A	25/26 MA+30 Step 23	\$1,127	
* 5	Fagan, Margaret	9/22/25	2/27/26	RHS	RC	25/26 MA+30 Step 23	\$7,975	2/2/26, XV.D.12.1
* 6	Gervasio, Thomas	9/22/25	2/27/26	RHS	RC	25/26 MA Step 6-8	\$5,180	2/2/26, XV.D.12.2

7	Gibson, Ryan	3/24/26	6/18/26	EMS	SUMMIT	25/26 BA+30 Step 14-16	\$4,825	
* 8	Mc Cracken, Jennifer	4/27/26	5/26/26	RHS	Geometry A	25/26 MA+30 Step 23	\$1,240	
* 9	Mulderrig, Francis	4/27/26	5/26/26	RHS	Geometry A	25/26 MA+30 Step 23	\$1,240	
10	Rose, Denise	3/24/26	6/12/26 [#]	EMS	ICR Math 8	25/26 MA+15 Step 13	\$4,457	
* 11	Tirella, Marc	9/22/25	2/27/26	RHS	RC	25/26 MA Step 21	\$7,227	2/2/26, XV.D.12.5
12	Veres, Gregory	2/9/26	3/23/26	EMS	ICR Math 8	25/26 BA+30 Step 6-8	\$2,022	2/2/26, XV.D.12.7
* 13	Wassmer, Kaitylyn	9/16/25	2/27/26	RHS	IPR	25/26 MA Step 9-10	\$2,798	9/15/25, XV.E.15.15
* 14	Wassmer, Kaitylyn	10/14/25	2/27/26	RHS	ICR	25/26 MA Step 9-10	\$4,547	2/2/26, XV.D.12.8
* 15	Weaver, Dennis	9/22/25	2/27/26	RHS	RC	25/26 BA+30 Step 13	\$5,995	2/2/26, XV.D.12.9
[#] Or sooner if a successful leave-replacement candidate is hired.								

GRANT - SUSTAINABLE SCHOOL FOOD SERVICE & CAFETERIAS INITIATIVE

- *12. RESOLVED, that Ms. Margaret Fagan and Mr. Thomas Lenox each receive a payment of \$538.25 to provide assistance to Roxbury High School for the remainder of the 2025/2026 school year as it works to advance its sustainable cafeteria practices. Both payments are funded by the Sustainable School Food Service & Cafeterias grant awarded to the district and accepted by the Roxbury Township Board of Education by Resolution XVI.A.20 on March 23, 2026.

COMMUNITY SCHOOL

13. RESOLVED, that the Roxbury Township Board of Education approve the following:

	<i>Name</i>	<i>Loc</i>	<i>Title</i>	<i>Action</i>	<i>Final day of employment</i>	<i>Discussion</i>
1	Eskay, Gina	RCS	Preschool Aide	Resignation	03/23/26	

14. RESOLVED, that the staff listed below be appointed for the 2025/2026 Roxbury Community School Programs. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	<i>Name</i>	<i>Loc</i>	<i>Title</i>	<i>Hourly Rate</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Dolan, Jim	RHS	Intro to Golf	\$40.50/student	06/01/26	06/15/26	Min: 5 Max: N/A
2	Monaco, David	RHS	Intro to Golf	\$40.50/student	06/01/26	06/15/26	Min: 5 Max: N/A

15. RESOLVED, that the staff listed below be appointed for the 2025/2026 Roxbury Community School Preschool Program. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	<i>Name</i>	<i>Loc</i>	<i>Title</i>	<i>Hourly Rate</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Stritenberger, Sydney	RCS	Preschool Aide	\$22/Hour	03/24/26 [^]	06/30/26	Not to exceed 29.5 hrs/wk with various district positions
[^] Pending completion of documentation in accordance with the law or district policy							

E. Executive Session

- *1. WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in Executive Session under certain limited circumstances; and

WHEREAS, said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in such an Executive Session; and

WHEREAS, the Board of Education is anticipating to hold a Regular Meeting on April 27, 2026 at 6:30 p.m. at Lincoln Roosevelt School; and

WHEREAS, the Board of Education intends to discuss matters in Executive Session at this meeting;

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education expects to discuss personnel, student matters, negotiations and matters covered by attorney client privilege during the aforementioned Executive Session; and

BE IT FURTHER RESOLVED, that the public portion of the aforementioned Roxbury Township Board of Education Regular Meeting will commence at 7:30 p.m.

XVII. PUBLIC COMMENTS – There is a three-minute time limit, per Board Policy.

XVIII. BOARD MEMBER COMMENTS

XIX. EXECUTIVE SESSION - (IF NECESSARY)

XX. PUBLIC SESSION – (IF NECESSARY)

XXI. ADJOURNMENT

DRAFT of Amended 2026/2027 School Calendar

(presented as EXHIBIT E1 @ 3/23/2026 Board Mtg)

Amended ↓

July 2026						
Su	Mo	Tu	We	Th	Fr	Sa
	29 ⁺ _e	30 ⁺ _e	1 ⁺ _e	2 ⁺ _e	3	4
5	6 ⁺ _e	7 ⁺ _e	8 ⁺ _e	9 ⁺ _e	10	11
12	13 ⁺ _e	14 ⁺ _e	15 ⁺ _e	16 ⁺ _e	17	18
19	20 ⁺ _e	21 ⁺ _e	22 ⁺ _e	23 ⁺ _e	24	25
26	27 _e	28 _e	29 _e	30 _e	31	

Students: 0 Teachers: 0

June:	
29-30 ⁺	Title I Summer School
29-30 _e	Extended School Year
Jul:	
3	Independence Day (observed)- District closed
1-23, M-Th ⁺	Title I Summer School
1-30, M-Th _e	Extended School Year

August 2026						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18*	19*	20*	21	22
23	24 _P	25 _P	26	27	28	29
30	31					

Students: 4 Teachers: 6

Aug:	
18-20*	New Teacher Orientation
24-25 _P	No School for Students, PD for Staff
26	FIRST DAY OF SCHOOL FOR STUDENTS

Emergency Day Calendar	
There are five (5) ≥Emergency Days≤ built into this calendar. If the number of Emergency Days used is more than five (5), additional School Days will be scheduled the week of Spring Break, beginning with Fri. 4/2; Th. 4/1; Wed. 3/31; Tues. 3/30; and then Mon. 3/29.	

September 2026						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Students: 20 Teachers: 20
Subtotal: 24 Subtotal: 26

Sept:	
7	Labor Day- No School
21	Yom Kippur- No School

October 2026						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12 _P	13	14	15	16	17
18	19	20	21	22	23 _P	24
25	26	27	28	29	30	31

Students: 21 Teachers: 22
Subtotal: 45 Subtotal: 48

Oct:	
12 _P	Columbus Day- No School for Students, PD for Staff
19-22	Early Dismissal for Gr. K-6 Students & Staff for P/T Conferences; Regular School Hours for Gr. 7-12 Students & Staff
23 _P	Early Dismissal for Gr. K-6 Students; Full day with PD in PM for Gr. K-6 Staff; Regular School Hours for Gr. 7-12 Students & Staff

November 2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Students: 16 Teachers: 16
Subtotal: 61 Subtotal: 64

Nov:	
3	Election Day - No School
5-6	NJEA Convention- No School
25	Early Dismissal for Students & Staff
26-27	Thanksgiving Break- No School

December 2026						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Students: 17 Teachers: 17
Subtotal: 78 Subtotal: 81

Dec:	
23	Early Dismissal for Students & Staff
24-31	Winter Break- No School

January 2027						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Students: 19 Teachers: 19
Subtotal: 97 Subtotal: 100

Jan:	
1	New Year's Day - No School
18	Martin Luther King Day- No School

February 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12 _P	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Students: 18 Teachers: 19
Subtotal: 115 Subtotal: 119

Feb:	
12 _P	No School for Students, PD for Staff
15	Presidents' Day- No School

March 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	≥12≤	13
14	15	16	17	18	19	20
21	22	23	24	≥25≤	26	27
28	29	30	31			

Students: 17 Teachers: 17
Subtotal: 132 Subtotal: 136

Mar:	
≥12≤	Emergency Day built in - No School; will become a School Day if one (1) emergency day is used on or before Mar 8
≥25≤	Emergency Day built in - No School; will become a School Day if two (2) emergency days are used on or before Mar 19
26	Good Friday- No School
29-31	Spring Break- No School

April 2027						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	≥23≤	24
25	26	27	28	29	30	

Students: 19 Teachers: 19
Subtotal: 151 Subtotal: 155

April:	
1-2	Spring Break- No School
19-22	Early Dismissal for Gr. K-6 Students & Staff for P/T Conferences; Regular School Hours for Gr. 7-12 Students & Staff
≥23≤	Emergency Day built in - No School; will become a School Day (Early Dismissal for Gr. K-6 Students; Full Day with PD in PM for Gr. K-6 Staff; Regular School Hours for Gr. 7-12 Students & Staff) if three (3) emergency days are used on or before Apr 19

May 2027						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	≥27≤	≥28≤	29
30	31					

Students: 18 Teachers: 18
Subtotal: 169 Subtotal: 173

May:	
≥27≤	Emergency Day built in - No School; will become a School Day if four (4) emergency days are used on or before May 21
≥28≤	Emergency Day built in - No School; will become a School Day if five (5) emergency days are used on or before May 21
31	Memorial Day- No School

Amended ↓

June 2027						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 _S	15 _S	16 _S	17	18	19
20	21	22	23	24	25	26
27	28 ⁺ _e	29 ⁺ _e	30 ⁺ _e			

Students: 11 Teachers: 12
Subtotal: 180 Subtotal: 185

June:	
14 _S	Early Dismissal for Students, Full Day for Staff
15 _S	LAST DAY OF SCHOOL FOR STUDENTS- Early Dismissal for Students, Full Day for Staff
16 _S	LAST DAY FOR STAFF- Full Day for Staff
28-30 ⁺	Title I Summer School
28-30 _e	Extended School Year

DRAFT 2027/2028 School Calendar

(presented as EXHIBIT E2 @ 3/23/2026 Board Mtg)

July 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	28 ⁺ _e	29 ⁺ _e	30 ⁺ _e	1 ⁺ _e	2	3
4	5	6 ⁺ _e	7 ⁺ _e	8 ⁺ _e	9	10
11	12 ⁺ _e	13 ⁺ _e	14 ⁺ _e	15 ⁺ _e	16	17
18	19 ⁺ _e	20 ⁺ _e	21 ⁺ _e	22 ⁺ _e	23	24
25	26 _e	27 _e	28 _e	29 _e	30 _e	31

Students: 0 Teachers: 0

June:	
28-30 ⁺	Title I Summer School
28-30 _e	Extended School Year
Jul:	
5	Independence Day (observed)- District closed
1, 6-22 M-Th ⁺	Title I Summer School
1, 6-29 M-Th, & 30 _e	Extended School Year

August 2027						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23*	24*	25 [Ⓟ]	26 [Ⓟ]	27	28
29	30	31				

Students: 2 Teachers: 4

Aug:	
23-24*	New Teacher Orientation
25-26 [Ⓟ]	No School for Students, PD for Staff
27	No School
30	FIRST DAY OF SCHOOL FOR STUDENTS

Emergency Day Calendar						
There are five (5) ≥Emergency Days≤ built into this calendar. If the number of Emergency Days used is more than five (5), additional School Days will be scheduled the week of Spring Break, beginning with Fri. 4/21; Th. 4/20; Wed. 4/19; Tues. 4/18; and then Mon. 4/17.						

September 2027						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Students: 21 Teachers: 21

Subtotal: 23 Subtotal: 25

Sept:	
6	Labor Day- No School

October 2027						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8 [Ⓟ]	9
10	11	12	13	14	15	16
17	18	19	20	21	22 [Ⓟ]	23
24	25	26	27	28	29	30
31						

Students: 19 Teachers: 20

Subtotal: 42 Subtotal: 45

Oct:	
8 [Ⓟ]	No School for Students, PD for Staff
11	Yom Kippur & Columbus Day- No School
18-21	Early Dismissal for Gr. K-6 Students; Regular day hours for Gr. K-6 Staff for P/T Conferences; Regular School Hours for Gr. 7-12 Students & Staff
22 [Ⓟ]	Early Dismissal for Gr. K-6 Students; Regular School Hours with PD in PM for Gr. K-6 Staff; Regular School Hours for Gr. 7-12 Students & Staff

November 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Students: 17 Teachers: 17

Subtotal: 59 Subtotal: 62

Nov:	
2	Election Day - No School
4-5	NJEA Convention- No School
24	Early Dismissal for Students & Staff
25-26	Thanksgiving Break- No School

December 2027						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Students: 17 Teachers: 17

Subtotal: 76 Subtotal: 79

Dec:	
23	Early Dismissal for Students & Staff
24-31	Winter Break- No School

January 2028						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Students: 20 Teachers: 20

Subtotal: 96 Subtotal: 99

Jan:	
17	Martin Luther King Day- No School

February 2028						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18 [Ⓟ]	19
20	21	22	23	24	25	26
27	28	29				

Students: 19 Teachers: 20

Subtotal: 115 Subtotal: 119

Feb:	
18 [Ⓟ]	No School for Students, PD for Staff
21	Presidents' Day- No School

March 2028						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	≥10≤	11
12	≥13≤	14	15	16	17	18
19	20	21	22	23	≥24≤	25
26	27	28	29	30	31	

Students: 20 Teachers: 20

Subtotal: 135 Subtotal: 139

Mar:	
≥10≤	Emergency Day built in - No School; will become a School Day if one (1) emergency day is used on or before Mar 6
≥13≤	Emergency Day built in - No School; will become a School Day if two (2) emergency days are used on or before Mar 6
≥24≤	Emergency Day built in - No School; will become a School Day if three (3) emergency days are used on or before Mar 20

April 2028						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Students: 14 Teachers: 14

Subtotal: 149 Subtotal: 153

April:	
10-13	Early Dismissal for Gr. K-6 Students; Regular day hours for Gr. K-6 Staff for P/T Conferences; Regular School Hours for Gr. 7-12 Students & Staff
14	Good Friday- No School
17-21	Spring Break- No School

May 2028						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	≥26≤	27
28	29	≥30≤	31			

Students: 20 Teachers: 20

Subtotal: 169 Subtotal: 173

May:	
≥26≤	Emergency Day built in - No School; will become a School Day if five (5) emergency days are used on or before May 22
29	Memorial Day- No School
≥30≤	Emergency Day built in - No School; will become a School Day if four (4) emergency days are used on or before May 22

June 2028						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16 [Ⓢ]	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Students: 11 Teachers: 12

Subtotal: 180 Subtotal: 185

June:	
14	Early Dismissal for Students, Full Day for Staff
15	LAST DAY OF SCHOOL FOR STUDENTS- Early Dismissal for Students, Full Day for Staff
16 [Ⓢ]	LAST DAY FOR STAFF- Full Day for Staff

SECTION: PROPERTY

R 7441

REGULATION

ELECTRONIC SURVEILLANCE IN SCHOOL
BUILDINGS AND ON SCHOOL GROUNDS
(M)

R 7441 ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS (M)

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.
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.



SECTION: PROPERTY

#: R 7441

REGULATION

ELECTRONIC SURVEILLANCE IN SCHOOL
BUILDINGS AND ON SCHOOL GROUNDS
(M)

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 Superintendent of Schools 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 Superintendent of Schools or designee.
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 Superintendent of Schools or designee.



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REGULATION

ELECTRONIC SURVEILLANCE IN SCHOOL
BUILDINGS AND ON SCHOOL GROUNDS
(M)

6. A written log will be maintained by the Superintendent of Schools 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;~~
 - 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.



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(M)

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.

Adopted: 14 October 2013

Revised: 19 March 2018

Revised: **TBD**



POLICY

SECTION: OPERATIONS

#: P 8500

FOOD SERVICES (M)

8500 FOOD SERVICES (M)

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.

“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



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FOOD SERVICES (M)

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.

“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.



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“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.

“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.



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“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.

“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.



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“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.

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:



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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 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



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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.

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 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.



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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.

DE. 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 ~~i~~Information on the National School Lunch Program and the Federal School Breakfast Program, including, but not limited to:
 - (1) ~~I~~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;~~
 - (2) ~~I~~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



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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
- 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;



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- 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.
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



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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~~.

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



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denial; date the denial notice was sent; and signature or initials of the determining official (may be electronic, where applicable).

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.

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



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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 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



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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. ~~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~~
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);~~



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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
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-~~21b1-21.e.(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



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- 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 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



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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~~.

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.



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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.

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.

IH. 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: 14 October 2013

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Revised: TBD



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R 8540 FREE AND REDUCED MEALS

~~In order to accomplish the purposes of the National School Lunch Act, the Child Nutrition Act of 1966, the regulations and instructions governing the National School Lunch Program, School Breakfast Program and the Special Milk Program, issued there under, the New Jersey State Department of Education, hereinafter referred to as the "Department" and Roxbury Township School District hereinafter referred to as the "Sponsor" contract and agree that the Department and Sponsor shall understand that the following terms shall be construed to mean:~~

~~A. Breakfast~~

~~A meal served to children during the morning hours, which meets the nutritional requirements specified in Federal code.~~

~~B. Fiscal Year~~

~~A period of twelve calendar months beginning with October 1 of any calendar year and ending with September 30 of the following calendar year.~~

~~C. Free Meal~~

~~A meal for which neither the child nor any member of his/her family pays or is required to work.~~

~~D. Lunch~~

~~A meal which meets nutritional requirements specified in Federal code.~~

~~E. Milk~~

~~Milk which meets State and local standards for fluid types of flavored or unflavored whole milk, unflavored low fat milk, skim milk or cultured buttermilk.~~

~~F. Nonpricing~~

~~A system which does not establish a separate charge for meals or milk served to children. This shall include any such program in which children are normally provided meals or milk in a school~~



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~~or child care institution financed by a tuition, boarding, camping or other fee, or by private donations or endorsements.~~

~~G. Nonprofit Food or Milk Service~~

~~Food or milk service maintained by or on behalf of the school for the benefit of children, all of the income from which is used solely for the operation or improvement of such food or milk service.~~

~~H. Nonpublic School (Nonprofit)~~

~~An elementary or secondary school in the State, other than a public school, organized and operated not for profit, offering education for grades Kindergarten through twelve, or any combination thereof, wherein a child may legally fulfill compulsory school attendance requirements; or a public or nonprofit, private, licensed residential child care institution not limited to group homes, orphanages, and juvenile detention centers. All nonpublic schools and residential child care institutions must be tax exempt under section 502(c)(3) of the Internal Revenue Code of 1954.~~

~~I. Pricing~~

~~A system of collecting a separate charge for meals or milk served to children that is not included in any tuition or boarding fee.~~

~~J. Reduced Price Meals~~

~~A meal which meets all of the following criteria:~~

- ~~1. The price shall be less than the full price of the meal.~~
- ~~2. The maximum price shall be established by the United States Department of Agriculture.~~
- ~~3. Neither the child nor any member of his/her family shall be required to supply an equivalent in work.~~

~~K. Sponsor~~

~~The governing body which is responsible for the administration of one or more schools and which has the legal authority to operate a school food service program therein. The term "Sponsor" also~~



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~~includes a nonprofit agency to which such governing body has delegated authority for the operation of a food service program in a school.~~

~~L. Verification~~

~~Confirmation of income information provided on the application for free and reduced price meals. Households selected for verification must be given written notice.~~

~~THE DEPARTMENT SHALL:~~

~~To the extent of funds available, reimburse the Sponsor for the National School Lunch Program, School Breakfast Program, or Special Milk Program in the schools listed in Schedule A, hereto attached and made a part of, in any fiscal year during which this Agreement is in effect. The amount of reimbursement for each program on behalf of any school shall not exceed:~~

~~A. National School Lunch Program~~

~~The total amount equal to the number of lunches served to children multiplied by the rate of reimbursement assigned by the Department.~~

~~B. National School Breakfast Program~~

~~The total amount equal to the number of breakfasts served to children multiplied by the rate of reimbursement assigned by the Department.~~

~~C. Special Milk Program~~

~~The amount equal to the number of half pints of fluid milk served to children multiplied by the rate of reimbursement assigned by the Department.~~

~~THAT THE SPONSOR SHALL:~~

~~A. National School Lunch Program~~

~~1. Abide by all State and Federal regulations and instructions governing the operation of the National School Lunch Program.~~



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~~2. — Serve lunches which meet the nutritional requirements of the National School Lunch Program during periods designated by the school.~~

~~3. — Encourage maximum participation in the National School Lunch Program.~~

~~4. — Make maximum use of the reimbursement payments to reduce the price of meals to children as a means of encouraging participation.~~

~~5. — Plan for and prepare lunches on the basis of participation trends with the objective of providing one meal per child per day. In no event shall the Sponsor claim reimbursement for lunches served in excess of one reimbursable lunch per child per day.~~

~~6. — Make the National School Lunch Program available to all children enrolled.~~

~~7. — Promote activities to involve students and parent(s) or legal guardian(s) in the National School Lunch Program.~~

~~B. — School Breakfast Program~~

~~1. — Abide by all State and Federal regulations and instructions governing the operation of the School Breakfast Program.~~

~~2. — Serve breakfasts which meet the nutritional requirements for a school breakfast during morning periods designated by the school.~~

~~3. — Encourage maximum participation in the School Breakfast Program.~~

~~4. — Make maximum use of the reimbursement payments to reduce the price of meals to children as a means of encouraging participation.~~

~~5. — Plan for and prepare breakfasts on the basis of participation trends with the objective of providing one meal per child per day. In no event shall the Sponsor claim reimbursement for breakfasts served in excess of one reimbursable breakfast per child per day.~~

~~C. — Special Milk Program~~



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1. ~~Operate the program only in a school that does not participate in the National School Lunch or School Breakfast Program.~~
2. ~~Exception: Operate the program only for split-session Kindergarten children that do not have access to any school meals in a school participating in the National School Lunch or School Breakfast Program.~~
3. ~~Make maximum use of the reimbursement payments to reduce the price of milk to children as a means of encouraging participation and consumption of fluid milk by children.~~
4. ~~Purchase milk pursuant to New Jersey statutes.~~
5. ~~Decide whether to provide free milk to eligible children in the schools or sites under its sponsorship. Schools which provide free milk must make it available to all eligible children at times when milk is available to non-needy children under the program. Schools which do not provide free milk must be designated on the Schedule A under Special Milk Option.~~

~~D. Donated Commodities~~

~~Accept and use, within the allocation period and in as large a quantity as can be efficiently utilized in the school food service program, such foods as may be offered as a donation by the United States Department of Agriculture.~~

~~E. Price of Food and Beverage Items~~

1. ~~Price the school breakfast or lunch as a unit. Set the price of children's meals not to exceed the maximum prices established annually by the Department.~~
2. ~~Set the price of all ala carte items, including milk sold to adults, to cover all costs. Price meals served to adults to exceed the price of meals served to children by an amount equal to or greater than the price established by the Department.~~

~~F. Competitive Food Service~~

1. ~~Ensure that all income derived from the sale of food and beverage items within a school, including those items sold from vending machines, accrues to the School Nutrition~~



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~~Programs' account or to a school approved, nonprofit organization, except that during hours when the School Nutrition Programs are in operation, all such income must accrue to the School Nutrition Programs' account.~~

- ~~2. Prohibit the sale of foods of minimal nutritional value, (carbonated beverages, water ices, chewing gum, certain candies: hard candies, jellies and gums, marshmallow candies, fondant, licorice, spun candy or candy coated popcorn) on the school property at any time before the end of the last lunch period in all schools which operate the National School Lunch Program, School Breakfast Program, or the Special Milk Program.~~

~~G. Ala Carte Food Service~~

~~Restrict extra food items offered during serving periods to those items recognized as making a significant contribution to the nutritional needs of children, or those items provided by the school as part of the lunch and/or breakfast. Restrict the number and type of such items offered in accordance with the "Nutritional Standards for School Nutrition Programs".~~

~~H. Nonprofit Requirement~~

- ~~1. Operate a nonprofit school food service program or milk program. Use all income solely for program purposes; provided, however, that such income shall not be to purchase land or to acquire or construct buildings.~~
- ~~2. Limit the net cash resources of the school food service program or the special milk program to no more than three month's average expenditures.~~

~~I. Policy For Free and Reduced Price Meals or Free Milk~~

- ~~1. Adopt and submit, annually, a copy of the Policy for Free and Reduced Price Meals or Free Milk to the Bureau of Child Nutrition Programs.~~
- ~~2. Follow the State guidelines in implementing said policy.~~
- ~~3. Develop and utilize procedures for collecting children's payments which prevent the overt identification of those children eligible for free or reduced price meals or free milk.~~

~~J. Verification~~



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- ~~1. Verify a minimum of 3% or 3,000, whichever is less, of approved free and reduced price applications on file selected randomly; OR the lesser of 1% or 1,000 of total approved applications selected from non-food stamp households with incomes near the eligibility levels, plus the lesser of .5% or 500 of approved applications which substituted a food stamp/AFDC case number for income information. All verification activity must be completed by December 15 of each school year.~~
- ~~2. Maintain on file, for review, a description of the verification efforts including:~~
 - ~~a. Summary of efforts including the techniques to be used.~~
 - ~~b. Total number of applications on file as of October 31.~~
 - ~~c. Percentage or number of applications verified.~~
- ~~3. Households selected for verification must be given written notice.~~

~~K. Reimbursement Claims~~

- ~~A meal served to children during the morning hours which meets the nutritional requirements specified in 7CFR 220.8.~~
- ~~1. Claim reimbursement only for meals or milk actually served to children that meet the nutritional standards outlined herein.~~
 - ~~2. Submit claims for reimbursement within ten days following the calendar month of operation for which the claim is made. Federal regulations prohibit the payment of claims received after sixty days following the month of operation.~~
 - ~~3. In no event shall the Sponsor claim reimbursement for free or reduced price meals served in excess of one reimbursable lunch and/or breakfast per child per day.~~
 - ~~4. The authorized representative that signs each reimbursement voucher shall be responsible for reviewing and analyzing meal counts to ensure the accuracy of the claim.~~



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~~5. The Sponsor acknowledges that failure to submit accurate claims will result in the recovery of an overclaim and may result in the withholding of payments, suspension or termination of the program as specified in 7 CFR Section 210.24.~~

~~6. The Sponsor acknowledges that if failure to submit accurate claims reflects embezzlement, willful misapplication of funds, theft, or fraudulent activity the penalties specified in 7 CFR Section 210.25 shall apply.~~

~~L. Records~~

~~1. Maintain full and accurate records pertaining to the school food service or milk program within the school or school district, and retain such records for a period of three years after the end of the fiscal year to which they pertain except if audit findings have not been resolved, the records shall be retained beyond the three year period as long as required for the resolution of the issues raised by the audit.~~

~~2. Maintain the required statistical information for each school operation on a school-by-school basis.~~

~~3. Make all accounts and records pertaining to the school food service program available, upon request, to the Department and the United States Department of Agriculture for review and/or audit at a reasonable time and place.~~

~~4. Keep full and accurate records, by calendar month, of the meal or milk program as a basis for the claim for reimbursement and for audit review purposes including:~~

~~a. School Lunch Program~~

~~(1) Statistics~~

~~Daily number of lunches served to children eligible for free, reduced price or paid meal.~~

~~(2) Program Income (Revenue)~~

~~From children's payments, from State and Federal school lunch reimbursement, from food sales to adults, from all other sources, including~~



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~~loans to program, subsidies from the Sponsor, any interest accrued from food service interest bearing accounts, and any rebates.~~

~~(3) — Programs Costs (Supported by invoices, receipts or other evidence of expenditure).~~

~~For food, labor and all other expenditures including repayment of loans to the program and fees paid to management companies.~~

~~(4) — Dated menus of actual meals served.~~

~~b. — School Breakfast Program~~

~~(1) — Statistics~~

~~Daily number of breakfasts served to children eligible for free, reduced price or paid meal.~~

~~(2) — Program Income (Revenue)~~

~~From children's payments, from Federal reimbursement and from all other sources, including subsidies from the Sponsor, any interest accrued from food service interest bearing accounts, and any rebates.~~

~~(3) — Programs Costs (Supported by invoices, receipts or other evidence of expenditure).~~

~~For food, labor and all other costs related to the breakfast program, including fees paid to management companies.~~

~~(4) — Dated menus of actual meals served.~~

~~(5) — Documentation of program costs specifically for Severe Need Rates of Reimbursement (if applicable).~~

~~e. — Special Milk~~



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~~(1) — Statistics~~

~~(a) — Daily number of half pints served to children;~~

~~(b) — Daily number of half pints served free to needy children, if school provides free milk.~~

~~(2) — Program Income (Revenue)~~

~~From children's and adult's payments and Federal reimbursement.~~

~~(3) — Programs Costs (Supported by invoices, receipts or other evidence of expenditure).~~

~~For milk and all other expenditures.~~

~~M. — Accountability Requirements~~

~~1. — Point of Service Counts~~

~~All claims for reimbursable meals or milk must be based on daily counts, taken at the “point of service,” which identify the number of meals or milk served by reimbursement category. “Point of service” is defined as that point in the food service operation where a determination can accurately be made (at the time and place the meal or milk is served) that a reimbursable free, reduced price, or paid meal or milk has been served to an eligible child.~~

~~2. — Local Level Requirement to Review Schools and Claims~~

~~a. — Every school year, each Sponsor with more than one school shall perform at least one on-site review of each school under its jurisdiction before February 1 of each school year. If this review discloses problems with a school's meal counting or claiming procedure, the SFA shall: (1) ensure that the school develops and implements a corrective action plan; and (2) within forty five calendar days of the review, conduct a follow-up on-site review to determine that the corrective action resolved the problem. Each on-site review shall ensure that the school's claim is based on the counting system authorized in the Policy for Free and Reduced Price~~



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~~Meals and the Agreements with the Department and that this system, as implemented, yields the actual number of reimbursable free, reduced price, and paid lunches served for each day of operation.~~

~~b. Prior to submission of a monthly claim for reimbursement, each sponsor shall compare each school's daily claim against data which will assist in the identification and correction of the claims in excess of the number of reimbursable free, reduced price, and paid lunches actually served that day to children eligible for such lunches. Such data shall, at a minimum, include the number of children currently approved for free and reduced price lunches in that school, and, for every month except September, the average daily number of free, reduced price, and paid lunches served for the preceding month.~~

~~c. Sponsors shall also compare claims against any other data available, such as the school's average daily attendance (ADA), enrollment, and an attendance factor. Sponsors shall maintain, on file, all of the above data used in the claims review process by school.~~

~~d. Sponsors shall make this information available to the State agency upon request.~~

~~N. Audit Requirements~~

~~The Sponsor agrees to comply with the Single Audit Act of 1984 as specified in OMB Circular A-128, "Audits in State and Local Governments," or OMB Circular A-110, "Uniform Administrative Requirements for Grants and Other Agreements and Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations," and New Jersey Grants Management Information System Manual.~~

~~O. Facilities~~

~~1. Maintain, in the storage, preparation and service of food, proper sanitation and health practices that meet the standards of the current sanitation code established by the New Jersey State Department of Health and all applicable State and local health laws and regulations. Maintain facilities to safeguard against theft.~~

~~2. A current inspection of each food service site by the Board of Health is required. The certificate should be posted in a conspicuous place.~~



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~~P. Anti-Discrimination~~

- ~~1. Make no discrimination because of race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability against any individual participating in the nutritional program.~~
- ~~2. Assure the United States Department of Agriculture and the Department that it now complies with and shall in the future comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Title IX of the Education Amendments of 1972 (20. U.S.C. 1981 et seq.); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); all provisions required by the implementing regulations of the Department of Agriculture; Department of Justice Enforcement Guidelines, 28CFR 50.3 and 42; and Food and Nutrition Services (FNS) directives and guidelines, to the effect that, no person shall, on the grounds of race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the sponsor receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement. By accepting this assurance, the Sponsor agrees to compile data, maintain records and submit reports, as required, to permit effective enforcement of the nondiscrimination laws and permit authorized USDA personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, Food and Nutrition Services, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Sponsor and its successors, transferees and assignees, as long as they receive assistance or retain possession of any assistance from the Department. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Sponsor.~~
- ~~3. Collect and maintain on file for three years the racial/ethnic breakdown of applicants for free and reduced price benefits on a school-by-school basis.~~
- ~~4. In the operation of U.S.D.A. Child Feeding Programs, no child will be discriminated against because of race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability. If you~~



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~~believe you have been discriminated against in any U.S.D.A. related activity, write immediately to the Secretary of Agriculture, Washington, D.C. 20250.~~

~~Q. Nutritional Requirements~~

- ~~1. Serve meals which meet the nutritional requirements specified in the current regulations for the National School Lunch Program (7CFR 210), and/or School Breakfast Program (7CFR 220).~~
- ~~2. Provide specific training for cashiers to ensure proper identification and accurate recording of reimbursable lunches and/or breakfasts. Issue the nutritional requirements for lunch and/or breakfast, in writing, to each cashier.~~

~~R. Menus~~

- ~~1. Offer choices for lunches and breakfasts, in accordance with standards established by the Department.~~
- ~~2. Display, for students information, the daily menu specifying the food items composing the lunch and/or breakfast.~~
- ~~3. Keep on file dated menus for meals actually served with other records for review and/or audit purposes for a period of three years from the close of the fiscal year to which they pertain. If audit findings have not been resolved, the records shall be retained beyond the three year period as long as required for the resolution of the issues raised by the audit.~~

~~S. Management Company or Vendor~~

- ~~1. Remain responsible for compliance with all aspects of this Agreement if the Sponsor employs a food service management company or vendor:~~
 - ~~a. The contract between the Sponsor and the management company must comply with the requirements specified in 7CFR 210.9, 7CFR 210.16 and all applicable New Jersey Statutes. The contract should also include pertinent parts of this Agreement. A copy of the contract between the Sponsor and the management company must be submitted with this Agreement.~~



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~~b. The contract between the Sponsor and the vendor must comply with the requirements specified in 7CFR 210.16 and all applicable New Jersey Statutes. The contract should also include pertinent parts of this Agreement.~~

~~2. Ensure that any Federally donated commodities received by the Sponsor and made available to a food service management company, vendor or processor accrue only the benefit of the school food service program, and are utilized therein.~~

~~3. Require the food service management company to make books and records of such company pertaining to the school food service program, available for a period of three years from the close of the fiscal year to which they pertain, for inspection and/or audit by representatives of the Department and the United States Department of Agriculture, or the General Accounting Office of the United States, at a reasonable time and place.~~

~~4. All books and records pertaining to the school food service program shall remain the property of the school district.~~

~~5. Establish an advisory board composed of parent(s) or legal guardian(s), teachers and students to assist in menu planning in schools which contract with a food service management company.~~

~~T. Nonpublic Sponsors~~

~~Shall also agree to the general terms and conditions of the attached Contract: II, III, V, VI, VII, XI B and C, XIII C, XIV to the extent required by Federal regulations, XVII A, B, C to the extent it is not inconsistent with terms of primary contract and D, XVIII, XIX and XX.~~

~~Issued: 14 October 2013~~



POLICY

SECTION: COMMUNITY

#: P 9320

COOPERATION WITH LAW ENFORCEMENT AGENCIES (M)

9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES (M)

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: 14 October 2013

Revised: 13 June 2022

Revised: TBD



REGULATION

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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;
 2. The Superintendent or designee may designate one or more law enforcement units for the district as described in the MOA;
 - ~~2~~ 3. 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;



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- 3 4.** 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 5.** 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 6.** 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.
 - 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.



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- 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 7.** 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 8.** Procedures for planning, approving, and conducting undercover school operations shall be in accordance with the MOA and the following:
 - 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.



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- 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~~ 9. 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;
- ~~9~~ 10. 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~~ 11. Provisions for requesting uniformed police attendance at extracurricular school events shall be in accordance with the MOA;
- ~~11~~ 12. 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~~ 13. 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~~ 14. A MOA with appropriate law enforcement authorities in accordance with N.J.A.C. 6A:16-6, Policy 9320, and this Regulation;



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- ~~14~~ 15. 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~~ 16. 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~~
- ~~16~~ 17. 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~~
18. 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



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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);

- 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.
- 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.



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Adopted: 14 October 2013

Revised: 13 June 2022

Revised: TBD



POLICY

SECTION: ADMINISTRATION

#: P-1522

SCHOOL-LEVEL PLANNING (M)

1522 SCHOOL-LEVEL PLANNING (M)

~~The Board of Education recognizes the school-level planning process involves parent(s) or legal guardian(s) and staff members in identifying school needs, establishing performance objectives, and monitoring progress toward those objectives.~~

-

~~School Report Card~~

-

~~The school district shall annually disseminate a report card for each school in the district which shall contain statistical information specified by the New Jersey Department of Education to all staff and parents. The school district shall also make the report card available to the media. The procedure the district will follow to disseminate the report card shall be in accordance with the requirements of the New Jersey Department of Education.~~

-

~~School Level Plan~~

-

~~By September 30, each school in the district shall develop and implement a two-year plan based on school report card data. This plan shall include student performance objectives, a review of progress by teaching and administrative staff, and the involvement of parents.~~

-

~~At least once per semester, each school shall conduct meetings by grade level, department, team, or similarly appropriate group to review the school-level plan. The review shall include: school report card data; progress toward achieving student performance objectives; and progress toward achieving New Jersey Student Learning Standards. The results of each such meeting shall be considered by the school planning team in the development of the succeeding school-level plan.~~

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~~Student Performance Objectives~~

-

~~Each school in the district shall develop two or more objectives based on student performance or behavior standards as defined in N.J.A.C. 6A:8-4.4(a), 6A:32-13.1 and 13.2. The objectives shall cover a period of not more than two years.~~

-

~~If student performance is below minimum State standards, the objectives to meet those standards shall be established. Benchmarks (interim performance levels) shall be set forth to measure the school's progress toward the achievement of minimum State standards.~~

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~~SCHOOL-LEVEL PLANNING (M)~~

~~If student performance is at or above minimum State standards, challenge objectives shall be established.~~

~~-~~

~~The Superintendent shall, no later than August 1 of each year, submit each school's objectives to the Executive County Superintendent for review and approval.~~

~~-~~

~~Each school shall achieve its student performance objectives by meeting established benchmarks for minimum State standards and/or achieving challenge objectives or demonstrating progress toward meeting such objectives.~~

~~-~~

~~Each school that does not meet established benchmarks for student performance objectives or demonstrate progress toward meeting challenge objectives for two or more successive years shall be assigned a technical assistance team by the Executive County Superintendent to facilitate accomplishment of these objectives.~~

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~~N.J.A.C. 6A:32-12.2~~

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~~Adopted: 14 October 2013~~

~~Revised: 22 May 2017~~



POLICY

SECTION: ADMINISTRATION

#: P-1522

SCHOOL-LEVEL PLANNING (M)

1522 SCHOOL-LEVEL PLANNING (M)

~~The Board of Education recognizes the school-level planning process involves parent(s) or legal guardian(s) and staff members in identifying school needs, establishing performance objectives, and monitoring progress toward those objectives.~~

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School Report Card

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Student Performance Objectives

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-

~~If student performance is below minimum State standards, the objectives to meet those standards shall be established. Benchmarks (interim performance levels) shall be set forth to measure the school's progress toward the achievement of minimum State standards.~~

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~~POLICY~~

~~SECTION: ADMINISTRATION~~

~~#: P-1522~~

~~SCHOOL-LEVEL PLANNING (M)~~

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~~N.J.A.C. 6A:32-12.2~~

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~~Adopted: 14 October 2013~~

~~Revised: 22 May 2017~~



POLICY

SECTION: PROPERTY

#: P 2363

STUDENT USE OF PRIVATELY-OWNED TECHNOLOGY

2363 STUDENT USE OF PRIVATELY-OWNED TECHNOLOGY

The Board of Education recognizes technology is always changing and as a result of increased accessibility to technology many students possess technology devices for their use during non-school hours. These privately-owned devices may be beneficial to students during school hours for approved educational purposes. Therefore, the Board of Education will allow students to use their privately-owned technology devices under conditions outlined in this Policy.

The district-provided Chromebook is intended to be the primary instructional device for all students. In most cases, the district-provided Chromebook fully meets instructional needs, and all students are encouraged to use it as their primary device during the school day. Requests for the use of a personal device are generally approved only when there is a demonstrated instructional need. Specifically, approval is considered when a student requires access to essential programs or applications that are not compatible with the district-issued Chromebook and are critical to the student's academic success.

For the purpose of this Policy, “technology” means hardware or software.

For the purpose of this Policy, “privately-owned” means technology hardware and software that is purchased, owned, and maintained by the student at no expense to the school or school district.

For the purpose of this Policy, “hardware” means any device that can store, access, retrieve, and/or communicate data or information. “Hardware” may include, but is not limited to, any type of computer device; wireless telephone; electronic reader; personal digital assistant (PDAs); video broadcasting and/or recording device; or camera.

For the purpose of this Policy, “software” means any computer program(s) or related data that provide instruction for telling a computer or other hardware device what to do and how to do it.

The use of privately-owned technology by a student in the educational program during the school day must be approved by the student's parent or legal guardian and ~~the school teaching staff member responsible for supervising and/or providing the student's instructional program. A teaching staff member may approve a student's use of privately-owned technology based on the assignment(s) to the student. The teaching staff member may also prohibit the use of privately-owned technology for an assignment(s).~~ the Building Principal or designee. The Building Principal or designee may approve or prohibit the use of privately-owned technology based on the educational needs and safety of the school environment.



POLICY

SECTION: PROPERTY

#: P 2363

STUDENT USE OF PRIVATELY-OWNED TECHNOLOGY

Teaching staff members shall notify their immediate supervisor or Principal that students will be using privately-owned technology during instructional time.

Students who use privately-owned technology in school will not be given access to the school district's computer server(s) or network(s) unless proper documentation and parental permission has been approved. In the event the ~~teaching staff member~~ Building Principal or designee approves the use of privately-owned technology to access the Internet, the access must be through the privately-owned technology without the use of any school district hardware or software. ~~A teaching staff member who approves a student~~ The Building Principal or designee, in consultation with staff, will provide the student to use their privately-owned technology to access the Internet during instructional time ~~will provide the student~~ with a list of approved Internet sites the student is permitted to access. A student granted such permission must comply with school district policies and regulations regarding acceptable use of computers and technology. Any use of privately-owned technology by a student shall be in strict accordance with the ~~teaching staff member's~~ Building Administration's specific approval(s) and Board policies and regulations. Any violation will subject the student to appropriate discipline and/or grading consequences.

The ~~teaching staff member~~ Building Principal or designee, in considering the use of privately-owned technology, will ensure such approval does not provide any advantage or benefit to the student who owns such technology over the student who does not own such technology. The ~~teaching staff member~~ Building Principal or designee will not approve the use of privately-owned technology if the ~~teaching staff member~~ Building Principal or designee determines the use would be advantageous or beneficial to the student who owns such technology over the student who does not own such technology.

The school district assumes no responsibility for any privately-owned technology brought to school by a student. The student shall be responsible for the proper operation and use of any privately-owned technology brought to school. School staff members shall not be responsible for the effective use and/or technical support for any privately-owned technology.

The school district shall assume no responsibility for the security of or damage to any privately-owned technology brought to school by a student. Students are encouraged to purchase private insurance for loss, damage, or theft of any privately-owned technology the student brings to school.

Adopted: 14 October 2013

Revised: TBD



POLICY

SECTION: PROGRAM

#: P 2415.02

TITLE I – FISCAL RESPONSIBILITIES (M)

2415.02 TITLE I – FISCAL RESPONSIBILITIES (M)

The ~~Roxbury Township~~ Board of Education will comply with the requirements of the Elementary and Secondary Education Act (ESEA) of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act (ESSA) ~~No Child Left Behind Act of 2001~~.

Maintenance of Effort

To be in compliance with the requirements of the ~~Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) ESEA~~ as amended by the ESSA ~~No Child Left Behind Act of 2001, §1120A(a)~~, the ~~Roxbury Township~~ Board of Education will maintain either a combined fiscal effort per student, or aggregate expenditures, of State and local funds with respect to the provision of the free public education by ~~in~~ the Local Education Agency (LEA) for the preceding fiscal year that is not less than ninety percent of the combined fiscal effort per student, or the aggregate expenditures, for the second preceding fiscal year.

Comparability with Multiple Schools

To be in compliance with the requirements of the ~~Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) ESEA~~ as amended by the ESSA ~~No Child Left Behind Act of 2001, §1120A(c)~~, the ~~Roxbury Township~~ Board of Education directs the Superintendent to assign teachers, administrators, and auxiliary personnel to the schools in such a way that the equivalence of personnel is ensured among schools. The school district will ensure that State and local funds are used to provide comparable services for Title I and non-Title I schools.

Comparability of Materials and Supplies

To be in compliance with the requirements of the ~~Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) ESEA~~ as amended by the ESSA ~~No Child Left Behind Act of 2001, §1120A(c)~~, the ~~Roxbury Township~~ Board of Education directs the Superintendent to distribute curriculum materials and instructional supplies to the schools in such a way that the equivalence of such material is ensured among schools.

Supplement, Not Supplant

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POLICY

SECTION: PROGRAM

#: P 2415.02

TITLE I – FISCAL RESPONSIBILITIES (M)

Grant funds provided under Federal programs, including the ESEA as amended by the ESSA, shall supplement, not supplant the funds that would, in the absence of such Federal funds, be made available from State and local sources for the education of students participating in programs assisted under the ESEA as amended by the ESSA.

~~No Child Left Behind Act of 2001, §1120A~~

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

Adopted: 14 October 2013

Revised: TBD



POLICY

SECTION: SUPPORT STAFF#: P 4421.13POSTNATAL ACCOMMODATIONS

4421.13 POSTNATAL ACCOMMODATIONS

The Board of Education recognizes support staff members may be returning to work shortly after their child's birth and may need to express breast milk during the workday. The Patient Protection and Affordable Care Act (PPACA) amended Section 7 of the Federal Fair Labor Standards Act (FLSA) for nursing mothers to be permitted reasonable break times and a private location to express breast milk for their nursing child for one year after the child's birth.

Every employee position in the school district is designated as either "non-exempt" or "exempt" by the provisions of the FLSA. Generally, a support staff member entitled to overtime pay is designated as "non-exempt." A support staff member that performs duties that are executive, administrative, or professional in nature and not entitled to overtime pay is designated "exempt." The school district administration shall refer to the comprehensive definitions of "exempt" and "non-exempt" as outlined in 29 C.F.R. 541 et seq. in determining an employee's designation.

A Board of Education is required to provide reasonable break times to non-exempt support staff members to express breast milk for their nursing child. The non-exempt support staff member shall coordinate such breaks with their immediate supervisor. The non-exempt support staff member will not receive compensation during this break time unless the break time is during a non-exempt support staff member's compensated break time.

A Board of Education is not required under the FLSA to provide such breaks to exempt support staff members. However, exempt support staff members may take such breaks provided the breaks are coordinated with their immediate supervisor. If this break is taken during the exempt support staff member's duty free lunch period or duty free break period during the workday, the exempt support staff member will not be reduced in compensation.

The Principal or the nursing mother's immediate supervisor, in consultation with the school nurse, will designate a lactation room that is shielded from view and free from intrusion from co-workers and the public. The location must be functional as a space for expressing breast milk and shall include an electrical outlet, a chair, and nearby access to running water. If the space is not dedicated to the nursing mother's use, it must be available when needed. A space temporarily converted into a lactation room or made available when needed by a nursing mother is sufficient; however, a bathroom, even if private, is not a permissible location under the FLSA.



POLICY

SECTION: SUPPORT STAFF

#: P 4421.13

POSTNATAL ACCOMMODATIONS

All exempt and non-exempt support staff members are required to sign-out of work to begin the break to express breast milk and shall sign-in when they return to work after the break. The break shall be for a reasonable amount of time. For compensation purposes, the immediate supervisor shall forward all sign-in and sign-out information relative to break times for nursing mothers under the FLSA to the School Business Administrator/Board Secretary.

Fair Labor Standards Act – 29 U.S.C. 201 et seq.

Patient Protection and Affordable Care Act – P.L. 111-148

N.J.S.A. 26:4C-1 through 26:4C-3

Adopted: TBD



POLICY

SECTION: STUDENTS

#: P 5111

ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

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

Eligibility to Attend School – N.J.A.C. 6A:22-3.1, 3.2, and 3.3

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1 and Regulation 5111 – Section B.

The Board shall also admit any student that is kept in the home of a person other than the student's parent ~~or guardian~~, and the person is domiciled in the school district and is supporting the student without remuneration as if the student were their own child in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 – Section C.

Pursuant to N.J.S.A. 18A:38-1.c., any person who fraudulently allows a child of another person to use their residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of their child to a person in another district commits a disorderly persons offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.d. if the student's parent ~~or guardian~~ temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere pursuant to N.J.A.C. 6A:22-3.1(a)4. and Regulation 5111 – Section B.

A student is eligible to attend this school district free of charge in accordance with N.J.A.C. 6A:22-3.2 and Regulation 5111 – Section C.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h) and Regulation 5111 – Section C.



POLICY

SECTION: STUDENTS

#: P 5111

ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

Except as set forth in N.J.A.C. 6A:22-3.3(b)~~1~~, immigration/visa status shall not affect eligibility to attend school. Any student who is domiciled in the school district or otherwise eligible to attend school in the school district pursuant to N.J.A.C. 6A:22-3.2 shall be enrolled without regard to, or inquiry concerning, immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111 – Section D.

Proof of Eligibility – N.J.A.C. 6A:22-3.4

The Board ~~of Education~~ shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4 and Regulation 5111 – Section E.

In the case of a dispute between the school district and the parent of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the New Jersey Motor Vehicle Commission (~~NJMVC~~) the parent's ~~or guardian's~~ name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1.3.

Registration Forms and Procedures for Initial Assessment – N.J.A.C. 6A:22-4.1

Registration and procedures for initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1 and Regulation 5111 – Section F.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2 and Regulation 5111 – Section F.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education in accordance with N.J.A.C. 6A:22-4.1(c)2. and Regulation 5111 – Section F.



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#: P 5111

ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws in accordance with N.J.A.C. 6A:22-4.1(d) and Regulation 5111 – Section F.

Enrollment or attendance at the school shall not be conditioned or denied pursuant to N.J.A.C. 6A:22-4.1(e) through (i) and Regulation 5111 – Section F.

Notices of Ineligibility – N.J.A.C. 6A:22-4.2

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4.2 and Regulation 5111 – Section G.

Removal of Currently Enrolled Students – N.J.A.C. 6A:22-4.3

Nothing in N.J.A.C. 6A:22-4, this Policy, and Regulation 5111 shall preclude the Board ~~of Education~~ from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information pursuant to N.J.A.C. 6A:22-4.3 and Regulation 5111 – Section H.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3 and Regulation 5111 – Section H.

Appeal to the Commissioner – N.J.A.C. 6A:22-5.1

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools in accordance with N.J.A.C. 6A:22-5.1 and Regulation 5111 – Section I.

Assessment and Calculation of Tuition – N.J.A.C. 6A:22-6

If no appeal to the Commissioner is filed by the parent, ~~guardian~~, adult student, or district resident keeping an affidavit student following notice of an ineligibility determination, the Board ~~of Education~~ may assess



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#: P 5111

ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

tuition for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner in accordance with N.J.A.C. 6A:22-6.1 and Regulation 5111 – Section J. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 and Regulation 5111 – Section J.

If an appeal to the Commissioner is filed by the parent, ~~guardian~~, adult student, or district resident keeping an affidavit student and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a) and Regulation 5111 – Section J. Upon the Commissioner's finding that an appeal has been abandoned, the Board may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2(a)1. and Regulation 5111 – Section J.

Nonresident Students – N.J.S.A. 18A:38-3.a.

The Board shall receive the approval of the Executive County Superintendent (ECS) to establish a uniform tuition amount for any Board-approved nonresident student to be admitted to the school district.

~~Any person not resident in the school district, if eligible except for residence, may be admitted to the schools of the district with the consent of the Board of Education upon such terms, and with payment of tuition, as the Board prescribes. The Board of Education, with the approval of the Executive County Superintendent, shall establish a uniform tuition amount for any nonresident student admitted to the schools of the district pursuant to N.J.S.A. 18A:38-3.a. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship, discipline, attendance, and payment of tuition.~~

~~{Optional~~

~~Children Who Anticipate Moving to or from the District~~

~~A nonresident student whose parent or guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this school district may be enrolled with payment of a tuition rate approved by the Executive County Superintendent for a period of time not greater than twelve weeks prior to the anticipated date of residency.~~



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#: P 5111

ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

~~Students whose parent or guardian have moved away from the school district on or after April 1st and twelfth grade students whose parent or guardian have moved away from the school district on or after February 1st will be permitted to finish the school year in this school district payment of a tuition rate as approved by the Executive County Superintendent.~~

~~Children of District Employees~~

~~A child of a Board of Education employee who does not reside in this school district may be admitted to school in this district with or without the payment of tuition for the child if the child's educational program can be provided in a school in the district. If the Board requires the payment of tuition, the Board shall establish and approve a tuition rate for the child of a Board employee upon a request from the employee for their child to attend a school in the district. The tuition amount for the student is not required to follow the amount established in the uniform tuition amount charged pursuant to N.J.S.A. 18A:38-3, if applicable. This provision shall not supersede a provision included in any collective bargaining agreement.~~

Children of Nonresident Staff Members

Any staff member who does not reside in this school district will not be permitted to enroll their children in the educational program of the school district.

~~Children~~ Students Who Anticipate Moving to or from the District During the School Year

A nonresident student whose parent or guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this school district may be enrolled with payment of a tuition rate approved by the Executive County Superintendent for a period of time not greater than twelve weeks prior to the anticipated date of residency, pursuant to N.J.S.A. 18A:38-3.

Students whose parent or guardian have moved away from the school district on or after April 1st and twelfth grade students whose parent or guardian have moved away from the school district on or after February 1st will be permitted to finish the school year in this school district with payment of a tuition rate as approved by the Executive County Superintendent, pursuant to N.J.S.A. 18A:38-3.

F-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of



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#: P 5111

ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

Federal regulation 8 CFR 214.3. A F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a F-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

J-1 Visa Students

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

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

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

Adopted: 14 October 2013
Revised: 16 May 2016
Revised: 15 April 2019
Revised: 17 August 2020
Revised: 15 November 2021
Revised: 11 December 2023
Revised: TBD



POLICY

SECTION: STUDENTS

#: P 5430

CLASS RANK

5430 CLASS RANK

The Board of Education acknowledges the usefulness of a system of computing grade point averages and class ranking for secondary school graduates, both to inform students of their relative academic placement among their peers and to provide students, prospective employers, and institutions of higher learning with a predictive device so that each student is more likely to be placed in an environment conducive to success.

The Board authorizes a system of class ranking, by grade point average, for students in grades nine through twelve.

All students shall be ranked together by grade level.

Class rank will be calculated by the final grade in all subjects, except those subjects for which no credit is awarded, and will not include failing grades. Weighted credit will be calculated for grades earned in an honors course, ~~a course of independent study~~, and advanced placement. The class ranking of a student who has transferred to this district will include the grades earned in the regular program of the prior school. Grades earned in private summer school programs will not be included in the calculation of class rank.

Any two or more students whose computed grade point averages are identical will be given the same rank. The rank of the student who immediately follows a tied position will be determined by the total number of all preceding students not by the rank of the immediately preceding student.

~~A student's grade point average and rank in class will be entered on the student's record and will be subject to Board Policy No. 8330 on the release of student records.~~

The district authorizes a system of class ranking by cumulative weighted grade point average for the selection of valedictorian and salutatorian only. A valedictorian and salutatorian will be selected using the traditional process of determining the student with the highest weighted cumulative GPA for valedictorian and the second highest weighted cumulative GPA for salutatorian. Students with cumulative weighted GPAs within 1/100th shall be considered a statistical tie. In the event that there is a statistical tie for the valedictorian or salutatorian appointment, the students shall each be awarded the honor and serve as co-valedictorian or co-salutatorian. In case of a tie for valedictorian, there will be co-valedictorians but no salutatorian.

In case of a tie for salutatorian, there will be co-salutatorians along with the single named valedictorian. The cumulative weighted GPA will be run after the posting of the third quarter



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#: P 5430

CLASS RANK

grades in the senior year. In order to be eligible for consideration, a student must have a history of continuous enrollment at Roxbury High School for at least their junior and senior years. The cumulative weighted GPA will be calculated to four decimal places.

A decile ranking will be kept in order to provide mandated information to scholarship providers, colleges, and other organizations as evaluated by the district administration. In accordance with NJSA 18A:71B-85.5, internal class rank information may be released directly to the NJ Higher Education Student Assistance Authority, service academies, or other scholarship providers. Internal class rank shall be kept confidential and will only be released to requesting institutions or organizations.

Cumulative grade point averages will be calculated by the final grade earned in all classes taken.

The weight associated with a completed course will be used in calculating the cumulative GPA. Pass/fail grades are not included in this calculation.

The ranking of a student who has transferred to this district will include the grades earned in the regular program of the prior school and be entered on the official transcript at the time of Registration.

Cumulative weighted and unweighted grade point averages will be entered on a student's record and will be subject to Policy 8330 on the release of student records.

Adopted: 14 October 2013

Revised: TBD



REGULATION

SECTION: STUDENTS

#: R 5430

CLASS RANK/GRADE POINT AVERAGE

R 5430 CLASS RANK/GRADE POINT AVERAGE

Class rank is based on overall Grade Point Average (GPA) as computed in the following steps. All subjects are included in class rank. Grades on the report card will be recorded in a numeric format each marking period.

1. Assign numerical values to the final letter grade as follows:

97-100	A+	= 4.3
93-96	A	= 4.0
90-92	A-	= 3.7
87-89	B+	= 3.3
83-86	B	= 3.0
80-82	B-	= 2.7
77-79	C+	= 2.3
73-76	C	= 2.0
70-72	C-	= 1.7
67-69	D+	= 1.3
63-66	D	= 1.0
60-62	D-	= 0.7
50-59	F	= 0

2. If the class is an Honors level or an Advanced Placement level, the numerical grade must be adjusted. If the class is an Honors class, add .5 to the final numerical grade. If the class is an Advanced Placement course, add 1.0 to the final numerical grade.

- ~~3. Multiply the adjusted final numerical grade by the number of credits the course is worth to determine the number of Quality Points Earned.~~

- ~~4. Add the Quality Points Earned for each class to determine the Total Quality Points. Add the course credits for each class to determine Total Credits Attempted.~~

- ~~5. Determine Course Load Weight Factor using Total Credits attempted and the following table:~~

~~40 credits~~	~~= .16 factor~~
~~39 credits~~	~~= .14 factor~~
~~36-38 credits~~	~~= .12 factor~~
~~35 credits~~	~~= .10 factor~~



REGULATION

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#: R 5430

CLASS RANK/GRADE POINT AVERAGE

~~under 35 credits = 0 factor~~

- ~~6. Multiply the Course Load Weight Factor by the total amount of credits attempted. Add that number of the Total Quality Points.~~
- ~~7. Divide total credits attempted into Total Quality Points Earned.~~
8. **3.** This will calculate the GPA for one school year.
- ~~9. To determine GPA for more than one school year follow Step 10.~~
- ~~10. Calculate the GPA for each school year as previously shown. Add the Total Quality Points for each of the previous years to the year just calculated and divide by the Total Credits Attempted.~~
4. **Cumulative weighted and unweighted grade point averages will be entered on a student's record and will be subject to Policy 8330 on the release of student records.**

Identification of Valedictorian/Salutatorian

~~The district authorizes a system of class ranking by cumulative weighted grade point average for the selection of valedictorian and salutatorian only. A valedictorian and salutatorian will be selected using the traditional process of determining the student with the highest weighted cumulative GPA for valedictorian and the second highest weighted cumulative GPA for salutatorian. Students with cumulative weighted GPAs within 1/100th shall be considered a statistical tie. In the event that there is a statistical tie for the valedictorian or salutatorian appointment, the students shall each be awarded the honor and serve as co-valedictorian or co-salutatorian. In case of a tie for valedictorian, there will be co-valedictorians but no salutatorian. In case of a tie for salutatorian, there will be co-salutatorians along with the single named valedictorian. The cumulative weighted GPA will be run after the posting of the third quarter grades in the senior year. In order to be eligible for consideration, a student must have a history of continuous enrollment at Roxbury High School for at least their junior and senior years. The cumulative weighted GPA will be calculated to four decimal places.~~

Adopted: 14 October 2013
 Revised: 26 August 2019
Revised: TBD



POLICY

SECTION: STUDENTS
#: P 5710
STUDENT GRIEVANCE

5710 STUDENT GRIEVANCE

The Board of Education believes students possess the right to request redress of grievances and disputes. Accordingly, the Board will establish and observe procedures by which the grievances of students will be heard.

For the purpose 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 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;
- (b) Any documentation the student or parent has supporting their request; and
- (c) The remedy sought by the student or student's parent.



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#: P 5710
STUDENT GRIEVANCE

- 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.

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.

Adopted: TBD



POLICY

SECTION: FINANCES

#: P 6115.04

FEDERAL FUNDS - DUPLICATION OF BENEFITS (M)

6115.04 FEDERAL FUNDS – DUPLICATION OF BENEFITS (M)

A requirement for a Board of Education/local education agency (LEA) who accepts funds from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) – Elementary and Secondary School Emergency Relief Fund (ESSERF II); American Rescue Plan Elementary and Secondary Schools Emergency Relief (ARP ESSER); and all Federal programs and grants is for the LEA to have a Duplication of Benefits (DOB) Policy. DOB occurs when a person, household, business, government, or other entity receives financial assistance from multiple sources for the same purpose, and the total assistance received for that purpose is more than the total need for assistance.

The School Business Administrator/Board Secretary shall be responsible for ensuring no DOB occurs and will be responsible for ensuring compliance by subcontractors, subrecipients, and other partners.

To comply with DOB requirements, an LEA that accepts Federal funds is required by the Coronavirus Aid, Relief, and Economic Security (CARES) Act to establish and follow procedures to ensure that DOB does not occur. Establishing a process to effectively identify and prevent DOB is critical for the LEA to effectively manage multiple active funding streams related to coronavirus response and efficiently target resources to meet unmet needs within the school district. The Board of Education is solely responsible for ensuring that an actual DOB does not occur.

To prevent DOB, the LEA will have:

1. A requirement that the LEA must agree to repay assistance that is determined to be duplicative. This may be documented through a subrogation agreement or similar clause included in the agreement with the LEA. The LEA will establish a protocol to monitor compliance based on risk of DOB for each activity; and
2. A method of assessing whether the use of these funds will duplicate financial assistance that is already received or is likely to be received (such as insurance proceeds) by acting reasonably to evaluate the need and the resources available to meet that need. The LEA will evaluate current programs available at the local, county, State, and Federal level as well as current and anticipated non-governmental assistance from nonprofits or faith-based groups and establish lines of communication for preventing DOB.



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FEDERAL FUNDS - DUPLICATION OF BENEFITS (M)

To analyze DOB, the LEA will complete the following steps:

1. Assess Need: Determine the amount of need (total cost);
2. Determine Assistance: Determine the amount of assistance that has or will be provided from all sources to pay for the cost;
3. Calculate Unmet Need: Determine the amount of assistance already provided compared to the need to determine the maximum award (unmet need); and
4. Document Analysis: Document calculation and maintain adequate documentation justifying determination of maximum award.

In DOB calculations, private loans are not considered a form of assistance and will not be considered when calculating DOB. However, subsidized loans from the Small Business Administration or Federal Emergency Management Agency will be included in the DOB analysis unless one of the three exceptions below is met:

1. Short-term subsidized loans (e.g. bridge loans) for costs later reimbursed with Federal funds;
2. Declined or cancelled subsidized loans; or
3. Loan assistance used toward a loss suffered as a result of a major disaster or emergency.

Adopted: TBD



REGULATION

SECTION: PROPERTY#: R 7424BED BUGS

R 7424 BED BUGS

The following procedures are established in implementation of Policy 7424 – Bed Bugs.

A. Observation of Possible Bed Bug Bites or Bed Bugs on a Student

1. A staff member who observes what he/she believes may be bed bug bites on a student or bed bugs on the student or in or on the student's possessions shall send the student to the school nurse.
2. The school nurse shall examine the student to determine if the student has bed bug bites or if there are any bed bugs present on the student or in or on the student's possessions.
3. If the school nurse determines the student does not have bed bug bites or bed bugs on them or in or on their possessions, the student will be returned to resume their school day.

B. Confirmation of Bed Bug Bites or Bed Bugs on a Student

1. If the school nurse believes the student has bed bug bites or finds bed bugs on the student or in or on the student's possessions, the school nurse will contact the Principal or designee.
2. The Principal or designee will arrange for a licensed pest management professional to complete an inspection of the student's classroom(s) to determine if bed bugs are present.
3. If a licensed pest management professional cannot complete an inspection within twenty-four hours of the request from the school district, the district custodial staff will vacuum the student's classroom(s) with a vacuum cleaner using a new vacuum cleaner bag.
4. When vacuuming is completed by district custodial staff, the staff member shall seal the bag and discard it in a receptacle outside the school building. If the vacuum does not have a bag, the contents of the vacuum shall be emptied into a secure plastic bag,



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BED BUGS

sealed, and discarded into a receptacle outside the school building. The vacuum will also be treated.

5. The Principal shall determine if the classroom(s) should be occupied by staff and students until the inspection by a licensed pest management professional is conducted.

C. Inspection by Licensed Pest Management Professional

1. If an inspection by the licensed pest management professional determines bed bugs are not present in the classroom(s) inspected, the school program shall resume use of the classroom(s) if the Principal previously decided the classroom(s) should not be occupied by staff or students.
2. If an inspection by the licensed pest management professional determines bed bugs are in the classroom(s), the area(s) will be treated by a licensed pest management professional. Any treatment shall be in accordance with the provisions of the New Jersey Pest Management Act, the district's Pest Management Plan, and any other applicable law.

D. Communication with Student's Parent

1. The school nurse will contact the student's parent on the results of the examination.
2. A parent of a student who is believed to have a live bed bug(s) on them or in or on their possessions will be required to arrange for their child to be picked-up from school to return home to change clothes and for the parent to inspect any possessions the student brings to school. The nurse may provide the parent with information regarding bed bugs.
 - a. Upon the student's return to school after being sent home to change clothes and an inspection of their possessions they bring to school, the student will be required to report to the school nurse who will examine the child and the child's possessions before the child can resume the school day.
 - (1) If there are no signs of bed bugs on the student or in or on the student's possessions upon being examined by the school nurse after the child returns to school, the student will be able to resume their school day.



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b. The school nurse may examine the student and the student's possessions subsequent to their initial return to school to ensure the student and possessions are free of bed bugs.

(1) In the event the nurse finds live bed bugs on the student or in or on the student's possession after the student's initial return to school or upon any subsequent examination by the school nurse, the school nurse will contact the parent and require the parent to pick-up the student from school.

3. A parent of a student who is believed to have bed bug bites, but no evidence of bed bugs on them or in or on their possessions, will be informed of such results and the student may be required to be examined by the school nurse subsequent to the initial examination to ensure bed bugs are not on the student or in or on their possessions they bring to school.

E. School Communications

1. The Principal, in consultation with the school nurse, will determine if the parents of other students should be informed if bed bugs are found in an area of the school. This determination will be made on a case-by-case basis.

a. Parents of other students need not be informed if bed bugs are found on a student or in or on the student's possessions, and are not found in the school building.

F. Compliance with Applicable Laws

1. The Principal or designee will ensure the school district complies with all notification requirements and any other legal requirements, including the New Jersey Pest Management Act, the district's Pest Management Plan, and any other applicable law.

Adopted: TBD



POLICY

SECTION: COMMUNITY

P 9163

SPECTATOR CODE OF CONDUCT FOR INTERSCHOLASTIC EVENTS (M)

9163 SPECTATOR CODE OF CONDUCT FOR INTERSCHOLASTIC EVENTS (M)

The Board of Education promotes a physically and emotionally safe and healthy playing environment at interscholastic events and insists good sportsmanship be exhibited at all times by student athletes, coaches, officials, and spectators at such events.

The New Jersey State Interscholastic Athletic Association (NJSIAA) requires the Board to establish policies and procedures relating to sportsmanship and to identify responsibilities of administrators, coaches, and students to ensure their observance. The NJSIAA requires the Board to adopt a Spectator Code of Conduct Policy for all spectators attending an interscholastic event.

The district's high school(s) is a member school of the NJSIAA. The NJSIAA and the Board require high standards of courtesy, fair play, and sportsmanship be featured at school district and NJSIAA interscholastic events. Unsportsmanlike conduct by a person at an event shall subject the individual to disciplinary action.

For the purpose of this Policy, a "home event" shall mean any event occurring in the school district's buildings or on school grounds.

For the purpose of this Policy, "school grounds" also includes 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 the land.

1. Unsportsmanlike conduct includes, but is not limited to, actions of a fan or spectator who:
 - a. Strikes or physically abuses an official, opposing coach, player, spectator, school staff member, or school security;
 - b. Intentionally incites participants or spectators to violent or abusive action;
 - c. Uses obscene gestures or profane or unduly provocative language or action toward officials, opponents, spectators, school staff members, or school security; or



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- d. Engages in harassing verbal or physical conduct related to race, gender, ethnicity, disability, sexual orientation, or religion at an interscholastic event.
2. The Board prohibits unsportsmanlike conduct or actions by a spectator, which include, but are not limited to:
- a. The use of profanity, threatening comments, or biased language before, during, or after an interscholastic event;
- b. Verbal harassment of an official or participant (i.e., coaches or players from any participating school) by using names or uniform numbers;
- c. Entering the field of play before, during, or after an interscholastic event;
- d. Having a physical altercation with an official, coach, player, school staff, school security, or spectator before, during, or after an interscholastic event;
- e. The use of artificial noisemakers or other instruments intended to disrupt the interscholastic event or distract the participants during an interscholastic event; or
- f. Any additional unsportsmanlike conduct or actions determined by the Principal or designee to be unsportsmanlike conduct or action.
- g. If the unsportsmanlike conduct involves a potential criminal act, the Principal or designee shall immediately contact law enforcement.
3. Disciplinary Framework
- a. If the Principal or designee determines a person's conduct or actions are prohibited by this Policy, the person will be subjected to the following disciplinary actions:
- (1) Immediate removal from the interscholastic event and school grounds;



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- (2) First Offense (365-day calendar starts)
 - (a) Suspension from attending the next three home events for the activity from which the person was immediately removed from school grounds.
- (3) Second offense occurring within 365-day calendar days of the first offense
 - (a) Suspension from attending the next three home events for the activity from which the person was immediately removed from school grounds.
- (4) Third offense occurring within 365-day calendar days of the first offense or beyond
 - (a) Suspension from attending the next three home events for the activity from which the person was immediately removed from school grounds.
- (5) The Superintendent or designee upon consultation with the Principal or designee may increase the disciplinary actions outlined in this Policy, depending on the severity of the offense.
- b. If it is determined by the Principal or designee that a person exhibited unsportsmanlike conduct at a home interscholastic athletic event, but was not immediately removed from the interscholastic event or from school grounds at the time of the prohibited conduct, the person shall be subject to the disciplinary actions outlined in this Policy.
- c. In the event it is determined by the Principal or designee that a person exhibited unsportsmanlike conduct at an interscholastic event not held in a school district building or on school grounds (away event), the person shall be subject to the disciplinary actions outlined in this Policy.



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In the event the suspension from an interscholastic event occurs on the last home event of the activity's season or the suspension exceeds the remaining home events remaining in the activity's season, including playoffs or team or individual championships, the suspension shall continue with the first home event of the same activity in the subsequent school year.

A person who has been suspended for more than three home interscholastic events within three months of the initial conduct that resulted in the person's first suspension from attending home interscholastic events may be suspended by the Principal or designee from attending additional home interscholastic events in excess of the suspension provisions in this Policy.]

d. A person suspended by the Principal or designee from attending more than three home interscholastic events for exhibiting conduct or actions that violate this Policy, regardless of the specific event or activity from which the person was suspended, shall be prohibited from attending any other home interscholastic events in the district's schools or on school grounds and shall be required to meet with the Principal or designee prior to being permitted to attend any additional home interscholastic events in the district's schools or on school grounds. The person shall be required to successfully complete an educational component as determined by the Principal or designee before the person is permitted to attend any future home events in school buildings or on school grounds. The educational component will include a program that addresses the unsportsmanlike conduct or actions that caused the person to be suspended from the interscholastic events.

e. A person who does not comply with the suspension requirements of this Policy or refuses to immediately leave the school building or school grounds for violating the provisions of this Policy may be reported to law enforcement to be removed from the school building or from school grounds.

4. Appeals

a. A person may appeal the decision of the Principal or designee to the Superintendent of Schools by submitting a written appeal to the Superintendent within three calendar days after receiving notice of the suspension from the event by the Principal or designee. The Superintendent



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shall make a decision on the written appeal within three business days upon receiving the written appeal. The Superintendent's decision may be appealed to the Board in accordance with the Board appeal provisions in Policy and Regulation 9130 – Public Complaints and Grievances.

This Policy shall be provided to the parent(s) of student-athletes participating in interscholastic programs in the district. The parent(s) shall be required to sign a document acknowledging receipt of this Policy and acknowledging their understanding of the provisions of this Policy. This document shall be provided to the parent(s) during the high school's sports registration process before each season.

This Policy shall be made available to NJSIAA staff upon request. NJSIAA staff may share a copy of this Policy with another member school when appropriate.

A list of unsportsmanlike conduct or actions will be posted at all venues hosting school district events to the extent reasonably possible.

Failure of a member school to enforce the provisions of this Policy may result in discipline by the NJSIAA. In addition to the penalties set forth by NJSIAA, a school that does not enforce its Policy may be prohibited by NJSIAA from hosting an NJSIAA State tournament event.

NJSIAA Spectator Code of Conduct Policy – Revised, May 8, 2024

Adopted: TBD

