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

AGENDA - June 10, 2026 @ 1:00 pm

Brandon Hurley, **Chairperson**
Kim Klaus, Committee Member
Kerry Opitz, Committee Member

Megan Forney, Alternate
William W. Zylinski - Acting Superintendent

New Policy/Regulations for Review and/or Discussion:

- [R 5516 - Use of Communication Devices](#) - Revised
- [P 1230 - Superintendent's Duties](#) (M) - Revised

Policy Guide 1230 addresses the job responsibilities of the Superintendent of Schools, which are assigned by the Board to the Superintendent in a job description. Strauss Esmay's job description is general in nature because most Boards have locally developed a Superintendent's job description. Policy Guide 1230 has been revised with minor updates. A district that has its own locally developed job description adopted by the Board does not need to consider this Policy Guide 1230. The Board-approved job description for the Superintendent of Schools position should be in the district's job description manual with all job descriptions or in the Policy Manual. Policy Guide 1230 is mandated because a Board-approved job description is an essential component for the required evaluation process.

- [P 2200 - Curriculum](#) (M) - Revised
- [R 2200 - Curriculum Content](#) (M) - Abolished

*Policy and Regulation Guides 2200 have been combined into a **rewritten** Policy Guide 2200. N.J.A.C. 6A:8-3.1 and Policy Guide 2200 describe a Board's responsibility for the design and delivery of curriculum and instruction needed to address the New Jersey Student Learning Standards (NJSLS). N.J.A.C. 6A:8-3.1(a)3. requires Boards to make all approved curriculum pacing guides and citations for core instructional materials publicly available to offer greater transparency for families and communities. In addition, N.J.A.C. 6A:8-3.1(b)2. requires districts to provide students with access to advanced coursework. The rewritten Policy Guide 2200 should replace a Board's existing Policy 2200 as the rewritten Guide aligns with N.J.A.C. 6A:8-3.1. Therefore, the existing Regulation 2200 should be abolished as the provisions in Regulation Guide 2200 are now included in the revised Policy Guide 2200. There is no statutory or administrative code requirement for a Board to adopt a curriculum policy. The authorizing administrative code and Policy Guide 2200 include many important curriculum-related requirements. Policy Guide 2200 is mandated because QSAC District Performance Review – Instruction and Program indicators require the adoption of a policy on curriculum.*

- [P 2411 - Career Education and Academic Counseling](#) (M) - Revised
- [R 2411 - Guidance Counseling](#) (M) - Abolished

*N.J.A.C. 6A:8-3.2 – Career Education and Counseling has been relocated with minor revisions to N.J.A.C. 6A:8-6.1 and has been retitled Career Education and Academic Counseling. N.J.A.C. 6A:8-6.1 requires Boards to offer high school students the opportunity to more actively explore career interests by participating in work-based learning experiences aligned to the NJSLS. Policy Guide 2411 has been **rewritten** to align with the recently adopted N.J.A.C. 6A:8-6.1 and 6A:8-6.2 and includes the policy language required by the Comprehensive Equity Plan (CEP) Needs Assessment – Section C. The existing Regulation Guide 2411 should be abolished as the updated Policy Guide 2411 includes all of the requirements of N.J.A.C. 6A:8-6.1 and 6A:8-6.2. Sections D. and E. of Policy Guide 2411 are optional and only applicable to districts that have any of the grade levels nine through twelve. Policy Guide 2411 is mandated as it includes the language required in the CEP Needs Assessment Section C. – Equity in Guidance Programs and Services.*

- [P 5460 - High School Graduation](#) (M) - Revised

N.J.A.C. 6A:8-5.1 addresses the requirements for high school graduation and has many revisions. The explanations for the revisions below are from the New Jersey Department of Education when the administrative code revisions were proposed. A note in bold print in parentheses at the end of each revision indicates where the revision is incorporated in the updated Policy Guide 5460. Any provision that has been deleted has been noted as “Deleted.”

- 1. The revisions at N.J.A.C. 6A:8-5.1(a) state the local graduation requirements must be “delivered by educators who are appropriately certified within each of the NJSLS content areas.” (Introductory Paragraph)*
- 2. The revisions at N.J.A.C. 6A:8-5.1(a)1.iii. update the science credit requirements to include all science disciplines found in the NJSLS. (A.1.c.)*
- 3. The revisions at N.J.A.C. 6A:8-5.1(a)1.x. replace “21st century life and careers” with “career readiness” in alignment with the NJSLS – Career Readiness, Life Literacies, and Key Skills. (A.1.j.)*
- 4. The revisions at N.J.A.C. 6A:8-5.1(a)2. provide additional clarity to individualized student learning opportunities. The individualized student learning opportunities are designed to meet the course requirements at N.J.A.C. 6A:8-5.1(a)1. (A.2.)*
- 5. The revisions at N.J.A.C. 6A:8-5.1(a)2.i. replace “shall” with “may” to provide more flexibility to districts regarding the implementation of an individualized student learning opportunities program. (A.2.a.)*
- 6. The revisions at N.J.A.C. 6A:8-5.1(a)2.i. further indicate the individualized student learning opportunities policies and procedures will include “any performance or competency assessment that will be used to determine student completion of programs” to ensure that proficiency in the identified content area is demonstrated pursuant to N.J.A.C. 6A:8-5.1(a)1. (A.2.a.)*
- 7. The revisions deleted at N.J.A.C. 6A:8-5.1(a)2.i.(1) remove broad references to programs that may or may not be delivered with the spirit and intent of individualized student learning opportunities and/or may not develop student proficiency in the content area as required for graduation. (Deleted)*
- 8. The revisions include a new N.J.A.C. 6A:8-5.1(a)2.i.(1)(A) that requires individualized student learning opportunities to be designed, approved, and delivered by appropriately certified educators. (A.2.a.(1)(a))*
- 9. The revisions include a new N.J.A.C. 6A:8-5.1(a)2.i.(1)(B) and (C) that specify requirements for approved career and technical education programs and for dual enrollment, as follows:*
 - a. Approved career and technical education programs and work-based learning experiences shall be designed, approved, and supervised by appropriately certified educators in accordance with N.J.A.C. 6A:19-6.4 and 6A:9B-14.19 and 14.20; and*
 - b. Dual enrollment shall be reviewed and approved by appropriately certified educators. (A.2.a.(1)(a)i. and ii.)*
- 10. The revisions at N.J.A.C. 6A:8-5.1(a)2.i.(1)(D) require that appropriately certified educators approve the assessment of proficiency of the NJSLS. (A.2.b.(1))*

11. *The revisions include a new N.J.A.C. 6A:8-5.1(a)2.ii. that provides additional directions for districts as they develop general policies and procedures to increase the transparency for students and families interested in pursuing individualized student learning opportunities. The new requirements include alignment with the NJSLS; delivery by appropriately certified educators; a similar approval process for group programs; the provision of equitable access to individualized student learning opportunities for all students; assurance of student safety during experiences where they are offsite; and/or interacting with individuals who are not employed by the district pursuant to N.J.S.A. 18A:6-7.1. and N.J.A.C. 6A:19-4.2. (A.2.b.)*
12. *The revisions include a new N.J.A.C. 6A:8-5.1(a)2.iii. that provides flexibility to districts in granting credit for non-traditional learning experiences, such as summer courses, internships or apprenticeships, and service-learning experiences, provided they are determined to be content equivalent. (A.2.c.)*
13. *The revisions include a new N.J.A.C. 6A:8-5.1(a)2.iv. that requires individualized student learning opportunities designed to meet the graduation course requirements to be documented as content equivalent to traditional course requirements and to be subject to review, as scheduled, pursuant to N.J.A.C. 6A:30. (A.2.d.)*
14. *The revisions include a new N.J.A.C. 6A:8-5.1(a)6. that requires students in the graduating classes of 2026 and 2027 to complete a financial aid application in a form prescribed by the Higher Education Student Assistance Authority, including, but not limited to, the Free Application for Federal Student Aid (FAFSA) or the New Jersey Alternative Financial Aid Application, for high school graduation or be exempted from the requirement, in accordance with procedures set forth at P.L. 2023, c. 295. (A.6.)*
15. *The revisions recodified at N.J.A.C. 6A:8-5.1(a)8. provide ways in which students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test can demonstrate proficiency. (A.8.)*
16. *The revisions recodified at N.J.A.C. 6A:8-5.1(a)8.i. indicate the opportunity for remediation is “as appropriate” to indicate appropriate remediation may include limited support or longer term, including, but not limited to, intensive interventions, after-school, weekend, and summer programs pursuant to N.J.S.A. 18A:7C-6.2. (A.8.a.)*
17. *The revisions include a new N.J.A.C. 6A:8-5.1(a)9. that includes the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3., for students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test and have been provided the opportunities at N.J.A.C. 6A:8-5.1(a)8. The new paragraph identifies the portfolio appeals process as a pathway for students who have not demonstrated proficiency on the State graduation proficiency test and have been provided with remediation and/or additional opportunities to demonstrate proficiency. (A.9.)*
18. *The revisions delete N.J.A.C. 6A:8-5.1(b) because the Personalized Student Learning Plans pilot program ended in 2012. (Deleted)*
19. *The revisions delete N.J.A.C. 6A:8-5.1(f) because the subsection was established to ensure adequate transition to the current Statewide assessment system from the high school end-of-course PARCC assessments for students in the graduating classes of 2018 through 2022. (Deleted)*
20. *The revisions recodified at N.J.A.C. 6A:8-5.1(e) delete the reference to the classes of 2023, 2024, and 2025 because the alternative means established in the section now apply to all graduating students. (Deleted)*

Another revision in the current Policy Guide 5460 includes Section B. – High School Diplomas. This section has been removed from Policy Guide 5460 and has been incorporated into a new separate Policy Guide 5461 – High School Diplomas provided in this Policy Alert 237.

Policy Guide 5460 includes the requirements of the new administrative code and is aligned with N.J.A.C. 6A:8-5.1 and 6A:8-5.3. Boards that do not have high school students do not need to adopt a high school graduation policy. Policy Guide 5460 is mandated because N.J.A.C. 6A:8-5.1(a) requires a Board to adopt a high school graduation policy.

- [P 5461 - High School Diplomas](#) (M) - New

N.J.A.C. 6A:8-5.2 has been revised to address the requirements that must be met for a Board of Education to award a State-endorsed high school diploma. N.J.A.C. 6A:8-5.2 also provides other paths by which a student can earn a diploma. The reference to the General Education Development (GED) test and other adult education assessments has been replaced with the New Jersey High School Equivalency Assessment (NJHSEA). N.J.A.C. 6A:8-5.2 requires a Board to provide students awarded a State-issued high school diploma pursuant to N.J.A.C. 6A:8-5.2(c) or (d) with the opportunity for continued high school enrollment to age twenty-one, if eligible, pursuant to the Individuals with Disabilities Education Act (IDEA). This requirement aligns with the New Jersey Supreme Court decision in Bd. of Educ. of Twp. of Sparta v. M.N., A-16-25 (2024). Policy Guide 5461 is mandated because N.J.A.C. 6A:8-5.1(a) requires a Board to develop, adopt, and implement a policy for a State-endorsed diploma.

- [P 0162 - Notice of Board Meetings](#) - Revised

P.L. 2025, Chapter 72 was approved adding new statutes, N.J.S.A. 35:3-1. through 35:3-5., which address the publishing or advertising of a legal notice. N.J.S.A. 35:3-1. through 35:3-5. provide that whenever a public entity (Board of Education) as defined in the statute is required by law or by order or rule of any court to publish or advertise a legal notice, the public entity is to publish or advertise the legal notice on the public entity's official internet website. The Board's official internet website is to be accessible and available to the public free of charge, and a direct hyperlink to legal notices published on the Board's official internet website is to be conspicuously placed on the Board's internet homepage. Therefore, a Board no longer needs to provide legal notices to legal newspapers. Strauss Esmay has developed a new Bylaw Guide 0162.01 – Legal Notices that provides all the requirements of the new statutes that are applicable for all legal notices. Bylaw Guide 0162 has been revised to remove the requirement that legal notices be provided to newspapers and indicates all legal notices shall be provided in accordance with N.J.S.A. 35:3-1. through 35:3-5. and the new Bylaw Guide 0162.01.

- [P 0162.01 -Legal Notices](#) (M) - New

P.L. 2025, Chapter 72 was approved adding new statutes, N.J.S.A. 35:3-1. through 35:3-5., which address the publishing or advertising of a legal notice. N.J.S.A. 35:3-1. through 35:3-5. provide that whenever a public entity (Board of Education), as defined in the statute is required by law or by order or rule of any court to publish or advertise a legal notice, the public entity is to publish or advertise the legal notice on the public entity's official internet website. Below are the most important provisions in these new statutes:

- 1. The Board's official internet website is to be accessible and available to the public free of charge, and a direct hyperlink to legal notices published on the Board's official internet website is to be conspicuously placed on the Board's internet homepage;*
- 2. The Board is required to display a legal notice on its legal notices webpage for at least one week, or other time period as required by law, before transferring it to the archive;*
- 3. A Board is required to maintain an internet archive of legal notices that are no longer displayed, which are required to be kept for at least one year. In accordance with N.J.S.A. 35:3-2., a local government unit is not required to maintain an archive until July 1, 2026; and*
- 4. The Secretary of State is required to establish an internet webpage which includes the hyperlinks to the legal notices webpage of each public entity in the State and the Board is required to submit its hyperlink to the Secretary of State.*

N.J.S.A. 35:3-2. requires a Board to establish a direct hyperlink conspicuously placed on its official internet website homepage and begin publishing or advertising legal notices effective March 1, 2026 on the Board's website. Therefore, it would appear legal notices that have been provided to newspapers prior to March 1, 2026 would not need to be republished or readvertised. Bylaw Guide 0162.01 is mandated because Board action taken at a Board meeting that is not in compliance with N.J.S.A. 35:3-1. through 35:3-5. could have significant consequences.

- **P 1643- Family Leave** (M)- Revised

P.L. 2025, c.279 was recently approved, revising the New Jersey Family Leave Act (NJFLA) in two significant areas. The newly passed revisions to NJFLA reduce the time period in which an employee must be employed with their employer prior to qualifying for NJFLA. Previously, an employee had to be employed with their employer for twelve months prior to being able to request NJFLA leave. However, under the revised law, an employee only has to be employed by their employer for three months to qualify to utilize NJFLA. The second significant revision to NJFLA impacts the number of hours an employee has to work during the immediately preceding twelve-month period, starting from the date their NJFLA leave is set to commence. Previously, the employee had to work 1,000 "base hours" during the immediately preceding twelve-month period. However, under the revised law, the employee only has to work 250 "base hours" during the immediately preceding twelve-month period. At this time, there have been no revisions to the Family Medical Leave Act (FMLA) that impact Policy Guide 1643.

The revisions to NJFLA will have a considerable impact on districts as the "hours worked" and "time employment" eligibility requirements to take leave have been significantly reduced, which will lead to an increase in NJFLA leave eligible school staff. Strauss Esmay is always available by telephone or email to discuss any specific issues regarding NJFLA, FMLA, or other policy and regulation questions. Strauss Esmay's "Frequently Asked Questions Regarding NJFLA and FMLA" has been updated and is available for download under the "Policy Alerts" tab, "Other Downloads" on our website at www.straussesmay.com.

NJFLA and FMLA require a district to provide staff members with notice of their rights under each family leave law. Sections A.8.b. and B.11.a.(3) of Policy Guide 1643 state Policy Guide 1643 satisfies the Board's notice requirement to staff members. Strauss Esmay recommends a district post Policy Guide 1643 on the district's website and provide a hard copy or an electronic copy to each staff member annually prior to the beginning of the school year and/or upon an employee's initial employment in the district during the school year.

NJFLA and FMLA require a Board to comply with the requirements under both laws, and due to the complexity of these laws, Policy Guide 1643 is mandated.

Co-Curricular -

- Nothing to Report

Safety and Security -

- Nothing to Report

LTASA/LTCSTE -

- Nothing to Report

Other -

- Elementary Supervisor
- Board Training NJSBA - Tuesday, August 4, 2026 - “Goal Setting”
- Annual School Boards Conference - October 19 - 22, 2026 (discussion)
- Business Office reorganization (discussion)

Next Meeting: Will be scheduled for August 12, 2026 @ 1:00 pm